



West Grinstead Parish Council

FINANCE COMMITTEE MEETING

Partridge Green Village Hall

Wednesday 14th July 2010

at 9 p.m.

MINUTES

Present: - Councillors: Mrs. C. Watts (Chairman - outgoing), Mr A. Russ, Mr D. Green and Mr P. Kanabus (Chairman – incoming).
Clerk: Mrs. H. Dayneswood.

F_031/10 Apologies: Cllrs: Mr. C. Neal, Mr. N. Berry.

F_032/10 Election of Chairman of Finance Committee

It was **RESOLVED** (proposed Cllr Green, seconded Cllr Russ) that Cllr Kanabus should be appointed Chairman of the Finance Committee for 2010/2011. Members thanked Cllr Watts for her chairmanship of the Finance Committee over the last 4 years.

F_033/10 Election of Vice Chairman of Finance Committee

It was **RESOLVED** (proposed Cllr Watts, seconded Cllr Kanabus) that Cllr Berry should be appointed Vice Chairman of the Finance Committee for 2010/2011.

F_034/10 Declarations of Interest & Notification of Changes to Interests: none

F_035/10 Chairman’s Announcements: none

F_036/10 Minutes:

It was **RESOLVED** (proposed Cllr. Watts, seconded Cllr Green) that the Minutes of the Finance meeting held on 9th June 2010 be approved as a true record.

F_037/10 Matters Arising: none

F_038/10 Correspondence:

- a) HDC: Notification that Environmental Cleansing Grant for 2010/2011 is £3,597.62
- b) HDC: Unable to give advice on a suitable bank account for WGPC ring-fenced funds. *The Clerk to investigate some banks and building societies.*
- c) Co-op Bank: Changes to Terms & Conditions. Nothing of relevance.

F_039/10 Approval of Quotes: none

F_040/10 WGPC Accounts for July 2010

July 2010					
Income					
09/06/2010	HMRC	VAT reclaim WGPC & KGV		1,422.67	
	King George V Income				
20/06/2010	Peter Shayler	Fairground ground rent		350.00	
Expenses					
Chq No	Payee	Narrative		Gross	Vat
				£	£
SO	HDC	Emptying dog bins		57.33	

DD	Tiscali Broadband	Monthly bill		14.99	2.23
DD	EDF	Supply for new kiosk in High Street. (Monthly DD) 5%VAT		16.00	0.80
DD	British Telecom	Quarterly bill		66.86	9.96
DD	EDF	Street lighting acct 15748632 quarterly DD 5% VAT		141.59	6.74
DD	EDF	Street lighting acct 15751629 quarterly DD 5% VAT		6.55	0.31
		Staff salaries		1548.34	
		Staff expenses		40.63	2.38
	Inland Revenue	Tax and NI		354.89	
	WSCC	Clerk's pension			
		Clerk's contribution - July	97.59		
		WGPC contribution	241.73		
				339.32	
	WSCC	Clerk's pension - back payments - April, May, June 2010 % increased - clerk's contribution	27.03		
		Clerk's pension - back payments - April, May, June 2010 % increased - WGPC contribution	49.56		
				76.59	
	PGVH	Hire of hall for Youth Club - 4 sessions @ £17 in June		68.00	
	Mr P. Evans	Internal Audit for 09/10		97.50	
	Neat & Stripy	Grass cutting at St. George's church 2 visits in May	not submitted yet	188.00	28.00
	D J Flynn	Grass cutting at DP green & St. Michael's graveyard		214.01	31.87
			Total for WGPC	3,230.60	82.29
	King George V Expenses				
	Mr JA Tudhope	Combination padlock for KGV tractor shed		19.99	2.98
	HDC	Two large litter bins hired for fair		27.00	0.00
	D J Flynn	Grass cutting at KGV & Jolesfield Common		483.41	71.99
			Total for KGV	530.40	74.97
INTER-ACCOUNT TRANSFERS/PAYMENTS					

	none				

It was **RESOLVED** (proposed Cllr. Russ, seconded Cllr. Watts) to make the listed payments.

F_041/10 WGPC Annual Return for 2009/2010

- a) It was **RESOLVED** (proposed Cllr. Green, seconded Cllr Russ) to approve the Terms of Reference of the Internal Auditor (Mr Peter Evans) for 2009/2010.
- b) Members reviewed the Report from the Internal Auditor for 2009/2010. He had raised three points:
 - new bank account for the ring-fenced funds (better interest rate). *Clerk is investigating.*
 - written evidence of receipt of the donation by Jolesfield School. *Cllr Watts to follow up.*
 - proposal to split the internal audit into two stages in future (at 6 months and year-end). *Agreed.*

**MEETING OF KING GEORGE V
PLAYING FIELD TRUSTEES**

F_042/10 Declarations of Interest:

Cllrs Green and Russ declared personal interests, in connection with membership of the Sports & Social Club.

F_043/10 Matters Arising: none

F_044/10 Correspondence: none

F_045/10 Approval of Quotes: decision on skateramp repairs postponed until ROSPA Report received.

F_046/10 KGV Accounts for July 2010:

It was **RESOLVED** (proposed Cllr. Watts, seconded Cllr. Green) to make the three listed KGV payments.

The meeting closed at 9.25 p.m.

Next meeting Wednesday 11th August 2010, 8.45 p.m., Partridge Green Village Hall.

Signed as a true record.....Date.....