

CAYTON PARISH COUNCIL

DRAFT:- Minutes of the meeting of Finance committee held on Thursday 12th January 2023 at 11am The Jubilee Hall, Main Street, Cayton

Present: Councillor Caygill (Chairman), Cllr. Swiers, Cllr. Liley, Cllr. Bentley, Cllr, Tomlinson- Hall

1. **Notice of meeting:** It was **RESOLVED** that the meeting was being held in accordance with the correct schedule 12 para 10 (2b) of the Local Government act 1972.
2. **Apologies and Reasons for Absence:**
Apologies received & accepted from Gill Armstrong Parish Clerk.
3. **Declarations of Interests**
 - a) To note declarations of interests not already declared under members' code of or members register of disclosable pecuniary interests: None.
 - b) To approve dispensation requests: None received.
4. **Meeting of Cayton Parish Council Finance held 8th December 2022**
 - a) It was **RESOLVED** to approve Finance minutes of the Cayton Parish Council meeting held on 8th December 2022 as a true and accurate record. Proposed by Councillor Swiers and seconded by Councillor Tomlinson – Hall, all members agreed. The Chairman signed the minutes.
 - b) No updates from the minutes.
5. **To receive verbal reports from Councillors attending the meeting**
None received.
6. **BANK RECONCILIATION, RECEIPTS AND PAYMENTS: for January 2023 and action taken.**
 - a) Councillor Caygill reported the current financial information relating to monies held: £5,307.27p Current account – Deposit account £95,688.38pb) Schedule of payments reviewed.
 - b) It was **RESOLVED** to approve the January 2023 payments schedule totalling as follows:

January 2023 Accounts due for payment.

	Nett	VAT	Gross	
OneCom	£35.95	£11.40	£47.35	DD
Rent	£1,200.00	£0.00	£1,200.00	Annual rent to JHMC
Staff costs INC H.M.R.C & NEST	£1,180.00	£0.00	£1,180.00	Net wage paid via BAC's, Tax and NEST paid via d/d Includes O/T 8 and wage.
Methodist Chapel	£50.00	£0.00	£50.00	Chq payment for Carol concert hire
Scarborough Borough Council	£ 1,63	£0.00	£ 1,63	Drainage of field.
Gill Armstrong	£14.05	£0.00	£14.05	Community Payback supplies.
Viking	£54.97	£10.99	£65.96	Storage boxes , card
CSW Online Shop	£473.97	£93.96	£562.34	Speed watch equipment. (SBC to reimburse)
Lyreco	£17.34	£0.00	£17.34	Stationary
Viking	£72.99	£14.60	£ 87.59	Office Chair
Walkers	£35.00	£7.00	£42.00	Pay roll admin.
Total	£3,134.97	£137.71	£3,268.26	

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Transfer £5.000.00 from the deposit account to the current account to cover the January payments.

It was **RESOLVED** that these be accepted and be recommended to Full council on Tuesday 17th January 2023.

The following items were discussed and noted:-

- The January schedule of payments agreed and it was **RESOLVED** that they be signed by the chairman.
- It was **RESOLVED** to accept the clerks 8 hours overtime.
- Councillor Swiers enquired about the clerks CiLCA course. Councillor Caygill to check the starting date and when the payment is due with the Clerk.

7. **Projects:**

- **Sand Art:** To be discussed at Full council on 17th January 2023.
- **Arch Door:** Repair to start shortly.
- **Bell Tower:** Concerns expressed about the company who has submitted a quote, further discussion to take place at Full council on Tuesday 17th January 2023.
- **Community Land:** Councillor Swiers reported a number of companies are interested in assisting with the development of this area.

8. **Budget:**

Councillor Caygill informed members the residents have been informed of the increase in council tax on the parish website.

9. **Internal Controls:** To be discussed at the next finance meeting.

10. Councillor Caygill thanked the Clerk for providing Christmas lunch for the Community Payback team which was a thank you for all the assistance and work they have carried out in the hall over the year.

11. **Time and Date of the Next Meeting:**

The next finance meeting to held on Thursday at 10:30 am on 16th February 2023.

N. B. Councillor Caygill has given her apologies for the next meeting

Meeting closed at 11:25am

Chairman's Signature:.....

Date:.....