



11 May 2018

Dear Councillor

FINANCE AND GENERAL PURPOSES COMMITTEE

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on **Thursday 17 May, 2018** after the appointment of committee members at a meeting of Full Council that follows the Annual Meeting of the Parish which starts at **7pm** in **Our Lady Star of the Sea Hall**, Vermont Drive, East Preston.

Members of the Public are welcome to attend 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. **Apologies for Absence**
2. **Election of Chairman** - To serve for the ensuing year.
3. **Election of Vice-Chairman** - To serve for the ensuing year.
4. **Declarations and Dispensations of Interests** - To receive any declarations under the Council's Code of Conduct and consider any dispensation requests
5. **Public Opportunity** - An opportunity for the Public to make representations, ask or answer questions and give evidence to the Committee on matters relating to Council business
6. **Minutes** - To approve the Minutes of the Meeting held on 18 January 2018 (circulated)
7. **Matters Arising** from the Minutes.
8. **Payments** - To consider the report of the Clerk on accounts and financial matters (attached).
9. **Accounts and Annual Return:** To consider and make recommendation to Full Council on:
 - a) The **Accounts Summary for 2017-18** (attached)
 - b) The **Certificate of Exemption** to be submitted to the External Auditor, in line with the Local Audit (Smaller Authorities) Regulations 2015.
 - c) The **Annual Governance and Accountability Return (Part 2)** to be considered in the order of:
 - **Annual Internal Audit Report**
 - **Section 1 – Annual Governance Statement**
 - **Section 2 – Accounting Statements**If the report of the Internal Auditor is not available to defer consideration to a future meeting of Council (but prior to 2 July).
10. **Internal Audit** – To defer the appointment of the Internal Auditor for 2018-19, and consideration of the Annual Risk Assessment Report and the Review of Internal Audit.
11. **Other matters** for information only, to be considered at the discretion of the Chairman.

KINGSTON PARISH COUNCIL

33 The Ridings, East Preston, West Sussex BN16 2TW Tel: 01903 771922
email: kingstonpc@tesco.net website: <http://kingston.arun.gov.uk>

KINGSTON PARISH COUNCIL

Clerk's Report on Financial Matters for the Meeting of the Finance and General Purposes Committee on 17 May 2018

1. **Account Balance** - To note the balance on the Account as at 30 April was £31,100.01 after taking into account receipt of Bank Interest of £4.22, ½ year Precept for 2018-19 of £4033, and payments not previously reported to Committee:

Payee	Payment method	Re:	Net £	VAT £	Total £	Date
Arun District Council	Direct Debit	Payroll recharge (March)	250.00	-	250.00	12/3/18
Arun District Council	Direct Debit	Payroll recharge (April)	250.00	-	250.00	12/4/18

2. **Additional payments for approval:**

Payee	Re:	Net £	VAT £	Total £	Cheque No.
West Sussex ALC Limited	Annual Sub (to Association of Local Councils) 2017/18	192.76	-	19.76	573
Arun District Council	Printing	9.66	-	9.66	574
Cllr D R Wetherell	20 year celebration – Reimbursement re wine	93.21	18.64	111.85	575
Pebbles Catering	20 year celebration – Catering	424.40	84.88	509.28	576
Footsoldiers Distribution	Newsletter delivery	30.00	-	30.00	577
Came and Company Ltd	Annual Insurance Premium	280.00	-	280.00	578