

KINGSTON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes: of the Meeting held on 17 May, 2018 at 7pm in Our Lady Star of the Sea Hall.

Present: Councillors Jolly (Vice-Chairman in the Chair), Hodge, Masson and Walker.

14/18 **Apologies:** Cllrs Joyce, Kenning and Wetherell.

15/18 **Election of Chairman** – Cllr Joyce was elected Chairman to serve for the ensuing year.

16/18 **Election of Vice-Chairman** - Cllr Jolly was elected Vice-Chairman to serve for the ensuing year. As Cllr Joyce had sent his apologies to the meeting Cllr Jolly chaired the meeting.

17/18 **Declarations and Dispensations of Interests:** Further to granted dispensations and declarations held in the Register of Members Interests, in the interest of openness, Cllrs Masson and Walker declared membership of Kingston Gorse Estate and Cllrs Hodge and Jolly declared membership of West Kingston Residents Association.

18/18 **Public Opportunity:** No members of the public were present.

19/18 **Minutes:** The Minutes of the Meeting of the Committee held on 15 March, 2018 were confirmed as a correct record. There were no matters arising.

20/18 **Report of the Clerk on Financial Matters**

Account Balance - Committee noted 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:

a.

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

b. **Payments** – The following payments were approved:

Payee	Re:	Net £	VAT £	Total £	Cheque No.
West Sussex ALC Limited	Annual Sub (to Association of Local Councils) 2017/18	195.52	-	195.52	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 (includes cover increased in line with inflation)	285.60	-	285.60	578

21/18 **Accounts and Annual Return:**

Committee agreed to recommend to Council approval of :

- The **Accounts Summary for 2017-18**
- The **Certificate of Exemption** to be submitted to the External Auditor, in line with the Local Audit (Smaller Authorities) Regulations 2015.

Committee agreed to recommend to Council deferring consideration of the following until an extra meeting of Council in June to allow time for the Internal Auditor to complete his report:

- The **Annual Governance and Accountability Return (Part 2):**
 - **Annual Internal Audit Report**
 - **Section 1 – Annual Governance Statement**
 - **Section 2 – Accounting Statements**

22/18 **Internal Audit** – It was agreed 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.

23/18 **Other matters** – No further matters were raised.

The Chairman closed the meeting.

Chairman:.....

Date:.....