WILBURTON PARISH COUNCIL

**Minutes of the Finance Committee Meeting from Wednesday 3rd January 2024 held at St Peter’s Hall, at 7:45pm**

**Present:** Cllr Lambert, Cllr Upton, Cllr Duckworth, Cllr Spencer, Cllr Wilson, Cllr Whittle, Cllr Attrill, and Cllr S Morgan

**Also Present:** The Clerk (Andy Milne) & Notetaker (Tina Vale)

**FC23-061: Apologies, Acceptance of apologies and declarations of interest**

Cllr Duckworth, Cllr Thurston & Cllr Wilson

One councillor carries out work for the parish council

**FC23-062: Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest** (max 3 minutes per person)

There was no public participation

**FC23-063: To approve accounts for payment (below)**

The payments were approved

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Payments for January 2024 |  |  |  |  |  |
|  |  |  |  |  |  |
| Payee | Detail | sub total | Vat | Total | BACS |
|  |
| Dave Maltby | Caretaking December | 403.88 |   | 403.88 | 1 |  |
| Bespoke up to December | Cemetery 1 x 160  |   | 0.00 | 0.00 | 2 |  |
|   | bus stop and footpaths 1 \* 135  |   |   |   |   |  |
|   | Allotment 1 \* 75  |   |   |   |   |  |
|   | Litter picking 5 \* 12.25 = 61.25 |   |   |   |   |  |
|   | Ground works 5 \* 70 = 350  |   |   |   |   |  |
|   | Grass cutting - pavilion and play park 1 x 40 |   |   |   |   |  |
|   | Grass cutting - central tree line 1 \* 38 |   |   |   |   |  |
|   | Grass cutting - cricket pitch 1 \* 55 |   |   |   |   |  |
|   | Gross cutting - football fields 1 \* 48 |   |   |   |   |  |
|   |   | 962.25 |   | 962 .25  |   |  |
|   |   |   |   |   |   |  |
| Bidwells | Rent for Rec 29.09 - 24.03.24 | 550.00 |   | 550.00 | 3 |  |
| Bidwells Credit note | Overpay on Football Field 01.07 - 31.10 | -150.00 |   | -150.00 | 4 |  |
| Bidwells Credit note | Rents received 20.02 - 30.06.23 | -161.50 |   | -161.50 | 5 |  |
| CMP architects  | Additional Work for the REC  | 300.00 | 60.00 | 360.00 | 6 |  |
| Samsara ecology limited  | Biodiversity net gain  | 245.00 | 49.00 | 294.00 | 7 |  |
| Nexa Solicitors  | February to May Social club lease  | 900.00 | 180.00 | 1080.00 | 8 |  |
| Andrew Milne | Office charges up to December  | 78.00 |   | 78.00 | 9 |  |
| Social club Reimbursement  | Parts for the doors on St Peter's Hall  | 27.47 |   | 27.47 | 10 |  |
| SA events  | Amount outstanding  | 111.00 |   | 111.00 | 11 |  |
| Andrew Milne | New diaries  | 8.99 |   | 8.99 | 12 |  |
| Andrew Milne  | Recorded delivery HMRC  | 7.35 |   | 7.35 | 13 |  |
| P Evans  | Clock winding  | 48.70 |   | 48.70 | 14 |  |
| Kara Atkinson | Pay  | 63.15 |   | 63.15 | 15 |  |
| Andrew Milne | pay | 932.58 |   | 932.58 | 16 |  |
| HMRC | PAYE & NHI  | 312.92 |   | 312.92 | 17 |  |
|   |   |   |   |   |   |  |
|   |   | 4639.79 | 289.00 | 3966.54 |   |  |
|   |   |   |   |   |   |  |

**FC23-064: Correspondence not covered in Business Matters/Councillors questions**

The clerk explained That the Revised financial regulations (October 2023) Have now been posted As a policy on the website, these should be reviewed Every two years the next review will be October 2025.

The clerk also explained That the budget Was submitted To East Cambs District Council For the precepts And this was accepted Following compilation and completion At the December Full council meeting.

**FC23-065: Date of next meeting:.07.02.24 – Finance Cttee**

Please note that copies of minutes can be obtained from the Parish Clerk or by visiting our Website at [www.wilburtonparishcouncil.org](http://www.wilburtonparishcouncil.org/)

Signed: