

**FINANCIAL EXTRACT FROM MINUTES**

**Monday 13<sup>th</sup> March 2023**

**2905. Financial Matters (for consideration or report)**

2905.1 To receive the Summary of Accounts to date. This includes all transactions since the February meeting (Estimate).

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
<b>Business Reserve A/C</b>				
13-Feb-23	Balance			24222.57
06-Mar-23	Interest Received	32.94		24255.51
13-Mar-23	Transfer to Community Account		2000.00	22255.51
<b>Community Account</b>				
Refund from TSO Host to Barclaycard (not shown on Bank Statement)*				
13-Feb-23		26.14		709.34
13-Feb-23	Transferred from Business Reserve	1800.00		2509.34
13-Feb-23	February Debits		1802.86	706.48
20-Feb-23	Refund from Nest	3.30		709.78
13-Mar-23	Transferred from Business Reserve	2000.00		3351.33
13-Mar-23	March Debits		2208.51	1142.82

RESOLVED to accept the statement of accounts.

13.2 To authorise the payments as listed in the payment schedule for March (Estimate)

<b>FEBRUARY UPDATED/OUTSTANDING PAYMENTS</b>					
Ref:	Payee	Method	Gross	VAT	Net
2885.2.8	E-Slip Payroll (Increase)	DD	21.95	3.66	18.29
2885.2.9	A&J Lighting (Brook Close) Await Invoice ESTIMATE	BACS	175.20	29.20	146.00
<b>MARCH PAYMENTS</b>					
2905.2.1	A&J Lighting Solutions (Church Corner LED) EST	DD	600.00	120.00	480.00
2905.2.2	Nest	DD	3.67	0.00	3.67
2905.2.3	Npower	DD	30.96	1.47	29.49
2905.2.4	A&J Lighting Solutions	DD	25.20	4.20	21.00
2905.2.5	Mrs J Bannerman (Salary & Allowance)	BACS	712.94	0.00	712.94
2905.2.6	Nest Pension (Employer £45.66 Employee £73.06)	DD	118.72	0.00	118.72
2905.2.7	Barclaycard (Fasthosts)	DD	43.36	7.23	36.13
2905.2.8	Eslip Payroll	DD	21.95	3.66	18.29
2905.2.9	Skippers (Remove Hedge/Gritting/Grass etc) Await Invoice EST	BACS	500.00	100.00	400.00

\* Barclaycard payments: (February Statement)

2 Feb 23	Fasthosts	29.90
24 Jan 23	Fasthosts (Mailbox Clerk)	6.52
6 Feb 23	Fasthosts (Linus PHP)	6.94
<b>TOTAL</b>	<b>(VAT £7.23)</b>	<b>43.36</b>

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

2/3/23	Fasthosts (Emails) (Increase)	33.30
24/2/23	Fasthosts (Mailbox Clerk)	6.52
9/3/23	Postage	4.45

The BACS payments for March will be drawn up by the Parish Clerk and require authorisation by councillor signatory by Payment Date of 16<sup>th</sup> March 2023.

RESOLVED to approve the payments listed.

2905.3 Review of Bank Statements, Credit Card Statements and Account sheets for January and February.

It was confirmed that the review of January documents had been completed and items were reconciled correctly. The review for February will be carried out and reported at the next meeting as the documents had not successfully uploaded into the OneDrive.

2905.4 To report on setting up of new accounts package with SCRIBE.

The clerk reported that she had attended the first of several training sessions and that with the help of a councillor volunteer the account will be set up for use from 1<sup>st</sup> April.

2905.5 To note the end of Financial Year 31 March 2023. Clerk to begin arranging for the End of Year accounts and AGAR to be completed. To appoint, contact and arrange for the Internal Auditor inspection.

RESOLVED to appoint Heelis & Lodge as the Internal Auditors. The Clerk will make contact to arrange the review.

2905.6 It was noted that the clerk has been liaising with Eslip to sort out the issues with the Nest Pension reporting. An excel spreadsheet was shared with councillor's detailing the payments and corrections. Councillors asked the clerk to request compensation from Eslip due to the time it had taken to sort out the errors. Having sorted out the account, the clerk has now taken over the reporting to Nest.

RESOLVED to request compensation/refund due to the errors.

2905.7 Grants – it was noted that a new list of possible grants has been issued and there are a number of possible options which will be investigated.