



West Grinstead Parish Council

FINANCE COMMITTEE MEETING

Partridge Green Village Hall

Wednesday 12th May 2010

at 9 p.m.

MINUTES

Present: - Councillors: Mrs. C. Watts (Chairman), Mr A. Russ, Mr. N. Berry.

Clerk: Mrs. H. Dayneswood.

F_001/10 **Apologies:** Cllrs: Mr D. Green, Mr. C. Neal, Mr P. Kanabus.

F_002/10 **Declarations of Interest & Notification of Changes to Interests:** none

F_003/10 **Minutes:**

It was **RESOLVED** (proposed Cllr. Russ, seconded Cllr Berry) that the Minutes of the Finance meeting held on 14th April 2009 be approved as a true record.

F_004/10 **Matters Arising:**

With regard to the summer fete, the Clerk reported that she had advised Cllr Bullingham that the Parish Council insurance does not cover the following items: firework displays, bonfires, bouncy castles or other inflatable devices, injuries from any sports and go karting. If any of these activities were to feature at the fete, separate insurance cover would need to be arranged. *Cllr Watts offered to pass onto Cllr Bullingham some information she had on insurance for fetes.*

F_005/10 **Correspondence:**

- WSSC: Parish Street Lights - Invoicing schedule as change over to new PFI contract: last invoice on the old contract being paid this month. First invoice on the PFI contract will be issued in April/May 2011.
- Grasstex Ltd: Urban highways verge grass cutting offer. *Noted.*
- WSSC: Local Government pension scheme. Members gave the Clerk some advice on how to resolve some issues with the pension arrangements.

F_006/10 **Approval of Quotes:**

- It was **RESOLVED** (proposed Cllr Watts, seconded Cllr Berry) to approve the renewal of the Came & Co: Parish Council insurance policy for 2010/2011 at a cost of £2,880.78.
- It was **RESOLVED** (proposed Cllr Russ, seconded Cllr Watts) to approve that the Clerk should attend a SLCC one-day training course on "VAT & Local Councils", on 15th June, at Haslemere, Surrey at a cost of £95 + VAT + travel. *The Clerk to book on the course.*

F_007/10 **WGPC Accounts for May 2010**

May 2010					
Income					
22/04/2010	HDC	1st precept payment		30,894.00	
06/05/2010	HDC	ECG claim 3rd/4th quarters		1,763.66	
30/04/2010	Radmall	Plot fee for Mrs M English		120.00	
	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		1471.78	
		Staff Expenses		88.94	10.69
				1,230.72	
	Inland Revenue	Tax and NI		362.49	
	WSCC	Clerk's pension			
		Clerk's contribution	88.58		
		WGPC contribution	225.21		
				313.79	
	Came & Co	Parish Council insurance renewal fee for 2010/2011		2,880.78	
	SALC	Fee for 'Power of Well-being' course for clerk		11.75	1.75
	WSCC	Street lighting maintenance - 7 months 01/09/09 to 31/03/10		180.70	26.91
	Team Group	Photocopying charge		23.46	3.49
	HALC	Annual subscription		15.00	
	Mrs C. Watts	Food for annual parish meeting		23.93	4.95
	Neat & Stripy	Grass cutting at St. George's church 2 visits in April		188.00	28.00
	D J Flynn	Grass cutting at DP green & St. Michael's graveyard		214.01	31.87
	HDC	Playground inspection at DP - 2 visits		28.20	4.20
	PGVH	Annual grant for running costs		2,625.00	
	DPVH	Annual grant for running costs		1,000.00	
			Total for WGPC	9,516.15	114.89
	King George V Expenses				
	HDC	Playground inspection at KGV - 2 visits		28.20	4.20
	D J Flynn	Grass cutting at KGV		483.41	71.99
			Total for KGV	511.61	76.19
INTER-ACCOUNT TRANSFERS/PAYMENTS					

online	WGPC Co-op to KGV Co-op	Donation for KGV maintenance inc. grass cutting		6,000.00	
online	WGPC Co-op to KGV Co-op	Donation for Jolesfield Common grass cutting for year		540.00	

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

F_008/10 WGPC Asset Register Review:

Members reviewed the draft amendments prepared by the Clerk. It was **RESOLVED** (proposed Cllr Berry, seconded Cllr Watts) to refer the amended WGPC Asset Register document for approval at the next PC meeting (*already circulated*).

F_009/10 WGPC Risk Assessment Review

Members reviewed the draft amendments prepared by the Clerk. It was **RESOLVED** (proposed Cllr Russ, seconded Cllr Watts) to refer the amended WGPC Risk Assessment document for approval at the next PC meeting (*already circulated*).

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

F_0010/10 Declarations of Interest:

Cllr Russ declared an interest, in connection with his membership of the Sports & Social Club.

F_0011/10 Matters Arising: none

F_0012/10 Correspondence: none

F_0013/10 Approval of Quotes: none

F_0014/10 KGV Accounts for May 2010:

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

The meeting closed at 9.45 p.m.

Next meeting Wednesday **9th June** 2010, **8.45** p.m., Partridge Green Village Hall.

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