



15 May, 2026

Dear Councillor

### **FINANCE AND GENERAL PURPOSES COMMITTEE**

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on Thursday, **21 May, 2026** 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 7.30 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. **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 19 March, 2026 (circulated).
8. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
9. **Bank Account** – To consider the recommendation of the Clerk supported by Cllr Hall that Council opens an electronic banking account with Unity Trust Bank when the free banking incentive period with NatWest runs out on 3 July 2026 (information circulated).
10. **Accounts and Annual Governance and Accountability Return 2025/26:**
  - a) To note that the internal auditor from last year has decided to retire and is not available to carry out the end of year internal audit checks. To consider making a recommendation to Council on a replacement Internal Auditor.
  - b) The Annual Return cannot be considered until the Internal Audit has been completed, so to recommend to Council an additional meeting of Council be held in week commencing 22 June to approve the Return.

**KINGSTON PARISH COUNCIL**

33 The Ridings, East Preston, West Sussex BN16 2TW Tel: 01903 771922  
email: [clerk@kingston-wsx-pc.gov.uk](mailto:clerk@kingston-wsx-pc.gov.uk) website: <https://kingston-wsx-pc.gov.uk/>

# KINGSTON PARISH COUNCIL

## Clerk's Report on Financial Matters for the Meeting of the Finance and General Purposes Committee on 21 May, 2026

1. **Account Balance** - To note the balance on bank accounts as at 31 March, 2026 was £33,037.91 after taking into account receipts not previously reported of bank interest of £34.30, 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 | 580.24 | -     | 580.24  | 12/03/26 |
| Arun District Council | Cheque No 51   | Printing         | 11.87  | -     | 11.87   | 27/3/26  |

2. **Payments for Approval:**

| Payee                          | Re:                                      | Net £           | VAT £ | Total £ | Cheque No. |
|--------------------------------|--|-----------------|-------|---------|------------|
| South Strand Community Toilets | grant towards running costs - per Budget | 300.00          |       | 300.00  | 52         |
| WSALC                          | Annual subs WSALC and NALC               | 202.31<br>45.67 | -     | 247.98  | 53         |
| Parish Online (Geosphere Ltd)  | Online mapping                           | 37.50           | 7.50  | 45.00   | 54         |

3. **Annual Insurance Policy**

Arthur J Gallagher Insurance Brokers Ltd have offered renewal at £418.61 (previous year £415.28). There is no option to take out a 3 year agreement. Other quotes are awaited and will be circulated to Members. To agree which quote to accept or to delegate the decision to Clerk and Chairman of Finance by 1 June, 2026.