

Extract From Minutes – 14th December 2020

2412. Financial Matters

2412.1 Summary of Accounts to date.

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

09-Nov-20	Balance			41385.09
07-Dec-20	Interest Received	1.07		41386.16
11-Dec-20	Transferred from Community Account (CIF)	10000.00		51386.16
14-Dec-20	Transferred to Community Account		3000.00	48386.16
14 Dec-20	Balance			41385.09

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
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Community A/C

09-Nov-20	Balance			880.15
11-Dec-20	Essex Association (CIF)	10000.00		10880.15
11-Dec-20	Transfer to Business Reserve		10000.00	880.15
14-Dec-20	Transfer from Business Reserve	3000.00		3880.15
14-Dec-20	December Debits		3324.69	555.46

2412.2 Review of Bank Statements and Account sheets. Councillor Brown confirmed that he has reviewed the Bank and Credit Card Statements and Account sheets for November and found them to be reconciled correctly.

2412.3 Min Ref: 2376.4 Barclaycard Direct Debit instruction has been accepted and will take affect with our next statement. BACS payment has been actioned for this month.

2412.4 Min Ref: 2376.5 Banking Mandate. An anomaly had been found by the bank and the forms have been re-sent. Await confirmation of changes.

2412.5 Asset Register/Inspection. Clerk has carried out a full asset inspection. The report will be considered at the next meeting.

2412.6 Budget 2021/22. The Tax Base has been provisionally set for the Parish at 275.2 Clerk has notified MDC that the Precept Request form will be submitted on Tuesday 12th January in order that the Budget/Precept request can be ratified at the meeting on Monday 11th January.

Councillors considered the draft budget document. The budget for the Clerks salary to be increased to reflect the additional hours which are likely to be worked. The goal posts and

general maintenance needs to be increased in line with proposals in asset inspection. The street light budget has been increased, for environmental reasons and as the stock of old style bulbs runs out they will have to be replaced with LED.

A budget for additional costs for playground inspections/insurance etc will be included. Consideration was given to setting the reserves at £15,000 which is a reasonable and considered reserve. Councillors to consider the budget and precept request which will need to be ratified at the January meeting.

2413. Payments

Councillors approved that the payments in the schedule be approved. Councillor Signatories will authorise BACS payments.

Ref:	Payee	Method	Gross	VAT	Net
2413.1	E-on	DD	30.71	1.46	29.25
2413.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
2413.3	Mrs J Bannerman (Salary, Backpay & Allowance)	BACS	1091.88	0.00	1091.88
2413.4	Barclaycard (Zoom, Microsoft 365, Tender Advert)	BACS	97.61	13.74	83.87
2413.5	SLCC (Membership renewal)	BACS	130.00	0.00	130.00
2413.6	A&J Lighting Solutions (Rectory Rd/West Bowers Rd)	BACS	157.14	26.19	130.95
2413.7	Information Commissioners Office	DD	35.00	0.00	35.00
2413.8	HMRC 1/4ly payment	BACS	437.15	0.00	437.15
2413.9	Skippers Ground Maintenance	BACS	312.00	52.00	260.00
2413.10 *	Woodberry of Leamington Spa	BACS	1008.00	168.00	840.00

2413.10 * Picnic Benches for Bell Meadow as agreed Min Ref: 2362.5 and 2398.5 added to payment schedule on receipt of proforma invoice. This will be re-claimed from the County Councillor Locality Fund.