



West Grinstead Parish Council

FINANCE COMMITTEE MEETING

Partridge Green Village Hall

Wednesday 13th October 2010

at 9 p.m.

MINUTES

Present: - Councillors, Mrs. C. Watts, Mr A. Russ, Mr D. Green, Mr. C. Neal.

One member of the public.

Clerk: Mrs. H. Dayneswood.

F_072/10 Apologies: Cllr: Mr P. Kanabus (Chairman), Mr. N. Berry (Vice Chairman).

F_073/10 Declarations of Interest & Notification of Changes to Interests: none

F_074/10 Chairman's Announcements: none

F_075/10 Minutes:

It was **RESOLVED** (proposed Cllr. Russ, seconded Cllr Green) that the Minutes of the Finance meeting held on 8th September 2010 be approved as a true record.

F_076/10 Matters Arising:

In response to a query from Mr S. Brown (Youth Football Club), members felt that the YFC should be asked to organise and pay for any extra cuts required at Jolesfield Common. *The Clerk to update Mr Brown.*

F_077/10 Correspondence:

- a) Letter from PGVH re: renewal of parish office lease and rent increase of 5%. Members felt that as the rent had been held constant for 3 years, a 5% increase was reasonable.
- b) Letter from Mazars confirming the external audit for WGPC accounts 2009/2010 has been successfully completed. *Noted.*
- c) Letter from WSCC Pensions Department re: the Clerk's pension. *Noted.*

F_078/10 Approval of Quotes:

- a) It was agreed not to renew the PC's annual membership of the NSALG.
- b) As the renewal forecast for SALC & NALC membership of £779.68 + VAT represents an 8% increase over last year, *the Clerk to write a strong letter to SALC asking how they can justify such an excessive increase in the current financial climate.*
- c) To approve the renewal of the grass cutting contract with Mr D. Flynn. Which contractor to be asked to undertake St. George's church grass cutting needs to be resolved before decision on contract renewal. *The Clerk to pursue.*

F_079/10 WGPC Accounts for October 2010

Oct 2010					
Income					
24/09/10	HDC	Precept - 2nd payment		30,894.00	
Expenses					
Chq No	Payee	Narrative		Gross	Vat
				£	£
SO	HDC	Emptying dog bins		57.33	
DD	Tiscali Broadband	Monthly bill		19.99	2.98

DD	EDF	Supply for new kiosk in High Street. (Monthly DD) 5%VAT		16.00	0.80
DD	British Telecom	Quarterly bill		78.59	11.70
DD	EDF	Street lighting acct 15748632 quarterly DD 5% VAT		141.59	6.74
DD	EDF	Street lighting acct 15751629 quarterly DD 5% VAT		6.83	0.33
		Staff salaries		1494.17	
		Staff expenses		87.72	19.63
	Inland Revenue	Tax and NI		361.09	
	WSCC	Clerk's pension			
		Clerk's contribution	97.59		
		WGPC contribution	241.73		
				339.32	
	Mazars	External Audit fee		470.00	70.00
	PGVH	Share of utilities and insurance costs of PGVH building		276.84	13.71
	Greenham	3 pairs of heavy duty gloves for Village Tidier		17.28	2.58
	AGW Baker	Repair of DP playground gate. Replace toilet seat in Parish Office		45.00	
	Neat & Stripy	Grass cutting at St. George's church 2 visits		188.00	28.00
	D J Flynn	Grass cutting at DP green & St. Michael's graveyard (Aug)		214.01	31.87
	D J Flynn	Grass cutting at DP green & St. Michael's graveyard (Sep)		214.01	31.87
400314	DW Nye	Shingle for allotments		123.38	18.38
400315	City Irrigation	Water piping work at allotments		484.92	72.22
	King & Stevens	Hire of digger plus fuel - for allotments		196.23	29.23
			Total for WGPC	4,832.30	340.04
INTER-ACCOUNT TRANSFERS/PAYMENTS					
	none				

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

F_080/10 Allotments Association Finance & Management

Cllr Neal raised some issues concerning the relationship between the Parish Council and the Allotments Association (AA). Cllr Green said that the lease between the Parish Council and the AA would mirror the one between the landowners and the PC. Items about AA accounts, a no re-instatement clause and a break clause were discussed. Cllr Neal was concerned that everything was as secure as possible.

F_081/10 Update on an alternative to the Cater Allen Bank account

The Clerk reported that if the PC opened a 30-day notice account with Nat West (for the holding of the ring-fenced funds), there would be a £28 charge every time a BACS transfer request was made. The only way to avoid this would be to use a Nat West current account as well. In the circumstances, with interest rates so low, members felt it would be better to leave the ring-fenced funds in the Cater Allen account.

F_082/10 Donations (October Tranche)

It was **RESOLVED** (proposed Cllr. Watts, seconded Cllr. Neal) to make donations of £100 to both Sussex Air Ambulance and the West Sussex Rural Mobile Youth Trust. *The Clerk to add these to the October payments list.*

The meeting closed at 10 p.m.

Next meeting Wednesday **10th November 2010, 8.30** p.m., Partridge Green Village Hall.

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