

HARSTON PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Thursday, 4th November 2021

Present: Councillor Bellamy; Councillor Holdom; Councillor Luffman.

Members 5: Quorum 3

There were 0 members of the public present.

The meeting opened at 7.10pm

F21-22/58 Approval of Apologies and Reasons for Absence

(LGA 1972 s 85(1))

Councillor Stierer

Councillor Benning

It was proposed by Councillor Luffman, seconded by Councillor Holdom that the apologies for absence are approved for Councillor Stierer and Councillor Benning.

F21-22/59 Members' Declaration of Interest for Items on the Agenda

(Localism Act 2011 s 31 s 33)

None

F21-22/60 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

F21-22/61 Minutes of Previous Meeting

- a. **It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that the minutes of the finance committee meeting held on 7th October 2021 are approved and signed by the Chairman.**

F21-22/62 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, multi-pay card and the food hub account for October 2021 are approved.**

F21-22/63 To Note Receipts

- a. Textile Bank: £39.30
- b. Burial Fees £30

F21-22/64 Harston Parish Council Payments

- c. **It was proposed by Councillor Bellamy, seconded by Councillor Holdom, and resolved that the November payments are approved and paid.**

Payments since the last meeting:

Diane Bayliss October Salary (Confidential)

Jason Trueman Caretaker Salary, Basic Pay £168.00

Payments for tonight's meeting:

Payee	Item	Net	VAT	Gross
Jason Trueman	Caretaker/Cleaner	£5.00	0.00	£5.00
Diane Bayliss	Expenses	£171.80	0.00	171.80
Cambridgeshire ACRE	Subscription	£57.00	£0.00	£57.00
Viking Direct	Ink/Paper	£139.35	£27.87	£167.22

Payee	Item	Net	VAT	Gross
Microshade	Remote Hosting	£451.00	£90.20	£541.20
SLCC	NP Manual	£24.50	£0.00	£24.50
Zion Landscapes	Grass Cutting	£640.63	£128.13	£768.76
D P Gardenworks	Grass Cutting	£477.00	0.00	£477.00

It was agreed that the invoice to Viking will be paid when the invoice has been received and circulated to councillors on the finance committee.

Action: Clerk to set up payments for authorisation.

F21-22/65 Parish Council Bank Account Payments and Signatories

It was agreed that payment authorisation will be agreed at the finance committee meeting. Payments need to be authorised by 3pm.

Action: Councillors Bellamy and Luffman to authorise payments

F21-22/66 Parish Council Funds

It was proposed by Councillor Holdom, seconded by Councillor Luffman, and resolved that a Cambridge Building Society Council Account is opened in order to remain within the FSCS limits. The signatories on the account will be Councillor Bellamy, Councillor Holdom and Councillor Luffman.

F21-22/67 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

Budget Meeting – 18th November 2021 7pm on zoom.

December 2nd 2021

Meeting closed at 7.25pm

Chairman:

Date: