

SUTTON BRIDGE PARISH COUNCIL

Minutes of Finance Committee meeting held on 28th January 2020, 6.00pm at the Parish office. In attendance: Committee members: Cllrs Scarlett (chair), S Booth, Brewis, Clery, York
Parish Clerk: Mr Robert Smith, Admin Assistant: Mrs K Croxford

FC01.20 Apologies for absence

Cllrs Cook

FC02.20 To receive declarations of interests and/or consider any dispensation

Cllr S Booth declared an interest in agenda number 15 as a Parish Council tenant

FC03.20 To agree the minutes of the finance meeting held on 17th December 2019

It was RESOLVED to accept the notes of meeting on 17th December 2019 as minutes.

FC04.20 To examine and approve supplier payments to 28th January 2020 as below:

It was RESOLVED to recommend accepting payments for January 2020 suppliers' invoices as below;

Payee	Detail	Payment	Net	VAT	Total
Unity Trust Bank	Service Charges	SC	£ 18.00		£ 18.00
Talk Talk Business	Calls and broadband	DD	£ 26.95	£ 5.39	£ 32.34
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N Power	Electricity	DD	£ 118.98	£ 5.95	£ 124.93
Eurotrade Ltd	Litter Picking Hoop	CP	£ 6.66	£ 1.33	£ 7.99
Mr R Smith	Expenses Computer Equip	BP	£ 1,095.83	£ 219.17	£ 1,315.00
Mr R Smith	Expenses Computer Equip	BP	£ 1.67	£ 0.33	£ 2.00
Mrs K Croxford	Travel Expenses	BP	£ 8.91		£ 8.91
Talk Talk Business	Calls and broadband	DD	£ 26.95	£ 5.39	£ 32.34
XBM Ltd	Photocopier	DD	£ 2.68	£ 0.53	£ 3.21
Sipgate	VoIP Phone Credit	CP	£ 8.33	£ 1.67	£ 10.00
Staff	Salaries	BP	£ 1,850.39		£ 1,850.39
Lincs Pension Fund	Pension Scheme	BP	£ 623.82		£ 623.82
Mr D Large	Tree works	BP	£ 180.00		£ 180.00
Cozens UK Ltd	Removal of lights	BP	£ 750.00	£ 150.00	£ 900.00
Total			£ 4,746.12	£ 395.15	£ 5,141.27

FC05.20 To consider any late payments

None

FC06.20 To note receipts: interest £135.23; SHDC litter picking reclaim £1260.00: wayleave £197.93

Receipts were noted

FC07.20 To note delegated expenditure by the clerk for litter picking equipment @ £7.99

The delegated expenditure was noted.

FC08.20 To consider 3rd Quarter Budget Review

It was RESOLVED to recommend the 3rd Quarter Budget Review to full Council.

FC09.20 To consider grant applications

None

FC10.20 To consider, and to sign if correct, the payroll, bank reconciliation, and cash book expenditure

Payroll, bank reconciliation & cash book expenditure calculations were checked by Cllrs Brewis & Clery. It was RESOLVED to sign off all documents as correct

FC11.20 To consider proposal for the draining of the car park

It was RESOLVED to defer matter to next meeting pending further detailed quotes.

FC12.20 To consider proposals for the introduction of a school crossing patrol warden, or other option.

It was RESOLVED to defer matter pending further investigation.

FC13.20 To consider quote for movement of electric and data cables in the office

It was RESOLVED to defer matter to next meeting

FC14.20 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). CONFIDENTIAL as matters relate to staff engagement: terms of service: staff conduct or disciplinary matters.
It was RESOLVED to enter closed session

Cllr S Booth left the meeting at 6.14pm having previously declared an interest in the following item.

FC15.20 To consider proposals for the management of the Parish Council Farm Business Tenancies (FBTs) [CONFIDENTIAL, as matters relate to terms of tenders, or proposals in negotiations].
Members of the finance committee discussed the management of the Farm Business Tenancies.
It was RESOLVED to seek further land agent quotes for assistance with the FBT's and recommend an appropriate course of action to full Council

Following a comment opined by Cllr Clery, Cllr Brewis requested that the minutes record his own statement that he was not responsible for any delay in discussions between the Parish Council and the Henry Smith Trust relating to potential sites for new sports pitches.

Cllr S Booth returned to the meeting at 6.45pm

FC16.20 To consider purchase of utility road vehicle for use by litter picker & outside operator. [CONFIDENTIAL, as matters relate to staff engagement: terms of service: staff conduct or disciplinary matters]
It was RESOLVED to consider the agenda item in full council due to time restraints

FC17.20 To set date & time of next meeting
It was RESOLVED to hold another meeting of the Finance Committee on Tuesday 25th February 2020 at 6.00pm

There being no other business, the meeting closed at 6.55pm.

Signed.....
Chairman Finance Committee

Date.....