

KINGSTON PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes: of the Meeting held on 21 May, 2026 commencing at 8.20 pm in Our Lady Star of the Sea Hall, Vermont Drive, East Preston.

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

17/26 **Welcome and Safety Procedures** – The Chairman welcomed everyone to the meeting and explained safety procedures.

18/26 **Apologies** – Cllr Masson

19/26 **Election of Chairman**- Cllr Hall was elected to serve for the ensuing year.

20/26 **Election of Vice-Chairman** - Cllr Andrew was elected to serve for the ensuing year.

21/26 **Declarations and Dispensations of Interests** - Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Marr and Hall 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.

22/26 **Public Opportunity** – No members of the public were present.

23/26 **Minutes** - The Minutes of the Meeting of the Committee held on 19 March, 2026 were confirmed as a correct record and were signed by the Chairman. There were no matter arising.

24/26 **Report of the Clerk on Financial Matters**

1. Account Balance – Committee noted the balance on bank account as 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	27/03/26

2. Payments Approved:

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 45.67	-	247.98	53
Parish Online (Geosphere Ltd)	Online mapping	37.50	7.50	45.00	54

3. Annual Insurance Policy - Council considered the quotes received:

Clear Councils annual cost £878.82. Arthur J Gallagher Insurance Brokers Ltd annual cost £418.61 (with a 3 year agreement). Zurich annual cost £397.47 (with a 3 year agreement)

It was agreed to take out insurance with Zurich annual cost £397.47 with a 3 year agreement – (cheque number 55).

25/26 **Bank Account** – It was agreed to accept the recommendation from the Clerk and 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).

26/26 **Accounts and Annual Governance and Accountability Return 2025/26:**

- a) Committee noted 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. It was agreed to recommend to Council that Sian Southerton, the previous internal auditor, be appointed for a fee of £85 (subject to no major anomalies being found)
- b) As the Annual Return cannot be considered until the Internal Audit has been completed, it was agreed to recommend to Council an additional meeting of Council be held on 22 June, 2026 to approve the Return.

The Chairman closed the meeting at 8.35 pm.

Chairman:.....

Date:.....