

Kings Worthy Parish Council

**Minutes of the Parish Council Meeting
held on Monday, 23 March 2020 at 19:30 in
Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Chair of the meeting:	Cllr Les Haswell	Clerk to the meeting:	Christopher Read
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Attendees:		Apologies given:
Cllr Emily Fish	Cllr Stewart Newell Cllr Charlotte Smith	Cllr Tracey Anderson Cllr Ian Gordon Cllr Mandy Hallisey Cllr Dorry Lawlor

Winchester City Council (WCC)	None
Hampshire County Council (HCC)	None

Members of the public:	0
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PC/20/032 – Public Question Time

None.

PC/20/033 – Co-option to fill vacancies on the Parish Council

Applications had been received from Sue Cooke and Colin Cossburn. Due to COVID-19 neither were able to make the meeting.

It was unanimously agreed to co-opt them onto the Parish Council and to allow them to sign their declaration of acceptance of office forms at or before the next Parish Council meeting held in person, or earlier if meeting regulations allow.

PC/20/034 – Appointment of Councillor(s) to committee(s)

It was agreed to defer this until the next meeting.

PC/20/035 – Election of Vice-Chair

Cllr Stewart Newell was proposed by Cllr Haswell and seconded by Cllr Smith. Cllr Newell was unanimously voted as Vice-Chair unanimously.

PC/20/036 – Impact of Coronavirus (COVID-19)

A letter providing advice has now been sent to every house in the Parish. It was agreed that the Parish Council COVID-19 helpline will be manned by the Assistant Clerk during the Clerk's previously arranged holiday.

PC/20/037 – Updates

None.

PC/20/038 – Reports from the County Councillor (inc. report on Barton Farm, City Councillors, School Governor and Parish Councillors following external meetings)

None.

PC/20/039 - Agree and sign the Minutes of the Meeting held on 24 February 2020

The minutes of the meeting held on 24 February 2020 were agreed as a true record of the meeting with the following amendments and signed by the Chair.

PC/20/040 – Matters arising from the meetings held on 24 February 2020

None.

PC/20/041 – To receive Minutes of the Committees

Recreation & Amenities Committee – All Councillors had received a copy of the minutes before the meeting.

Finance, Administration & Remuneration Committee – All Councillors had received a copy of the minutes before the meeting, including the monthly management report (see attached).

Planning and Highways Committee – All Councillors had received a copy of the minutes before the meeting.

PC/20/042 – Youth Council

No update.

PC/20/043 – Environmental impact of the Parish Council

No update.

PC/20/044 – Review of Risk Register, Financial Regulations, Investment Policy and Standing Orders

Councillors had all been sent a copy before the meeting and it was unanimously agreed to adopt the revised documents.

PC/20/045 - Communications [incl. Website /Facebook / Newsletter / Monthly Comms. etc.]

No update.

PC/20/046 – Clerk’s Notices

People being soaked during flooding – It was agreed for Cllr Gordon to write to the manager of Stagecoach as their buses had been witnessed soaking people as they drove through the flooding

Action	To be actioned by:	Target date:
Write to Stagecoach as above.	Cllr Gordon	ASAP

PC/20/047 – Clerk’s Notices

VE day celebrations – No update.

Parish Council noticeboard management – No update.

PC/20/048 – Chairman’s Notices

None.

