

## Cayton Parish Council

### Minutes of Finance Committee meeting held Wednesday 5<sup>th</sup> December 2023, 10.30 am at The Jubilee Hall, Main Street, Cayton

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

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:** Cllr Liley and Cllr Swiers matters for Jubilee Hall.
4. **Minutes:** minutes of 15<sup>th</sup> November 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**
  - a. It was **RESOLVED** to accept the Clerks overtime of 7 hours and payments from the Dec schedule of payments
  - b. No requirement for transfer of funds at this time
  - c. Bank reconciliation to be provided at Full Council

Dec 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. 7 hours o/t
Core Concept	£540.00		£540.00	Workstation support plan 12 months
Jonathan Dyer	£120.00		£120.00	sept to oct George Wilson beds
Adverset	£947.00		£947.00	Cayton News November edition
NYC	£100.00		£100.00	West End View Land
Gill Armstrong	£45.79	£9.16	£54.95	Shield
Gill Armstrong	£22.36	£4.39	£26.75	Christmas and postage
Gill Armstrong	£15.98		£15.98	Eventbrite
West Building Supplies	£46.79	9.36	£56.15	Xmas tree posts etc
Dave Swiers	£68.00		£68.00	Tree fence
<b>Total</b>	<b>£3,122.75</b>	<b>£33.28</b>	<b>£3,156.03</b>	

7. **Banking –** The Clerk updates that the account is mostly up and running and will require funds switching from Barclays on 22<sup>nd</sup> December
8. **Budget –** The Clerk presented a second draft of the budget and it was **RESOLVED** to present this to Full Council at the December meeting.
9. **Time and Date of next meeting –** Wednesday 10<sup>th</sup> January 2024 at 10.30am

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

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