



MINUTES OF THE LONGSTANTON PARISH COUNCIL FINANCE COMMITTEE MEETING  
HELD ON TUESDAY 21<sup>st</sup> JULY 2020 VIA ZOOM ONLINE MEETINGS AT 7.39PM

Those Present  
Parish Clerk

Cllr deLaMare-Lyon (Chairman), Cllr McPhater, Cllr Owen  
Mrs Libby White CertHE PSLCC

Members 5      Vacancy 1      (Quorum 3)      Parishioners 0

FC 20-21/31 **To Receive and Approve Apologies for Absence**

Apologies were received and approved from Cllr Burns (work commitments) and Cllr Street (personal).

FC 20-21/32 **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

FC 20-21/33 **Open Forum for Public Participation (10min)**

None

FC 20-21/34 **Approval of Minutes**

It was **proposed** by Cllr McPhater, seconded by Cllr Owen and **RESOLVED** that the minutes of 23<sup>rd</sup> June 2020 be approved and signed.

FC 20-21/35 **Clerk's Report (for information only)**

- The Clerk noted that the MultiCard application was in process but a document is still to be signed by one more signatory.
- The Gravel Pit charity are in a position to pay back the money lent to it and it should be received by the Parish Council at any time.
- Cllr Owen is struggling to sign in to accounts to be able to authorise payments. The Clerk will contact Unity to find out what is needed.

FC 20-21/36 **Bank Reconciliation**

Bank statements were provided for all bank accounts as at 30<sup>th</sup> June 2020 and monies stood at:

Current Account	£18,937.96
Sum Up	£0.00
Optimum Pre-Paid Card	£35.70
CCLA Current Account	<u>£483,715.00</u>
	<b>£502,688.66</b>

It was **proposed** by Cllr McPhater, seconded by Cllr Owen and **RESOLVED** that the bank reconciliations for the month of June be approved.

FC 20-21/37 **Approval of Payments**

It was **noted** that the invoices had been circulated to Cllr Burns and Cllr Owen prior to the meeting of the Finance Committee. The original invoices had been checked for accuracy and no concerns had been raised.

It was **proposed** by Cllr Owen, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote that the invoices and payments as listed in appendix 1 in the sum of £9,834.48 were approved and paid.

**Action:** Cllr McPhater and Cllr deLaMare-Lyon to authorise online payments.

FC 20-21/38 **To Note Monies Received**

Members **noted** monies received since the June meeting as listed in the meeting papers.

FC 20-21/39 **Reports**

- a) The Clerk noted that the quarterly budget had been provided to the committee to review areas of spend and income which were in excess of 15% of expected income/expense.

Items discussed included:

- 20/21 Insurance stands at 32.4% of budget due to the excellent deal LPC has negotiated this year.
- Playground maintenance is higher than expected so far this year both due to late invoicing from Miracle Play, the dry weather which has had an effect on the mounds in the playground itself.
- The major part of the Recreation Ground maintenance has taken place this year. Some costs will be returned by the clubs for the specific items they have requested.
- Streetlight costs are very low as there is a complaint in with Opus Energy who we changed the supply to in October 2019 when County Council handed responsibility to the parish. Currently not received any invoices for the supply.
- 'Empty village bins' still have not received any invoices from South Cambs for the emptying of extra bins installed on unadopted areas.
- Annual Report costs for Northstowe were a little higher this year due to the report being printed separately as the residents do not receive Longstanton Life anymore.

b) It was **noted** that the reports had been received by all members prior to the meeting.

**FC 20-21/40**

**Date of Next Meeting**

Tuesday 25<sup>th</sup> August 2020.

There being no further business, the meeting closed at 8.03pm.

**Signed:**

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**Chairman**

**Date:**

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Appendix 1 – 21<sup>st</sup> July 2020 – item 20-21/37

Date: 15/07/2020	<b>Longstanton Parish Council Current Year</b>	Page 1
Time: 14:40	<b>Current Bank Account</b>	
<b>List of Payments made between 01/07/2020 and 31/07/2020</b>		

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/07/2020	Mrs EG White	20051			July Salary
27/07/2020	HMRC	20052			July PAYE & NI
27/07/2020	NEST Pension	20053			July Pension Contribution

**Total Payments**      2,170.81

16/08/2020	<b>Longstanton Parish Council Current Year</b>	Page 1
14:52	<b>PURCHASE LEDGER 1 UNPAID INVOICES BY DATE</b>	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>
22/06/2020	5110	RED001	RED SHOES	46.50	9.30	55.80	55.80
24/06/2020	1966821884	HAN001	HANSON	789.20	157.84	947.04	947.04
29/06/2020	01022	GDL001	GDL SERVICES	130.00	0.00	130.00	130.00
29/06/2020	CD970968598	SHE001	SHERRIFF AMENITY	1,259.10	0.00	1,259.10	1,259.10
29/06/2020	CD970969942	SHE001	SHERRIFF AMENITY	399.80	79.96	479.76	479.76
30/06/2020	30/6/20	MEL001	MEL POOLEY	1,690.00	0.00	1,690.00	1,690.00
30/06/2020	101126	LON001	VILLAGE HALL	300.18	0.00	300.18	300.18
01/07/2020	12635	BRO001	BROOKFIELD	990.00	198.00	1,188.00	1,188.00
01/07/2020	12636	BRO001	BROOKFIELD	550.00	110.00	660.00	660.00
01/07/2020	JULYRATES	SCDC001	SCDC	106.00	0.00	106.00	106.00
02/07/2020	AG01123281929	THR001	THREE MOBILE	8.16	1.63	9.79	9.79
06/07/2020	2020-21 01	NHW001	NEIGHBOURHOOD	28.00	0.00	28.00	28.00
06/07/2020	12648	BRO001	BROOKFIELD	675.00	135.00	810.00	810.00
<b>TOTAL INVOICES</b>				<b>6,971.94</b>	<b>691.73</b>	<b>7,663.67</b>	<b>7,663.67</b>