

Minutes of the meeting of the Finance Committee held 18:00hrs Tuesday, 31 August 2021, held in the Diamond Hall of the Curlew Centre, Sutton Bridge.

Present: Cllr Brewis, Cllr Bruch, Cllr Davies, Cllr Scarlett (chair), Cllr York, Mr R Smith (clerk), Mrs K Croxford (admin. assistant),

Absent: Cllr S Booth, Cllr Goodwin

21.089 No apologies were received.

21.090 As a member of the Curlew Centre committee, Cllr Bruch declared an interest on the payment to the Curlew Centre (min ref 21.093).

21.091 It was **resolved** to approve the minutes of the meeting held 27 July 2021 as an accurate record.

21.092 It was **resolved** to accept and sign off the July bank reconciliation and cash book.

21.093 It was **resolved** to approve all payments to 31 August 2021 set out in the table below. It was noted that Mrs K Croxford expenses included a refund of payment of £332.50 for a donated bench in the Garden of Rest. Cllr Scarlett and Cllr York agreed to undertake payments (BP).

Payee	Detail	Net £	VAT £	Total £
Talk Talk	Calls & Broadband	33.83	6.77	40.60
Mr D Borkertas	Home Electric Allowance	8.00		8.00
Staff	Payroll	2,345.40		2,345.40
Mr R Smith	Expenses	49.50	3.36	52.86
LCC Pension Fund	WYPF Pension Scheme	801.81		801.81
Mrs K Croxford	Expenses	344.32	54.61	398.93
The Curlew Centre	Room Hire 20 th July 2021	22.00		22.00
CCAP Ltd	Pest Control	55.00		55.00
Heronwood Landscapes	Parish Grass Cutting	295.00		295.00
Heronwood Landscapes	Garden of Rest	130.00		130.00
Heronwood Landscapes	Highways Cutting	160.00		160.00
Heronwood Landscapes	Picnic Area Cutting	15.00		15.00
PKJ Littlejohn	Auditors Fee	400.00	80.00	480.00
XBM	Photocopier	1.87	0.37	2.24
Savills	Land Rent	835.00		835.00
Total		5496.73	145.11	5641.84

21.094 The following delegated expenditure included in the above payments was reported by the clerk:
i. Pest control in the Memorial Park - £55.00

21.095 The following receipts were noted: VAT reclaim £416.26; Garden of Rest bench donation £362.50; burial interment £200.00; ashes interment £150.00; burial rights £75.00; Parish Online mapping refund £230.14

21.096 There were no grant applications.

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

21.098 To consider a new electrical supply agreement for the pavilion commencing 19th September 2021 within the agreed annual budget and under delegated authority from the Parish Council. [confidential, as matters relate to commercial negotiations]

i. It was **resolved** to delegate to the clerk authority to agree up to a 36-month electricity supply agreement at the best available price.

21.099 To approve works for the annual control of water monitoring in the pavilion within the agreed annual budget and under delegated authority from the Parish Council. [confidential, as matters relate to commercial negotiations]

i. It was **resolved** to proceed with annual control of water monitoring in the pavilion @ £1427.00

- 21.100 To consider quotes relating to the Parish Council activities within the agreed annual budget allocations under delegated authority from the Parish Council. [confidential, as matters relate to commercial negotiations].
- i. It was **resolved** to proceed with the works for the demolition and removal of the West Bank bus stop @ £1200 +VAT. Cllr York would remove the notice board at no cost to the Council
 - ii. It was **resolved** to purchase ID cards for staff and councillors at a cost of up to £10.00 each and to purchase lanyards if necessary.
 - iii. It was **resolved** to proceed with work for low priority tree work and cutting branches along the Arnie Broughton walk @ £895.00
 - iv. It was **resolved** to proceed with work to repair the children’s play area fence @ £685.00. Cllr Davies abstained from voting
 - v. It was **resolved** to proceed with repair work to the football target wall @ £585.00
 - vi. It was **resolved** to proceed with work to cut the hedge in the Memorial Park adjacent to the Churchyard @ £305.00

19:00 Mrs Croxford left the meeting to deal with a member of the public at the door

19:03 Mrs Croxford returned to the meeting

- vii. It was **resolved** to proceed with pest control in the Community Garden on behalf of Sutton Bridge in Bloom @ £55.00
 - viii. It was **resolved** to proceed with work in the Garden of Rest @ £240.00
 - ix. Quotes had not been received to mark out individual garden allotments at Wrights Lane and the matter was deferred to the next meeting
 - x. It was **resolved** to approve councillor attendance at LALC AGM @ £27.50 + VAT per person with associated expenses
 - xi. It was **resolved** to purchase up to 6 additional Christmas lights with donations from Sutton Bridge Fundraisers, all running costs for the additional lights to be paid for by the Parish Council from the allocated Christmas Light budget.
- 21.101 It was **resolved** to hold the next meeting of the Finance Committee at 18:00hrs 28 September 2021.

There being no other business, the meeting closed at 19:25hrs.

Signed.....
Finance Committee Chair

Date.....