



**Pest Control** – We have had issues with our current pest controller with regards to no performance of contract.

**Decision:** *Considering the importance of the contract to ongoing works and the return of a 'dead rat' smell in the hall it was unanimously agreed to not renew the contract with our current provider.*

*It was agreed to proceed with a site survey from 'Cannon Pest Control' at a cost of £60.00.*

**Clerk**

**Fire Action Items** – A quotation had been received for the following works:

- ❖ Installation of a 4 zone fire alarm panel with backup batteries
- ❖ Installation of 2 Optical smoke detectors to be installed in the loft.
- ❖ Installation of 2 Flashing sounder beacons – 1 in hall and 1 in the disabled toilet.
- ❖ Installation of a 230v Mains fire alarm isolator.
- ❖ Wiring in the fire shutter too close when the alarm sounds.
- ❖ Certification and commissioning all works above.

**Decision:** *It was agreed to proceed with the quotation at a cost of £730.80 and to have this work carried out as soon as possible.*

**Clerk**

**Electrical Inspection** – A quotation had received for an electrical inspection, which is now due. Other quotations have been requested but were not forthcoming.

**Decision:** *It was agreed to check whether 'Brooks Electrical' have been invited to quote. If they haven't, it was agreed to obtain a quotation from them.*

**Clerk**

**Local Councils Update Subscription** – The renewal form to receive the 'Local Councils Update' magazines had been received. It was noted that these magazines provide invaluable information on changes to regulations and laws relating to Local Government

**Decision:** *Renew the subscription at a cost of £75.00.*

**Clerk**

○ **Recreation and Amenities (R&A)**

None.

○ **Communications**

The Clerk reported to the committee that an extra £198.00 had been spent on a printed LPP2 report sheet which were delivered with the summer newsletters.

**F/16/120 To receive the statement of accounts and management reports for month ended 31<sup>st</sup> August 2016 [see attached]**

The Clerk gave a presentation to members of the figures for the year to date ending 31<sup>st</sup> August 2016. The current surplus of income over expenditure is £16,362.00 at that date. The Clerk noted that the surplus includes £17,128.00 received as the first instalment of the Community Infrastructure Levy due from the Lovedon Lane development.

Cllr Taylor is to discuss possible budget phasing issues with Clerk.

**Cllr Taylor**



**F/16/127 Chairman's Notices**

None.

**F/16/128 Authorise Invoices for Payment**

The Committee received a schedule of invoices due for payment, and agreed the schedule. Councillors Taylor and Gordon are to authorise the payments with the online banking system after the meeting.

The total invoices for payment amounted to £8,562.93. A total of £2,084.70 had been spent on urgent invoices where payments have been made prior to the meeting. [Copy attached].

**F/16/129 Items for Discussion at the Next Meeting**

None.

**F/16/130 Date of next meeting**

The next meeting has been scheduled for 9.30am on 12<sup>th</sup> October 2016.

**The meeting closed at 12:00.**

**Signed.....**

**Date.....**

2015/16 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2016/2017 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2016/2017 Budget (£)	Forecast Outturn (£)	2017/18 Budget (Proposed) (£)
121,973	9,857	27,012	17,155	Finance (inc. Precept)	49,284	66,824	17,539	119,221	0	0
4,808	2,000	2,000	0	THMC Income	2,000	2,000	0	4,800	0	0
21,287	463	1,300	837	Recreation & Amenities	4,054	3,604	(450)	8,092	0	0
0	0	0	0	Planning & Highways	0	0	0	0	0	0
<b>148,068</b>	<b>12,319</b>	<b>30,312</b>	<b>17,993</b>	<b>Total Income</b>	<b>55,339</b>	<b>72,428</b>	<b>17,089</b>	<b>132,113</b>	<b>0</b>	<b>0</b>
				<b>Expenditure Item/Description</b>						
<b>69,160</b>	<b>8,478</b>	<b>4,722</b>	<b>3,756</b>	<b>Finance</b>	<b>30,690</b>	<b>26,459</b>	<b>4,231</b>	<b>66,940</b>	<b>0</b>	<b>0</b>
<b>89,539</b>	<b>10,751</b>	<b>8,030</b>	<b>2,721</b>	<b>Recreation &amp; Amenities</b>	<b>32,463</b>	<b>29,607</b>	<b>2,857</b>	<b>93,665</b>	<b>0</b>	<b>0</b>
<b>5,927</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Planning &amp; Highways</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,750</b>	<b>0</b>	<b>0</b>
<b>164,626</b>	<b>19,229</b>	<b>12,752</b>	<b>6,477</b>	<b>Total Expenses</b>	<b>63,153</b>	<b>56,065</b>	<b>7,088</b>	<b>169,355</b>	<b>0</b>	<b>0</b>
148,068	12,319	30,312	17,993	<b>Total Income</b>	55,339	72,428	17,089	132,113	0	0
164,626	19,229	12,752	6,477	<b>Total Expenses</b>	63,153	56,065	7,088	169,355	0	0
<b>(16,558)</b>	<b>(6,909)</b>	<b>17,561</b>	<b>24,470</b>	<b>Net Surplus (deficit) for year</b>	<b>(7,815)</b>	<b>16,362</b>	<b>24,177</b>	<b>(37,241)</b>	<b>0</b>	<b>0</b>

