

FINANCIAL EXTRACT FROM MINUTES

9th May 2022

2735. Financial Matters (for consideration or report)

2735.1 The Summary of Accounts to date. This includes all transactions since the April meeting.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
11-Apr-22	Balance			13967.00
25-Apr-22	Precept	26000.00		39967.00
28-Apr-22	Transfer to Community Account		900.00	39067.00
09-May-22	Transfer to Community Account		2100.00	36967.00
Community Account				
11-Apr-22	Balance			833.45
26-Apr-22	Party Tent Income	125.00		958.45
28-Apr-22	Transferred from Business Reserve	900.00		1858.45
28-Apr-22	April Debits (Jubilee)		921.16	937.29
09-May-22	Transferred from Business Reserve	2100.00		3037.29
09-May-22	May Debits		2522.53	514.76

RESOLVED to accept the summary of accounts.

2735.2 To agree the payments as listed in the payment schedule for May

OUTSTANDING DEBITS FROM 2021/22					
Min Ref:	Payee	Method	Gross	VAT	Net
2690.6.6	Skippers	BACS	156.00	26.00	130.00

MAY PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
2735.2.1	Running Imp Ltd (Paid 28/04/22)	BACS	921.16	153.53	767.63
2735.2.2	Npower	DD	50.15	2.39	47.76
2735.2.3	A&J Lighting Solutions	DD	25.20	4.20	21.00
2735.2.4	Mrs J Bannerman (Salary & Allowance) (Estimate)	BACS	618.66	0.00	618.66
2735.2.5	Nest Pension (Employer £39.04 Employee £62.46) (Estimate)	DD	101.50	0.00	101.50
2735.2.6	Barclaycard (Trees/Parking/RingCentral/Postage/Ink/Fasthosts/Iris/TSOhost)	DD	590.42	95.83	494.59
2735.2.7	CPRE Membership	BACS	36.00	0.00	36.00
2735.2.8	Zurich Municipal	BACS	363.42	0.00	363.42
2735.2.9	Skippers Ground Maintenance	BACS	744.00	0.00	744.00

* Barclaycard payments:

24/03/22	King & Co (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
TOTAL	(inc. VAT: £95.83)	590.42

To note the following Barclaycard payments are scheduled for June Statement.

21/04/22	RingCentral (Credits Package)	24.00
30/04/22	Longacres (Pegs for grasslok mat)	3.99

The BACS payments for May will be drawn up by the Parish Clerk and require authorisation by councillor signatory by Payment Date of 12th May 2022. The Clerks salary and Pension payments will be administered by ESlip Payroll services and the Clerk will seek to arrange this promptly (see min ref: 2735.5 below).

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

2735.3 Review of Bank Statements, Credit Card Statements and Account sheets for April.

RESOLVED to defer to the next meet when Cllr. Brown will be present.

2735.4 End of the Financial Year. It was noted that works are being completed for audit.

2735.5 To consider Payroll/Pension arrangements contained in the report.

RESOLVED to employ the services of ESlip Payroll Services to complete the Payroll, HMRC and pension requirements.

2735.6 It was noted that the Barclays Bank branch in Maldon is due to close. The Clerk will investigate ways of paying in cheques and occasional cash as required.