

## Cayton Parish Council

### Minutes of Finance Committee meeting held Friday 14<sup>th</sup> June 2024, 12.00pm at The Jubilee Hall, Main Street, Cayton

**Present:** Cllr Hall (Chair), Cllr Swiers, Cllr Liley

1. **Notice of Meeting:** It was **RESOLVED** that public notice of the meeting has been given in accordance with Schedule 12, para 10(2) (b) of the Local Government Act 1972.
2. **Apologies:** None – Cllr Bentley not in attendance
3. **Declaration of interests and dispensations requested:** Cllr Liley at Finance Schedule
4. **Minutes:** minutes of 15<sup>th</sup> May 2024 were **RESOLVED** to be accepted as a true record and forwarded to Full Council. The Clerk reports that all documentation has been sent to the external auditor
5. **To receive verbal reports from Councillors attending if required** – The Clerk reports that the rectifying of the flowerbed previously maintained by Cayton in Bloom will be in the region of £600. Cllr Swiers suggests that half of this should be met by CiB as it has not been maintained for a long time and if Council had known well in advance, then something easier could have been done about it.
6. **Financial Regulations** – It was **RESOLVED** to recommend the new regulations to be adopted at Full Council
7. **Bank Reconciliation, Receipts, Payments**
  - a. It was **RESOLVED** to accept the Clerks overtime of 14 hours and payments from the June schedule of payments  
Bank reconciliation received

June 24 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£51.83	£10.37	£62.20	DD Telephone internet
Staff costs INC hmrc & NEST	£1,354.50		£1,354.50	net wage paid via BACS, HMRC and NEST paid via d/d. 14 hours o/t
SCSG	£5,512.67	£1,102.53	£6,615.20	2ND INSTALLMENT GRASS CUTTING
Gill Armstrong	£124.67		£124.67	D Day workshops and prizes
Karen Cranston	£16.24		£16.24	d day refreshments
Rhona Liley	£19.50		£19.50	Engraving for Chairs chain of office
Viking	155.10	47.98	203.08	Paper, refreshments and stationary
David Wilson	120.00		120.00	Grass cutting x 2
<b>Total</b>	<b>£7,354.51</b>	<b>£1,160.88</b>	<b>£8,515.39</b>	

8. **Time and Date of next meeting** – Tuesday 9<sup>th</sup> July at 2.30pm

**Signed Chairman of Finance Committee:** \_\_\_\_\_

**Date:** \_\_\_\_\_