



Kings Worthy Parish Council

Finance, Administration & Remuneration Committee

Committee members: Councillors Signe Biddle, Emily Fish, Ian Gordon, Mandy Hallisey & Mark Sullivan

You are summoned to attend the following meeting;

To be held on the Wednesday, 16 September 2026 at 19:30

This meeting will be held at Kings Worthy Community Centre, Fraser Road

Chair of the meeting: Ian Gordon

Clerk of the committee: Christopher Read

Agenda

- 1. Apologies for Absence**
- 2. Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]**
- 3. To agree and sign the Minutes of the Meeting held on Wednesday, 12 August 2026**
- 4. Matters arising from the meeting held on Wednesday, 12 August 2026**
- 5. Proposed new expenditure for Finance approval –**

Finance, Administration & Remuneration committee

Grant applications

Kings Worthy Community Centre (including but not limited to)

- To review & approve the quotation for the conversion of former cleaner's cupboard to normal storage cupboard.
- To review & approve the quotation for the partitioning of the table storage cupboard
- To review & approve the quotation for the fitment of an office half door
- To review & approve the quotation for the replacement of the kitchen (excluding labour)

Planning & Highways committee

Recreation & Amenities committee

- 6. To review and approve the management accounts report for the period ending 31 August 2026**

A copy will be available for review at the meeting.

7. To review and approve the payment listing

A copy will be available for review at the meeting.

8. Kings Worthy Community Centre improvements & projects

Storage cupboards in the main hall

- Update on security arrangements for cupboard access keys
- To review costs for repairs to the cupboard doors

Redecoration of Community Centre

- To confirm decoration requirements including paint colours.
- Discussion & confirmation of budget for works (materials & preparatory works)

Building waste disposal

- Confirmation of costs for Sanitary disposal bins
- To review proposals for a bin storage compound

Re-lining of car park

- To review & approve quotations received

9. To consider and approve a potential change in name for Kings Worthy Community Centre

10. To ratify the decision to allow a CIC (Community Interest Company) to use the Community Centre as their registered office.

11. Update on alternative allotment site including legal costs and Community Infrastructure Levy (CIL) grant funding

12. Update on alternative Council specific accounting software (including allotment, asset, bookings and cemetery management

13. Remuneration & Staffing

- Confirmation of annual leave for Parish Clerk

14. To consider any legal issues

Update on item related to the Council's external payroll provision (if available).

15. Responsible Finance Officer/Clerk's Notices

16. Chair's notices

17. Items for discussion at the next meeting - Wednesday, 14 October 2026

- To consider the proposal (inc. costs) for Council owned Councillor devices
- To consider a revised scheme of delegation for the parish office
- Annual budget for 2027/28