

## Cayton Parish Council

### Minutes of Finance Committee meeting held Thursday 13<sup>th</sup> January, 11am at The Jubilee Hall, Main Street, Cayton

**Present:** Councillor Swiers, Councillor Liley (Vice Chair), Councillor Grundy, Councillor Southward & 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:** Cllr Caygill – noted and accepted
3. **Declaration of interests:** Cllr Swiers at the payment schedule
4. **Minutes:** An update to the previous minutes was reported by the Clerk – SBC had emailed all Parish and Town Councils to explain that they had made an error in the precept calculator they expect to be used. This has meant that the proposed increase appeared as 29.42% on the previous minutes and not 43.32% as it should have stated, this makes no difference to the amount of money covered in the precept but the percentage figure written. It was **RESOLVED** that this update was accepted and that it is also reported to Full Council. It was **RESOLVED** that the minutes of the meeting held 14<sup>th</sup> December 2021 were approved and signed at Full Council.
5. **To receive verbal reports from Councillors attending if required** – Cllr Swiers reported that she has applied for £490 from the NYCC Locality budget towards an official beacon for the village to use at the forthcoming Jubilee celebrations and also a further £1000 to fund the week of events in June. The SBC Locality budget will be spent on renewing the bench near the Post Office.
6. **Bank Reconciliation, Receipts, Payments & Budget Figures:** It was **RESOLVED** that these be accepted & to be recommended to Full Council on the 18<sup>th</sup> January 2022.

Jan 22 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£35.95	£11.40	£47.35	DD
Rent	£30.00		£30.00	Rent SO
Staff costs INC hmrc & NEST	£749.34		£749.34	net wage paid via BACS, tax and NEST paid via d/d. Includes O/T 6.5 hrs Filca + 8 hrs Cayton News
Viking	£68.61	£13.72	£82.33	Jubilee Hall Management Committee 37.62
ylca	£22.50		£22.50	Course Cllr Grundy
West Building supplies	£16.19		£16.19	Bacs Plaster equipment
North Yorkshire County Council	£300.00	£60.00	£360.00	Grit for 4 bins
Advanced Trees	£410.00	82.00	£492.00	Churchyard tree
Lyreco	£9.19	1.84	£11.03	Ink refill
Core Concept	£540.00		£540.00	Annual plan for workstation support
Zurich	£308.69		£308.69	Buildings insurance J.Hall 6 months
sbc	£1.63		£1.63	Drainage of field 94
Roberta Swiers	£22.87		£22.87	Christmas selection boxes
<b>Total</b>	<b>£2,514.97</b>	<b>£168.96</b>	<b>£2,683.93</b>	
Transfer				
Signed.....				
Dated .....				

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

- The January schedule of payments was agreed and it was **RESOLVED** that it should be signed by the Chairman
- It was **RESOLVED** that no transfer is required of monies between accounts at this time
- It was **RESOLVED** to accept the Clerks overtime of 9 hours
- Cllr Grundy raised a question on delegation to the Clerk and if there was a policy in place plus he was unaware how much each chair had in the way of delegation. The Clerk offered to check each term of reference for the committees
- The Clerk has emailed all Councillors with a copy of the explanation for the budget that can be posted out on public forums so that residents are clear in what the increase in precept is required for

**7. Projects update** – The Clerk has spoken with the resident who has kindly offered to purchase a defibrillator and arrangements are in hand to meet her to discuss the model required.

The Clerk has contacted 4 locksmiths and 2 joiners to try to get them to carry out some work but none have replied, further contacts to be explored.

There is a Platinum Jubilee meeting on 13<sup>th</sup> January where further plans will be formalised.

**1. Time & Date of Next Meeting:** Thursday 10<sup>th</sup> February 2022 at 11 am

**Signed Chairman of Finance Committee:** \_\_\_\_\_

**Date:** \_\_\_\_\_