

## **EXTRACT FROM MINUTES**

**Monday 14<sup>th</sup> October 2019**

### **2359. Payments**

It was noted that invoices for Minute Ref: 2359.8 and 2359.9 had been received since the agenda had been set but that they were expenditure items in line with the budget. Cllr. John Brown proposed and Cllr. Joanna Symons seconded that the following payments be authorised and cheques duly signed. All Councillor's present were in agreement. The Payment Schedule and cheques were duly signed, the invoices duly initialled.

| Ref:   | Payee  | Gross  | VAT   | Net    |
|--------|--|--------|-------|--------|
| 2359.1 | E-on   | 30.71  | 1.46  | 29.25  |
| 2359.2 | A&J Lighting Solutions                       | 25.20  | 4.20  | 21.00  |
| 2359.3 | Mrs J Bannerman                              | 698.23 | 0.00  | 698.23 |
| 2359.4 | Mrs J Bannerman (Expenses)                   | 31.43  | 0.00  | 31.43  |
| 2359.5 | DW Maintenance                               | 70.00  | 0.00  | 70.00  |
| 2359.6 | Woodham Walter Village Hall (Hire of hall)   | 50.00  | 0.00  | 50.00  |
| 2359.7 | SLCC Essex (Clerks Training Day)             | 12.00  | 0.00  | 12.00  |
| 2359.8 | MDC (Community Protection Team)              | 467.14 | 77.86 | 389.28 |
| 2359.9 | A&J Lighting Solutions (Callout/Maintenance) | 139.14 | 23.19 | 115.95 |

### **2360. Other Financial Matters**

2360.1 Summary of Accounts to date.

| DATE | ACCOUNT / TRANSACTION DETAIL | AMOUNT IN | AMOUNT OUT | BALANCE |
|------|------------------------------|-----------|------------|---------|
|------|------------------------------|-----------|------------|---------|

#### **Business Reserve A/C**

|           |                              |  |         |          |
|-----------|------------------------------|--|---------|----------|
| 09-Sep-19 | Balance                      |  |         | 24457.76 |
| 14-Oct-19 | Transferred to Community A/C |  | 1100.00 | 23357.76 |

#### **Community Account**

|           |                                   |         |         |         |
|-----------|-----------------------------------|---------|---------|---------|
| 09-Sep-19 | Balance                           |         |         | 532.04  |
| 26-Sep-19 | Donation (Playground)             | 50.00   |         | 582.04  |
| 08-Oct-19 | Donations via Paypal (Playground) | 396.91  |         | 978.95  |
| 14-Oct-19 | October Debits                    | 1100.00 |         | 2078.95 |
| 14-Oct-19 | Transferred from Business Reserve |         | 1533.35 | 545.60  |

2359.2 Financial Regulations. Clerk to review the Financial Regulations for the next meeting.

2359.3 1/4ly Financial Report to end of September 2019. Clerk to correct date in columns I and K. Otherwise the document was noted as part of the council's internal financial controls.

2359.4 New Accounts Software – it was noted that Cllr. Tompkins and Cllr. Brown had developed a simplified accounting system using Excel which will streamline the current method. Clerk to begin trialling new system to prove it's fit for purpose.