

EXTRACT FROM MINUTES

Monday 17th July 2023

2999. Financial Matters (for consideration or report)

2999.1 To receive the Summary of Accounts to date. This includes transactions since June meeting.

Date	Business Reserve Account Detail	Transaction	Amount In	Amount Out	Balance
29-Jun-23	Balance				42796.43
17-Jul-23	Transfer to Community Account			3500.00	39296.43
				3500.00	39296.43

Date	Community Account Transaction Detail	Amount In	Amount Out	Balance
29/06/2023	Balance			1003.00
17/07/2023	Transferred from Business Account	3500.00		4503.00
17/07/2023	Outstanding June Debits		250.00	4253.00
17/07/2023	July Debits		3200.38	1052.62
		3500.00	3450.38	1052.62

RESOLVED to accept the summary of accounts.

2999.2 To authorise the payments as listed in the payment schedule for July.

Ref:	Updated/Outstanding Payments Payee	Method	Net	VAT	Gross
#40	Parish Magazine (Annual Grant)	BACS	250.00	0.00	250.00
			250.00	0.00	250.00

Ref:	July Payee	Method	Net	VAT	Gross
#42	A&J Lighting Solutions	DD	21.00	4.20	25.20
#43	Npower	DD	36.50	1.82	38.32
#44	Mrs J Bannerman (Salary & Allowance)	BACS	938.96	0.00	938.96
#45	Nest Pension (Employer £64.13, Employee £102.60)	DD	166.73	0.00	166.73
#46	HMRC	BACS	942.76	0.00	942.76
#47-#51	Barclaycard	DD	57.65	10.51	68.16
#52	Topsource Worldwide UK Ltd (Eslip) Payroll	BACS	18.29	3.66	21.95
#53	Woodham Walter Village Hall (Walter's June)	BACS	22.50	0.00	22.50
#54	Woodham Walter Village Hall (Annual Parish Mtg)	BACS	25.00	0.00	25.00
#55	RCCE (Annual Membership)	BACS	44.00	8.80	52.80
#56	Skippers Ground Maintenance Ltd	BACS	210.00	42.00	252.00
#57	Royal Mail Group Ltd (PO Box)	BACS	330.00	66.00	396.00
			3063.39	136.99	3200.38

To note the following Barclaycard payments.

Date	Barclaycard Payments (June Statement)	Net	VAT	Gross
24/05/2023	Fasthosts (Mailbox Clerk) #47	5.43	1.09	6.52
25/05/2023	Amazon (Ink Cartridge) #48	13.54	2.71	16.25
02/06/2023	Fasthosts (Mailbox) #49	27.75	5.55	33.30
06/06/2023	Fasthosts (Linus PHP) #50	5.78	1.16	6.94
15/06/2023	Tesco (Walter's Refreshments) #51	5.15	0.00	5.15
		57.65	10.51	68.16

Date	Barclaycard Payments (Scheduled July Statement)	Net	VAT	Gross
24/06/2023	Fasthosts (Mailbox Clerk)	5.43	1.09	6.52
29/06/2023	Tesco (Box for Party Tents/Stationery)	7.58	1.52	9.10

02/07/2023	Fasthosts (Mailbox)	27.75	5.55	33.30
06/07/2023	Fasthosts (Linus PHP)	5.78	1.16	6.94

The BACS payments for June will be drawn up by the Parish Clerk and require authorisation by councillor signatory by Payment Date of 19th July 2023. As we are not due to be meeting in August, the payments will be drawn up for authorising by the chairman and signatories and reported at the September meeting.

RESOLVED to approve the payments.

2999.3 Review of Bank Statements, Credit Card Statements and Account sheets for June.
Cllr. Brown will review once documents are uploaded.

2999.4 Banking issues

- (a) To report that Barclays Bank are causing some difficulties with regards to the Legal Entity of the bank account – ongoing. Forms and information had recently been received and requires analysis and comparisons with alternative banks.
- (b) To consider changing bank to Unity Trust or alternative if resolution cannot be found with Barclays
- (c) To consider savings options

RESOLVED that the Clerk should continue to investigate and subject the agreement of the Chairman and Vice Chairman should progress with organising banking arrangements including investigating appropriate current and savings accounts. It was noted that part of the consideration and analysis will be the costs as the proposed new Barclays Account which has a monthly charge associated with it (currently the council enjoys free banking with Barclays).

2999.4 Grant Applications

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

2999.5 Scribe Update – The Clerk continues to set the account up. More training sessions/follow up call.

2999.6 Party Tent – to consider report of damaged tent after event in Purleigh.

RESOLVED to request a nominal donation towards future maintenance costs and retire the 5th tent which will just be used for spares.

RESOLVED to investigate if Cllr. Brown's tent is compatible.