

Cayton Parish Council

Minutes of Finance Committee meeting held Wednesday 13th September 2023, 10.30 am at The Jubilee Hall, Main Street, Cayton

Present: Cllr Bentley (Chair), Cllr Swiers, Cllr Liley ,Cllr Hall and Cllr Hurst

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:** Gill Armstrong (Clerk) Apologies accepted due to annual leave.
- 3 **Declaration of interests and dispensations requested:** None
- 4 **Minutes:** minutes of 10th August 2023 were accepted as a true record and forwarded to Full Council.
- 5 **To receive verbal reports from Councillors attending if required –**
 - Enquiry regarding the budget for Village Maintenance -- what has been spent to date as urgent action needs to be addressed regarding the trees at the top West-end View before something serious happens . (These trees are protected with a TPO but will need crowning once removed)
 - Concerns regarding the trees on the Beck Hole complex. Councillor Swiers to contact the company to inform them of this issue.
- 6 **Bank Reconciliation, Receipts, Payments**
 - a) Bank reconciliation no information available at this time.
 - b) It was **RESOLVED** to accept the Clerks overtime of 7 hours.
 - c) The September schedule of payments :- Concerns by members regarding the Cumbria Clock company regarding the recent clock servicing. It was **RESOLVED** before payment is made the clock needs to be working, this needs to be addressed with the company, Otherwise it was **RESOLVED** the payments were approved.
 - d) No requirement for transfer of funds at this time

Sep 23 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£51.83	£10.37	£62.20	DD Telephone internet
Staff costs INC hmrc & NEST	£1,165.00		£1,165.00	net wage paid via BACS, HMRC and NEST paid via d/d. Includes 7 O/T
Gill Armstrong	£6.74	£1.34	£8.08	trophy fun run
Gill Armstrong	£5.18	£0.87	£5.18	Dog fouling sign
Cumbria Clock company	£195.00	£39.00	£234.00	Clock servicing
David Wilson	£180.00		£180.00	Grass cutting x 3
ylca	£25.00		£25.00	Cllr Hall training
Total	£1,628.75	£51.58	£1,679.46	

- e) PK Littlejohn The External Auditor, members expressed concerns the parish has not received this report, it was **RESOLVED** the clerk contact PK Littlejohn.
- f) Vat to be claimed on the clerks return from annual leave.
- g) The October internal checks to be carried out by Councillor Bentley and Councillor Hurst.

7 Signatories – The Clerk reports that the mandate has been taken and verified at Barclays . A form has been received relating to signatories that has been completed and sent back – this is something that is being sent out to all Parish Councils it would appear.
Councillor Liley to check the status of the signatures with Barclays, members concerns an Ex-Councillor could be still a signature.

12 Time and Date of next meeting –Tuesday 10th October at 10.30am
Meeting closed at 11:15am

Signed Chairman of Finance Committee: _____

Date: _____

DRAFT