



West Grinstead Parish Council

FINANCE COMMITTEE MEETING

Partridge Green Village Hall

Wednesday 11th August 2010

at 9. 25 p.m.

MINUTES

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

F_047/10 Apologies: Cllr: Mr P. Kanabus (Chairman).

F_048/10 Declarations of Interest & Notification of Changes to Interests: none

F_049/10 Chairman's Announcements: none

F_050/10 Minutes:

It was **RESOLVED** (proposed Cllr. Green, seconded Cllr Watts) that the Minutes of the Finance meeting held on 14th July 2010 be approved as a true record.

F_051/10 Matters Arising:

- a) The Clerk reported that she had asked HDC to remove a wasp's nest from a rabbit hole beside the Dial Post playground. The charge was £50. For future reference, some councillors mentioned that they had some contacts who would be able to do the task more cheaply.
- b) Members agreed that if the Transport Working Group needed some finance to carry out some of their work, the appropriate process would be to ask the Parish Council to consider it on an item by item basis.

F_052/10 Approval of Quotes:

- a) It was **RESOLVED** (proposed Cllr. Neal, seconded Cllr Green) to approve the weed killing of the paths at the parish burial ground by Neat & Stripy, at a cost of £65 +VAT.
- b) It was **RESOLVED** (proposed Cllr. Watts, seconded Cllr Neal) to approve Andrew Gale to carry out the tree surgery work at the allotments site, at a cost of £550 + VAT.
- c) It was **RESOLVED** (proposed Cllr. Neal, seconded Cllr Berry) to approve the subscription to the Parish Online' web service, providing access to digitised OS maps of the parish plus the facility to annotate maps with local information. Cost £30 per year plus £20 set-up fee. *The Clerk to action.*
- d) It was **RESOLVED** (proposed Cllr. Watts, seconded Cllr Green) to approve Cllr Russ attending the SLCC Allotments Management training course, 13th Sep 2010 at a cost of £95 + VAT. It was agreed that the cost should come out of the training budget. *The Clerk to make the booking.*

F_053/10 WGPC Accounts for August 2010

| Aug 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 | | 1484.57 | |
| | | Staff Expenses | | 87.65 | 7.36 |
| | Inland Revenue | Tax and NI | 360.69 | | |
| | | Tax rebate | 75.03 | | |
| | | | | 285.66 | |
| | WSCC | Clerk's pension | | | |
| | | Clerk's contribution | 97.59 | | |
| | | WGPC contribution | 241.73 | | |
| | | | | 339.32 | |
| | Team Group | Photocopying charge | | 14.76 | 2.20 |
| | Andrew Gale | Tree survey for allotments | | 470.00 | 70.00 |
| | Mr P Priston | Hedge cutting on Village Hall Lane - near to village hall | | 118.50 | |
| | 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 | | 214.01 | 31.87 |
| | Kent County Council | Outstanding payment from 2009 contract | | 253.15 | 33.02 |
| | | | Total for WGPC | 3,543.94 | 175.48 |
| | King George V Expenses | | | | |
| | D J Flynn | Grass cutting at KGV & Jolesfield Common | | 483.41 | 71.99 |
| | Kent County Council | Outstanding payment from 2009 contract | | 41.26 | 5.38 |
| | | | Total for KGV | 524.67 | 77.37 |
| INTER-ACCOUNT TRANSFERS/PAYMENTS | | | | | |
| | none | | | | |
| | | | | | |

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

F_054/10 Alternative to the Cater Allen Bank account

It was **RESOLVED** (proposed Cllr. Russ, seconded Cllr. Watts) to open a new 30-day notice bank account with the Nat West bank, for the funds currently held in Cater Allen. *The Clerk to action.*

F_055/10 Interim Finance Report for 2010/2011

The Clerk provided this report for the Finance Committee.

MEETING OF KING GEORGE V PLAYING FIELD TRUSTEES

F_056/10 Declarations of Interest:

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

F_057/10 Matters Arising:

The Clerk provided the Interim Finance Report for 2010/2011 for the Finance Committee. Cllr Neal made a general comment that he thought there needed to be a three-year business plan for the KGV finances. *The item to be included on the next KGV meeting agenda.*

F_058/10 Correspondence: none

F_059/10 Approval of Quotes:

- a) It was **RESOLVED** (proposed Cllr. Neal, seconded Cllr. Berry) to approve the re-laying of the slabs on the outside row in front of the KGV pavilion (31 slabs) by Mr P. Harris, at a cost of £560. This work had been commissioned promptly, due to the slabs posing a trip hazard.
- b) The approval for a consultant for a tree survey/assessment in the KGV playing fields was deferred until the quote from Bartlett Tree Experts has been received. (Quotes from: Andrew Gale and John Harraway already received.)
- c) It was **RESOLVED** (proposed Cllr. Green, seconded Cllr. Berry) to approve the recommendation by the Open Spaces Committee that 'Fearless Ramps' be asked to carry out the re-plying but also to repair the loose panel on the upper barrier, within the price of £2450 + VAT. *The Clerk to action.*
- d) Quote requested from Mr Luke Woolgar for renovation of the wooden parts of the slide in the playground. *Quote not received yet.*
- e) It was **RESOLVED** (proposed Cllr. Green, seconded Cllr. Watts) to approve the 'No Fires or Barbecues' sign for the KGV main gates, to be produced by 'The Sign Shop' at a cost of £50 + VAT.

F_060/10 Review of the Asset Register

To clarify between PC and KGV Trustee items. *The Clerk to make draft documents, separating the assets and circulate in time for the KGV meeting on 28th September.*

F_061/10 KGV Accounts for August 2010:

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

The meeting closed at 10.20 p.m.

Next meeting Wednesday 8th September 2010, 8.45 p.m., Partridge Green Village Hall.

Please note that from now on, all KGV playing fields business will be considered at an entirely separate meeting. The next KGV meeting will be on Tuesday 28th September at 7.30pm.

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