

**Minutes of the meeting of the Finance Committee held 18:00hrs Tuesday, 30 August 2022, in the Curlew Centre Diamond Hall, Sutton Bridge.**

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

**Absent:** Cllr S Booth

- 22.123. Apologies were received from Cllr S Booth.
- 22.124. Cllr Bruch declared an interest in the payment to The Curlew Centre, being a member of the Curlew Centre Committee.
- 22.125. It was **resolved** to approve the minutes of the Finance Committee meeting held 26 July 2022.
- 22.126. It was **resolved** to recommend approval of the July cash book and bank reconciliation.
- 22.127. It was **resolved** to recommend approval for payments to 30 August 2022 as below. Having declared an interest Cllr Bruch abstained from approval of the payment to the Curlew Centre. Cllr York and Cllr Scarlett agreed to authorise bank payments.

Payee	Detail	Net £	VAT £	Total £
TalkTalk	Calls & Broadband	36.50	7.30	43.80
Bridge Hardware	Combination Padlock	25.00	5.00	30.00
Heronwood	Parish Grass Cutting	244.00		244.00
Heronwood	Garden of Rest Grass Cutting	130.00		130.00
Heronwood	Highways Grass Cutting	180.00		180.00
Adobe Acrobat	Adobe Acrobat Subscription	12.64	2.53	15.17
Adobe Acrobat	Adobe Acrobat Subscription	12.64	2.53	15.17
Microsoft	Email Subscriptions	594.00	118.80	712.80
Mrs K Croxford	Blacks Bags	17.01	3.40	20.41
Mrs K Croxford	Concrete Posts	99.45	19.89	119.34
Mrs K Croxford	Poppy Wreaths	51.00		51.00
Mrs K Croxford	Postage	32.64		32.64
Mr D Borkertas	Home Electric Allowance	8.00		8.00
PKF Littlejohn	External Audit	400.00	80.00	480.00
The Curlew Centre	Room Hire 5th & 12th July	60.00		60.00
Mrs K Croxford	Home Office Allowance	10.00		10.00
APJ Electrical Ltd	Pavilion Water Heater	200.00		200.00
SSE	Electricity 9th July - 8th August 2022	174.32	8.71	183.03
Mrs K Croxford	Fence Wall Spikes	5.82	1.17	6.99
H M Land Registry	Tom's Wood Title Register	3.00		3.00
ICO	Data Protection Fee	35.00		35.00
Staff	Salaries	2,479.14		2,479.14
Lincs Pension Fund	WYPF Pension Contributions	816.82		816.82
XBM Ltd	Photocopier 19/07/22-09/08/22	17.38	3.48	20.86
Mr R Smith	Home Office Allowance	26.00		26.00
Mr R Smith	Travel Expenses	6.75		6.75
Savills	Land Rent	835.00		835.00
SHVCS	Voluntary car scheme	1,249.00		1,249.00
<b>Total</b>		<b>7,761.11</b>	<b>252.81</b>	<b>8,013.92</b>

- 22.128. Delegated expenditure was noted (excl. VAT): black bags £17.01; postage £32.64; Tom's Wood Title Register £3.00.
- 22.129. Receipts were noted: Garden of Rest £500.00; Allotments £28.00; bank interest £139.45.
- 22.130. It was noted that the notice of conclusion of audit and external auditor's report and certificate for y/e 31 March 2022 had been received and that there were no matters raised by the external auditors giving cause for concern. The documents had been published on the Council's website.
- 22.131. The automatic renewal of the Parish Council's long term insurance policy with BHIB ending 01 October 2023 at a cost for the year of £1,615.07 (+1.8% yr./yr.) was noted.
- 22.132. It was noted that the purchase of approved Speed Indication Devices (SIDs) was still awaiting approval from LCC to affix the signs to its streetlights.
- 22.133. It was noted that following receipt of the Memorial Park tree report, quotes were being sought.
- 22.134. There were no grant applications.

- 22.135. 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)
- 22.136. A quote to replace the vandalised waste bin at the carpark @ £394.42 excl. VAT was noted. A further quote from a local manufacturer was still awaited. It was **resolved** to defer the matter, including whether to make an insurance claim, until the next meeting.
- 22.137. Receipt of a response from LALC about the payment of mobile phone expenses was noted. It was **resolved** for future payments to be made through payroll and for appropriate adjustments to the accounts to be made.
- 22.138. It was **resolved** to approve a quote for the repair of the electric utility vehicle @ £344.91 + VAT.

There being no other business, the chair closed the meeting at 18:30 hrs.