

WILBURTON PARISH COUNCIL

FINANCE COMMITTEE

Minutes of the meeting of the Finance Committee on 4 April 2016 at The Baptist Church, Wilburton at 7.00pm

Present: Cllr R Howard, Cllr P Massey, Cllr D Reynolds

Also Present: Sandra Thompson (Clerk)

FC16-022 - Apologies, Acceptance of apologies and declarations of interests

Apologies were approved from Cllr Hennessy. Cllr Reynolds took the chair.

FC16-023 – To approve the minutes from the meetings on 7 March 2016

The minutes of the meeting of 7 March 2016 were approved and signed.

FC16-024 – Matters Arising not covered elsewhere on the Agenda

It was confirmed that the Lloyds bank mandate has been as updated. The three signatories are Cllrs Dodson and Massey and the Clerk. Any two are required to sign cheques.

FC16-025 - Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest

None present.

FC16-026 – To Approve the following accounts

Subject to the confirmation of the Clerk's salary and HMRC payment, the following cheques were approved for signature. Proposed by Cllr Reynolds, seconded by Cllr Howard, all agreed.

Payee	Detail	Total Amount	Cheque No	VAT
D Maltby	Caretaking	336.67	2961	
P Warren	Clock winding	48.70	2962	
ECDC	Council Tax	151.79	2963	
Eon	Hall	712.87	2964	
Mr H Upton	Expenses – locks	8.00	2965	
Bidwells	Rent Football Field	37.50	2966	
Bidwells	Rent – Recreation Ground	340.50	2967	
Truelink Ltd	Recreation Field	1,065.60	2968	177.00
Mrs S Thompson	Clerk's Expenses (Postage and printer ink)	52.66	2969	
Mr D Reynolds	CLP printing (expense incurred on behalf of Parish Council)	462.66	2970	
Mrs S Thompson	Salary – Mar	350.00	2971	
HMRC	Tax and NI	112.00	2972	

FC16-027 - Business Matters

Draft year end outcome and Annual Return were discussed. Final figures will be prepared for the next meeting.

A request has been received to hire the committee room for a day at a time. It was proposed that the cost be set at £70 per day (assuming 7 hour day). Proposed by Cllr Howard, seconded by Cllr Reynolds, all agreed.

The budget spreadsheet will be updated and put in Box.

FC16-028 - Date of next meeting – 3 May 2016