



10 May 2019

Dear Councillor

FINANCE AND GENERAL PURPOSES COMMITTEE

You are summonsed to attend a Meeting of the Finance and General Purposes Committee on **Thursday 16 May, 2019**, in Our Lady Star of the Sea Hall, Vermont Drive, East Preston, which will be held after the appointment of committee members at a meeting of Full Council following the Annual Meeting of the Parish which starts at 7pm. **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 21 March, 2019 (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:
The Accounts Summary for 2018-19 (circulated)
The Certificate of Exemption to be submitted to the External Auditor, in line with the Local Audit (Smaller Authorities) Regulations 2015.
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 StatementsSubject to Audit: If the report of the Internal Auditor is not available, to agree the accounts will be advertised once this is received if no matters affecting the accounts are raised and this will be reported on at the July meeting. Otherwise an extra meeting of Council by 30 June 2019.
10. **Internal Audit** – To agree the appointment of the Internal Auditor for 2019-20, and to consider of the Annual Risk Assessment Report and the Review of Internal Audit in July 2019.
11. **Other matters** for information only, to be considered at the discretion of the Chairman.

KINGSTON PARISH COUNCIL

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KINGSTON PARISH COUNCIL

Clerk's Report on Financial Matters for the Meeting of the Finance and General Purposes Committee on 16 May 2019

1. **Account Balance** - To note the balance on the Account as at 31 March was £27,656.83 after taking into receipt of bank interest of £13.00.
2. **Payments for approval:**

Payee	Re:	Net £	VAT £	Total £	Cheque No.
WSALC Limited	Annual Sub to West Sussex Association of Local Councils and National Association	207.26	-	207.26	594
Arun District Council	Payroll recharge * (April)	250.00		250.00	Direct Debit
Arun District Council	Printing	8.28	-	8.28	595
Sancarma Ltd	Delivery of newsletters <i>(note: Foolsoldiers Distribution had not been available for this delivery)</i>	50.00	-	50.00	596
Came and Company Ltd	Annual Insurance Premium	294.17	-	294.17	597
South Strand Community Toilets	Donation (per Budget)	300.00	-	300.00	598

3. **Payments Received** – To note that in April payments were received from Arun District Council – ½ year Precept £4114.00 and from HMRC – Reclaim of VAT re 2017/18.