

Minutes of the meeting of the Finance Committee held 18:00hrs Tuesday, 31 January 2023, in the Curlew Centre Bridge Room, Sutton Bridge.

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

- 23.001. Apologies were received from Cllr S Booth and Cllr York
- 23.002. Cllr Bruch, as a trustee of the Curlew Centre declared an interest in the approval of its payments.
- 23.003. It was **resolved** to approve the minutes of the meeting held 13 December 2022.
- 23.004. It was **resolved** to recommend approval of the December cash book and bank reconciliation.
- 23.005. It was **resolved** to recommend approval for payments to 31 January 2023 as below. Cllr Goodwin and Cllr Scarlett agreed to authorise bank payments.

Payee	Detail	Net £	VAT £	Total £
XBM	Photocopier 21/11 - 20/12/22	5.43	1.08	6.51
Adobe Acrobat	Clerk Adobe Subscription	12.64	2.53	15.17
Unity Trust	Bank Charges	18.00		18.00
SSE	Electricity 9/11- 8/12/22	169.83	8.49	178.32
Adobe Acrobat	Admin Adobe Subscription December	16.64	3.33	19.97
Adobe Acrobat	Admin Adobe Subscription January	16.64	3.33	19.97
DLS Engineering	Finger Post Sign Repair	140.00	28.00	168.00
SMC	Pavilion Monthly Legionella	60.00	12.00	72.00
TalkTalk	Calls & Broadband	36.50	7.30	43.80
Wave	Water Rates Pavilion 7/9 - 6/12/22	31.60		31.60
LS Men's Shed	Grant Application - Float	1,000.00		1,000.00
Bridge Hardware	Combination Lock	23.29	4.66	27.95
Mrs K Croxford	Flashing Beacon Light	20.82	4.17	24.99
Mrs K Croxford	Black Bags	23.17	4.63	27.80
Mrs K Croxford	Home Office Allowance	10.00		10.00
XBM Ltd	Photocopier 20/12 -17/01/23	3.83	0.76	4.59
Kwik Signs	Bin Stickers Wombles	45.00	9.00	54.00
Mr R Smith	Home Office Allowance	26.00		26.00
Mr R Smith	Travel expenses	13.50		13.50
Kwik Signs	Jubilee Hi Vis Vests	36.00	7.20	43.20
Staff	Salaries	2,597.36		2,597.36
Mr R Smith	Mobile Phone Allowance	10.00		10.00
Mrs K Croxford	Mobile Phone Allowance	10.00		10.00
Mr D Lambert	Electric Home Allowance	11.00		11.00
Lincs Pension Fund	WYPF Pension Contributions	864.34		864.34
Ridge & Partners	New Pavilion Project Management Fees	3,000.00	600.00	3,600.00
Total		8,201.59	696.48	8,898.07

- 23.006. It was **resolved** to request future detailed invoices from Ridge & Partners.
 - 23.007. Receipts since last meeting: burial £1,200.00, LCC Verge cutting £1058.80, garden allotments £50.00, bank interest £194.23, VAT reclaim £ 2710.46, wayleave £194.23, Little Sutton PM Garden Waste £15.00, Little Sutton PM burial ground contributions £100.00.
 - 23.008. It was **resolved** to approve the 3rd quarter budget review, including any budget transfers, noting all category totals were within budget.
 - 23.009. There were no grant applications.
 - 23.010. 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).
 - 23.011. Grass Cutting
 - 01. It was **resolved** to recommend confirming highway grass cutting agreement with Lincolnshire County Council excluding areas south of the A17.
- The clerk declared an interest in the following agenda item as the contractor undertook work at his home.**
- 02. Following the receipt of two tenders, it was **resolved** to recommend accepting the quote from the existing contractor Heronwood Landscapes. This being overall the most price competitive and the existing service provision was good.

23.012. New Pavilion quotes for works.

01. It was **resolved** to recommend authorising the clerk to sign the letter of intent to Oglesby & Limb Ltd
02. Following consideration of quotes, it was **resolved** to recommend approval of a topographical survey of the Memorial Park @ £685.00 (excl. VAT) from MD Surveys.
03. It was **resolved** to recommend approving the undertaking of a flood risk assessment up to a maximum cost of £600.00 (excl. VAT) subject to tender and final recommendation from the architects Oglesby & Limb Ltd
04. It was **resolved** to recommend approving the undertaking of a tree risk assessment report up to a maximum cost of £645.00 (excl. VAT) subject to tender and final recommendation from the architect Oglesby & Limb Ltd

23.014 It was **resolved** to recommend proceeding with the service of the Church Clock @ £95.00 and to repair the clock spring @ £170.00.

There being no other business, the chair closed the meeting at 18:40 hrs.