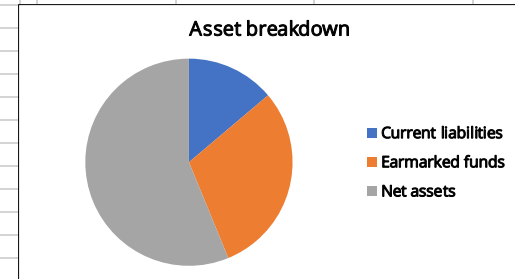
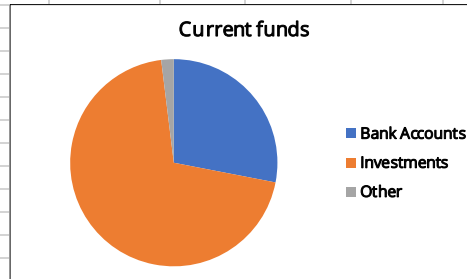
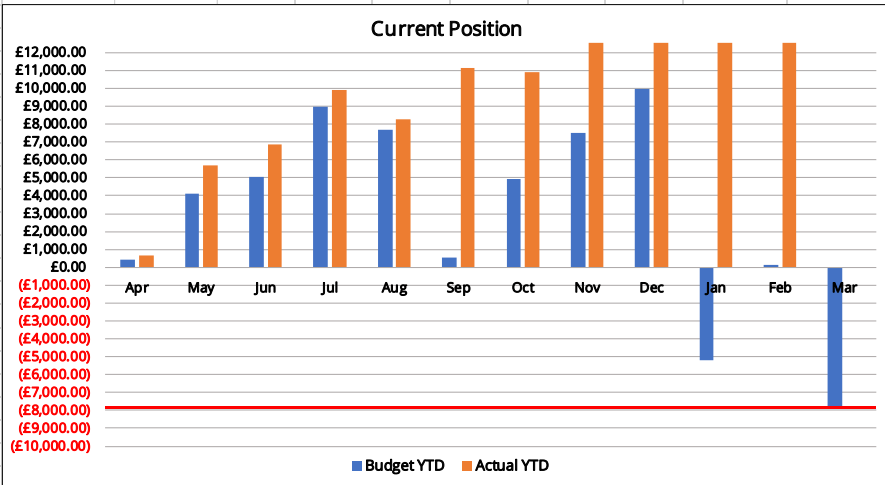
PC/20/049 – Items for discussion at the next meeting (Parish Council Meeting) on the 24 April 2020

None.

Meeting Closed: 19:48.

Signed: _____

Date: _____

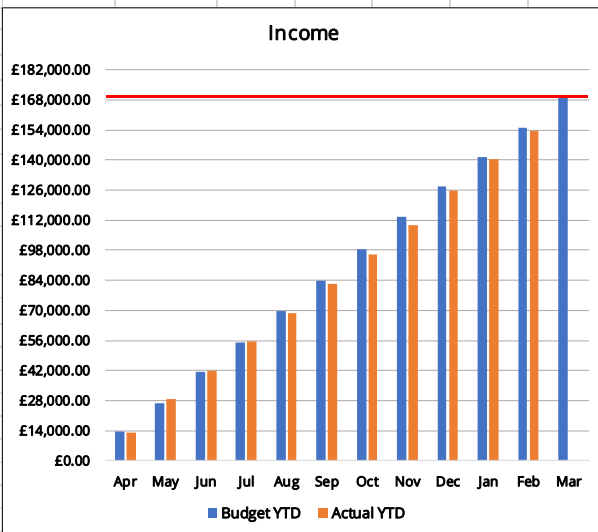


Bank Accounts	Money held in our current & direct access reserve accounts.
Investments	Money held in fixed term deposits with restricted access.
Other	Money held on our procurement card, owed to us or we have prepaid.

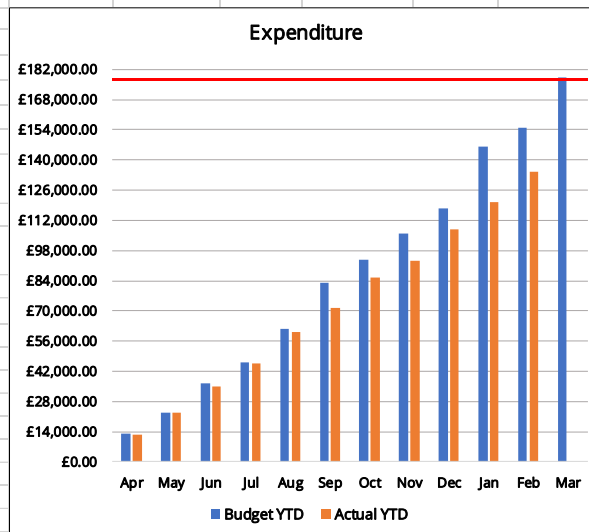
Current Liabilities	Money that has been allocated for example income received on account.
Earmarked funds	Pots of money that is earmarked for a specific purpose such as CIL.
Net Assets	Remaining assets after the liabilities and earmarked funds are removed.

Note - Values above £0.00 constitute a surplus, those below £0.00 constitute a deficit.

