

Kings Worthy Parish Council

FINANCE COMMITTEE

**Minutes of the Meeting held on Wednesday 11 September 2013
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

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

F/13/110 Apologies for Absence

There were no apologies for absence.

F/13/111 Public Question Time

None

F/13/112 Minutes of the Meeting held on the 14 August 2013

The minutes were agreed as a true record of the meeting with one amendment – F/13/98 Add “in conjunction with Cllrs White & Newell” - and were signed by Cllr Prince.

F/13/113 Matters Arising from the Minutes of 14 August 2013

- **F/13/96 Parish Office Computer Support and Wi-Fi** – Cllr Gordon confirmed that he hopes to achieve a resolution to the email addressing by the next meeting. **Action – Cllr Gordon**
- **F/13/96 NatWest Bank** – Cllr Gordon had sent a further letter to NatWest Head Office which had been acknowledged, however the outstanding issues still remained unresolved. Cllr Gordon agreed to write a further letter. **Action – Cllr Gordon**

Cllr Reiners had received the forms to complete as a signatory.

- **F/13/96 War Memorial** – Cllr Welstead was still awaiting a response from Jackie Porter regarding her proportion of the funding for the work, before giving the stonemason authority to commence the work.
- **F/13/96 Jubilee Obelisk Sundial** – Cllr White updated members on the latest correspondence with the supplier. Members agreed that a letter be sent detailing our intention to take the matter to the small claims court.

Action – Cllr White/clerk

Cllr Gordon agreed to raise the details with trading standards. **Action – Cllr Gordon**

- **F/13/96 Office Safe** – the deputy clerk confirmed that the order had been placed and arrangements were being made to install it at floor level in the meeting room cupboards.
- **F/13/96 THMC Review Meeting** – a date for this meeting has yet to be agreed. **Action – deputy clerk**
- **F/13/102 Grant Applications** – Cllr White queried the refusal of the grant to the WSSC. She is to check the access and signage to the toilet facilities for the general public. **Action – Cllr White**
- **F/13/104 Maintenance Technician** – Cllr White shared with members the latest task listing. Although the routine items were up to date there was some concern at the ever increasing one-off tasks. Members agreed that tasks costing over £100 should be brought to committee for approval and that a review meeting be scheduled with Martyn Smith. **Action – the clerk**
- **F/13/105 WWFC Pitch Fees** – the deputy clerk confirmed that a cheque had been received for last season's pitch fees.

F/13/114 Proposed New Expenditure for Finance Approval

- **Planning and Highways**

None

- **Finance and Administration [incl. Tubbs Hall]**

None

- **Recreation and Amenities**

Cllr White gave a dashboard presentation highlighting the following;

Eversley Park Path - part payment is still being withheld pending satisfactory completion of the spur to the WSSC.

Church Green Children's Playground - this is to shortly go out for public consultation.

Tubbs Hall Flowerbed - no further progress to report on S106 funding. Members agreed that the area was looking untidy and asked the clerk to obtain a quotation for removing the existing flowerbed and flattening the area.
Action – the clerk

Accessible Swing - the clerk was asked to arrange a meeting with the supplier for extending the Children's Playground at Eversley Park and installing a new swing frame. **Action – the clerk**

Fryers Close - meetings had been arranged with three suppliers for suggested schemes to replace the existing play equipment.

Burial Ground – expenditure of £1239 for the extension to the cremation area needs to be ratified by PC.

Eversley Park Steps- Cllr Welstead express his concerns regarding the absence of hand-rails on the new steps. The clerk was asked to seek advice from ROSPA. **Action – the clerk**

Eversley Park Car Park Re-surfacing - Members agreed that this should be discussed at PC, together with prioritising other projects

○ **Communications**

None

F/13/115 Grant Applications

Under the National Code of Local Government Conduct, Cllr Welstead declared an interest in the following item and took no part in the discussion.

- **Kings Worthy Christmas Event** – Members recommended approval for a grant of £100.

F/13/116 To Receive Statement of Accounts and Management Reports

The deputy clerk gave a presentation to members on the figures for August which included a bank reconciliation statement. A surplus of £4,036 is currently being shown.

Cllr Prince again emphasised the need to cost items against the maintenance monies for Church Green. The surplus on street lighting of £1400 from 2011/12 will be incorporated in this year's accounts.

F/13/117 RFO's and Clerk's Notices

- **HALC Direct Information Service**- a circular had been received outlining this service. Members agreed not to subscribe as the current information flow from other organisations was more than adequate.
- **Insurance** - details of our third instalment on the current three year agreement with Aviva through Came & Co had been received amounting to £4,023.25. The premium could be reduced by 5% if we signed another three year agreement until 2016.

Members took a cautious view of this offer and asked the clerk to investigate to ensure that we were receiving the best value. **Action – the clerk**

F/13/118 Chairman's Notices

None

F/13/119 Authorise Invoices for Payment and allocate to appropriate budgets

The Committee received a schedule of invoices due for payment, agreed the schedule and signed the cheques. The total invoices for payment amounted to £3,093.26.

F/13/120 Items for Discussion at the Next Meeting

Members agreed the usual update items to be included.

F/13/121 Date of next meeting

The next meeting was scheduled at 9.30am on the 16 October 2013. The meeting closed at 11.26am.

Signed.....

Date.....