



HARSTON PARISH COUNCIL

Chairman: Mr Niall O'Byrne. Clerk: Mrs Diane Bayliss

PO Box 330, Ely, Cambs. CB7 9GF

Email: clerk@harstonparishcouncil.org.uk

NOTICE OF A MEETING OF THE PARISH COUNCIL

COVID-19 Pandemic (Temporary Regulations in force from 4th April 2020 expiring 7th May 2021)

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, S78

To Members of the Finance Committee:

Members: 5 Vacancy: 1 Quorum: 3

I hereby give notice that a meeting of Harston Parish Council **Finance Committee** will be held via 'Zoom' on **Thursday 3rd December 2020 at 7.00pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/86537656077?pwd=YU1PcU5UMDBZMlFpMHVsTnl0Z1Fhdz09>

Meeting ID: 865 3765 6077

Passcode: 831416

You are hereby summoned to attend for the purpose for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder:

Members of the public and press are invited to attend.

27th November 2020
Clerk to the Parish Council

FINANCE COMMITTEE AGENDA

- 20-21/1 Election of Chairman**
- 20-21/2 To Approve Terms of Reference for Finance Committee**
- 20-21/3 Apologies and Reasons for Absence**
(LGA 1972 S 85(1))
- 20-21/4 Members' Declaration of Interest for Items on The Agenda + Requests for Dispensation**
(Localism Act 2011 s 31 s 33)
- 20-21/5 Open Forum for Public Participation (15 Minutes)**
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.
- 20-21/6 Optimum Cash Card Policy**
 - a. To Approve Optimum Cash Card Policy
- 20-21/7 Bank Reconciliations**
To Approve Bank Reconciliations for November
- 20-21/8 To Consider Quotations for Defibrillator**
- 20-21/9 To Consider Quotations for Cemetery Software**
 - Rialtas (Cemetery and Memorial Management Software)
 - Edge It Systems (Cemetery and Memorial Management Software)
 - Pear Technology (Digital Mapping to link to Cemetery Management Package)
- 20-21/10 To Approve Donation of £30 to Royal British Legion for Poppy Wreath**

20-21/11 To Consider Donation to Royston and District Community Transport

20-21/12 To Consider Donation to Mobile Warden Scheme

20-21/13 Approval of Payments

a. To Pay December Accounts

Payments since the last meeting

Diane Bayliss	November Salary			Confidential
Jason Trueman	Pavilion Cleaner/Caretaker (1 st December)			£174.00

Payments for tonight's meeting

Diane Bayliss	Travel/ Clerk's Expenses	£79.80	£0.00	£79.80
Eon	Street Lighting	£83.11	£4.16	£87.27
ROSPA	Play Area Inspection	£232.00	£46.40	£278.40
	Telephone Box Library			
Peter Griffin	Repairs	£40.47	£0.00	£40.47
Roger Summerfield	War Memorial Flowers	£70.00	£0.00	£70.00
PKF Littlejohn	External Audit Fees	£300.00	£60.00	£360.00

20-21/14 Monies Received

- a. South Cambs District Council Community COVID Grant £200
- b. Salvation Army Trading £7.13

20-21/15 Budget/Precept Discussion 2021-22

- a. Update from First Budget Meeting

20-21/16 Date of Next Meetings:

7th January 2021 (Zoom)

Any business and payments to be considered at the Finance Committee meeting must be delivered to the Clerk for inclusion in the agenda at least 7 days prior to the meeting.