

KINGSTON PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes: of the Meeting held on 15 January, 2026 commencing at 8.41 pm in Our Lady Star of the Sea Hall, Vermont Drive, East Preston.

Present: Councillors Marr (Chairman), Andrew, Buckenham, Hall, Masson, Randall and Wetherell. Val Knight (Clerk).

01/26 **Welcome and Safety Procedures** – The Chairman welcomed everyone to the meeting and explained safety procedures.

02/26 **Apologies** – All Members were present.

03/26 **Declarations and Dispensations of Interests** - Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Hall, Marr and Masson declared membership of Kingston Gorse Estate and Cllr Randall declared membership of West Kingston Residents Association and that he is on the Board of the Association.

04/26 **Public Opportunity** – No members of the public were present.

05/26 **Minutes** - The Minutes of the Meeting of the Committee held on 17 November, 2025 were confirmed as a correct record and were signed by the Chairman. There were no matter arising.

06/26 **Report of the Clerk on Financial Matters**

1. Account Balance – Committee noted the balance on bank account as 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

2. Payments Approved:

Payee	Re:	Net £	VAT £	Total £	Cheque No.
Society of Local Council Clerks	Annual Subscription	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 – It was noted 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**

07/26 **Budget 2026-27** – A draft Budget proposing to set the Precept for 2026/27 at £18,000 (no change from previous year) was considered. It was unanimously agreed to make a recommendation to Council that the draft budget be approved (copy attached).

08/26 **Bank Account** – It was noted that the free banking period with NatWest would end in June 2026 and agreed that a new bank account be sought that would allow for electronic banking. The clerk to report back with some options/quotes.

The Chairman closed the meeting at 8.49 pm.

Chairman:.....

Date:.....

Actual 2022/23	Actual 2023/24	Actual 2024/25		Budget 2025/26	Projected 2025/26	Budget 2026/7
£	£	£	EXPENDITURE	£	£	£
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* – see reserve	0	0	0
0	0	0	Contingency (£10,000 included re Judicial Review but not needed 2025/6)	10,000	0	500
7823	7896	30770	TOTAL EXPENDITURE (see #)	28012	18611	23656
1389	5471	(7249)	Surplus of receipts over payments. Excess (-)	(8712)	261	(5306)
			* unspent/overspent budget items are reflected in Reserve updates at year end			
			RECEIPTS			
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
9212	13367	23521	TOTAL RECEIPTS	19300	18350	18350

* 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)