

WILBURTON PARISH COUNCIL

Members: 8 Quorum: 4 Vacancies: 1

Minutes of the Finance Committee Meeting - Wednesday 4th September 2024 held at St Peter's Hall, at 7:30pm

The meeting opened at 19:30hrs

Present: Cllr Elizabeth Whittle (Chair), Cllr Gill Spencer, Cllr Harvey Upton, Cllr Attrill, Cllr James Lambert and Cllr Mark Duckworth.

Also Present: Parish Clerk Andy Milne and Tina Vale Note taker.

FC24-18: Apologies, Acceptance of apologies and declarations of interest

Apologies were received from Cllr Steve Morgan and Cllr Ann Pinkney. No apologies were received from Cllr Thurston.

FC24-19: Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest (max 3 minutes per person)

There were no public. Councillor Morgan Undertakes contractual groundworks for the parish council under his company name of bespoke Services.

FC24 – The minutes were approved from the previous meeting held on Wednesday the 3rd of July 2024

FC24-20: The Accounts below were approved for payment:-

Payments for September 2024

Payee	Detail	sub total	Vat	Total	BA CS
Phil Warren	Clock W August	48.70		48.70	1
David Maltby	Caretaking x 4 weeks	464.00		464.00	2
David Maltby	Grass cutting CH & CPL	60.00		60.00	3
Bespoke	August	1372.75		1372.75	4
Cemetery 2 x £160				0.00	
Bus stop & footpaths 1 x £135.00				0.00	
Allotment 1 x £75.00				0.00	
Litter Picking 5 x £12.25				0.00	
Sandpits 1 x £37.50				0.00	
Car Park veg 2 x £35.00				0.00	
Recreation Groundsman				0.00	
Ground works 5 x £70.00				0.00	
Grass cutting pav & PP 2 x £40.00				0.00	
Grass Cutting CTL 1 x £38				0.00	
Grass cutting cricket pitch 2 x £55				0.00	
Grass cutting Foot/Fields 2 x £48				0.00	
Kara Atkinson	PAYE August	64.20		64.20	5

Andrew Milne	PAYE August	953.29		953.29	6
HMRC	PAYE August	316.17		316.17	7
Digital Creations Signs	Signs Take care	62.00	12.40	74.40	8
Truelink Berristead CL July	Grass cutting	81.91	16.39	98.30	9
Digital Creations Signs	Sign to go above height R CP	56.00	11.20	67.20	10
Amazon (ShenZhen)	Curved PC Monitor 32"	106.24	21.25	127.49	11
Amazon (ShenZhen)	Wall bracket for monitor	13.32	2.67	15.99	12
Totals		3598.58	63.91	3662.49	

FC24-21: Review the new Financial Regulations to be adopted in the Full council

The clerk read through the new financial regulations highlighting any areas that had changed in the new model financial regulations (NALC April 2024) In order to make the language a lot easier to understand and to comply with the very latest legislation particularly related to procurement. There was a great deal of discussion particularly over section 5 Procurement. The Finance Committee agreed to adopt the new financial regulations and this was minuted in The Full Council directly after the finance Committee 24-30:4

FC24-22: Review the bank balances as of September 2024 (report was attached)

The current bank balances were reviewed the Clerk explained the current cash flow and balances 149.6K + 22.9K (VAT) + 32.5k = c205K, this may give us a decent fiscal start to our next big village project.

FC24-23: Review the VAT to reclaim for the first quarter (April, May & June) (report was attached)

The Clerk was submitting a VAT refund request which includes £16,080.90 and a further £6811.17, a figure that was left unclaimed by the previous Clerk. The Clerk will advise the Parish Council once HMRC have dealt with the VAT owed to Wilburton Parish Council

FC24-24: Correspondence not covered in Business Matters/Councillors questions

There was no correspondence or questions

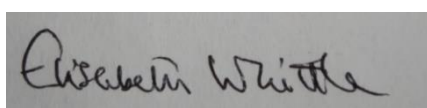
FC24-25: Date of next meeting: .02.10.24 – Finance Cttee

The meeting closed at 19:55

Please note that copies of minutes can be obtained from the Parish Clerk or by visiting our Website at

www.wilburtonparishcouncil.org

Signed:



Date:02.10.24 – 19.45