

## HARSTON PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Thursday, 1<sup>st</sup> July 2021

At Harston Parish Church commencing at 7.00pm

**Present:** Councillor Bellamy; Councillor Luffman; Councillor Stierer;

**Members 5: Quorum 3**

There were 0 members of the public present.

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

*(LGA 1972 s 85(1))*

Councillor Holdom (Approved)

Absent: Councillor Benning

### F21-22/23 Members' Declaration of Interest for Items on the Agenda

*(Localism Act 2011 s 31 s 33)*

### F21-22/24 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*

### F21-22/25 Minutes of Previous Meeting

- a. It was proposed by Councillor Stierer, seconded by Councillor Luffman, and resolved that the minutes of the finance committee meeting held on 3<sup>rd</sup> June 2021 are approved and signed by the Chairman.

### F21-22/26 Bank Reconciliations/Budget Reports

- a. It was proposed by Councillor Luffman, seconded by Councillor Stierer, and resolved that the bank reconciliations for the current account, optimum account, the section 106 account and the food hub account for May 2021 are approved.
- b. This item was deferred as although the budget reports had been circulated at the end of June, there had not been time between then and this meeting to properly consider them.

### F21-22/27 Harston Parish Council Payments

It was proposed by Councillor Stierer, seconded by Councillor Luffman, and resolved that the July payments are approved and paid including the additional charge from the caretaker of £28, and invoices from Dan Petit for £452.00 and Miranda Nye for £95.99.

**Action:** Clerk to set up payments for authorisation.

Payee	Item	Net	VAT	Gross
Diane Bayliss	Clerk's Salary			Confidential
Jason Trueman	Pavilion Caretaker	£196.00	0	£196.00
Diane Bayliss	Travel/Clerk's Expenses	£309.60	0	£309.60
Nutcombe	Repair Water Fountain	£58.00	£11.60	£69.60
Clerks & Councils Direct	Scroll	£73.80	£14.76	£88.56
South Cambs DC	Bins and Installation	£1600	0	£1600
Red Shoes	Payroll	£37.50	£7.50	£45.00
Create Signs	EWR Signs	£30.00	£6.00	£36.00
Zion Landscapes	Grass Cutting	£490.63	£98.12	£588.75

Payee	Item	Net	VAT	Gross
D P Garden Works	Grass Cutting	£452.00	0	£452.00
Miranda Nye	EWR Survey	£95.99	0	£95.99

**F21-22/28 Parish Council Insurance Renewal**

- a. It was agreed that a finance committee meeting would be held in August to discuss the insurance policy renewal. The quotations received so far do not include cover for HRG activities, therefore, additional quotations will need to be sought for this.

**Action:** *Further quotations and information required*

**F21-22/29 To Consider Quotations**

- a. It was proposed by Councillor Bellamy, seconded by Councillor Stierer, that funds could be made available from the general reserve to pay for a new parish council website.

**F21-22/30 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**

August 12<sup>th</sup> 2021

September 2<sup>nd</sup> 2021

Meeting closed at 7.20pm