

FINANCIAL EXTRACT FROM MINUTES
Monday 11th April 2022

2710.1 The Summary of Accounts to date. This includes all transactions since the March meeting.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
01-Apr-22	Opening Balance	16667.00		16667.00
11-Apr-22	Transfer to Community Account		2700.00	13967.00
Community Account				
01-Apr-22	Opening Balance	908.18		908.18
01-Apr-22	Outstanding Debits from 2021/2022		259.88	648.30
11-Apr-22	Transferred from Business Reserve	2700.00		3348.30
11-Apr-22	April Debits		2514.85	833.45

RESOLVED to accept the Summary of Accounts.

2710.2 Npower: It was noted that invoices for January and February have now been received and payment by Direct Debit is due 15/04/22.

2710.3 Pension. Noted that min ref. 2690.6.7 has been cancelled and the pension is due to begin in April. It was noted that due to difficulties with setting up the IRIS software the Clerk is investigating outsourcing the payroll.

2710.4 To agree the payments as listed in the payment schedule for April

OUTSTANDING DEBITS FROM 2021/22					
Min Ref:	Payee	Method	Gross	VAT	Net
2671.2.1	Npower (Payment due 15/04/22)	DD	55.86	2.66	53.20
2690.6.1	Npower (Payment due 15/04/22)	DD	48.02	2.29	45.73
2690.6.6	Skippers (Await completion of bench works)	BACS	156.00	26.00	130.00

APRIL PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
2710.4.1	Npower (DD 19/04/22)	DD	50.15	2.39	47.76
2710.4.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
2710.4.3	Mrs J Bannerman (Salary & Allowance)	BACS	999.69	0.00	999.69
2710.4.4	Barclaycard (Fasthosts/Post Office)	DD	12.43	1.44	10.99
2710.4.5	EALC/NALC Affiliation Fees	BACS	189.00	0.00	189.00
2710.4.6	LJ Print (Annual Parish Report/Jubilee Flyer)	BACS	373.52	0.00	373.52
2710.4.7	Maldon District Council (CET)	BACS	631.08	105.18	525.90
2710.4.8	Woodham Walter Village Hall	BACS	20.00	0.00	20.00
2710.4.9	Mrs J Bannerman (Expenses Refreshments APM)	BACS	29.70	0.00	29.70
2710.4.10	Nest Pension (Employee/Employer contributions)	DD	184.08	0.00	184.08

* Barclaycard payments:

24/02/22	Post Office Ltd (Postage)	3.79
02/03/22	Fasthosts Internet Ltd (Emails)	8.64
TOTAL	(inc. VAT: £1.44)	12.43

It was noted that the following Barclaycard payments are scheduled for May Statement.

24/3/22	King & Co Nursery (Trees)	120.00
28/3/22	MDC Car Parking (Food workshop)	2.00
29/3/22	Ring Central Annual Sub	187.06

31/3/22	Post Office Ltd (Postage)	13.49
1/4/22	Amazon (Ink Cartridge)	62.50
2/4/22	Fasthosts Internet Ltd (Emails)	8.64
5/4/22	Iris Business Software Ltd (Payroll)	122.40
18/4/22	TSO Host Annual Charge	74.33

The BACS payments for April will be drawn up by the Parish Clerk and require authorisation by councillor signatory by Payment Date of 13th April 2022. The items shown as estimates will be drawn up for payment after receipt of invoice and authorisation.

RESOLVED that the payments as listed in the payment schedule be approved.

2710.5 Review of Bank Statements, Credit Card Statements and Account sheets for March.

Councillor Brown confirmed that he had carried out the review for March and found them to be reconciled correctly.

2710.6 End of the Financial Year. It was noted that works are being completed for audit.

2710.7 Party Tents. Discussion regarding whether a discount should be offered for charitable events.

RESOLVED that in line with previous years no discounts would be applied. The rate of £50 for one tent and £25 for each additional tent will be maintained.