



# Longstanton Parish Council

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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

**To be held via Zoom** <https://us02web.zoom.us/j/84228172925?pwd=TENsaDE5dE15WkRuVXJDbXZuYkZ3UT09>

**on Tuesday 22<sup>nd</sup> September 2020 at 7:30pm (Zoom Meeting ID: 824 7870 5027 Passcode: 514333)**

To all members of the **Finance Committee**

You are hereby summoned 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  
15<sup>th</sup> September 2020

**FC 20-21/51 To Receive and Approve Apologies for Absence<sup>1</sup>**

**FC 20-21/52 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

**FC 20-21/53 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.

**FC 20-21/54 Approval of Minutes**

To approve the minutes of the Finance Committee meeting held on 25<sup>th</sup> August 2020

**FC 20-21/55 Clerk's Report (for information only)**

**FC 20-21/56 Bank Reconciliation**

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

**FC 20-21/57 Approval of Payments**

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

**FC 20-21/58 Monies Received**

To note monies received as listed in the meeting papers.

**FC 20-21/59 Reports**

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

**FC 20-21/60 Date of Next Meeting**

Tuesday 20<sup>th</sup> October 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

16/09/2020		Longstanton Parish Council Current Year					Page 1	
15:33		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	
26/06/2020	30933	SIG001	SIGN EXPRESS	391.35	78.27	469.62	469.62	
10/07/2020	30950	SIG001	SIGN EXPRESS	123.48	24.70	148.18	148.18	
02/08/2020	AH01131277605	THR001	THREE MOBILE	8.03	1.61	9.64	9.64	
18/08/2020	21324940	TAL001	TALKTALK	24.00	4.80	28.80	28.80	
26/08/2020	1152337102	KON001	KONICA MINOLTA	21.11	4.22	25.33	25.33	
27/08/2020	1152360482	KON001	KONICA MINOLTA	100.32	20.06	120.38	120.38	
28/08/2020	101131	LON001	VILLAGE HALL	300.18	0.00	300.18	300.18	
31/08/2020	01029	GDL001	GDL SERVICES	160.00	0.00	160.00	160.00	
01/09/2020	SEPTRATES	SCDC001	SCDC	106.00	0.00	106.00	106.00	
02/09/2020	A101139317158	THR001	THREE MOBILE	9.51	1.90	11.41	11.41	
04/09/2020	12704	BRO001	BROOKFIELD	990.00	198.00	1,188.00	1,188.00	
04/09/2020	12705	BRO001	BROOKFIELD	550.00	110.00	660.00	660.00	
04/09/2020	12706	BRO001	BROOKFIELD	500.00	100.00	600.00	600.00	
04/09/2020	SEPT20	BUR001	BURLINGHAMS	260.00	52.00	312.00	312.00	
07/09/2020	69133098	OPU001	OPUS ENERGY	9.57	0.48	10.05	10.05	
09/09/2020	5499	RED001	RED SHOES	46.50	9.30	55.80	55.80	
09/09/2020	E24333893011	EDF001	EDF ENERGY	6.97	0.35	7.32	7.32	
11/09/2020	SB20200850	PKF001	PKF LITTLEJOHN	600.00	120.00	720.00	720.00	
<b>TOTAL INVOICES</b>				<b>4,207.02</b>	<b>725.69</b>	<b>4,932.71</b>	<b>4,932.71</b>	

Date: 16/09/2020

## Longstanton Parish Council Current Year

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Time: 15:46

## Current Bank Account

## List of Payments made between 01/09/2020 and 30/09/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/09/2020	Senior Citizen's Entertainment	CHQ	480.00		Christmas Meal 2020
27/09/2020	Mrs EG White	BACS			Sept Salary & Back Pay
27/09/2020	NEST Pension	DD			Sept Pension
27/09/2020	HMRC	BACS			Sept NI & PAYE
<b>Total Payments</b>			<b>2,987.01</b>		