

Cayton Parish Council

Minutes of Finance Committee meeting held Wednesday 15th May 2024, 10.30 am at The Jubilee Hall, Main Street, Cayton

Present: Cllr Bentley (Chair), Cllr Hall, Cllr Cranston, Cllr Liley

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– accepted as on County matters
3. **Declaration of interests and dispensations requested:** None
4. **Minutes:** minutes of 10th April 2024 were **RESOLVED** to be accepted as a true record and forwarded to Full Council. There were no updates from the minutes
5. **To receive verbal reports from Councillors attending if required –** None
6. **Financial Regulations –** The Clerk reports that the new regulations are just released from NALC but that she has not had time to note the changes. This item is deferred to Full Council
7. **Financial Risk assessment –** It was **RESOLVED** to adopt this and forward to Full Council
8. **Audit –** Internal audit report, AGAR documentation presented including end of year accounting figure, reconciliation and public rights dates. It was **RESOLVED** to accept and forward to Full Council.
9. **Bank Reconciliation, Receipts, Payments**
 - a. It was **RESOLVED** to accept the Clerks overtime of 34.5 hours and payments from the May schedule of payments
Bank reconciliation provided

May 24 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£51.83	£10.37	£62.20	DD Telephone internet
Staff costs INC hmrc & NEST	£1,677.38		£1,677.38	net wage paid via BACS, HMRC and NEST paid via d/d. 34 hours o/t
Gro Training	£20.00		£20.00	Extra person first aid training
Gill Armstrong	£207.50	£41.50	£249.00	Karoke machine for grant recipient
Gill Armstrong	£129.17		£129.17	Freedom of Parish event
NALC	£50.00		£50.00	Foundation award registration
Jonathan Dyer	160.00		160.00	8 weeks George Wilson beds
Adverset	947.00		947.00	Cayton News April 24
Viking	31.33		31.33	Stationary
David Wilson	180.00		180.00	Millennium Gardens x 3
ICO	35.00		35.00	Data Protection Fee ICO
C Boston	108.00		108.00	Professional services audit
Zurich Insurance	2,237.76		2,237.76	Insurance for Parish
J Groves	252.00	63.00	315.00	Community First Aid sessions x 2
Asquith & Co accountants	350.00	70.00	420.00	Internal audit
Anna Blasziewicz	20.00		20.00	Allotment deposit refund
Richard Watson	10.00		10.00	Allotment deposit refund
Total	£6,466.97	£184.87	£6,651.84	

10. **Time and Date of next meeting –** To be confirmed after Full Council

Signed Chairman of Finance Committee: _____

Date: _____