

HARSTON PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Thursday, 2nd September 2021

Present: Councillor Holdom; Councillor Luffman; Councillor Stierer;

Members 5: Quorum 3

There were 0 members of the public present.

F21-22/40 Approval of Apologies and Reasons for Absence

(LGA 1972 s 85(1))

Councillor Bellamy (personal)

Councillor Dal Benning (Personal)

It was proposed by Councillor Stierer, seconded by Councillor Luffman

F21-22/41 Members' Declaration of Interest for Items on the Agenda

(Localism Act 2011 s 31 s 33)

None

F21-22/42 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

F21-22/43 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 12th August 2021 are approved and signed by the Chairman.**
- b. **It was proposed by Councillor Stierer, seconded by Councillor Luffman, and resolved that the Council ratify the decisions made at the last meeting (Minutes, Bank Reconciliations; Payments; Insurance Policy and Website Domain Name).**

F21-22/44 Bank Reconciliations

- a. **It was proposed by Councillor Luffman, seconded by Councillor Holdom, and resolved that the bank reconciliations for the current account, optimum account, and the food hub account for August 2021 are approved.**

F21-22/45 Harston Parish Council Payments

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

The Clerk confirmed that a credit note had been received from Pear Technology for £60.

Action: Clerk to set up payments for authorisation.

Payee	Item	Net	VAT	Gross
Diane Bayliss	Clerk's Salary			Confidential
Jason Trueman	Caretaker/Cleaner	£168.00	0.00	168.00
HMRC	Tax & NI	£464.17	0.00	464.17
Nest	Clerk's Pension	£165.88	0.00	165.88
Diane Bayliss	Expenses	£69.20	0.00	69.20
Rialtas	Software Support	£124.00	£24.80	£148.80
Zion Landscapes	Grass Cutting	£640.63	£128.13	£768.76
D P Garden Works	Grass Cutting	£477.00	0.00	£477.00

F21-22/46 To Consider Quotations

- a. It was proposed by Councillor Stierer, seconded by Councillor Luffman, and resolved that the council purchase a waste bin at a cost of £414 + £3 per week to empty it. The payment will be made from general reserves. The bin will be placed on the green between Queens Close and Meadow Way.

Action: Clerk to arrange installation.

F21-22/47 HRG Insurance

- a. It was proposed by Councillor Luffman, seconded by Councillor Stierer that the Council approve the quotation from BHIB for £168 + £15 administration fee (£183.00) for Insurance for the HRG events.

F21-22/48 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

October 7th 2021

Meeting closed at 7.19pm