

**EXTRACT FROM MINUTES**  
**Monday 12<sup>th</sup> February 2024**

**3132. Financial Matters (for consideration or report)**

3132.1 To receive the Summary of Accounts to date. This includes transactions since January meeting.

Date	Unity Trust Instant Access Account	Transaction Detail	Amount In	Amount Out	Balance
02-Jan-24	Balance				28,109.53
31-Jan-24	Balance		-	-	28,109.53
12/02/2024	Transferred to Current Account			1,000.00	27,109.53
				1,000.00	27,109.53

Date	Unity Trust Current Account	Transaction Detail	Amount In	Amount Out	Balance
31/12/2023	Balance				3,634.13
11/01/2024	January Debits (#124, 131-142,144-147 )			2,391.31	1,242.82
02/02/2024	Wayleave payment from CountyBroadband		400.00		1,642.82
12/02/2024	Outstanding Payment #143		-	21.95	1,620.87
12/02/2024	Transferred from Unity Instant Access (February Payments)		1,000.00	-	2,620.87
12/02/2024	February payments (#149-161)			2,114.63	506.24
			1,400.00	2,413.26	506.24

3132.2 Summary of Payments for February

Ref:	Updated/Outstanding Payments	Payee	Method	Net	VAT	Gross
#143	Topsorce Worldwide Uk Ltd (Eslip) Payroll		DD	18.29	3.66	21.95
	Sub Total			18.29	3.66	21.95
Ref:	January	Payee	Method	Net	VAT	Gross
#149	A&J Lighting Solutions		DD	21.00	4.20	25.20
#150	Npower		DD	80.50	4.02	84.52
#151	Mrs J Bannerman (Salary/Allowance)		BACS	804.68	-	804.68
#152	Nest Pension (Employer £ 53.40 , Employee £85.43)		DD	138.83		138.83
#153-157	Barclaycard		DD	58.46	11.45	69.91
#158	Topsorce Worldwide Uk Ltd (Eslip) Payroll		DD	18.29	3.66	21.95
#159	Woodham Walter Village Hall (Walter's Jan/Feb		BACS	60.00	-	60.00
#160	Maldon District Council (Community Engagement Team Oct/Nov/Dec)		BACS	607.95	121.59	729.54
#161	Woodham Walter Women's Club (2023 Hire of Room)		BACS	180.00	-	180.00
				1,969.71	144.92	2,114.63
				<b>1,988.00</b>	<b>148.58</b>	<b>2,136.58</b>

Date	Barclaycard Payments (Statement 21/01/24)	Net	VAT	Gross
24/12/2023	Fasthosts (Mailbox Clerk)	5.43	1.09	6.52
28/12/2023	Amazon (Paper)	18.30	3.65	1.95
02/01/2024	Fasthosts (Mailbox)	7.75	5.55	33.30
06/01/2024	Fasthosts (Linus PHP)	5.78	1.16	6.94
17/01/2024	Sainsburys (Walter's Refreshments)	1.20	-	1.20
		58.46	11.45	69.91

Date	Barclaycard Payments (Scheduled February)	Net	VAT	Gross
24/01/2024	Fasthosts (Mailbox Clerk)	7.05	1.41	8.46
02/02/2024	Fasthosts (Mailbox)	7.75	5.55	33.30
06/02/2024	Fasthosts (Linus PHP)	8.50	1.70	10.20
25/01/2024	Postage (County Broadband)	3.45	-	3.45
01/02/2024	Tesco (Walter's Soup Lunch)	20.06	-	20.06
06/02/2024	Postage (Barclays)	2.45	-	2.45
		69.26	8.66	77.92

The BACS payments for February will be drawn up by the Parish Clerk and require authorisation by two councillor signatories by Payment Date of 14<sup>th</sup> February 2024.

3132.3 Review of Bank Statements, Credit Card Statements and Account sheets for January.

Cllr. Brown confirmed that he had reviewed the documents and found them to be reconciled correctly.

3132.4 Grant Applications

(a) Research required re: goal posts/noticeboard/memorial garden signs - on-going. Clerk attended a "Meet The Funder Event" organised by Maldon CVS and gathered information.

It was noted that an application will be completed to the Football Foundation for funding towards new goal posts.

(b) To receive any applications from local organisations – await further information from Allotment Association – ongoing.

3132.5 Internal Audit – the Clerk to make enquiries.