

HARSTON PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Thursday, 12th August 2021

Via Zoom (All decisions actioned under delegated powers to be ratified at the September meeting)

Present: Councillor Bellamy; Councillor Holdom; Councillor Luffman; Councillor Stierer;

Members 5: Quorum 3

There were 0 members of the public present.

F21-22/31 Approval of Apologies and Reasons for Absence

(LGA 1972 s 85(1))

Councillor Dal Benning

F21-22/32 Members' Declaration of Interest for Items on the Agenda

(Localism Act 2011 s 31 s 33)

None

F21-22/33 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

F21-22/34 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 1st July 2021 are approved and signed by the Chairman.

F21-22/35 Bank Reconciliations

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

F21-22/36 Harston Parish Council Payments

It was proposed by Councillor Luffman, seconded by Councillor Holdom, and resolved that the August payments are approved and paid including the additional charge from the caretaker of £5.96. The payment of the Pear invoice is to be reduced by £60 until clarification on what is meant by 'postage and packing' is received.

Action: Clerk to set up payments for authorisation.

Payee	Item	Net	VAT	Gross
Diane Bayliss	Clerk's Salary			Confidential
Parish Council Websites	Website Deposit	£194.70	£38.94	£233.64
Greg tucker	Travel Expenses	47.25	£0.00	£47.25
Jason Trueman	Caretaker/Cleaner	£173.96	£0.00	£173.96
Diane Bayliss	Travel/ Clerk's Expenses	£90.80	£0.00	£90.80
SLCC	Clerks Manual/Books	£106.26	£0.00	£106.26
Sam Bowden	Remove Green Waste	£50.00	£0.00	£50.00
Exteniture	Bus Stop Survey	£253.00	£50.60	£303.60
Dan Petit	Grass Cutting	£1,217.00	£0.00	£1,217.00
Zion Landscapes	Grass Cutting	£640.63	128.13	£768.76
Pear Technology	Cemetery Mapping Software	£695.00	139.00	£834.00

Payee	Item	Net	VAT	Gross
Vision ICT	Email Address	£18.00	£3.60	£21.60

F21-22/37 Parish Council Insurance Renewal

- a. Three quotations for the Parish Council Insurance Premium had been received as follows:
- BHIB - £1174.80 (one year) £1112.92 (three years)
 - Hiscox - £1,698.52 (one year)
 - Axa - £1,554.07 (one year)

All quotations include insurance premium tax. The Clerk had carried out a comparison of the cover provided by each company which had suggested that BHIB offered the best value for money.

It was proposed by Councillor Holdom, seconded by Councillor Luffman, and resolved that the quotation from BHIB is approved on a three-year undertaking at a cost of £1112.92 per year.

Action: Clerk to arrange insurance

F21-22/38 To Consider Quotations

- a. **It was proposed by Councillor Bellamy, seconded by Councillor Luffman, and resolved that the council obtain a gov.uk domain name for the new website at a cost of £100 + VAT.**

F21-22/39 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

September 2nd 2021

Meeting closed at 7.27pm