**MINUTES OF THE**





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

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

 **ON MONDAY 18th MARCH 2019**

**208 18/19 Members and Public present: 7 pm.**

 Chairman Councillor Mr P Shaw.

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

 Members of the public: None.

 The Parish Clerk: Mr B Summerfield.

**209 18/19 Chairman's opening remarks.**

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

**210 18/19 Apologies for absence.**

To be received by the Clerk in person via: email, letter and telephone.Ward councillor Mrs L Shaw

**211 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.

**212 18/19 Public Forum:** ( 5 min per person only )

 Statements from Councillors, Guests, visiting Ward/County Councillors. **None.**

**213 18/19 Finance:**

i i To receive the SPC Metro Financial Statements of 18th March 2019 (appendix).

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

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

iii The Clerk’s time sheet (25) for December/January 2019 for 47.5 hours was recorded.

iv The Clerk’s publication of the Rochford District, ‘Council Tax 2019-2020’, statement was recorded.

v The SPC end of financial year shared costs 2019, invoice to the SCCMC:

 i An invoice to the SCCMC was discussed based on the Excel (to date) nett running costs and agreed shared nett

 BT costs and payments of the Vodaphone charges.

 ii The Chairman informed the Council that the Vodaphone charges had ended in February 2019 and were paid by the SCCMC from then on.

 iii Agreed the clerk to issue the nett shared BT costs 2018-2019 invoice to the SCCMC, the Vodaphone account (closed) and agreed £30-00 subscription to the Essex Playing Fields Association @ Total £ 609-88.

vi The April HMRC PAYE payment @ £40-40 was recorded.

vii The Clerk’s notification to ‘WAVE’ re: allotment water loss and future D/D arrangements @ £40-00 was recorded.

viii i An Invoice November 2018 from Mr G Ioannou/KES re: Newsletter/Flyers/leaflets @ £259-00 was recorded.

 ii The Council agreed the Chairman to sign the cheque in his favour and retain it, was recorded.

ix An Invoice February 2019 from B Summerfield/Amazon re: Stopcock Key and cover lifter @ £26-80 was recorded.

x An Invoice March 2019 from B Summerfield/Bags and Covers re: Standpipe covers x 2 @ £66-49 was recorded.

xi An Invoice March 2019 from Sam Gatward Ltd re: Stambridge Village Entry Signs x 2 @ £408-00 was recorded.

xii An Invoice March 2019 from W&H (Romac) Ltd re: 134031 Streetlighting repairs x 4 @ £236-16 was recorded.

xiii An Invoice March 2019 from Essex Playing Fields re: Annul subscription @ £ 30-00 was recorded.

 Councillors agreed that the subscription for the Essex Playing Fields Association should be managed by the SCCMC.

 The SPC will pay the EPFA subs cheque and invoice the SCCMC, whilst notifying of the change in the interested party.

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

 Proposed by Councillors: Mr P Shaw, seconded by Mrs P Holmes and agreed by all.

**214 18/19 The next Stambridge Parish Council Finance Meeting:**

**As agreed: 18th APRIL 2019**

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

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