

Cayton Parish Council

Minutes of Finance Committee meeting held Thursday 13th July 2023, 10.30 am at The Jubilee Hall, Main Street, Cayton

Present: Cllr Swiers, Cllr Liley (Vice Chair), Cllr Hall ,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:** Councillor Bentley - accepted
3. **Declaration of interests and dispensations requested:** Cllr Hall at point 6 schedule of payments
4. **Minutes:** minutes of 8th June 2023 were accepted as a true record and forwarded to Full Council.
5. **To receive verbal reports from Councillors attending if required** – Cllr Swiers enquired as to the progress of changing signatories with Barclays, the Clerk reports that Cllr Bentley has the mandate form currently and a letter is to be provided for Cllr Liley to take to Barclays to ascertain the current situation. When Cllr Bentley returns the issue needs resolving asap. Cllr Swiers enquired about the training budget and requests that Councillors are offered training courses including Cllr Hall for Planning and Cllr Boak for Chairmanship. The Clerk reported that courses are sent out to Councillors as they arise and it was **RESOLVED** to source further courses for all including any new Councillors where required.
6. **Bank Reconciliation, Receipts, Payments**
 - a. It was **RESOLVED** to accept the Clerks overtime of 8 hours and the July schedule of payments is **RESOLVED** as approved
 - b. No requirement for transfer of funds at this time

July 23 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£51.83	£10.37	£62.20	DD Telephone internet
Staff costs INC hmrc & NEST	£1,180.00		£1,180.00	net wage paid via BACS, HMRC and NEST paid via d/d. Includes 8 O/T
Walkers Accountants	£35.00	£7.00	£42.00	
Jonathan Dyer	£180.00		£180.00	George Wilson Beds
David Wilson	£95.00		£95.00	Millennium Gardens x 2 grass cutting plus strimming
Viking	£61.20	£12.24	£73.44	stationary / activity supplies
John Tomlinson Hall	£3.74	£0.75	£4.49	Name tags
Gill Armstrong	£7.47		£7.47	safety pins
Gill Armstrong	£52.64	£10.53	£63.17	Medals and trophies
Gill Armstrong	£30.31	£6.66	£35.90	Hi Vis , Ink and first aid supplies
Total	£1,697.19	£47.55	£1,743.67	

7. **Audit** – The Clerk reports that the documentation has been sent to the external auditor PKF Littlejohn and that the dates for the excise of Public Rights is 29th June 2023 to 10th August 2023 inclusive
8. **Time and Date of next meeting** – Thursday 10th August at 10.30am

Signed Chairman of Finance Committee: _____

Date: _____