



MINUTES OF THE LONGSTANTON PARISH COUNCIL FINANCE COMMITTEE MEETING
HELD ON TUESDAY 20th OCTOBER 2020 VIA ZOOM ONLINE MEETINGS AT 7.31PM

Those Present
Parish Clerk

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

FC 20-21/61 **To Receive and Approve Apologies for Absence**

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

FC 20-21/62 **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 20-21/63 **Open Forum for Public Participation (10min)**

None

FC 20-21/64 **Approval of Minutes**

It was **proposed** by Cllr Burns, seconded by Cllr McPhater and **RESOLVED** that the minutes of 22nd September 2020 be approved and signed.

FC 20-21/65 **Clerk's Report (for information only)**

- Cllr Owen now has access to the online banking.

FC 20-21/66 **Bank Reconciliation**

Bank statements were provided for all bank accounts as 30th September 2020 and monies stood at:

| | |
|-----------------------|--------------------|
| Current Account | £59,480.40 |
| Sum Up | £0.00 |
| Multicard | -£29.25 |
| Optimum Pre-Paid Card | £33.71 |
| CCLA Current Account | <u>£483,715.00</u> |
| | £543,199.86 |

It was **proposed** by Cllr McPhater, seconded by Cllr de la Mare-Lyon and **RESOLVED** that the bank reconciliations for the month of September be approved.

FC 20-21/67 **Approval of Payments**

- a) It was **noted** that the invoices had been circulated to Cllr McPhater and Cllr Street prior to the meeting of the Finance Committee. The original invoices had been checked for accuracy and Cllr McPhater noted that there were 2 Three invoices – one of which had been missed last month.

It was **proposed** by Cllr McPhater, seconded by Cllr Burns and **RESOLVED** by a unanimous vote that invoices / payments as listed in appendix 1 in the sum of £6,360.06 are approved and paid.

Action: Cllr Owen and Cllr McPhater to authorise online payments.

- b) It was **proposed** by Cllr Burns, seconded by Cllr Owen and **RESOLVED** by a unanimous vote to transfer the Pavilion Earmarked Reserves, in the sum of £20,526.62, to the Village Hall following approval by Full Council on 12th October.

Action: Cllr Owen and Cllr McPhater to authorise the online payment.

FC 20-21/68 **To Note Monies Received**

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

FC 20-21/69 **2021/22 Budget**

The Clerk noted that she has started to look at the budget for 2021/22. With the situation about Northstowe unknown about when the new council will be created, it was noted that a

separate budget has been started for Northstowe from what little is known. This was reviewed by Cllrs prior to the Clerk liaising with SCDC.

FC 20-21/70 Reports

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

FC 20-21/71 Date of Next Meeting

Tuesday 24th November 2020.

There being no further business, the meeting closed at 8.18pm.

Signed:

Chairman

Date:

DRAFT

Appendix 1 – 20th October 2020 – item 20-21/67

| 13/10/2020 | | Longstanton Parish Council Current Year | | | | | Page 1 | |
|-----------------------|---------------|---|-----------------|-----------------|---------------|-----------------|-----------------|--|
| 19:24 | | 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 | |
| 02/09/2020 | A101139317158 | THR001 | THREE MOBILE | 9.51 | 1.90 | 11.41 | 11.41 | |
| 17/09/2020 | 1071556804 | CAM001 | CAMBRIDGE WATER | 36.03 | 0.00 | 36.03 | 36.03 | |
| 18/09/2020 | 21436806 | TAL001 | TALKTALK | 24.00 | 4.80 | 28.80 | 28.80 | |
| 22/09/2020 | 128032 | PEA001 | PEAR | 225.00 | 45.00 | 270.00 | 270.00 | |
| 30/09/2020 | 01030 | GDL001 | GDL SERVICES | 50.00 | 0.00 | 50.00 | 50.00 | |
| 30/09/2020 | 101136 | LON001 | VILLAGE HALL | 300.18 | 0.00 | 300.18 | 300.18 | |
| 01/10/2020 | 12046 | VISOO1 | VISION ICT | 473.00 | 94.60 | 567.60 | 567.60 | |
| 01/10/2020 | OCTRATES | SCDC001 | SCDC | 106.00 | 0.00 | 106.00 | 106.00 | |
| 02/10/2020 | 12751 | BRO001 | BROOKFIELD | 990.00 | 198.00 | 1,188.00 | 1,188.00 | |
| 02/10/2020 | 12752 | BRO001 | BROOKFIELD | 550.00 | 110.00 | 660.00 | 660.00 | |
| 02/10/2020 | 12753 | BRO001 | BROOKFIELD | 500.00 | 100.00 | 600.00 | 600.00 | |
| 02/10/2020 | AJ01147699914 | THR001 | THREE MOBILE | 8.16 | 1.63 | 9.79 | 9.79 | |
| 07/10/2020 | 69319097 | OPU001 | OPUS ENERGY | 8.00 | 0.40 | 8.40 | 8.40 | |
| 12/10/2020 | 1451 | CAR001 | CARDSON | 200.00 | 40.00 | 240.00 | 240.00 | |
| TOTAL INVOICES | | | | 3,479.88 | 596.33 | 4,076.21 | 4,076.21 | |

| Date: 13/10/2020 | | Longstanton Parish Council Current Year | | | Page 1 | |
|---|---------------------|---|-----------------|----------------|--------------------|--|
| Time: 19:26 | | Current Bank Account | | | | |
| List of Payments made between 01/10/2020 and 31/10/2020 | | | | | | |
| Date Paid | Payee Name | Reference | Amount Paid | Authorized Ref | Transaction Detail | |
| 27/10/2020 | HMRC | 10001 | | | Tax and PAYE | |
| 27/10/2020 | NEST Pension | 10002 | | | October Pension | |
| 27/10/2020 | Mrs EG White | 10003 | | | October Salary | |
| 27/10/2020 | Cambridgeshire Acre | 10004 | 57.00 | | Annual Membership | |
| Total Payments | | | 2,283.85 | | | |