



# Longstanton Parish Council

Longstanton Village Hall, 24 High Street, Longstanton CB24 3BS Tel: 01954 782323

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**Chairman:** Cllr Dan delaMare-Lyon **Vice Chairman:** Cllr Steve Burns **Parish Clerk:** Libby White BEM FdA FSLCC

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Notice of Meeting: Finance Committee

Time: 7.30pm

Date: 25<sup>th</sup> May 2021

Venue: Longstanton Village Hall, 24 High Street, Longstanton CB24 3BS

To Members of the Finance Committee

**You are hereby summoned to attend the Finance Committee Meeting of Longstanton Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting.**

Members: 6 Vacancy: 0 Quorum: 3

***The meeting is open to members of the public (including the press), but is not a public meeting.***

*Libby White*  
Mrs Libby White BEM FdA PSLCC – Parish Clerk  
19<sup>th</sup> May 2021

## Agenda

**FC21-22/1 To Receive and Approve Apologies for Absence**

**FC21-22/2 Councillors' Declarations of Interest**

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

**FC21-22/3 Public Participation (10minutes in total)**

- Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
- To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total.

**FC21-22/4 Approval of Minutes**

To approve the minutes of the Finance Committee meeting held on 23<sup>rd</sup> March 2021.

**FC21-22/5 Clerk's Report (for information only)**

**FC21-22/6 Bank Reconciliation**

To approve the bank reconciliations for all bank accounts as at 30<sup>th</sup> April 2021.

**FC21-22/7 Approval of Payments**

To approve invoices for payment as per the schedule at the end of the Agenda.

**FC21-22/8 Monies Received**

To note monies received as listed in the meeting papers.

**FC21-22/9 Reports**

To consider the various prepared reports showing the activities of Longstanton Parish Council's accounts.

**DATE OF NEXT MEETING: Tuesday 22<sup>nd</sup> June 2021**

*Any business to be considered at the Finance Committee meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.*

# Appendix 1, item FC21-22/7

Date: 19/05/2021

## Longstanton Parish Council Current Year

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Time: 10:39

### Current Bank Account

#### List of Payments made between 24/04/2021 and 31/05/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/04/2021	CAPALC	BACS	708.25		Annual Affiliation Fee
27/05/2021	HMRC	BACS			May PAYE & NI
27/05/2021	NEST Pension	DD			May Pension Contribution
27/05/2021	Mrs EG White	BACS			May Salary
<b>Total Payments</b>			<b>3,080.06</b>		

27/05/2021  
11:01

## Longstanton Parish Council Current Year

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### PURCHASE LEDGER 1 UNPAID INVOICES BY DATE

User: EW

<u>Invoice Date</u>	<u>Invoice No</u>	<u>A/c Code</u>	<u>A/c Name</u>	<u>Net Value</u>	<u>VAT</u>	<u>Invoice Total</u>	<u>Balance</u>
02/04/2021	ADP1197311069	THR001	THREE MOBILE	8.16	1.63	9.79	9.79
03/04/2021	17/2045	CCV001	CCVS	60.00	0.00	60.00	60.00
13/04/2021	14113	NAL001	NALC	50.00	10.00	60.00	60.00
18/04/2021	22214857	TAL001	TALKTALK	24.00	4.80	28.80	28.80
30/04/2021	01042	GDL001	GDL SERVICES	145.00	0.00	145.00	145.00
01/05/2021	MAYCEMRATE	SCDC001	SCDC	62.00	0.00	62.00	62.00
01/05/2021	POFFRATESMA	SCDC001	SCDC	106.00	0.00	106.00	106.00
06/05/2021	13030	BRO001	BROOKFIELD	609.00	121.80	730.80	730.80
06/05/2021	13031	BRO001	BROOKFIELD	550.00	110.00	660.00	660.00
07/05/2021	70559041	OPU001	OPUS ENERGY	8.32	0.42	8.74	8.74
07/05/2021	70559047	OPU001	OPUS ENERGY	147.00	7.35	154.35	154.35
07/05/2021	70559048	OPU001	OPUS ENERGY	2.70	0.14	2.84	2.84
07/05/2021	70559621	OPU001	OPUS ENERGY	9.21	0.46	9.67	9.67
<b>TOTAL INVOICES</b>				<b>1,781.39</b>	<b>256.60</b>	<b>2,037.99</b>	<b>2,037.99</b>