

Extract From Minutes – 12th October 2020

2376. Other Financial Matters

2376.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
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Business Reserve A/C

14-Sep-20	Balance			43685.09
12-Oct-20	Transferred to Community Account		700.00	42985.09

Community Account

14-Sep-20	Balance			427.80
30-Sep-20	VAT Refund 2019/20	534.85		962.65
12-Oct-20	Transfer from Business Reserve	700.00		1662.65
12-Oct-20	October Debits		1064.00	598.65

2376.2 Review of Bank Statements and Account sheets. Councillor Brown confirmed that they have reviewed the Bank Statements and Account sheets for September and found them to be reconciled correctly.

2376.3 Credit Card – The application was successful and the account is set up. On-going regular payments arranged with Zoom (£14.39 monthly), Microsoft 365 (Monthly £14.39), TSO Host (Annual: est £74.33), Ring Central (Annual: est £207.06), Dropbox (Annual: est £95.88)

For future meetings the Clerk will reconcile the credit card statements which will also be reviewed by a Councillor. A direct debit to settle the full balance will be set up.

2376.4 Direct Debits – Clerk is investigating setting up Direct Debit payments for Barclaycard, HMRC, Iris Payroll and any other regular bills as invoices and payment details are issued.

2376.5 Banking Mandate – Change of mandate forms are received and clerk will arrange for signatories to complete.

2376.6 Banking Policy – Clerk has issued a draft for review which is to be adopted at the next meeting.

2376.7 Quarterly Expenditure Review to 30th September 2020 It was noted that the Clerks salary and the general expenses are overspent due to additional clerk hours and expenditure re: Covid response, Warren application and other general increased work.

2376.8 Budget 2021/22 Begin considerations. A draft Reserves Policy has been issued which is to be reviewed by Councillors and adopted at the next meeting.

2377. Payments

Cllr. James Rushton proposed and Cllr. James Bunn seconded that the payments in the schedule should be approved, all councillors in agreement. Councillor Signatory will sign in to bank account to authorise BACS payments.

Ref:	Payee	Gross	VAT	Net
2377.1	E-on (Estimate) (DD)	31.73	1.51	31.73
2377.2	A&J Lighting Solutions (DD)	25.20	4.20	21.00
2377.3	Mrs J Bannerman (Salary & Allowance) (BACS)	511.09	0.00	511.09
2377.4	LCR Subscription (BACS)	17.00	0.00	17.00
2377.5	Skippers Ground Maintenance (Estimate) (BACS)	480.00	80.00	400.00