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DRAFT Minutes of the Finance Committee of Cayton Parish Council held on Thursday 14th April 2022 at 11:00am

1. **Notice of meeting:** It was **RESOLVED** the Public notice of the meeting has been given in accordance with schedule 12, para (10) 2 (b) of the Local Government Act 1972.
2. **Present:**
Councillor Caygill (Chairman), Councillor Liley, Councillor Grundy, Councillor Southward.
3. **Apologies and Reasons for Absence**
Councillor Swiers work commitments, Gill Armstrong Clerk due to illness.
Both absences approved.
4. **Declarations of Interests**
 - a. To note declarations of interests - Councillor Liley: schedule of payments- item 6a transfer of funds to the jubilee hall account.
 - b. To approve dispensation requests.
None received.
5. **Minutes:** It was **RESOLVED** that the minutes of the meeting held 10th March **2022** were approved at full council meeting on 15th March 2022.
 - a. No update on the minutes.
6. **Received verbal report from Councillor Caygill:**
The Clerk's annual appraisal - It was **RESOLVED** that the recommendations to be taken to full council on Tuesday 19th April regarding the increase in hours due to extra responsibilities and pay increase, to be ratified at full council.
7. **Bank Reconciliation, Receipts & Payments for April 2022**
 - a. Schedule of Payments April 2022: Chairman explained many payments are for annual fees and a one off payment for the freedom scrolls. It was **RESOLVED** the Clerk's overtime at 18 ½ hours from 11th of March – 14th of April 2022, needs clarification at the full council meeting.

Description	Nett	V.A.T.	Gross	Description
OneCom - Phone and Broadband August 2020	£35.95	£11.40	£47.35	D/D
Rent for Committee Room at Jubilee Hall	£35.00		£35.00	Rent SO
Staff Costs – INC. HMRC and Nest.	£1335.47		£1335.47	Net wage paid by Via BACS, tax and NEST paid via D/D. Includes O/T 18.25 hours and wage increase
CDS PAT testing	£34.58		£34.58	Cheque
Walker and Co.	£30.00	£6.00	£36.00	BACS
West Building supplies	£11.85	£2.37	£14.22	BACS meeting room refurbishment
Lisa McGregor	£10.00		£10.00	Craft fair Refund
The Ramp People	£39.50	£7.90	£47.40	BACS
David Wilson	£60.00		£60.00	9 th and 23 rd Grass BAC
Complete Care Shop	£21.09	£3.33	£24.42	Grab Rails p/order
Roberta Swiers	£300.00		£300.00	Chair's allowance BACS
YLCA	£30.00		£30.00	Grant's training BACS
Basics Plus	£930.79	£6.50	£937.29	Cayton News BACS
Jubilee Hall Management Committee	£390.00		£390.00	Karate paid in error To Cayton Parish Council
Scarborough Borough Council	£206.96	£41.39	£248.35	Bin Services BACS
COMMUNICORP	£320.80	£64.16	£384.96	Freedom Scrolls
Ken Keld	£870.00		£870.00	Circular Bench Cheque
YLCA	£737.00		£737.00	Subscription BACS
Total	£5,398.99	£143.05	£5542.04	

It was **RESOLVED** the payments to be ratified at full council on Tuesday 19th April 2022.

The following items were discussed:

- Concern expressed about the YLCA annual subscription, clarification requested.
- S.B.C. Bin Service payment to be checked.

N.B: Councillor Swiers Locality Budget to pay for the circular bench and ramps.

V.A.T. to be reclaimed.

Grass cutting to be discussed at full council on 19th April 2022.

b it was **RESOLVED** that a transfer £3,000 from the deposit account to the current account to cover the cost of the April payments, to be ratified at the Parish Council meeting on Tuesday 19th April 2022.

8. Projects Update:

- The Bell Tower: Engineers report soon.
- The Arch Door - Two quotes received approx. £3,000.
- New flooring in the Committee Room on hold until after the QPJ lantern workshops.
- Defibrillator – To be positioned at the village hall.
- New bench at Cayton bay to be installed soon, plus an additional one.
- Community land, to be discussed at full council.
- Open space to be discussed at full council.
- Platinum Jubilee preparations on going.

9. Audit 2022:- To be carried out by previous Auditor.

10. Chairman’s Allowance: It was **RESOLVED** to accept and be approved at full council.

11. Clerks hours and national wage discussed under item 5.

12. Thank you – Councillor Caygill thanked Councillor Southward & Councillor Grundy for their service and commitment to the Parish whilst members of the Council.

13. Time & Date of the Next Meeting – It was **RESOLVED** that the next meeting of Cayton Parish Council Finance to be arranged.

Meeting closed at 11:30am

Chairman’s
Signature.....

Date.....