

Cayton Parish Council

Minutes of Finance Committee meeting held Tuesday 4th October 2022, 11am at The Jubilee Hall, Main Street, Cayton

Present: Cllr Caygill (Chair) , Cllr Liley, Cllr Tomlinson Hall, Cllr Bentley, Cllr Swiers

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:** None
3. **Declaration of interests and dispensations requested:** Cllr Swiers and Cllr Liley in relation to Jubilee Hall
4. **Minutes:** no updates required
5. **To receive verbal reports from Councillors attending if required** – None required
6. **Bank Reconciliation, Receipts, Payments & Budget Figures:** It was **RESOLVED** that these be accepted & to be recommended to Full Council on the 4th October 2022.

Sept 22 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£39.30	£7.86	£47.16	DD
Rent	£35.00		£35.00	Rent SO
Staff costs INC hmrc & NEST	£1,263.68		£1,263.68	net wage paid via BACS, tax and NEST paid via d/d. Includes O/T 11.5
PKF Littlejohn	£300.00	£60.00	£360.00	External audit
Viking	£55.70	£2.99	£58.69	Printer ink paper
Viking	£78.24	£ 13.04	£91.28	stamps stationary and art supplies
Glasdon UK Ltd	£388.80	£77.76	£466.56	Bollards and fixing pins
Alan Wood	£7.00		£7.00	under payment of invoice vat
West Building supplies	£33.85	£6.77	£40.62	Bench supplies
Jonathan Dyer	£144.00		£144.00	George Wilson beds
D Wilson	£60.00		£60.00	Grass cutting
The Cumbria Clock company	£185.00	£37.00	£222.00	Church clock service
Image Creation	£40.00		£40.00	August / Sept
Jolene Trowsdale	£250.00		£250.00	Grant for international kickboxing
Basics Plus	£168.55	£ 9.60	£178.15	QPJ Leaflets
Gill Armstrong	£11.99		£11.99	Laminating pouches
Totals	£3,061.11	£215.02	£3,276.13	
Transfer	5,000.00			
Signed.....				
Dated				

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

- The Sept/Oct schedule of payments was agreed and it was **RESOLVED** that it should be signed by the Chairman
- It was **RESOLVED** to accept the Clerks overtime of 10.5 hours

- It was **RESOLVED** to transfer £5000 in relation to this schedule

c) Due to the death of her Majesty the Queen it was noted that the payments to the Clerk for wages had been made for Sept in consultation with Cllr Caygill and also there would be a second schedule to cover October payments as follows :

Oct 22 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£35.95	£11.40	£47.35	DD
Rent	£35.00		£35.00	Rent SO
Staff costs INC hmrc & NEST	£1,014.68		£1,014.68	net wage paid via BACS, tax and NEST paid via d/d inc 9.5 hours
Costcutters	£414.11	£77.82	£491.93	Bench paid for by resident
David Wilson	£60.00		£60.00	Grass cutting spet
Total	£1,559.74	£89.22	£1,648.96	
Transfer			£2,000.00	

- The Oct schedule of payments was agreed and it was **RESOLVED** that it should be signed by the Chairman
- It was **RESOLVED** to accept the Clerks overtime of 9.5 hours
- It was **RESOLVED** to transfer £2000 in relation to this schedule

7. **Budget** – Clerk requests considerations from Cllrs in relation to budget meeting for November

8. **Projects update – The Bell Tower** – Nick Read has replied and CPC can start work , Clerk to obtain quotes and check on tender limits

Jubilee Hall door – Quotes received and Cllr Swiers who is paying for the door from her NYCC Locality budget selects tradesman with finance committee, to inform full council

Community Land – Clerk has received a reply that BDW will move on the plan WITH the ditch – to discuss at Full Council

Open Space – Clerk is meeting with SBC later today with Cllr Swiers

9. **External Audit** – All competed with one except for, this is a matter of difference of opinion re how the locum Clerk costs have been registered. Public access is now advertised.

Time & Date of Next Meeting to be confirmed

Signed Chairman of Finance Committee: _____

Date: _____