

HARSTON PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Thursday, 3rd June 2021

At Harston Parish Church commencing at 7.00pm

Present: Councillor Bellamy; Councillor Holdom; Councillor Luffman; Councillor Stierer; Councillor Benning arrived at 7.15pm.

Members 5: Quorum 3

There were 3 members of the public present.

F21-22/11 Election of Chairman

- a. It was proposed by Councillor Luffman, seconded by Councillor Holdom, and resolved that Councillor Bellamy is elected chairman of the Finance Committee.

F21-22/12 Approval of Apologies and Reasons for Absence

(LGA 1972 s 85(1))

None

F21-22/13 Members' Declaration of Interest for Items on the Agenda

(Localism Act 2011 s 31 s 33)

None.

F21-22/14 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

The member of the public had some questions which would be dealt with at the full council meeting at 7.30pm.

F21-22/15 Minutes of Previous Meeting

- b. It was proposed by Councillor Holdom, seconded by Councillor Stierer, and resolved that the minutes of the finance committee meeting held on 29th April 2021 are approved and signed by the Chairman making an amendment at item F21-22/8 from 'Luffman' to 'Holdom'.

F21-22/16 Bank Reconciliations

- a. It was proposed by Councillor Bellamy, seconded by Councillor Luffman, and resolved that the bank reconciliations for the current account, optimum account, the section 106 account and the food hub account for April 2021 are approved.

F21-22/17 Clerks Home Working Allowance

- a. The clerk advised the committee that HMRC had increased the 'homeworking allowance', which may be paid tax free to employees who are required to work from home, from £4 per week to £6 per week as from April 2020.

It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that the Council pay the new rate of £6 per week and backdate the payments to April 2020.

F21-22/18 Harston Parish Council Payments

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

Action: Clerk to set up payments for authorisation.

Payee	Item	Net	VAT	Gross
Diane Bayliss	Clerk's Salary			Confidential
Jason Trueman	Pavilion Caretaker	£168.00	0	£168.00
Diane Bayliss	Travel/Clerk's Expenses	£58.20	0	£58.20
Eon	Street Lighting	£80.48	£4.02	£84.50
LGS Services	Internal Audit	£125.00	£25.00	£150.00
Harston Parish Church	Hire Charges	£210.00	0	£210.00
Nutcombe	Pavilion Leak	£58.85	£11.77	£70.62
Prime Xeon	Domain Name	£15.00	£3.00	£18.00
Vision ICT	Email Account Hosting	£36.00	£7.20	£43.20
Swaffham Bulbeck	Ink	£48.87	0	£48.87
D P Garden Works	Grass Cutting	£452.00	0	£452.00
Tuts	NRSWA Course	£195.00	£39.00	£234.00
RH Landscapes	Tree Works	£950.00	£190.00	£1140.00
Zion Landscapes	Grass Cutting	£981.26	£196.24	£1177.50

F21-22/19 To Consider Quotations

Councillor Benning arrived at 7.15pm

- a. **It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that the finance committee agree that the quotation for play equipment replacement parts is affordable and should be considered by full council.**
- b. **It was proposed by Councillor Holdom, seconded by Councillor Luffman, and resolved that the quotation for assessing the requirements for the Bus Shelter Refurbishment is approved.**

F21-22/20 To Consider Investment Possibilities

- a. It was agreed that the Finance Group will hold an initial zoom meeting to discuss potential expenditure and investment of parish funds. All parish council members will be invited to attend.

F21-22/21 Agenda Items for 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.

Date of Next Meeting

July 1st, 2021

Meeting closed at 7.25pm