



West Grinstead Parish Council

FINANCE COMMITTEE MEETING

Partridge Green Village Hall

Wednesday 9th June 2010

at 9 p.m.

MINUTES

Present: - Councillors: Mrs. C. Watts (Chairman), Mr A. Russ, Mr. N. Berry, Mr D. Green, Mr. C. Neal.
Clerk: Mrs. H. Dayneswood.

F_015/10 Apologies: Cllr: Mr P. Kanabus.

F_016/10 Election of Chairman of Finance Committee

It was **RESOLVED** (proposed Cllr Green, seconded Cllr Berry) that Cllr Watts should be appointed Chairman of the Finance Committee for 2010/2011. *[Clerk's note: since the Finance Committee meeting it has come to light that this resolution may not be in accordance with Standing Orders. The matter to be resolved shortly.]*

F_017/10 Election of Vice Chairman of Finance Committee

The Clerk to check with Cllr Kanabus whether he would be prepared to stand again as Vice Chairman of the Parish Council. *[Clerk's note: this may change in the light of item F_016/10 above.]*

F_018/10 Declarations of Interest & Notification of Changes to Interests: none

F_019/10 Chairman's Announcements: none

F_020/10 Minutes:

It was **RESOLVED** (proposed Cllr. Russ, seconded Cllr Berry) that the Minutes of the Finance meeting held on 12th May 2010 be approved as a true record.

F_021/10 Matters Arising: none

F_022/10 Correspondence:

- Letter from HMRC about tax-free incentive payment of £75.03 being awarded for 2009/2010 on-line filing of the employer's return. ***The Clerk to deduct this from next month's payment.***
- Letter from PGVH Management Committee about hall hire charges rising to £18 per session from September. Relevant to WGPC covering the cost of the hall hire for the Youth Club.

F_023/10 Approval of Quotes:

Cllr Russ had received one quotation of £400 + VAT for a registered tree consultant to carry out a tree survey at the allotments site. It was decided that at least one further quotation should be obtained but as it was essential to get on with the work a.s.a.p., it was **RESOLVED** (proposed Cllr Green, seconded Cllr Berry) to approve an upper limit of £400 + VAT for a tree survey to be carried out. ***Cllr Russ to organise the tree survey to be carried out on this basis.*** *[Since the Finance Committee, Cllr Russ obtained two further quotes – both of which were significantly more expensive than the first one.]*

F_024/10 WGPC Accounts for June 2010

June 2010					
Income					
	none				
	King George V Income				

	none				
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
		Staff salaries		1423.78	
		Staff expenses		63.33	0.00
				1,202.11	
	Inland Revenue	Tax and NI		365.49	
	WSSC	Clerk's pension			
		Clerk's contribution	88.58		
		WGPC contribution	225.21		
				313.79	
	PGVH	Hire of hall for Youth Club - 4 sessions @ £17		68.00	
	SLCC	VAT training course for Clerk		111.62	16.62
	Mr A. Baker	Repair/replace Dial Post playground fence.		998.00	
	Neat & Stripy	Grass cutting at St. George's church 2 visits in May		188.00	28.00
	D J Flynn	Grass cutting at DP green & St. Michael's graveyard (May)		214.01	31.87
			Total for WGPC	3,834.34	79.52
	King George V Expenses				
	Mrs H. Bullingham	Padlock for KGV tractor shed		8.49	1.26
	D J Flynn	Grass cutting at KGV & Jolesfield Common		483.41	71.99
			Total for KGV	491.90	73.25
INTER-ACCOUNT TRANSFERS/PAYMENTS					
online	KGV Co-op to WGPC Co-op	£30 for KGV sign claimed on clerk's credit card 01/10/2009		30.00	
	WGPC Co-op to 14 day account	No advantage to do so at present - interest rate no better.			

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

The Clerk also raised the point about finding an alternative bank account to Cater Allen for the ring-fenced funds, in order to gain a better interest rate. It was suggested that HDC may be able to advise on this. ***The Clerk to action.***

F_025/10 WGPC Annual Return for 2009/2010

It was **RESOLVED** (proposed Cllr. Green, seconded Cllr Berry) to approve Sections 1 and 2 of the Annual Return for 09/10, for submission to the external Auditors (Mazars). ***The Clerk to submit the Annual Return by 30th June 2010.***

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

F_026/10 Declarations of Interest:

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

F_027/10 Matters Arising: none

F_028/10 Correspondence: none

F_029/10 Approval of Quotes:

It was **RESOLVED** (proposed Cllr Russ, seconded Cllr Watts) to approve an upper limit of £250 + VAT for the Clerk to arrange for the outlet pipes of the KGV pond to be jetted. This could be conducted from the access hatch just south-east of the pond. Jetting needs to be done in both directions (back to the pond and out across the WSCC-owned field on the east) in order to check the water flows. ***The Clerk to arrange for the jetting to be carried out and advise the relevant local residents.***

F_030/10 KGV Accounts for June 2010:

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

The meeting closed at 9.30 p.m.

Next meeting Wednesday **14th July 2010, 8.45 p.m.**, Partridge Green Village Hall.

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