

Minutes for Langham Parish Council (PC)

Finance Committee meeting

3rd November 2021 6:30pm

Present: Cllr Bottwood, Cllr Mansel-Thomas and Cllr Brockman
Clerk for minutes Carol Harbach
1 member of the council.

20/128 Welcome and Apologies for absence

Cllr Bottwood welcomed everyone to the meeting of the Parish Council (PC) Finance Committee.

No Apologies.

20/129 Declaration of Members Interests

Any declarations of interest will be brought up and declared as they arise on the agenda.

20/130 Agree Minutes from the last Finance meeting held 6th October 2021

These were taken to be a true and accurate account.

These were proposed by Cllr Mansel-Thomas and seconded by Cllr Brockman. All agreed.

20/131 Matters arising from these meetings.

Transfer the 0.01 and 0.67 pence into the savings account to be completed.

Recreation Ground funding required for playground projects appears to be in region of £85,000 and quotes are still being looked at. Ongoing.

Laptop for Clerk – discharged.

Precept and next years budget – Committee likely to recommend the increase in line with Colchester Borough Council (CBC) Council Tax increases (last years figure of 2.6%). Ongoing.

20/132 Public Open Forum (maximum 10 minutes)

Questions to be recorded and answered at the next meeting.

No members of the public present.

20/132 Approve Expenditure and Income for recommendation at the next Parish Council Meeting for 2020/2021

Income

Langham Lodgers – Pitch hire £ 54.00

Expenditure

Langham Community Centre £ 49.00

Allied Landscaping Services Ltd – removal of village sign £ 120.00

Signwriter Wayne Tanswell – deposit for Village sign £ 440.00

Pd 20.10.21 so refurbishment works could start.

Clerk Salary – November 21 £ 810.00

HMRC – NI Contributions £ 6.21

Contractor – works around village £ 216.00

Royal Mail Group – Postal licence fee £ 119.40

Pd 20.10.21 so licence did not expire

C. Harbach – reimbursement for *Unknown Tommy” £ 200.00

Bland Landscapes Ltd – trimming of Ash tree £ 354.00

James Todd & Co – payroll £ 72.00

Mrs. E. Ellis – flowers for village tubs £ 20.00

| | |
|---|-----------|
| Signwriter Wane Tanswell – completion of sign | £ 440.00 |
| Pinnacle Group – Invoice for grass cutting for year 21/22 | £1,440.00 |
| | ===== |
| Total | £3,727.21 |

A discussion took place about the Allied Landscaping Service Ltd invoice it was confirmed by Cllr Brockman that this was for the removal and refitting of the sign.

These payments were proposed to be taken to the full council by Cllr Bottwood and seconded by Cllr Mansel-Thomas.

All agreed.

If approved then they will be paid by BACS by Cllr Bottwood and Cllr Mansel-Thomas.

20/134

Questionnaire budget

This has had to be increased by £200 for printing of the surveys and the postal licence to the Royal Mail for returning of the traffic surveys. All agreed.

20/135

Online payments

Cllr Brockman had recently been added to the signatory list for the council and is going to double check that she can access the accounts.

When payments are been paid by the council sometimes the authorisation process fails and the first signatory cannot check to see what has been set up for payment Cllr Bottwood will take this up with Barclays Bank.

Action Cllr Bottwood.

20/136

Recreation Ground Committee budgetary requirements

There is still more information that is needed from the Recreation Ground committee which will hopefully come through soon once the quotes have been returned.

Re-silvering of the monuments – This was discussed by the committee and it was agreed that a justification needs to come from the Recreation Ground committee as to why they only have one quote for the works before any payments are made.

Action to contact Recreation Ground Committee for justification.

20/137

Preliminary look at precept and next years budget

This cannot be currently completed as the figures have not been sent through from the Recreation Ground committee for reasons already mentioned.

20/138

Items for the next Agenda

Budget requirements and Precept calculations.

20/139

Time and date of next meeting

Budget and precept figures need to be decided so a meeting for the 8th December at 6:30pm was agreed.

Meeting finished at 7:30pm

Signed

CLlr Bottwood

Date