



# 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 CertHE PSLCC

**Notice of Meeting:** Finance Committee

**Time:** 7:30pm

**Date:** Tuesday 25<sup>th</sup> February 2020

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

To all members of the **Finance Committee**

You are hereby summonsed to attend a meeting of Longstanton Parish Council Finance Committee for the purpose of transacting the business as set out below.

Members: 5 Vacancy: 1 Quorum: 3

To reduce the length of meetings it would be appreciated if you would contact the clerk before Monday if you have any queries or need further information, **the meeting is open to the public (including the press).**

**Mrs Libby White CertHE PSLCC** Parish Clerk/RFO to Longstanton Parish Council  
18<sup>th</sup> February 2020

**19-20/119 To Receive and Approve Apologies for Absence<sup>1</sup>**

**19-20/120 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

**19-20/121 Open Forum for Public Participation (10 min)**

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.

**19-20/122 Approval of Minutes**

To approve the minutes of the Finance Committee meeting held on 21<sup>st</sup> January 2020

**19-20/123 Clerk's Report (for information only)**

**19-20/124 Bank Reconciliation**

To approve the bank reconciliations for all bank accounts as at 31<sup>st</sup> January 2020.

**19-20/125 Approval of Payments**

To approve invoices for payment as detailed in the list at the end of the agenda.

**19-20/126 Monies Received**

To note monies received as listed in the meeting papers.

**19-20/127 Reports**

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

**19-20/128 Date of Next Meeting**

Tuesday 24<sup>th</sup> March 2020.

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

<sup>1</sup> LGA 1972 s85

01/02/2020		Longstanton Parish Council Current Year					Page 1		
14:49		PURCHASE LEDGER 1 UNPAID INVOICES BY DATE							User: EW
Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance		
30/09/2019	124904	PEA001	PEAR	225.00	45.00	270.00	270.00		
06/12/2019	* 16580	AVA001	AVANTI HIGHWAYS	400.00	80.00	480.00	480.00		
21/01/2020	815	LAW001	LAWRENCE KELLY	200.00	40.00	240.00	240.00		
28/01/2020	1832	CAP001	CAPALC	75.00	0.00	75.00	75.00		
01/02/2020	00997	GDL001	GDL SERVICES	80.00	0.00	80.00	80.00		
02/02/2020	AB01082796515	THR001	THREE MOBILE	8.16	1.63	9.79	9.79		
07/02/2020	101094	LON001	VILLAGE HALL	475.11	0.00	475.11	475.11		
11/02/2020	2820	CAM004	CAMBRIDGE GLASS	198.00	39.60	237.60	237.60		
13/02/2020	SIN034557	ONL001	ONLINE PLAYGROUNDS	46.50	9.30	55.80	55.80		
<b>TOTAL INVOICES</b>				<b>1,707.77</b>	<b>215.53</b>	<b>1,923.30</b>	<b>1,923.30</b>		

Date: 18/02/2020

## Longstanton Parish Council Current Year

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Time: 15:11

## Current Bank Account

## List of Payments made between 01/02/2020 and 29/02/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/02/2020	Mrs EG White	FEBSALARY			February Salary
27/02/2020	NEST Pension	FEBPENSION			February Pension
27/02/2020	HMRC	FEBTAX			February Tax & NI
27/02/2020	Mrs EG White	FEBREIM			February Reimbursement
27/02/2020	Bobby Scheme	FEBBOBBY	1,000.00		LPC Donation
<b>Total Payments</b>			<b>3,181.61</b>		