

# Kings Worthy Parish Council

## FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 12 September 2012  
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present:	Councillors:	Malcolm Prince [Chairman] Terry Bohle [Vice-Chairman] Phil Allen Sarah White
	Clerks:	Colin Arnett Adrian Reeves
	Public:	0

### **F/12/105 Apologies for Absence**

Apologies for absence had been received from Cllrs Gordon, Reiners and Welstead.

Cllr Prince welcomed newly co-opted councillor Phil Allen to the meeting.

### **F/12/106 Public Question Time**

None

### **F/12/107 Minutes of the Meeting held on the 14 August 2012**

The minutes were agreed as a true record of the meeting and were signed by Cllr Prince.

Cllr White asked the clerks to investigate including the attachments with the computerised minutes. **Action – the clerks**

### **F/12/108 Matters Arising from the Minutes of 14 August 2012**

- **F/12/95 – Parish Office Computer Upgrade** – there had been no further progress to report on computer support. The clerk was asked to chase Cllrs Gordon and Reiners. **Action – the clerk**

The deputy clerk suggested that consideration be given to Wi-Fi in the building. Members agreed that it would be desirable and asked him to investigate the feasibility and likely costs. **Action – the deputy clerk**

## **F/12/108 Matters Arising from the Minutes of 14 August 2012 cont.**

- **F/12/95 – Auditor Commission Return** – the Audit Commission were satisfied with the additional information which they had requested.  
  
The deputy clerk confirmed that year-on figures for the annual return were in place.
- **F/12/95 - Rent Review – Land at Harwood Place** – WCC had confirmed that the period of the lease was incorrect and should read the 25 April 2017.
- **F/12/96 – Finance and Administration** – an expression of thanks had been received from the Kings Table Tennis Club for the old laminator.
- **F/12/100 - NatWest Deposit Account** – the clerk confirmed that he was chasing the refund of £60 for lost interest.
- **F/12/59 – Southern Water** – the clerk was delighted to report that a refund of £2003.31 had been received for the water leak at Eversley Park. The clerk was asked to check our insurance policy for cover for any similar instances in the future. **Action – the clerk**

## **F/12/109 Proposed New Expenditure for Financial Approval**

- **Planning and Highways** – None
- **Finance and Administration [incl. Tubbs Hall]** - None
- **Recreation and Amenities**

Cllr White gave members a dashboard presentation;

**Cricket Nets** – these have now been completed and the clerk was asked to submit a claim for the already approved S106 monies. **Action – the clerk**  
Cllr Bohle is finalising the total costs of fitting kick boards.

**Eversley Park Path** – quotations had been submitted to HCC for funding.  
*[Post Meeting Note – funding has been approved].*

**Sun-Dial** – spots of rust had been found on the newly installed sun-dial. Representations are being made to the supplier and payment withheld.

Members agreed to the suggestion from Cllr Bohle that the unveiling be open to the public, however refreshments be served only to invited guests for Rosemary Sign's leaving.

**Eversley Park Trees** – Members approved the quotation of £1250 for work on the trees.

**Church Green Children's Playground** – three suppliers had been approached to quote for the scheme.

- **Recreation and Amenities cont.**

**Dog Fouling** – Members approved £360 for the provision of a dog bag dispenser at Eversley Park.

**Eversley Park – Children’s Nest Swing** – Members approved the provision of new chains and ropes at an estimated cost of £360.

- **Communications**

**Newsletter** – the summer newsletter had been printed and was currently being distributed.

**Website** – only two responses had been received from businesses wishing to advertise on our website. The deputy clerk was asked to chase responses.

**Action – the deputy clerk**

**F/12/110 Grant Applications**

- **THMC- Provision of Christmas Tree Lights** – Members agreed to a grant of £100.

- **The Grove Christmas Party** – Members agreed that they would consider favourable a grant towards raffle prizes on completion of a grant application form.

**F/12/111 Asset Register/Insurance Renewal**

The clerks updated members on the progress being made with the new asset register. Cllr Prince suggested that the items be categorised with the highest valued items first.

Members approved the insurance renewal quotation of £3885.56.

**F/12/112 Cheque Signatories**

Members suggested that Cllr Hallisey take the place of Rosemary Sign as a cheque signatory.

**F/12/113 Maintenance Operative Contract**

Members approved the draft contract without amendment and agreed that Cllr Bohle and the clerk undertake the three month review with Martyn Smith.

**F/12/114 To Receive Statement of Accounts and Management Reports**

The deputy clerk gave a presentation of the income and expenditure for the period ending 31 August 2012 together with a balance sheet [Copies attached].

**F/12/114 To Receive Statement of Accounts and Management Reports cont.**

The accounts continue to show a surplus, although several of the larger invoices, such as that for street lighting, have yet to be received.

Cllr Prince expressed his concerns that no bank reconciliation had been undertaken and asked that the deputy clerk give this priority for the next meeting.

**Action – the deputy clerk**

**F/12/115 RFO's and Clerk's Notices**

- **Pitch Fees- Vat** – the clerk shared with members that the response to the request for block bookings had been poor.
- **Worthys Festival** – Members agreed to the provision of a marquee at Eversley Park on the weekend 28/29 September 2013 and accepted the loss of pitch fees.

**F/12/116 Chairman's Notices**

None

**F/12/117 Authorise Invoices for Payment**

The Committee received a schedule of invoices due for payment, agreed the schedule and signed the cheques. The total invoices for payment amounted to £12,300.81. A cheque for £565.13 to HCC had already been signed between meetings

**F/12/118 Items for Discussion at the Next Meeting**

The clerk was asked to include those items which were on-going.

**F/12/119 Date of next meeting**

The next meeting was scheduled at 9.30am on the 10 October 2012.

The meeting closed at 11.50am.

Signed.....

Date.....