



HARSTON PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Thursday, 3rd December 2020 via zoom commencing at 7.00pm

Present:

Councillor Dominic Bellamy
Councillor Dal Benning

Councillor Paul Holdom
Councillor David Stierer

Members: 5 Vacancy: 1 Quorum 3

Diane Bayliss - Clerk
0 members of the public
District Councillor Sollom

- 20-21/1 Election of Chairman**
It was proposed by Councillor Holdom, seconded by Councillor Stierer, and resolved that Councillor Bellamy is elected as chairman of the Finance Committee until May 2021.
- 20-21/2 To Approve Terms of Reference for Finance Committee**
It was proposed by Councillor Holdom, seconded by Councillor Stierer, and resolved that the Terms of Reference for the Finance Committee are approved.
- 20-21/3 Apologies and Reasons for Absence**
(LGA 1972 S 85(1))
None.
- 20-21/4 Members' Declaration of Interest for Items on The Agenda + Requests for Dispensation**
(Localism Act 2011 s 31 s 33)
None.
- 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.
None.
- 20-21/6 Optimum Cash Card Policy**
It was proposed by Councillor Holdom, seconded by Councillor Benning, and resolved that the policy is approved subject to a change at item 1.c to say 'finance committee' not 'council', and at 1.e to state that receipts will be numbered and sent to the finance committee for checking with the reconciliation papers.
Action: Clerk to update policy
- 20-21/7 Bank Reconciliations**
It was proposed by Councillor Bellamy, seconded by Councillor Holdom and resolved that the bank reconciliations for the current account, optimum account and the section 106 account for November are approved.
- 20-21/8 To Consider Quotations for Defibrillator**
It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that the quotation from Wel Medical for £1190,00 + VAT is approved.
Action: Clerk to order Defibrillator
- 20-21/9 To Consider Quotations for Cemetery Software**

It was agreed that a demonstration with the Edge IT software would be useful before a decision is made on which Cemetery Management package to order.

It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that the Council purchase the digital mapping software from Pear Technology at a cost of £885.00 + £85 for a one-hour training session is approved. The annual technical support & software updates for MapLink and maintenance of digital cemetery map will be £85 per year.

Action: Clerk to place order with Pear and arrange demo with Edge IT.

20-21/10 To Approve Donation of £30 to Royal British Legion for Poppy Wreath

It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that a donation of £30 is made to the Royal British Legion for a poppy wreath. The payment will be included on tonight's payment schedule.

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

It was proposed by Councillor Bellamy that if the PC are going to support this scheme they would like more detail on the scheme and to be clearer on how this service is advertised to Harston

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

It was proposed by Councillor Bellamy, seconded by Councillor Stierer, and resolved that a donation of £1200 is made to the Warden Scheme.

Action: Clerk to arrange payment when paperwork is received.

20-21/13 Approval of Payments

It was proposed by Councillor Bellamy, seconded by Councillor Benning, and resolved that the payments are approved and paid.

Action: Clerk to set up payments for authorisation.

				Confidential
Diane Bayliss	Clerks Salary			
Jason Trueman	Caretaker	£174.00	£0.00	£174.00
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
Royal British Legion	Poppy Wreath	£30.00	£0.00	£30.00

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

The first budget meeting had been held on 26th November. Update reports were to be circulated and a further discussion will take place before the precept is approved at the full council meeting in January.

20-21/16 Agenda Items for the Next Meeting

Any business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

7th January 2021 (via zoom) (Agenda to be published 18th December 2020)

..... Chairman

..... Date