**Bank Reconciliation as at****31 August 2016**

Bank: NatWest Current a/c		£43,355.32
NatWest Deposit a/c		£0.62
Co-Operative Bank Fixed Term Deposit		£75,000.00
Unit Trust current account		£22,275.10
Unity Trust deposit account		£0.00
		<hr/>
		£140,631.04
Less u/p cheques and D/Ds:		
5881 M.R.S. Services	£994.25	
	<hr/>	£994.25
Add u/p credits:		
	£0.00	
	<hr/>	£0.00
		<hr/>
		£139,636.79
Current account as per NatWest bank		£43,355.32
Less: unpresented cheques		£994.25
Add: unpresented credits		
Balance as per ledger		<hr/>
		£42,361.07
Current account as per Unity Trust bank		£22,275.10
Less: unpresented cheques		£0.00
Add: unpresented credits		£0.00
Balance as per ledger		<hr/>
		£22,275.10

**Kings Worthy Parish Council**  
**FINANCE, ADMINISTRATION & REMUNERATION COMMITTEE**  
**Payments Listing for September 2016 Committee Meeting**

The following payments have been made since the last meeting of the Finance Committee.			
<b>Payments authorised:</b>			
		<b>Invoice Value</b>	<b>Total Invoice Value</b>
<b>Payments previously authorised:</b>			
<b>Name of Supplier</b>	<b>Nature of Works</b>	<b>(incl VAT) £</b>	<b>(incl VAT) £</b>
Hampshire County Council	Pensions - July 2016		737.11
BDO LLP	Review of annual return y/e 31/3/16		480.00
Environmental Hygiene Services	Steam clean & sanitation of 3 bus shelters		36.00
Fire Link Ltd	Fire risk assessment		81.59
Mulberry Tree Services	56 meters of mixed hedge cut at Eversley Park		750.00
	<b>Total</b>		<b>2,084.70</b>
<b>Payments to be authorised:</b>			
Came & Company	Insurance renewal (Oct 16 - Sept 17)		3101.89
Hampshire County Council	Hole punch, Epoxy resin, tacker & staples	21.50	
	Scourer, cloths, dusters, air cleaner, screen wipes	19.55	41.05
M.R.S.Services	Maintenance services - July 2016	407.50	
	Preparatory and installation works for water feature	905.39	
	Installation of Solar panel and wiring	158.48	
	Repair to Manhole cover	135.75	
	Replace crocodile post, repair fence & gate at CG	264.38	
	Enlarge 2 quadrants in new cremation area	1383.94	
	Install bin at Fryers Close Play Area	95.04	
	Install loft hatch & ladder	440.88	
			3,791.36
Culverlands	2000 Parish Newsletters & 2000 A4 Enclosure Sheet		697.00
Supply My Office Ltd	Fellowes 62MC Shredder		106.54
Adrian Reeves	Invoice Stamp & Mileage		33.88
Christopher Read	Milk, Filter, Descaler, Travel & Keys		53.56
Ian Gordon	Travel		8.10
HMRC	PAYE & NI		729.55
	<b>Total</b>		<b>8,562.93</b>
<b>Direct Debits &amp; Standing Orders</b>	<b>For August</b>		
Southern Water	Tubbs Hall water supply (monthly)		24.60
Southern Water	Eversley Park water supply		25.32
Southern Water	Burial Ground water supply		10.94
E.On Gas	Tubbs Hall gas supply (monthly)		27.99
E.On Electricity	Tubbs Hall electricity supply (monthly)		67.76
Green Smile Ltd.	Grounds maintenance contract (monthly)		3,239.25
Winchester City Council	Business rates (monthly)		59.00
SAGE	Accounting software (monthly)		30.00
BT	Telephone (monthly)		30.58
BT	Internet (quarterly)		206.60
	<b>Total</b>		<b>3,722.04</b>
<b>Salary Costs</b>	<b>For August</b>		
Telephone banking	Net Wages (net of tax & NI)		2,105.99
HMRC	PAYE (see above)		349.00
HMRC	National Insurance (see above)		374.55
Pensions	(Paid by BACS as above)		737.11
	<b>Total</b>		<b>3,566.65</b>