



MINUTES OF THE LONGSTANTON PARISH COUNCIL FINANCE COMMITTEE MEETING  
HELD ON TUESDAY 20<sup>TH</sup> AUGUST 2019 AT LONGSTANTON VILLAGE HALL AT 8.23PM

Those Present Cllr delaMare-Lyon (Chairman), Cllr Burns, Cllr Owen, Cllr Sinclair, Cllr Street  
Parish Clerk Mrs Libby White  
Members 6 Vacancy 0 (Quorum 3) Parishioners 0

19-20/49 **To Receive and Approve Apologies for Absence**

Apologies were received and accepted from: Cllr McPhater (personal)

19-20/50 **Councillors' Declarations of Interest for items on agenda**

**Declarations of interest from Councillors on items on the agenda:** None

**Requests to Speak:** No requests received to speak on any items as declared above.

**To receive requests for dispensations:** None

**Grant of dispensations:** None

19-20/51 **Open Forum for Public Participation (10min)**

None

19-20/52 **Approval of Minutes**

It was **proposed** by Cllr Burns, seconded by Cllr delaMare-Lyon and **RESOLVED** that the minutes of 23<sup>rd</sup> July 2019 be approved and signed.

2 abstentions

19-20/53 **Clerk's Report (for information only)**

- The single sheet report is awaiting input from Cllr Sinclair before publication.

19-20/54 **CCLA**

Though an item on the agenda, it was **noted** that there were sufficient funds in the current account to cover payments to be made including any incidental payments and forthcoming direct debits.

19-20/55 **Bank Reconciliation**

Bank statements were provided for bank accounts as at 31<sup>st</sup> July 2019 and the bank account monies stood at:

Current Account	£11,014.05
Home Farm Bank Account	£174,736.39
Section 106 Bank Account	£3,776.96
Sum Up	£0.00
Optimum Pre-Paid Card	£168.60
CCLA Current Account	£208,815.00
CCLA Home Farm Account	£100,000.00
CCLA Section 106 Account	£60,000.00
CCLA Reserves Account	<u>£75,000.00</u>
	<b>£633,511.00</b>

It was **proposed** by Cllr Burns, seconded by Cllr Owen and **RESOLVED** by a unanimous vote that the bank reconciliations for the month of July be approved and signed.

19-20/56 **Approval of Payments**

It was **noted** that Cllr delaMare-Lyon and Cllr Sinclair attended prior to the meeting and double checked the figures on invoices were correct and that the payments have been set up accurately.

It was **proposed** by Cllr delaMare-Lyon, seconded by Cllr Sinclair and **RESOLVED** by a unanimous vote that the invoices and payments as listed in appendix 1 in the sum of £8,959.83 are approved and paid. Online payments to be authorised by Cllr Sinclair and Cllr delaMare-Lyon.

**Action:** Cllr Sinclair and Cllr delaMare-Lyon to authorise online payments.

19-20/57 **To Note Monies Received**

Longstanton Parish Council confirmed eligibility and adopted the General Power of Competence on 9<sup>th</sup> May 2016, reconfirmed on 13<sup>th</sup> May 2019. All decisions are taken using that power unless otherwise stated and paid for accordingly.

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Members **noted** monies received since the July meeting are listed as Appendix 2.

**19-20/58 Reports**

It was **noted** that reports were circulated via email prior to the meeting.

**19-20/59 Budget**

The budget year to date was noted by members.

**19-20/60 Date of Next Meeting**

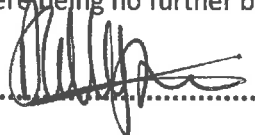
Tuesday 24<sup>th</sup> September 2019

There being no further business, the meeting closed at 8.43pm.

