

## Cayton Parish Council

### Minutes of Finance Committee meeting held Wednesday 11<sup>th</sup> October 2023, 10.30 am at The Jubilee Hall, Main Street, Cayton

**Present:** Cllr Hurst ( Chair), Cllr Liley ,Cllr Hall

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 Swiers apologies as away on County Business, accepted – Cllr Bentley not in attendance
3. **Declaration of interests and dispensations requested:** Cllr Liley on October schedule of payments
4. **Minutes:** minutes of 13<sup>th</sup> September 2023 were accepted as a true record and forwarded to Full Council.
5. **To receive verbal reports from Councillors attending if required** – None
6. **Bank Reconciliation, Receipts, Payments**
  - a. It was **RESOLVED** to accept the Clerks overtime of 7 hours from August/September and the October schedule of payments is **RESOLVED** as approved with the addition to the draft provided with Cllr Liley £10 and Walkers accountants of £42.00
  - b. No requirement for transfer of funds at this time
  - c. Bank reconciliation to be provided at Full Council

Oct 23 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£51.83	£10.37	£62.20	DD Telephone internet
Staff costs INC hmrc & NEST	£1,165.00		£1,165.00	net wage paid via BACS, HMRC and NEST paid via d/d.
Yorkshire Moors Christmas Trees	£380.00		£380.00	
YLCA	£66.80		£66.80	TRAINING Cllr Hurst
pkf	£315.00	£63.00	£378.00	External AUDIT
David Wilson	£120.00		£120.00	Grass cutting x 2
Jonathan Dyer	£180.00		£180.00	George Wilson Bed
NYC	£550.00		£550.00	Transfer of land fees
Rhona Liley	£10.00		£10.00	engraving
Walkers accountants	£35.00	£7.00	£42.00	
<b>Total</b>	<b>£2,873.63</b>	<b>£80.37</b>	<b>£2,954.00</b>	

7. **Banking** – The Clerk had provided details on both Unity Trust and Scribe accounting in relation to moving banking provision and digitising the financial procedures. **RESOLVED** to take to Full Council for decisions
8. **External Audit** – The report has been received that gives one except for in relation to a minute reference not being written on the AGAR with one other comment that no adequate explanation of variance was given despite a two page report being sent by the Clerk.
9. **Finance Committee terms** – deferred to next meeting
10. **Time and Date of next meeting** – Wednesday 15<sup>th</sup> November at 10.30am

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

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