Budget YTD	This is the budgeted target for variance by that date.
Actual YTD	This is the actual variance accumulated by that date.
Red Line	Annual budget for variance



Budget YTD	This is the budgeted target for total income by that date
Actual YTD	This is the actual total income received by that date
Red Line	Annual budget for income



Budget YTD	This is the budgeted target for total income by that date
Actual YTD	This is the actual total income received by that date
Red Line	Annual budget for expenditure

Management Accounts for the period ending 29th February 2020

Income	Current Month			2019/20 Financial Year				2019/20	2020/21
	Budget	Actual	Variance	Annual Budget	Budget YTD	Actual YTD	Variance YTD	Income Outturn	Income Budget
Finance, Administration & Remuneration (inc. CIL receipts)	£12,887.35	£12,859.58	-£27.77	£195,011.90	£162,938.58	£145,105.02	-£17,833.56	£165,676.24	£214,135.02
Kings Worthy Community Centre	£183.00	£183.00	£0.00	£6,086.71	£4,964.78	£2,013.00	-£2,951.78	£5,366.10	£4,181.20
Planning & Highways	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities	£1,041.47	£130.93	-£910.54	£7,100.00	£6,398.98	£6,564.87	£165.89	£6,679.87	£6,060.00
Totals:	£14,111.82	£13,173.51	-£938.31	£208,198.61	£174,302.35	£153,682.89	-£20,619.46	£177,722.20	£224,376.22
Revised Totals (excluding CIL receipts):	£14,111.82	£13,173.51	-£938.31	£170,198.61	£155,302.35	£152,416.04	-£2,886.31	£169,505.56	£177,270.20
Expenditure	Current Month			2019/20 Financial Year				2019/20	2020-21
	Budget	Actual	Variance	Annual Budget	Budget YTD	Actual YTD	Variance YTD	Expenditure Outturn	Expenditure Budget
Finance, Administration & Remuneration	£4,597.51	£5,243.13	-£645.62	£67,328.76	£62,584.77	£64,991.32	-£2,406.55	£70,743.58	£73,517.28
Kings Worthy Community Centre	£532.23	£297.95	£234.28	£15,680.45	£14,418.13	£9,884.82	£4,533.31	£10,771.16	£9,685.00
Planning & Highways	£0.00	£0.00	£0.00	£6,750.00	£3,028.79	£2,852.41	£176.38	£6,352.32	£6,500.00
Recreation & Amenities	£3,659.30	£8,729.81	-£5,070.51	£88,300.00	£75,118.54	£56,967.81	£18,150.73	£77,339.65	£81,269.00
Totals:	£8,789.04	£14,270.89	-£5,481.85	£178,059.21	£155,150.23	£134,696.36	£20,453.87	£165,206.71	£170,971.28
Current Position									
Net Surplus / Deficit	£5,322.79	-£1,097.38	-£6,420.17	-£7,860.60	£152.11	£17,719.68	£17,567.57	£4,298.85	£6,298.92
								£7,860.00	£10,000.00
Transfers into ringfenced 15 year play area maintenance fund									
Revised position (Including transfers above)								-£3,561.15	-£3,701.08

Balance Sheet - 29th February 2020

Current Assets	
Bank Accounts	
Unity Trust Bank Current Account	£11,488.33
Unity Trust Tailored Deposit Account	£29,205.30
Sub-Total:	£40,693.63
Investments/Deposits	
Hampshire Trust Bank Variable (90 day notice)	£69,632.15
United Trust Bank Variable (100 day notice)	£31,945.32
Sub-Total:	£101,577.47
Other	
B4B Procurement Card	£139.96
Debtors	£2,687.50
Prepayments	£0.00
Sub-Total:	£2,827.46
Total Current Assets:	£145,098.56
Current Liabilities	
Trade Creditors	£8,616.70
Retentions	£377.20
Received on Account (inc. Precept)	£12,859.58
PAYE Payments Due	£181.00
NI Payments Due	£394.74
Pension Payments Due	£920.10
VAT to be Paid	(£138.94)
VAT to be Reclaimed	(£3,153.08)
VAT that has been Reclaimed but not received	£0.00
Total Current Liabilities:	£20,057.30
Current Assets Minus Liabilities:	£125,041.26
Earmarked Funds in Reserve	
Church Green Reserve	£11,568.49
CIL Reserve	£31,926.66
Total Current Liabilities:	£43,495.15
Net Assets	
Profit & Loss Accounts Brought Forward	£20,284.40
General Reserves (inc. £8,500.00 for tree works)	£43,542.03
Profit & Loss Year to Date	£17,719.68
Total Net Assets:	£81,546.11