

LONGSTANTON PARISH COUNCIL

Parish Clerk: Mrs Libby White, The Village Institute, 24 High Street, Longstanton CB24 3BS

Email: parish.clerk@longstantonvillage.org

Chairman: Mr John Street



Notice of Meeting: Finance Committee

Time: 7.30pm

Date: Tuesday 20th November 2018

Venue: The Village Institute, 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: 6 Vacancy: 0 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 PSLCC Parish Clerk/RFO to Longstanton Parish Council
15th November 2018

18-19/83 To Receive and Approve Apologies for Absence¹

18-19/84 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

18-19/85 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.

18-19/86 Approval of Minutes

To approve the minutes of the Finance Committee meeting held on 18th October 2018.

18-19/87 Clerk's Report (for information only)

18-19/88 CCLA

To resolve to complete the Redemption Form to transfer money from the CCLA current account to the main current account.

18-19/89 Bank Reconciliation

To approve the bank reconciliations for all bank accounts as at 31st October 2018.

18-19/90 Approval of Payments

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

18-19/91 Monies Received

To note monies received as listed in the meeting papers.

18-19/92 2019/20 Budget

To commence working on the budget for 2019/20 following input from council members

18-19/93 Reports

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

18-19/94 Date of Next Meeting

Tuesday 18th December 2018.

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.

¹ LGA 1972 s85

Appendix 1, item 18-19/90

Ref	Supplier	Inv No.	Inv Date	Cost Description	Account	Pymt Method	Net	Vat	Total	Notes
							£	£	£	
18/166	OutdoorValue			Cargo Nets for Remembrance Sunday	Optimum	Card	22.47	4.49	26.96	Paid
18/167	Longstanton Post Office		14-Oct-18	Postage	Optimum	Card	11.22	0.00	11.22	Paid
18/168	Longstanton Post Office		16-Oct-18	Postage	Optimum	Card	9.80	0.00	9.80	Paid
18/169	Gocableties Limited	GCT-13904	17-Oct-18	Cable ties for Cargo nets	Optimum	Card	16.59	3.32	19.91	Paid
18/170	SLCC		18-Oct-18	11th Edition Local Council Administration	Optimum	Card	107.99	0.80	108.79	Paid
18/171	Longstanton Post Office		31-Oct-18	Batteries	Optimum	Card	1.66	0.33	1.99	Paid
18/172	Adobe	IEN2018022080941	27-Oct-18	Adobe Software	Optimum	Card	150.92	30.18	181.10	Paid
18/173	Cambridge Water	9062741980	05-Oct-18	Cemetery Water	Current	DD	19.06	0.00	19.06	
18/174	South Cambridgeshire District Council		09-Mar-18	Non-Domestic Rates for Office 8 of 10	Current	DD	98.00	0.00	98.00	
18/175	TalkTalk	18872216	19-Oct-18	Telephone & Broadband	Current	DD	33.99	6.80	40.79	
18/176	Nest			November Pension Contributions	Current	DD	81.33	0.00	81.33	
							553.03	45.93	598.96	
18/177	November Salary Costs			November Salary Costs	Current	BACS	2,088.27		2,088.27	
18/178										
18/179										
18/180	JarJar Drinks	117	05-Oct-18	Electricity for Open Air Cinema	Current	BACS	13.18	2.64	15.82	
18/181	Sherriff Amenity	CD970704483	15-Oct-18	Seed and Fertiliser for Rec	Current	BACS	1,324.00	76.00	1,400.00	
18/182	James Ryan Thornhill Limited		15-Oct-18	Fees for Investment Review	Current	BACS	395.00	0.00	395.00	
18/183	Cambridge Print Solutions	27300	15-Oct-18	Print of Village Questionnaire	Current	BACS	879.00	0.00	879.00	
18/184	Bar Hill Parish Council	0094/18	19-Oct-18	Councillor Training - Richard Owen	Current	BACS	40.00	0.00	40.00	
18/185	Hanson Aggregates	1965785930	20-Oct-18	Sand for Recreation Ground	Current	BACS	1,464.90	292.98	1,757.88	
18/186	Brookfield Groundcare	11950	22-Oct-18	Work to Village Green for Electrical Supply	Current	BACS	2,460.00	492.00	2,952.00	
18/187	GDL Services	896	30-Oct-18	Litter Picking October 2018	Current	BACS	150.00	0.00	150.00	
18/188	Longstanton Village Institute	100830	31-Oct-18	Hall and Office Hire October 2018	Current	BACS	521.67	0.00	521.67	
18/189	Cambridgeshire Cricket Limited		05-Nov-18	Ground Work on Recreation Ground	Current	BACS	1,350.00	0.00	1,350.00	
18/190	Brookfield Groundcare	11966	07-Nov-18	Village Grass Cutting 8 of 10	Current	BACS	990.00	198.00	1,188.00	
18/191	Brookfield Groundcare	11967	07-Nov-18	Home Farm Maintenance 8 of 10	Current*	BACS	530.00	106.00	636.00	
18/192	Brookfield Groundcare	11968	07-Nov-18	Village Verges 8 of 8	Current	BACS	500.00	100.00	600.00	
Sub Total							12,706.02	1,267.62	13,973.64	
TOTAL							13,259.05	1,313.54	14,572.59	
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	Transfers									
	Description	From		To			Amount			
T18/015	Optimum Card Top Up	Current		Optimum			£ 50.00			Already paid on 29th October
T18/016	Home Farm Maintenance	Home Farm		Current			£ 530.00			
T18/017	Optimum Card Top Up	Current		Optimum			£ 271.48			
							£ 851.48			

Key: DD = Direct Debit, BACS = online payment, Chq = Cheque