

Kings Worthy Parish Council

FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 16 May 2012
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present:	Councillors:	Malcolm Prince [Chairman] Ian Gordon Denis Welstead Sarah White
	Clerks:	Colin Arnett Adrian Reeves
	Public:	0

F/12/51 Apologies for Absence

Apologies for absence had been received from Cllr Barnes, Bohle and Taylor.

F/12/52 Public Question Time

None

F/12/53 Minutes of the Meeting held on the 11 April 2012

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

F/12/54 Matters Arising from the Minutes of 11 April 2012

- **F/12/42 – Parish Office Computer Upgrade** – Cllr Gordon expressed his concerns that the virus and firewall software on the computer was a free package and not up to the standard required, particularly for online banking. Members agreed that the clerks should consult EKS/Sage as to the recommended software and if a consensus was found to purchase the package. **Action – the clerk**
- **F/12/30 – Jubilee Obelisk** – Cllr Gordon agreed to contact Vokes and Beck to arrange a photograph of the obelisk in production and to establish a completion date. **Action – Cllr Gordon**

F/12/55 Proposed New Expenditure for Financial Approval

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

KWCC Youth Deterrent – Discussion took place on the installation of an ultrasonic youth deterrent outside the KWCC to restrict the nuisance resulting from the gathering of youths. Members agreed that professional advice be sort from the police. **Action – the clerks**

A complaint had been received regarding the fencing around the children's playground at Fraser Road, whereby the bolts had been removed partly from one section causing an obstacle. This could be an attempt at metal theft. The bolts had been replaced which satisfied the parishioner who no longer wished to pursue the matter.

Fixed Investment Bonds – the clerks confirmed that 25K had been re-invested in a three year bond at an averaged stepped interest rate of 4% and the second bond of 25K which had recently matured was similarly being re-invested.

- **Recreation and Amenities**

Fraser Road Playground – Cllr White reported that members were reviewing the poor finish to the paintwork on the existing play unit to resolve payment of the outstanding invoice at the next meeting.

Legion Lane Fence – Quotations had been received for replacing the post and wire fence ranging from £1,355 - £2,100. Cllr Welstead queried whether we needed to replace the fence. Cllr Gordon agreed to seek advice on the need for a replacement. **Action – Cllr Gordon**

Cllr Prince again highlighted the need to ensure that the cost of maintenance is considered in addition to the capital cost when assessing the most appropriate option.

- **Communications** - None

F/12/56 Olympic Torch Relay

Cllr Prince updated members as to the progress made by the project group since the last meeting. Anticipated expenditure is within budget.

A flyer will be delivered every household within the village.

F/12/57 To Receive Statement of Accounts and Management Reports

The deputy clerk gave a graphical presentation of the income and expenditure for April together with a balance sheet [Copies attached].

F/12/58 Year End Accounts [as at 31.03.12]

The deputy clerk gave a graphical presentation of the year end accounts which showed a small surplus of £1013.

He indicated that detailed bank reconciliation had not taken place over the last three years. Members confirmed that such an exercise would not be productive as the variance was insignificant. He confirmed that a monthly reconciliation would now be part of the monthly financial records.

Members agreed that the accounts should be circulated to all councillors for discussion at Monday's Parish Council meeting. **Action – Deputy Clerk**

F/12/59 RFO's and Clerk's Notices

Southern Water – the clerk shared with members a response regarding the water leak at Eversley Park whereby a senior inspector is to undertake a site investigation.

F/12/60 Chairman's Notices

None

F/12/61 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 £6,122.58. [See schedule attached].

F/12/62 Items for Discussion at the Next Meeting

Members highlighted two items; parish office computer security and the internal auditors report from her visit on the 30 May 2012.

F/12/61 Date of next meeting

The next meeting was scheduled at 9.30am on the 3 June 2012.

The meeting closed at 11.02am.

Signed.....

Date.....