

Cayton Parish Council

Minutes of Finance Committee meeting held Wednesday 12th April 2023, 10.30am at The Jubilee Hall, Main Street, Cayton

Present: Cllr Tomlinson Hall, Cllr Swiers, Cllr Liley, Cllr Caygill (chair), Cllr Bentley

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
3. **Declaration of interests and dispensations requested:** none
4. **Minutes:** a) minutes of 16th March 2023 were accepted as a true record and forwarded to Full Council.
5. **To receive verbal reports from Councillors attending if required -** None
6. **Bank Reconciliation, Receipts, Payments & Budget Figures** will be produced for full council on 12th April 2023.

Schedule of payments was accepted and approved to forward to Full Council

A transfer of £20,000 is required to cover the payments for this month

| Apr 23 Accounts due for payment | | | | |
|---------------------------------|-------------------|------------------|-------------------|---|
| | Nett | VAT | Gross | |
| OneCom | £35.95 | £11.40 | £47.35 | DD |
| Staff costs INC hmrc & NEST | £1,157.88 | | £1,157.88 | net wage paid via BACS, tax and NEST paid via d/d. Includes 6.5 O/T |
| Gill Armstrong | £33.70 | | £33.70 | Easter activities |
| Walker & Co | £35.00 | £7.00 | £42.00 | payroll services |
| Advanced Trees | £410.00 | £82.00 | £492.00 | Churchyard Trees as agreed November 2022 |
| YLCA | £747.00 | | £747.00 | Subscription |
| Animated Objects | £100.00 | | £100.00 | Sand Art |
| Viking | £45.67 | £9.13 | £54.80 | Paper and Laminating pouches |
| Basics Plus | £1,392.82 | | £1,392.82 | Cayton News |
| Scarborough Borough Council | £16,272.71 | £3,254.54 | £19,527.25 | Grounds Maintenance |
| Ken Keld | £425.00 | | £425.00 | New Gate and repairs |
| David Wilson | £70.00 | | £70.00 | Millennium Gardens x 2 grass cutting |
| West Building Supplies | £23.20 | £4.64 | £27.84 | Post crete to fix notice board |
| Total | £20,748.93 | £3,368.71 | £24,117.64 | |
| Transfer | £20,000 | | | |

The following items were discussed & the following was noted:-It was **RESOLVED** to accept the Clerks overtime of 6.5 hours

7. **Audit and year end** – The auditor has been engaged and will be at Cayton 5th May , the accounts and AGAR will require examining by Council at the next Full Council meeting. Cllr Hall will assist the Clerk with checking the Ledger when required
- 8 **Projects update** The roof of the Jubilee Hall was found to require some work when the builders accessed it , an email was received to the Clerk to ask if this was required to rectify whilst the scaffolding etc was in place. The Clerk spoke with Cllr Swiers and it was decided that this was an urgent requirement and the weather was an issue at the moment – water had been coming through the roof on the 30th March. Permission was given to go ahead with the repairs at a cost of £1000.

Time & Date of Next Meeting

Signed Chairman of Finance Committee: _____

Date: _____