**Signed:**

**Chairman**

**Date:**

  
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Appendix 1 – 20<sup>th</sup> August 2019 – item 19-20/56

01/08/2019		Longstanton Parish Council Current Year					Page 1		
12:17		PURCHASE LEDGER 1 UNPAID INVOICES BY DATE							User: EGW
Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance		
15/07/2019	12875	SLC001	SLCC	1,470.00	0.00	1,470.00	1,470.00		
15/07/2019	CN-737	SLC001	SLCC	-1,764.00	0.00	-1,764.00	-1,764.00		
18/07/2019	19898363	TAL001	TALKTALK	32.45	6.49	38.94	38.94		
23/07/2019	SB201900003	PKF001	PKF LITTLEJOHN	400.00	80.00	480.00	480.00		
26/07/2019	5350373	ESP01	ESPO	16.98	3.40	20.38	20.38		
30/07/2019	00959	GDL001	GDL SERVICES	205.00	0.00	205.00	205.00		
31/07/2019	100998	LON001	VILLAGE HALL	454.53	0.00	454.53	454.53		
31/07/2019	1966267766	HAN001	HANSON	1,527.98	305.60	1,833.58	1,833.58		
31/07/2019	CD970816948	SHE001	SHERRIFF AMENITY	1,418.40	76.00	1,494.40	1,494.40		
01/08/2019	AUGRATES	SCDC001	SCDC	104.00	0.00	104.00	104.00		
02/08/2019	12240	BRO001	BROOKFIELD	990.00	198.00	1,188.00	1,188.00		
02/08/2019	12241	BRO001	BROOKFIELD	540.00	108.00	648.00	648.00		
02/08/2019	12242	BRO001	BROOKFIELD	500.00	100.00	600.00	600.00		
02/08/2019	AHN1034477462	THR001	THREE MOBILE	11.99	2.40	14.39	14.39		
<b>TOTAL INVOICES</b>				<b>5,907.33</b>	<b>879.89</b>	<b>6,787.22</b>	<b>6,787.22</b>		

Date: 09/08/2019		Longstanton Parish Council Current Year			Page 1	
Time: 12:05		Current Bank Account				
List of Payments made between 01/08/2019 and 31/08/2019						
Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail	
27/08/2019	NEST Pension	DD			August Pension Contributions	
27/08/2019	Mrs EG White	DD			August Salary	
27/08/2019	HMRC	DD			August Tax & NI	
<b>Total Payments</b>			<b>2,172.61</b>			

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24.9.19.

Appendix 2 – 20<sup>th</sup> August 2019 – item 19-20/57

09/08/2019

Longstanton Parish Council Current Year

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Cashbook 1

User: EGW

Current Bank Account

Receipts received between 04/07/2019 and 01/08/2019

		Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction Detail
JarJar	Banked: 04/07/2019	125.00					
JarJar	Jar Jar Drinks	125.00			1500	501	125.00 Pymt of Outstanding
Cash	Banked: 10/07/2019	9.95					
Cash	Friends of St Michaels	9.95			1092	101	9.95 FOSM Printing costs
JarJar	Banked: 11/07/2019	125.00					
JarJar	Jar Jar Drinks	125.00			1500	501	125.00 Payment of Outstanding
JarJar	Banked: 18/07/2019	313.80					
JarJar	Jar Jar Drinks	313.80			1500	501	313.80 Pavilion Rent - August
Tennis	Banked: 19/07/2019	100.00					
Tennis	Longstanton Tennis Club	100.00			4304	301	100.00 Tennis Club Annual Fees
	Banked: 24/07/2019	15,000.00					
TCCLA	CCLA - Current Account	15,000.00			205		15,000.00 Current Account Payments
	Banked: 26/07/2019	540.00					
HomeFarm	Home Farm Bank Account	540.00			250		540.00 Home Farm Costs
Cash	Banked: 26/07/2019	26.50					
Cash	Big Weekend	26.50			4314	301	26.50 Big Weekend - Produce
Colts	Banked: 29/07/2019	250.00					
Colts	Longstanton Football Club	250.00			4304	301	250.00 Football Club Annual Fees
Cheque	Banked: 30/07/2019	50.00					
Cheque	Longstanton Bowls Club	50.00			4304	301	50.00 Bowls Club Annual Fees
SLCC	Banked: 31/07/2019	294.00					
SLCC	SLCC	294.00			4035	101	294.00 Refund for incorrect charge
<b>Total Receipts:</b>		<b>16,834.25</b>	<b>0.00</b>	<b>0.00</b>			<b>16,834.25</b>

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24.9.19