

Minutes of the meeting of the Finance Committee held 6pm Tuesday, 27 October 2020, via remote attendance.

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

20.069 Apologies for absence

Apologies were noted from Cllr. S Booth

20.070 To receive declarations of interests and/or consider any dispensations

There were no declarations

20.071 To agree the minutes of the finance meeting held on 29 September 2020

It was **resolved** to approve the minutes of the meeting held 29/09/2020.

20.072 To resolve to agree the September bank reconciliation and cash book

It was **resolved** to accept and sign off the September bank reconciliation and cash book

20.073 To resolve to agree the October payroll

It was **resolved** to accept and sign off the October payroll

20.074 To examine and approve supplier payments to 27 October 2020 as below:

It was **resolved** to approve payments, including late payments, as below and to appoint Cllr Brewis and Cllr Scarlett to undertake BACS payments (BP).

Table 1: payments to October 2020

Payee	Detail	Net £	VAT £	Total £
Unity Trust Bank	Quarterly Bank Charges	18.00	0.00	18.00
ICO	Data Protection Registration	35.00	0.00	35.00
TSB	Service charge	0.00	0.00	0.00
TalkTalk	Calls & Broadband	26.95	5.39	32.34
XBM LTD	Photocopier C/N 22/08-21/09	0.06	0.01	0.07
Anglian Water WAVE	Water charges Pavilion	15.93	0.00	15.93
Mr D Large	Pavilion drainage repairs	140.00	0.00	140.00
Heronwood	Parish Grass Cutting 11/09 & 25/09	220.00	0.00	220.00
Heronwood	Highways Grass Cut	160.00	0.00	160.00
Heronwood	LCC Picnic Area Grass Cut	30.00	0.00	30.00
Heronwood	Cemetery Grass Cut	130.00	0.00	130.00
Sutton Bridge Community Larder	S137 Grant	1,000.00	0.00	1,000.00
Mr R Smith	Travel	3.15	0.00	3.15
Mr R Smith	Adobe Acrobat monthly subscription	12.64	2.53	15.17
Mr R Smith	Zoom meetings monthly subscription	11.99	2.40	14.39
Mr R Smith	Mobile telephone - September	8.33	1.67	10.00
Mrs K Croxford	Travel	8.37	0.00	8.37
Mrs K Croxford	Adobe Acrobat monthly subscription	12.64	2.53	15.17
Mrs K Croxford	Mobile telephone - September	8.33	1.67	10.00
Staff	Salaries	2,042.00	0.00	2,042.00
Lincs Pension Fund	Pension Scheme	801.81	0.00	801.81
GES Water Ltd	Sports Pavilion Water Testing	140.00	28.00	168.00
Total		4,825.20	44.20	4,869.40

20.075 To note any delegated expenditure as reported by the clerk.

It was **resolved** to recommend the following delegated expenditure.

- i £140 to locate drain and fix problems at the Pavilion, as above (excludes drain cover)
- ii An order had been issued @ £250.00 for the demolition and removal of a tin shed on Wright's Lane farm holding
- iii An order had been issued @ £150 to make safe and remove storm damaged branches in the Memorial Park

20.076 To note receipts: bank interest £117.28; burial ground fees; £50.00; garden allotment rent £135.00.

Receipts were noted

20.077 To consider applications for grants as allowable under LGA 1972 S.137

There were no grant applications to consider.

20.078 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)

It was **resolved** to move into closed session

20.079 To consider the grass cutting contract for 2021

It was **resolved** to recommend accepting the quotation from the current contractors to undertake the Parish Council's grass cutting requirements for 2021.

20.080 To consider quotes for the upkeep and maintenance of Parish Council assets.

- i It was **resolved** to recommend quote to dismantle sheds on garden allotment at Wright's Lane @ £250.00, and the Allotment working party to discuss options of incorporating deposits for plots that have not been maintained and to report back at a further meeting.
- ii It was **resolved** to recommend refurbishing the Notice Board on the Village Green @ £90.00
- iii It was **resolved** to recommend obtaining quotes for a camera investigation survey for the drain near the Pavilion

20.081 To set time and date of next meeting

It was **resolved** to hold the next meeting of the Finance Committee at 6pm on 24/11/2020, via remote attendance

There being no other business, the meeting closed at 6.20 pm.

Signed.....
Finance Committee Chair

Date.....