WILBURTON PARISH COUNCIL

Chair: Cllr John Attrill

Clerk: Mr A Milne

Catacol, 5 Soham Road, Stuntney, Ely, Cambs CB75TP

Tel. 01353 663057

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**AGENDA**

**There will be a Finance Committee meeting to which all members are summoned to attend**

**Date, Time:** Wednesday 7th February 2024 at 19.45

**Venue:** Village Hall, Wilburton

Members of the press and public are welcome to attend the meeting except for any specific item deemed to be confidential. The press and public may not speak when the council is in session, but they can make points in the allocated time of 15 minutes relating to items on the agenda only.

**FC23-066: Apologies, Acceptance of apologies and declarations of interest**

**FC23-067: Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest** (max 3 minutes per person)

**FC23-068: To approve accounts for payment as below:-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Payments for February 2024 |  |  |  |  |
|  |  |  |  |  |  |
| Payee | Detail | sub total | Vat | Total | BACS |
|  |  |  |  |  |  |
| Phil Warren | Clock W june | 48.70 |  | 48.70 | 1 |
| David Maltby | Caretaking | 403.88 |  | 403.88 | 2 |
| Multi construction REC gate | 2070.00 | 414.00 | 2484.00 | 3 |
| Bespoke  | July | 880.00 |  | 880.00 | 4 |
| Cemetery 1 x £160  |  |  | 0.00 |  |
| Bus stop & footpaths 1 x £135.00 |  |  | 0.00 |  |
| Allotment 1 x £75.00 |  |  | 0.00 |  |
| Litter Picking 4 x £12.25 |  |  | 0.00 |  |
| Recreation Groundsman |  |  | 0.00 |  |
| Ground works 4 x £70.00 |  |  | 0.00 |  |
| Grass cutting pav & PP 1 x £40.00 |  |  | 0.00 |  |
| Grass Cutting CTL 0 x £38 |  |  | 0.00 |  |
| Grass cutting cricket pitch 1 x £55 |  |  | 0.00 |  |
| Grass cutting Foot/Fields 1 x £48 |  |  | 0.00 |  |
| Kara Atkinson | pay july | 63.15 |  | 63.15 | 5 |
| Andrew Milne | pay july | 935.84 |  | 935.84 | 6 |
| HMRC | PAYE July | 310.16 |  | 310.16 | 7 |
| East Cabs trding | Invoiced from December  | 1668.62 | 333.72 | 2002.34 | 8 |
| Bidwells  | Correcting invoice |  |  | 311.50 | 9 |
| Panasonic P set | Adding headset  |  |  | 139.99 | 10 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | **Totals** | **6380.35** | **747.72** | **7579.56** |  |

**Key and notes:-**

**Voucher number 3 – Maltby construction** Previously quoted To finish the fencing Around the New gate at the Rec

**Voucher number 8 –** East cams trading company Quoted for a range of tree works at the Rec, the invoice was dated the 7th of December and should have been paid in January, but the Clerk missed the payment

**Voucher number 9 – Bidwells** Presented the bill For 6 months rental Of the recreation ground At £550 In January, the Clerk Took off The credits That were due To Wilburton Parish Council For overpayment Of the football field. Later The Clerk discovered The credit of £161.50 Had already been paid back To Wilburton Parish Council through the bank account and mistook a Statement of credits As a second Credit invoice. The net effect of all of this Is that we have paid the £550 In January and we have received Our credit for £161 50.

**FC23-069: Approve The internal auditors For year ending March the 31st 2024**

**FC23-070: Approve a phone set With Wireless headphones For the clerk to use at home**

[Panasonic KX-TGJ323 Trio Cordless Phone with Headset - liGo.co.uk](https://ligo.co.uk/products/panasonic-kx-tgj323eb-trio-cordless-phones-with-corded-headset?variant=47031972561203&currency=GBP&utm_medium=product_sync&utm_source=google&utm_content=sag_organic&utm_campaign=sag_organic&gad_source=1&gclid=CjwKCAiAq4KuBhA6EiwArMAw1F3otOOvBJ21D48jccagpPl6cA0aLNKhdk8r1nJlb8DeYEGo2BXx6RoC3sAQAvD_BwE)

**FC23-071: Year-end master class**

**FC23-071: Correspondence not covered in Business Matters/Councillors questions**

**FC23-072: Date of next meeting:.06.03.24 – 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: A Milne Date: 05/02/2024 13:32:59