

HARSTON PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Thursday, 7th October 2021

Present: Councillor Bellamy; Councillor Holdom; Councillor Stierer; Councillor Benning.

Members 5: Quorum 3

There were 0 members of the public present.

F21-22/49 Approval of Apologies and Reasons for Absence

(LGA 1972 s 85(1))

Councillor Luffman (Personal)

It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that the apologies from Councillor Luffman are approved.

F21-22/50 Members' Declaration of Interest for Items on the Agenda

(Localism Act 2011 s 31 s 33)

None

F21-22/51 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

F21-22/52 Minutes of Previous Meeting

- a. **It was proposed by Councillor Stierer, seconded by Councillor Holdom, and resolved that the minutes of the finance committee meeting held on 2nd September 2021 are approved and signed by the Chairman.**

F21-22/53 Bank Reconciliations

- a. The budget reports had been circulated and there were no comments from Councillors.
- b. **It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that the bank reconciliations for the current account, optimum account, section 106 account, and the food hub account for September 2021 are approved.**

F21-22/54 To Note Receipts

- a. Precept: £31,240.00
- b. Textile Bank: £11.51

F21-22/55 Harston Parish Council Payments

- a. The invoice from the Church for the Parish Magazine had been withdrawn and a new one is awaited.
- b. **It was proposed by Councillor Holdom, seconded by Councillor Benning, and resolved that the October payments are approved and paid.**

Payments since the last meeting:

Diane Bayliss September Salary (Confidential)

Jason Trueman Caretaker Salary, Basic Pay £168.00

Payments for tonight's meeting:

Payee	Item	Net	VAT	Gross
Jason Trueman	Caretaker/Cleaner	£2.00	0.00	168.00
Diane Bayliss	Expenses	£92.60	0.00	92.60
Red Shoes	Payroll	£37.50	£7.50	£45.00

Payee	Item	Net	VAT	Gross
PKF	External Audit Fees	£600.00	£120.00	£720.00
SLCC	Conference Fees	£385.00	£62.00	£447.00
Parish Council Websites	Domain Name	£120.00	£24.00	£144.00
Zion Landscapes	Grass Cutting	£640.63	£128.13	£768.76
D P Garden Works	Grass Cutting	£276.00	0.00	£276.00

Action: Clerk to set up payments for authorisation.

It was **agreed** that the Clerk should contact HMRC re additional audit costs because of their error in making a VAT overpayment.

F21-22/56 To Arrange Budget Meeting for Precept 2022-23

- a. It was **agreed** that a preliminary budget meeting would be held on 28th October 2021.

F21-22/57 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

November 4th 2021

December 2nd 2021

Meeting closed at 7.24pm

Chairman:

Date: