

Carlton Parish Council

FOR THE ATTENTION OF MEMBERS OF THE FINANCE COMMITTEE

You are hereby summoned to attend the meeting of Carlton Parish Council Finance Committee on **Tuesday 8th February 2022 at 7.30pm** at **Carlton Methodist Chapel**

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

Tim Clayton
Chairman, Finance Committee

Agenda:

54. Apologies for Absence

To receive apologies for absence and consider the reasons for absence.

55. Declarations of Interest

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

56. Minutes of Finance Committee meeting

To receive the approved minutes from the last Finance Committee meeting held on the 11th January 2021, for information only, attached, (pages 2-3)

57. Bank Statements, Bank Reconciliations and Budget Monitoring Reports

To receive the bank statements, bank reconciliation, and budget monitoring reports for the Council's accounts, up to 31st January 2022

58. Income and Expenditure Records

To consider the Income and Expenditure Records provided by the clerk.

59. Council Bank Savings Account

To consider the update provided by the clerk on the council's savings bank account

60. Salary Payments

To receive an update from the Clerk as to the overtime for January 2022, submitted to the Chairman and payroll provider.

61. To consider excluding the press and Public Bodies (Admission to Meetings) Act 1960 for the following items.

62. Groundworks Contract

To consider the quotes received for the groundworks contract

63. Date of next meetings

63.1 Parish Council: Tuesday 22nd February 2022 at 7pm. Venue: Methodist Church

Item 56

In attendance: Councillors Clayton, Mann and Taylor, and Clerk- H. Phillips.

Members of the Public: None

45. Apologies for Absence

None

46. Declarations of Interest

None

47. Minutes of Finance Committee meeting

The Committee received the approved minutes of the Finance Committee meeting, held on 23rd November 2021 (for information only).

Matters Arising

Resolved: That

the Committee received confirmation of purchase of the Cemetery Noticeboard. (Agenda item 43 of approved minutes dated 23rd November 2021)

48. Bank Statements and Bank Reconciliation and Budget Monitoring reports

The Committee received the bank statements, bank reconciliation and budget monitoring reports up to 31st December 2021.

Recommendation: That

the Council approve the bank statements, reconciliation, and budget monitoring reports up to 31st December 2021.

49. Income and Expenditure Records

The Committee considered the Income and Expenditure Records provided by the clerk.

Resolved: That the income and expenditure records be noted.

50. Reserves Policy

The Committee considered the Reserves Policy

Recommendation to Council: That the Reserves Policy, reviewed by the Finance Committee, be considered for adoption, providing no further amendments are suggested.

51. VAT

The Committee received an update regarding the VAT reclaim for 1st April to 31st October 2021 totalling £9261.83

Resolved: That VAT reclaim be noted.

52. Salary Payments

The Committee received an update from the clerk as to the expected overtime up to 25th December 2021, noting that 7.5 hours agreed overtime was worked (to be paid in the January salary).

Resolved: That

the salary of the clerk be approved for payment; and

the overtime to be carried to the January salary be approved.

53. Date of next meetings

53.1 Extraordinary Meeting (Queens Platinum Jubilee): Sunday 23rd January 2022 at 2pm.
Venue: Carlton Methodist Church

53.2 Parish Council: Tuesday 25th January 2022 at 7pm. Venue: Carlton Methodist Church

Cllr Clayton thanked all for attending and closed the meeting at 9 pm