

## Sutton Bridge Parish Council Finance Committee Meeting Notice & Agenda

**Notice is hereby given**, and all members of the Committee duly requested to attend, a meeting of the Parish Council's Finance Committee, to be held 18:00hrs Tuesday, 28 September 2021 in the Diamond Hall of the Curlew Centre, Sutton Bridge.



Clerk

23 September 2021

[clerk@suttonbridge-pc.gov.uk](mailto:clerk@suttonbridge-pc.gov.uk)

### AGENDA

1. To note members' attendance and to receive apologies for absence.
2. To receive declarations of disclosable pecuniary or other interests and to consider any written request for dispensation.
3. To approve the [minutes](#) of the finance meeting held 31 August 2021.
4. To resolve to agree the August [bank reconciliation](#) and cash book.
5. To confirm renewal of insurance agreement with BHIB insurance brokers in accordance with the long-term agreement terminating 1 October 2023.
6. To note the new electrical supply agreement for the pavilion commencing 19 September 2021
7. To examine and approve supplier payments to 28 September 2021 within the agreed annual budget and under delegated authority from the Parish Council.

Payee	Detail	Net £	VAT £	Total £
E-ON	Pavilion Electricity	108.43	5.42	113.85
TalkTalk	Calls & Broadband	34.00	6.80	40.80
Wave	Water rates 6/6- 5/9 Old toilet block	40.02	2.41	42.43
CCAP Ltd	Pest removal	75.00		75.00
Anchor Inn	Propeller Service Refreshments	341.43	17.07	358.50
Complete Weed Control	Weed Control MP & Garden of Rest	170.00	34.00	204.00
Heronwood	Parish Cutting	295.00		295.00
Heronwood	Garden of Rest Cutting	130.00		130.00
Heronwood	Highways Cutting	160.00		160.00
Heronwood	Picnic Area	15.00		15.00
The Curlew Centre	Office Rent	1,000.00		1,000.00
The Curlew Centre	Room hire 24th August 2021	22.00		22.00
Mr D Borkertas	Home Allowance - Electric	8.00		8.00
Mrs K Croxford	Expenses	32.41	4.20	36.61
LCC Pension Fund	Underpayment August WYPF Pension	0.80		0.80
LCC Pension Fund	September WYPF Pension Fund	801.81		801.81
Staff	Payroll	2,579.93		2,579.93
HMRC	Tax & NI Contributions	2,518.89		2,518.89
Mr R Smith	123 Reg domain Subscription 1 year	11.99	2.40	14.39
Mr R Smith	Microsoft Cllr Emails 1 year x 11	454.75	90.95	545.70
Mr R Smith	Adobe Acrobat monthly subscription	8.42	1.69	10.11
Mr R Smith	Home Allowance	26.00		26.00
Mr R Smith	Mobile Phone	8.33	1.67	10.00
Mr R Smith	Travel Expenses	13.50		13.50
Mr R Smith	SLCC (75%)	216.75		216.75
XBM LTD	Photocopier 17/08 - 21/09/21	1.76	0.35	2.11
Mrs K Croxford	Propeller Service Refreshments	6.32	1.26	7.58
Mrs K Croxford	Postage stamps & Postage	15.45		15.45
BHIB	Council insurance	1,585.89		1,585.89
HM Land Registry	Wright's Lane enquiry	9.00	-	9.00
ICO	Data Protection Fee	35.00	-	35.00
<b>Total</b>		<b>10,725.88</b>	<b>168.22</b>	<b>10,894.10</b>

8. To note any delegated expenditure as reported by the clerk.
9. To note receipts: bank interest £76.14; LCC East Bank Lighthouse agency litter picking £700.00;

SHDC agency litter picking £1,260.00; Garden Allotment rent £49.00; Land registry refund £3.00.

10. To note the [conclusion of audit](#) and receipt of the [external auditor's report and certificate](#) with no matters raised giving cause for concern.
11. To consider any applications for grants.
12. To resolve on moving into closed session on the grounds of confidentiality, in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1 (2).
13. To consider quotes relating to the Parish Council activities. [confidential, as matters relate to commercial negotiations]
  - i. Pavilion electrical testing.
  - ii. ID card proposals.
  - iii. Any late received quotations.