



9 January, 2026

Dear Councillor

## **FINANCE AND GENERAL PURPOSES COMMITTEE**

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on Thursday, **15 January, 2026** in Our Lady Star of the Sea Hall, Vermont Drive, East Preston, that will be held following a meeting of the Planning Committee that commences at 7.30 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. **Declarations and Dispensations of Interests** - To receive any declarations under the Council's Code of Conduct and consider any dispensation requests
4. **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.
5. **Minutes** - To approve the Minutes of the Meeting held on 17 November, 2025 (circulated).
6. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
7. **Budget 2026-27** – To make a recommendation to Council on the budget and Precept to be set for 2026-27 (draft budget attached for consideration). The Budget proposes no increase in the Precept from last year with the Precept set at £18,000.
8. **Bank Account** – To consider banking account options after June this year when free banking incentive period runs out Clerk to report

### **KINGSTON PARISH COUNCIL**

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# KINGSTON PARISH COUNCIL

## Clerk's Report on Financial Matters for the Meeting of the Finance and General Purposes Committee on 15 January, 2026

1. **Account Balance** - To note the balance on bank accounts as at 31 December, 2025 was £33,965.16 after taking into account receipts not previously reported of bank interest of £61.05, 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	480.57	-	480.57	12/11/25
Arun District Council	Direct Debit	Payroll recharge	580.24	-	580.24	12/12/25
JNR Computer Services	Cheque No 42	Host 8 Webmail accounts for 2025/26	288.00	57.60	345.60	19/11/25

2. **Payments for Approval:**

Payee	Re:	Net £	VAT £	Total £	Cheque No.
V Knight	Reimbursement - Annual Sub to Society of Local Council Clerks	158.00	-	158.00	43
St Mary's Church	Annual Grant – re Churchyard maintenance	350.00	-	350.00	44
Information Commissioner	Data protection renewal	47.00	-	47.00	Direct Debit 2/2/26

3. **Correction** – To note that the minutes of 15 September, 2025 record a payment to V Knight (Clerk) by Cheque No 36 and this should read **Cheque No 38**

**KINGSTON PARISH COUNCIL BUDGET 2026/27**
**Draft January 2026**

Actual 2022/23	Actual 2023/24	Actual 2024/25		Budget 2025/26	Projected 2025/26	Budget 2026/7
£	£	£	<b>EXPENDITURE</b>	£	£	£
4041	4353	4664	Salary costs^ includes Employers NI	6872	6964	7170
144	144	144	Clerk - Travel	144	144	144
312	312	312	Clerk – Home office expenses	312	312	312
0	0	0	Members’ Allowances	700	0	700
150	120	180	Chairman’s Allowance	150	150	150
18	13	0	Courses/seminars/training (incl. travel)	200	200	200
80	0	0	Admin – Locum Clerk	500	0	500
144	171	300	Admin - office/DP/Bank/crowdfunder fee	140	100	140
0	0	0	Admin – Equipment – computer/screen	0	860	0
248	144	160	Website/webmail annual hosting costs	400	328	550
84	59	75	Stationery/Printing/Publications	100	100	100
6	6	13	Postage	7	14	10
150	150	216	Hire of Halls	250	225	260
341	402	411	Insurance	402	415	450
341	343	345	SALC/SLCC Subscription	390	404	415
80	80	80	Audit Fees	60	270	270
0	0	149	Election Reserve/costs*	0	0	0
350	350	350	St Mary’s Churchyard Grant	350	350	350
135	135	135	Remembrance Service	135	135	135
150	300	0	Other Grants	200	200	300
300	300	300	South Strand Community Toilets	300	300	300
482	270	0	Env. Protection and Improvement* (incl. flagpole)	0	600	300
0	0	0	Winter Management Plan*	0	0	0
0	0	0	Celebration of Council’s inauguration 2028*	0	0	150
194	244	144	Community Involvement e.g. newsletters*	100	240	250
0	0	0	Neighbourhood Plan*	0	0	4000
73	0	22792	Planning Matters/issues*	6300	6300	6000
0	0	0	CIL Infrastructure Project* – <b>see reserve</b>	0	0	0
0	0	0	Contingency (£10,000 included re Judicial Review but not needed 2025/6)	10,000	0	500
<b>7823</b>	<b>7896</b>	<b>30770</b>	<b>TOTAL EXPENDITURE (see #)</b>	<b>28012</b>	<b>18611</b>	<b>23656</b>
1389	5471	(7249)	<b>Surplus</b> of receipts over payments. <b>Excess (-)</b>	(8712)	261	(5306)
			* unspent/overspent budget items are reflected in Reserve updates at year end			
			<b>RECEIPTS</b>			
9090	9090	9090	Precept	18000	18000	18000
122	522	370	Bank interest	300	350	350
0	0	14045	Judicial Review Fund raiser	1000	0	0
0	3755	0	CIL receipt	0	0	0
0	0	16	Miscellaneous	0	0	0
<b>9212</b>	<b>13367</b>	<b>23521</b>	<b>TOTAL RECEIPTS</b>	<b>19300</b>	<b>18350</b>	<b>18350</b>

**\* Reserve provision. Balances/Reserve Funds 31 March 2025:** Election Costs 2,486, Env. Improvements/ Maintenance 1,700, Winter Management Plan 519, Celebration of 30th year of Council (in 2028) 892, Community Involvement 954, Neighbourhood Plan/ Design Statement 4,788, Grant from Transparency Fund £92 (for printer), Planning Matters £0, CIL 3,755 (ring-fenced), Website Upgrade 500, General Fund 8109 TOTAL 23795

**^ Salary** for 26-27 estimate to allow for the national salary award due from 1 April 2026 (not yet agreed nationally)