



9 May, 2025

Dear Councillor

FINANCE AND GENERAL PURPOSES COMMITTEE

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on Thursday, **15 May, 2025** in Our Lady Star of the Sea Hall, Vermont Drive, East Preston, that will be held during an adjournment of a meeting of Full Council. The Full Council meeting will follow the Annual Parish Meeting that commences at 7 pm.

Members of the Public are also welcome to join the meeting and will be given an opportunity to make representation to the Committee.

Val Knight

Mrs V Knight
Clerk of the Council

A G E N D A

1. **Welcome and Safety Procedures**
2. **Apologies for Absence**
3. **Election of Chairman**
4. **Election of Vice-Chairman**
5. **Declarations and Dispensations of Interests** - To receive any declarations under the Council's Code of Conduct and consider any dispensation requests
6. **Public Opportunity** - An opportunity for the Public to make representations, ask or answer questions and give evidence to the Committee on matters relating to items on this agenda.
7. **Minutes** - To approve the Minutes of the Meeting held on 20 March, 2025 (circulated).
8. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
9. **Bank Account** – To note the new signatories as agreed by Council.
10. **Accounts and Annual Governance and Accountability Return 2024/25** – To consider recommending to Council that it approves:
 - a) the Accounts Summary for 2024-25 (circulated).
 - b) the Annual Return (circulated) in this order:
 - ii. the report of the Internal Auditor
 - iii. the Annual Governance Statement
 - iv. the Accounting Statements

Note: at the date of the preparation of this agenda, the Annual Return is being considered for verification by the internal auditor. If verification is not received prior to the meeting, to recommend to Council an additional meeting of Council be held in June to approve the Return.

KINGSTON PARISH COUNCIL

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**Clerk's Report on Financial Matters for the
Meeting of the Finance and General Purposes Committee on 15 May, 2025**

- 1. Account Balance** - To note the balance on bank account as at 31 March, 2025 was £23,794.97 after taking into account receipts not previously reported of bank interest of £40.79, as well as payments not previously reported to Committee and shown below:

Payee	Payment method	Re:	Net £	VAT £	Total £	Date
Arun District Council	Direct Debit	Payroll recharge	388.70	-	388.70	13/03/25

2. Payments for Approval:

Payee	Re:	Net £	VAT £	Total £	Cheque No.
South Strand Community Toilets	grant to towards running costs - per Budget	300.00		300.00	26
Arthur J Gallagher Insurance Brokers Ltd	Annual Insurance renewal	415.28	-	415.28	27
Vision ICT Ltd	Webmail addresses for 7 Councillors plus Clerk (annual charge)	160.00	32.00	192.00	28
Sancarma Ltd	Delivery of May newsletter	50.00	-	50.00	29
Arun District Council	Printing	17.76	-	17.76	30
WSALC	Annual subs WSALC and NALC	200.25 45.37	-	245.62	31
Parish Online (Geosphere Ltd)	Online mapping	37.50	7.50	45.00	32