

Cayton Parish Council

Minutes of Finance Committee meeting held Thursday 10th June 2021 at The Jubilee Hall, Main Street, Cayton

Present: Councillor Kelly (Chairman), Councillor Swiers, , Councillor Liley & Clerk -Gill Armstrong.

1. **Notice of Meeting:** It was **RESOLVED** that public notice of the meeting has been given in accordance with Schedule 12, para 10(2) (b) of the Local Government Act 1972.
2. **Apologies:** Received & accepted from Councillor Southward
3. **Declaration of interests:** None
4. **Minutes:** It was **RESOLVED** that the minutes of the meeting held 13th May 2021 were approved & to be signed at Full Council on 16th June 2021.
5. **To receive verbal reports from Councillor Swiers:**
Nothing to report
6. **Bank Reconciliation, Receipts, Payments & Budget Figures:** Bank reconciliation & budget figures handed out at the meeting to review along with the receipts & payments for the year end accounts. It was **RESOLVED** that these be accepted & to be recommended to Full Council on the 16th June 2021

CAYTON PARISH COUNCIL

Accounts due for payment 10th June 2021ota

Payee	Nett	VAT	Gross	
OneCom			£45.31	DD
Rent			£30.00	s/o
Staff costs - wages, HMRC			£655.36	48hrs plus 16.5 hours O/T
Image Creation			£19.99	Website hosting for 2 years
Zurich Insurance			£1,111.91	Village insurance
Claire Boston			£315.00	March to May Locum Clerk services
Internal Audit Yorkshire			£375.00	Professional Fees
Wilson Gardening	£60.00		£60.00	for 4 th & 18 th May 2021 Millenium gardens
NEST pension			£5.41	
Data Protection renewal fee			£40.00	Yearly fee D/D
YLCA			£48.00	Councillor training
Core Concept Computer Services			£45.00	Website troubleshooting

Total £2750 No transfer of funds required

The following items were discussed & the following was noted:-

- **Schedule of payments** – June 2021 schedule was read out, agreed & **RESOLVED** to be signed by the Chairman at Full Council
 - It was **RESOLVED** that no transfer is required of monies between accounts at this time
7. **Councillor Training** – Finance training has not been released yet but will be the Filca – Clerk to update as & when
 8. **Finance Committee membership** – Councillor Southward has accepted a role on the Finance Committee
 9. **Projects update – Bell Tower** – Mr Aspden from Wood & Partners will be attending the Jubilee Hall on the 1st July to carry out a further engineer’s inspection. The cost of this report including an assessment of the rear chimney will be £450
 10. **Locality Budget** – Councillor Swiers reports that there is still option to look for something longer term until the end of January with regards to the £10,000 she has to share over 9 villages. There is also the £2000 for projects Clean & Green to share over villages also.
 11. **Financial Risk Assessment-** The Clerk is ongoing with this piece of work
 12. **I.T update** – The Clerk reports that the revised costs are slightly more for a new computer as the prices change slightly all the time. The best value is from Currys & Councillor Green had agreed to purchase the new equipment initially & claim the money back from the Locality budget as the Cayton Parish Council as a body does not have a debit or credit card & Currys cannot raise an invoice, it was **RESOLVED** that the Clerk contact Simon from Core Computers & also Councillor Green so they could arrange between them to purchase the new equipment.
 13. **Welcome Back Funding**– A number of Councillors has contacted the Clerk suggesting that the money could be used for new notice boards & the possibility of utilising the old map board as a new notice board. It was **RESOLVED** that the Clerk contact Margaret Elwick in Regen to check if this would be a suitable option.
 14. **Time & Date of Next Meeting:** Wednesday 15th July at 11.00am

Signed Chairman of Finance Committee: _____

Date: _____