**MINUTES OF THE**





**FINANCE COMMITTEE MEETING OF THE STAMBRIDGE PARISH COUNCIL**

**HELD AT STAMBRIDGE MEMORIAL HALL, STAMBRIDGE ROAD, SS4 2AR**

**ON WEDNESDAY 21st FEBRUARY 2019**

**180 18/19 Members and Public present: 7 pm.**

Chairman Councillor Mr P Shaw.

Councillors: Mrs S Bush, Mrs P Holmes, Mr J Gooding and Councillor Mr G Ioannou (observing).

Members of the public: None.

The Parish Clerk: Mr B Summerfield.

**181 18/19 Chairman's opening remarks.**

The Chairman welcomed all persons attending the Meeting and made safety announcements.

**182 18/19 Apologies for absence.**

To be received by the Clerk in person via: email, letter and telephone.

Ward councillor Mrs L Shaw

**183 18/19 To Receive Declarations of Interests:**

i **To receive all declarations of interests:**

ii The Chairman declared a non-Pecuniary interest as the husband of Mrs S Ioannou, the SCCMC Trust Clerk.

iii Councillor Mrs S Bush declared a pecuniary interest as being employed by the SCCMC.

iv The Chairman reminds Councillors to declare any further interests now and as they became evident to them, during the progress of the meeting.

**184 18/19 Public Forum:** ( 5 min per person only )

Statements from Councillors, Guests, visiting Ward/County Councillors and questions from members of the public.

**None.**

**185 18/19 Finance:**

The recommendations of the Finance Committee:

i i To receive the SPC Metro Financial Statements of 21st February 2019 (appendix).

ii The above balances were checked against Metro Bank Statements by Cllrs: Mrs P Holmes and Mrs S Bush.

ii The PRECEPT demand on the Rochford District Council for 2019-2020 @ £32,000 was recorded.

iii The Clerk’s Excel (to date) nett running costs spreadsheet was recorded.

iv The Clerk’s time sheet (24) for November/December 2018 for 48 hours was recorded.

v The EALC/NALC National Salary Award:

i An extract from the Clerks Contract and the EALC/NALC National Salary Award increase of the hourly rates,

as from April 2019 were received and discussed.

ii Resolved the Clerks Annual LC2 increase from 28 SCP to 29 SCP including the new rates, was recorded.

iii Resolved a co-signed a letter to the Metro Bank requesting the Standing Order to the Clerk Mr B Summerfield

to be £620.76 from the 7th of April and thereafter monthly until further notice was recorded.

vi A received VAT payment (made on behalf of the SCCMC for April-November 2018), @ £1,245-45 was recorded.

vii The cancellation of Cheque no’s 800036/8000042/8000044 of January 2019 and the urgent reissue of the following cheques of 26/01/2019 were ratified:

i Cheque 8000045 of 26th January 2018 to Nicholas Watkins 0236 (AACA) Fishing Program @ £501-00.

ii Cheque 8000046 of 26th January 2018 to Nicholas Watkins 0237 (AACA) Fishing Program @ £760-70.

iii Cheque 8000047 of 26th January 2018 to Nicholas Watkins 0238 (AACA) Fishing Program @ £440-00.

viii Payment to Stambridge Community Centre for the SCCMC re: Vat claim April-November @ £1,245-50 was recorded.

ix Payment to Stambridge Community Centre for the SCCMC re: residue of Police Fishing Grant @ £ 87-00 was recorded.

x The payment to: HMRC re: March PAYE-RTI @ £ 40-40 was recorded.

xi An Invoice January 2019 from Mr R Pitts re: Allotment green maintenance @ £ 25-00 was recorded.

xii An Invoice January 2019 from B Summerfield/Righto re: emergency plumber Allotments @ £261-60 was recorded.

The Council agreed the inclusion of the following late invoice for payment, in the interest of expediency.

xiii An Invoice February 2019 from D Barton Quest Ltd re: Standpipe rebuild/foam insulation @ £150-00 was recorded.

xiv An Invoice December 2018 from Crown Printers re: Stambridge Newsletter printing @ **£ NOT RECEIVED.**

xv A letter from the HMRC re: allocation of new reference nos. for **VAT126 claims**:

i the Stambridge Parish Council ref: **XRV126000103201**

ii the Stambridge Community Centre Management Committee (SCCMC) ref: **XMV126000111561.**

xvi Resolved to recommend: all above agreed payments, all actions, financial statements, transfers, grants, countersigned cheques, etc.

Proposed by Councillors: Mrs P Holmes, seconded by Mrs S Bush and agreed by all.

**186 18/19 The next Stambridge Parish Council Finance Meeting:**

**(To be agreed at the next Parish Council Meeting)**

**To be agreed: Date TBA .**

**at the Stambridge Memorial Hall, Stambridge Road, SS4 2AR at 7.30pm.**

**13th March 2019. Barry Summerfield, Stambridge Parish Council Clerk/RFO.**