Langham Parish Council (PC) Finance Committee Meeting Langham Community Centre 5th February 2024 6:00pm

Attendees: Cllr Bottwood, Cllr Brockman, Cllr Armstrong

Present: Carol Harbach Clerk

23/83 Welcome and Apologies for absence

Cllr Bottwood welcomed everyone to the meeting.

No apologies for absence were given.

23/84 Declaration of Members Interests

Any declaration of interests is to be declared as they arise.

23/85 Agree minutes from the last Finance Committee last meeting held on

10th January 2023

A change to the wording on the last line of 23/79 was completed then signed. These were thought to be a true and accurate account and were agreed. Proposed Cllr Armstrong seconded Cllr Brockman. All agreed.

23/86 Matters arising from the Finance Committee meeting 10th January 2024

Items are on this agenda.

23/87 Public Open Forum (maximum 10 minutes)

Questions to be recorded and answered at the next meeting

No public present.

23/88 Review Expenditure and Income for sign-off at the next Parish Council meeting in accordance with LPC Financial Regulations

Net World Sports – Goals from S106 allocation to be claimed	£3,713.40 PAID
Clerk Salary Jan 24	£982.56
HMRC Jan 24	£48.93
Contractors Invoice 1/24 agreed by Cllr Thorpe	£132.00
James Todd & Co Jan 24 payroll invoice	£26.40
Langham Community Centre SI-5725	£67.50
Xenace Ltd – Website renewal	£ 51.41
Wave Water bill	21.02
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Total £5,043

£8,214.59

A/C 80168297 LCC S106

Transfer of funds to 30553093 LPC a/c for payments previously made by LPC for deposits for stairlift/panels etc. For LCC Projects

Balance as at 31/1/24		Current account 31st Ja	
Community Account 30553093	£ 26,842.63	Income	£ 126,906.56
Savings account 30553085	114.50	Expenditure	£ 122,943.70
Tennis account 50634468	15,088.93		
Bonfire account 40553182	16,110.58	Income breakdown this month	
LCC S106 80168297	45.90	Football Incon	ne £ 216.00
	========	=========	=========
	£ 58,202.54	Total	£ 216.00

Proposed to put forward to main council for approval. Proposed Cllr Bottwood seconded Cllr Armstrong. Cllr Brockman to start authorisation.

23/89 Update on credit card and circulated to all councillors

There have been three credit cards issued to the council, and the one in the Chairman's name will be retained. The other two will be destroyed. The Chairman's card will be held by the RFO until it is needed and expenditure will be signed off before use.

23/90 Bonfire Night Statement

The Impact Security invoice is still to be received and the sponsorship from Colchester Mortgage Company has not been received to date. These have both been chased again.

23/91 S106 Matters

LCC Account management (Interest/VAT)

The payments made by LPC for previous deposits for LCC S106 projects have now been transferred back into the LPC accounts.

The interest received on these monies is still in the LCC account and the VAT refund will be transferred once this has been claimed and received at the end of March.

New projects

The CCC have asked for new projects for further S106 money this will be reviewed at the next meeting with Karen Syrett.

23/92 Asset Register

This has been updated and circulated to councillors.

New Tennis benches – ownership for these will be transferred to the Tennis club after the S106 contributions are received from CCC and the benches should be on the Tennis club Asset register.

It was raised by the clerk that the equipment that has been acquired for the LCC should formally be transferred to them by the LPC stating any future maintenance required is their responsibility.

23/93 3-year forecast by end of December each year – date for meeting

A date for the first meeting was agreed and is set at Wednesday 10th April 7pm and the months chosen for the sign off will be decided at this meeting.

23/94 Items for the next agenda

Any new items are to be given to the Clerk.

23/95 Date of next meeting

Wednesday 6th March 6pm.

23/96 Chairmans closure of meeting

Chairman closed the meeting at 7:06pm