

○ **Finance and Administration [incl. Tubbs Hall]**

C.C.T.V. System – It was agreed to defer this decision to the full Parish Council meeting.

It was also agreed to investigate any possible reductions in our insurance premiums if a C.C.T.V. system were to be installed.

Manhole Cover in Car Park – The Clerk reported to the committee that a cost of £136.50 (ex. VAT) had been incurred as a matter of urgency, to repair a hazardous sinking drain cover, in the Tubbs Hall car park.

Loft Hatch – It was agreed to accept the quotation from M.R.S. Services for £440.88 (ex. VAT), to install a new loft hatch in the hallway, to allow for better access.

Parcel Box Base – It was agreed to accept the quotation from M.R.S. Services for £256.40 (ex. VAT), to construct a paving slab base for a parcel box. Permission will be sought from Winchester City Council for the installation of said parcel box.

Clerk

Clerk

○ **Recreation and Amenities (R&A)**

Church Green Fencing – It was agreed to accept the recommendation from Recreation & Amenities to purchase a gate for the corner of Church Green and some rails to repair other damaged sections, at a cost of £ 356.48 (ex. VAT)

○ **Communications**

None.

F/16/87 To receive the statement of accounts and management reports for month ended 30 June 2016 [see attached]

The Clerk gave a presentation to members of the figures for the year to date ending 30 June 2016. The current deficit of income over expenditure is £1,734.00 at that date.

As we have not currently not received the end of June bank statement, it was agreed to agree and sign the bank reconciliation at the July Parish Council meeting.

F/16/88 Internal audit report 2016 - actions

It was agreed to remove this item from future agendas.

F/16/89 Standing Orders & Financial Regulations – review to incorporate changes required as a result of new banking arrangements

It was agreed to defer this item to the next meeting as the new accounts are not yet in place.

F/16/90 Community Infrastructure Levy (CIL) – funding update

The first payment from the Lovedon Lane development should be received by the next Finance meeting.

F/16/91 Grant applications

None.

F/16/92 Remuneration

It was agreed to recommend to Parish Council that both Clerks receive a 1% increase, w.e.f. from the 1st April 2016.

F/16/93 Tubbs Hall – landlord’s responsibilities

It was agreed to purchase a first aid kit and official accident book for the Office, to cover both Clerks.

Clerk

F/16/94 RFO’s and Clerk’s Notices

None.

F/16/95 Chairman’s Notices

None.

F/16/96 Authorise Invoices for Payment

The Committee received a schedule of invoices due for payment, agreed the schedule and signed the cheques. The total invoices for payment amounted to £4,057.29. A total of £426.77 had been spent on urgent invoices where cheques had been signed prior to the meeting. [Copy attached].

F/16/97 Items for Discussion at the Next Meeting

None.

F/16/98 Date of next meeting

The next meeting has been scheduled for 9.30am on 10th August 2016.

The meeting closed at 11:25.

Signed.....

Date.....

Kings Worthy Parish Council

Management Accounts for the period ended 30 June 2016

2015/16 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2016/2017 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2016/2017 Budget (£)
121,973	9,857	10,276	419	Finance (Inc. Precept)	29,571	29,976	405	119,221
4,808	400	400	0	THMC Income	1,200	1,200	0	4,800
21,287	375	185	(190)	Recreation & Amenities	3,217	2,081	(1,136)	8,092
0	0	0	0	Planning & Highways	0	0	0	0
148,068	10,632	10,861	229	Total Income	33,987	33,257	(731)	132,113
				Expenditure Item/Description				
69,160	5,084	4,356	728	Finance	16,531	17,056	(525)	66,940
89,539	5,119	4,704	415	Recreation & Amenities	17,624	17,935	(311)	93,665
5,927	0	0	0	Planning & Highways	0	0	0	8,750
164,626	10,203	9,060	1,144	Total Expenses	34,154	34,991	(837)	169,355
148,068	10,632	10,861	229	Total Income	33,987	33,257	(731)	132,113
164,626	10,203	9,060	1,144	Total Expenses	34,154	34,991	(837)	169,355
(16,558)	429	1,802	1,373	Net Surplus (deficit) for year	(167)	(1,734)	(1,567)	(37,241)

Name of Supplier	Chq No	Nature of Works	Invoice Value (incl VAT) £	Invoice Value (incl VAT) £
Kings Worthy Pre-School	5875	Grant toward Fun Day & Dog Show 2016	150.00	
PCC of Kings Worthy	5876	Balance of 2016 grant	50.00	
Fun Active Bob Tots	5877	Grant for insurance & advertising	188.00	
Mailbox Products Limited	5878	Galvanised wernert bin liner	38.77	
		Total		426.77
Cheques to be authorised:				
Name of Supplier	Chq No	Nature of Works		Invoice Value (incl VAT) £
Hampshire County Council	5879	Pensions - June 2016		711.51
Hampshire County Council	5880	Plastic roller, toilet rolls etc.	59.84	
		Envelopes, sticky tape etc.	28.48	88.32
M.R.S.Services	5881	Maintenance services - June 2016	360.50	
		Make up and fit wooden shuttering to pergola legs at Burial Ground	132.75	
		playgrounds	501.00	994.25
Worthy Tree Care	5882	2 truck loads of wood chip		96.00
Glasdon UK Limited	5883	Topsy 200 bin for Eversley Park		194.56
Virgin Media Ltd	5884	Cisco WAP	64.08	
		Maintenance 01/07/16 - 30/06/2017	15.34	79.42
Sharp Business Systems UK Plc	5885	Copier rental 01/06-31/08/16 & copies 11/02-31/05/16		222.31
Viking Payments	5886	Stacking chair trolley		49.76
Environmental Hygiene Services	5887	Steam clean & sanitation of 3 bus shelters		36.00
Box-it	5888	Storage 01/04/16 to 30/06/16		22.56
The Landscape Group	5889	14 bins emptied less 5 missed collections		1,486.80
Noel McCleery	5890	2 black & 1 colour ink cartridges		55.80
Denis Welstead	5891	Printer cartridge		20.00
		Total		4,057.29
Direct Debits & Standing Orders				
Southern Water		Tubbs Hall water supply (monthly)		15.00
E.On Gas		Tubbs Hall gas supply (monthly)		72.72
E.On Electricity		Tubbs Hall electricity supply (monthly)		73.70
Green Smile Ltd.		Grounds maintenance contract (monthly)		3,239.25
Winchester City Council		Business rates (monthly)		59.00
SAGE		Accounting software (monthly)		30.00
BIFFA		Waste collection (quarterly)		117.78
BT		Telephone (monthly)		16.87
BT		Internet (quarterly)		206.60
		Total		3,830.92
Salary Costs				
Telephone banking		Net Wages (net of tax & NI)		2,021.60
HMRC		PAYE		372.00
HMRC		National Insurance		340.49
Pensions		(Paid by cheque as above)		711.51
		Total		3,445.60