

Minutes of the meeting of the Finance Committee held 6pm Tuesday, 23 February 2021, held via remote attendance.

Present: Cllr M Booth, Cllr Brewis, Cllr Goodwin, Cllr Scarlett (chair), Mr R Smith (clerk), Mrs K Croxford (admin. assistant).

21.014 No apologies were received.

21.015 There were no declarations of interests and/or consider any dispensations.

21.016 It was **resolved** to approve the minutes of the meeting held 26 January 2021 as an accurate record.

21.017 It was **resolved** to accept and sign off the January bank reconciliation and cash book.

21.018 It was **resolved** to accept and sign off the February payroll.

21.019 It was **resolved** to approve all payments to 23 February 2021 set out in the table below. Cllr Scarlett and Cllr York agreed to undertake BACS payments (BP).

Payee	Detail	Net £	VAT £	Total £
Mr R Smith	Home Allowance - February	26.00		26.00
Mr R Smith	Adobe Acrobat monthly subscription	8.42	1.69	10.11
Mr R Smith	Mobile Telephone	8.33	1.67	10.00
Mr R Smith	. gov.uk domain name (2 years)	110.00	22.00	132.00
Mrs K Croxford	Home Allowance - February	10.00		10.00
Mrs K Croxford	Home Allowance - Overpayment	-48.52		-48.52
Mrs K Croxford	Mobile Telephone	8.33	1.67	10.00
Mrs K Croxford	Adobe Acrobat monthly subscription	12.64	2.53	15.17
WYPF	Pension Scheme	801.81		801.81
Staff	Salaries	2,042.00		2,042.00
XBM LTD	Photocopier 22/10 -21/11 Credit	-2.81	-0.57	- 3.38
XBM LTD	Photocopier 22/10 -21/11	1.88	0.38	2.26
XBM LTD	Photocopier 22/11 - 21/12 Credit	-27.68	-5.54	-33.22
XBM LTD	Photocopier 22/11 - 21/12	0.12	0.02	0.14
XBM LTD	Photocopier 22/12 - 21/01 Credit	-5.65	-1.13	-6.78
XBM LTD	Photocopier 22/1 – 21/02	0.36	0.07	0.43
Total		2,945.23	22.79	2,968.02

21.020 There was no delegated expenditure.

21.021 Receipts were noted: bank interest £110.79, VAT refund £2234.15, Garden of rest fees £600.00.

21.022 There were no grant applications to consider.

21.023 It was **resolved** to recommend continuing membership of LALC and NALC @ £739.85 for 2021/22.

21.024 It was **resolved** to recommend not to join the LALC annual training scheme.

21.025 It was **resolved** to move into closed session on the grounds of confidentiality, in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1 (2)

21.026 It was **resolved** to recommend quote to remove broken hanging branches in the Memorial Park @ £150.

21.027 It was **resolved** to recommend the purchase of new outdoor clothing and PPE up to the value of £100 for the new Outside Operative.

21.028 It was **resolved** to hold the next meeting of the Finance Committee at 6pm 30 March 2021, via remote attendance.

There being no other business, the meeting closed at 6.17 pm.

Signed.....
Finance Committee Chair

Date.....