



**MINUTES OF THE LONGSTANTON PARISH COUNCIL FINANCE COMMITTEE MEETING
HELD ON TUESDAY 22nd SEPTEMBER 2020 VIA ZOOM ONLINE MEETINGS AT 7.33PM**

Those Present
Parish Clerk

Cllr delaMare-Lyon (Chairman), Cllr McPhater, Cllr Owen, Cllr Burns
Mrs Libby White CertHE PSLCC
Members 5 Vacancy 1 (Quorum 3) Parishioners 0

FC 20-21/51 To Receive and Approve Apologies for Absence

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

FC 20-21/52 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 20-21/53 Open Forum for Public Participation (10min)

None

FC 20-21/54 Approval of Minutes

It was **proposed** by Cllr McPhater, seconded by Cllr Burns and **RESOLVED** that the minutes of 25th August 2020 be approved and signed.

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

- To include Cllr Owen as a signatory to the online banking, the Clerk has requested some information from Cllr Owen to be able to carry out the addition of him to the PC's account.
- The Clerk noted that a payment to HMRC was incorrect.

FC 20-21/56 Bank Reconciliation

Bank statements were provided for all bank accounts as 31st August 2020 and monies stood at:

Current Account	£17,314.22
Sum Up	£0.00
Optimum Pre-Paid Card	£35.70
CCLA Current Account	<u>£483,715.00</u>
	£501,064.92

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

FC 20-21/57 Approval of Payments

It was **noted** that the invoices had been circulated to Cllr Owen and Cllr Burns 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 Burns, seconded by Cllr Owen and **RESOLVED** by a unanimous vote that invoices / payments as listed in appendix 1 in the sum of £7,919.72 are approved and paid.

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

FC 20-21/58 To Note Monies Received

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

FC 20-21/59 Reports

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

FC 20-21/60 Date of Next Meeting

Tuesday 20th October 2020.

There being no further business, the meeting closed at 7.54pm.

Signed:
Chairman
Date: 22.09.2020
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PURCHASE LEDGER 1 UNPAID INVOICES BY DATE								
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	
TOTAL INVOICES				4,207.02	725.69	4,932.71	4,932.71	

Date: 16/09/2020

Longstanton Parish Council Current Year

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Current Bank Account

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

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
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
Total Payments			2,987.01		

