

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 6pm Tuesday, 26 January 2021. This meeting will be held via remote attendance.

The meeting may be joined using the following link:

<https://us02web.zoom.us/j/81773667448?pwd=ZWkxazdRUHlYQkUxNUlOUkU4ZUgrUT09>

Telephone: 0203 901 7895 / 0131 460 1196 / 0203 051 2874 / 0203 481 5237 / 0203 481 5240

Meeting ID: 817 7366 7448, Passcode: 494556



Clerk - Sutton Bridge Parish Council
20 January 2021

AGENDA

1. Apologies for absence.
2. To receive declarations of interests and/or consider any dispensations.
3. To approve the minutes of the finance meeting held on 15 December 2020.
4. To resolve to agree the December bank reconciliation and cash book.
5. To resolve to agree the January payroll.
6. To examine and approve supplier payments to 26 January 2021 as below, and to resolve on recommendation to full Council, including any late payments reported by the clerk.

Payee	Detail	Net £	VAT £	Total £
GES Water Ltd	Legionella risk assessment	375.00	75.00	450.00
GES Water Ltd	Water testing - January 2021	140.00	28.00	168.00
Heronwood	Grass cutting	140.00	-	140.00
TalkTalk	Calls & Broadband	26.95	5.39	32.34
Anglian Water WAVE	Water charges Pavilion	17.43	-	17.43
XBM LTD	Photocopier 22/11-21/12	27.68	5.54	33.22
Cozens (UK) Ltd	Take down Christmas lights	650.00	130.00	780.00
Mr R Smith	Expenses	42.75	3.36	46.11
Mrs K Croxford	Expenses	87.12	8.36	95.48
Mrs K Croxford	Home allowance overpayment	- 144.00	-	- 144.00
Staff	Salaries - January	2,042.00	-	2,042.00
WYPF	Pension Scheme	801.81	-	801.81
Total		4,206.74	255.65	4,462.39

7. To note any delegated expenditure as reported by the clerk.
8. To note receipts: bank interest £225.12 (Dec & Jan); Burial Ground fees £400.00; wayleave £201.42.
9. To consider any applications for grants.
10. To consider the 3rd quarter budget review.
11. 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).
12. To consider the LCC Parish grass cutting agreement 2021-22 for which the Parish Council would receive a contribution of £1,020.88 (£1,008.17 2020/21) and the proposal from SHDC to undertake highway verge grass cutting on the Parish Council's behalf @ £4,636.84.
13. To consider quotes for the upkeep and maintenance of Parish Council assets.
 - i. To receive the legionella risk assessment report for the pavilion and to consider quotes for the remedial works and control program quotation arising.
 - ii. To consider quote for bus stop renovation and submission of associated grant application to LCC.
 - iii. To consider marking out of garden allotments on Wright's Lane and associated estimate for works.
 - iv. To consider quote for new lockable manhole cover by the pavilion and new road gully grate in car park.
 - v. To consider pavilion drain report and a quote for further CCTV exploration & report.
14. To set time and date of next meeting