

EXTRACT FROM MINUTES
Monday 13th November 2023

3072. Financial Matters (for consideration or report) (ESTIMATE)

3073.1 To receive the Summary of Accounts to date. This includes transactions since October meeting.

| Date | Business Reserve Account | Transaction Detail | Amount In | Amount Out | Balance |
|-----------|---|--------------------|-----------|------------|-----------|
| 11-Oct-23 | Balance | | | | 35,405.55 |
| 6 Nov 23 | Transferred to Community Account (HMRC) | | | 622.44 | 34,783.11 |
| 13-Nov-23 | Transferred to Community Account (Nov Debits) | | | 3300.00 | 31,483.11 |
| | | | 0.00 | 3922.44 | 31,483.11 |

| Date | Community Account | Transaction Detail | Amount In | Amount Out | Balance |
|------------|--|--------------------|-----------|------------|---------|
| 09/10/2023 | Balance | | | | 809.01 |
| 11/10/2023 | Transferred from Business Reserve (Oct Debits) | | 2000.00 | | 2809.01 |
| 11/10/2023 | October Debits | | | 1845.78 | 963.23 |
| 13/11/2023 | Outstanding Debits #75 & #98 | | | 43.90 | 919.33 |
| 13/11/2023 | Transferred from Business Reserve (Nov Debits) | | 3300.00 | | 4219.33 |
| 13/11/2023 | November Debits | | | 3287.17 | 932.16 |
| | | | 5300.00 | 5176.85 | 932.16 |

RESOLVED to accept the accounts to date.

3073.2 Summary of Payments for November

| Ref: | Updated/Outstanding Payments | Payee | Method | Net | VAT | Gross |
|------|---|-------|--------|-------|------|-------|
| #75 | Topsorce Worldwide Uk Ltd (Eslip) Payroll | | DD | 18.29 | 3.66 | 21.95 |
| #98 | Topsorce Worldwide Uk Ltd (Eslip) Payroll | | DD | 18.29 | 3.66 | 21.95 |
| | Sub Total | | | 36.58 | 7.32 | 43.90 |

| Ref: | November Payee | Method | Net | VAT | Gross |
|---------------|--|-----------|---------|--------|---------|
| #100 | HMRC (1/4ly payment) (Paid 6/11/23) | BACS | 622.44 | 0.00 | 622.44 |
| #101 | A&J Lighting Solutions | DD | 21.00 | 4.20 | 25.20 |
| #102 | Npower | DD | 63.69 | 3.18 | 66.87 |
| #103 | Mrs J Bannerman (Salary/Allowance/Backpay) * see agenda 14.7 | BACS | 1093.16 | 0.00 | 1093.16 |
| #104 | Nest Pension (Employer £79.48 , Employee £127.16) | DD | 206.64 | 0.00 | 206.64 |
| #105- #110 | Barclaycard | DD | 97.23 | 17.52 | 114.75 |
| #111 | Topsorce Worldwide Uk Ltd (Eslip) Payroll | DD | 18.29 | 3.66 | 21.95 |
| #112 | Woodham Walter Village Hall (Walter's October) | BACS | 22.50 | 0.00 | 22.50 |
| #113 | Skippers Ground Maintenance | BACS | 230.00 | 46.00 | 276.00 |
| #114 | Maldon District Council (CET) | BACS | 607.95 | 121.59 | 729.54 |
| #115 | Maldon District Council (Playground Inspection) | BACS | 65.10 | 13.02 | 78.12 |
| #116 | The Poppy Appeal (Royal British Legion) | CQ 101633 | 30.00 | 0.00 | 30.00 |
| | Sub Total | | 2425.56 | 209.17 | 3287.17 |
| | Total | | 2462.14 | 216.49 | 3331.07 |

| Date | Barclaycard Payments (Statement 21/10/23) | Net | VAT | Gross |
|------------|---|-------|-------|--------|
| 21/09/2023 | Co-Op (Walter's refreshments) #105 | 1.95 | 0.00 | 1.95 |
| 24/09/2023 | Fasthosts (Mailbox Clerk) #106 | 5.43 | 1.09 | 6.52 |
| 02/10/2023 | Fasthosts (Mailbox) #107 | 27.75 | 5.55 | 33.30 |
| 06/10/2023 | Fasthosts (Linus PHP) #108 | 5.78 | 1.16 | 6.94 |
| 10/11/2023 | Vistaprint (AONB Leaflet) #109 | 48.62 | 9.72 | 58.34 |
| 19/10/2023 | Co-Op (Walter's refreshments) #110 | 7.70 | 0.00 | 7.70 |
| | | 97.23 | 17.52 | 114.75 |

| Date | Barclaycard Payments (Scheduled November) | Net | VAT | Gross |
|------|---|-------|------|-------|
| | Fasthosts (Mailbox Clerk) | 5.43 | 1.09 | 6.52 |
| | Fasthosts (Mailbox) | 27.75 | 5.55 | 33.30 |
| | Fasthosts (Linus PHP) | 5.78 | 1.16 | 6.94 |
| | Walter's refreshments | | | |
| | | 33.53 | 6.71 | 40.24 |

RESOLVED to authorise the payments as detailed in the schedule.

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

3073.3 Review of Bank Statements, Credit Card Statements and Account sheets for October.

Cllr. Brown required an additional report which the Clerk will provide. The review will be reported to the next meeting.

3073.4 Banking - To report on the progress of opening of the new bank accounts.

The application has been submitted and the signature form duly completed. Signatories will then be required to provide relevant information.

3073.5 Grant Applications

(a) Research required re: goal posts/noticeboard/memorial garden signs - on-going

(b) Winter Warmth application – not successful as the project did not sufficiently meet the criteria of the fund. See also min ref: 3076.6b

(c) To receive any applications from local organisations (report only consideration not due until December meeting)

3073.6 Street Lighting Maintenance Contract

Correspondence with other Clerk colleagues over recent months indicates there do not appear to be any alternative suppliers in order to get a comparison price. However, the fee has not been increased, the level of service received on call-out remains good. The Clerks recommendation is to renew the contract with A&J Lighting Solutions over a 5 year period.

Cllr. John Brown proposed and Cllr. Peter Warren seconded that the contract should be renewed. All councillors in agreement.

RESOLVED to renew the contract with A&J Lighting Solutions for a 5 year period.

3073.7 2023/24 Local Government Services Pay Agreement

RESOLVED to approve implementation of the new pay rates which have been agreed by NALC, SLCC and ALCC. This includes backpay to April 2023.