



## PLUMPTON PARISH COUNCIL

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### Minutes of the Finance Committee held at Village Hall, Plumpton on 10<sup>th</sup> December 2019 at 19.00.

**Present:** Cllr N Beaumont (Cllr NB), Cllr Nick Satchell (Cllr NS, Acting Chair) and Cllr Paul Burford (Cllr PB).

**Absent:** Cllr P Stevens (Cllr PS, Chair)

**Anita Emery (Clerk & RFO).**

**Members of the Public: 0**

1. Apologies for absence

- Cllr Stevens tendered his apologies – reason and apologies were noted and agreed. It was agreed that Cllr Satchell would chair the meeting.

2. Declaration of pecuniary and disclosable interests in respect of matters to be discussed.

- None

3. To Approve Minutes from the Finance Committee meeting held 8<sup>th</sup> October 2019, it was noted that the 12<sup>th</sup> November meeting was not quorate.

- **208: It was RESOLVED and AGREED that the minutes of the meeting of 8<sup>th</sup> October 2019 were an accurate account of that meeting and were signed by the Chair to that effect.**

4. Clerks Report on any Matters Arising from previous Meetings.

- None.

5. To approve expenditure as itemised on the schedules.

- Clerk wished to note there had been invoices received since publication of the expenditure and wished for it to reach the pay run.

- VH - £20.34 Castle Water
- PPC - £180 Treaty Services (Website)
- PF - £80 – J Boot (breakdown of concrete bench)

- **209: It was RESOLVED and AGREED that the expenditure as per the schedules are as per Appendix 1 (PPC £3,469.02), 2 (VH £16,680.65) and 3 (PF £1033.74) would be released. Chair signed to that effect.**



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6. To approve bank statements and combined reconciliations

- **210: It was RESOLVED and AGREED that the Account Statements were an accurate account of the closing balance. Chair signed to that effect.**

7. To approve year to date account.

- 7.1 Report 1 - PPC
- 7.2 Report 2 - VH
- 7.3 Report 3 - PF

- **211: It was RESOLVED and AGREED that year to date accounts for PPC, VH & PF were accurate.**
- Clerk wished to seek approval to transfer £2000 from VH earmarked reserves (user group jumble sale proceeds) to cover part cost of the chairs. **This was duly agreed. Clerk to action.**

8. Community Infrastructure Levy

- Nothing to report to be incorporated as part of the budget setting.

9. Budget approval for PPC, VH & PF

- FC reviewed budgets presented to them and were happy to present to full council for approval of a precept for 2020/2021 £60,953.00.
- **212: It was RESOLVED and AGREED to accept the 2020/2021 budgets for PPC, VH & PF and seek full council approval for precept submission of £60,953.00 for 2020/2021. Clerk to action.**
- Cllr NS to forward sports club invoices to Clerk. **Cllr NS to action.**

10. Questions from Finance Committee Members.

- None.

11. Confidential item.

Meeting Closed 19:40

### Dates of Next Meetings:

14<sup>th</sup> January 2020 – Finance Committee – 19:00 – Parish Council – 19:45 at the Village Hall.

Anita Emery | Parish Clerk | 11<sup>th</sup> December 2019



# PLUMPTON PARISH COUNCIL

## Appendix 1

31/12/2019

### Plumpton Parish Council

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### Current Bank Accounts

#### List of Payments made between 07/11/2019 and 05/12/2019

<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
) Mulberry & Co	192083	172.62		ITERIM INTERNAL AUDIT
) Anita Emery	192084	63.34		CLERK EXPENSES
) East Sussex Pension Fund	192085	530.51		DEC PENSION PAYMENTS
) SALARIES	192086	1,852.48		DEC SALARIES
) HMRC	192087	123.66		PAYE/NIC
) NEW LEAF SURGERY	192088	190.00		ALLOTMENT HEDGE
) INFORMATION COMMISSION	192089	35.00		DATA PROTECTION SUB
) ROYAL BRITISH LEGION	103701	100.00		POPPY APPEAL DONATION
) Barclays	192090	1.80		BANK CHARGES
) Viking Direct	192091	219.61		TONER,PAPER,STAMPS
<b>Total Payments</b>		<u>3,289.02</u>		
<b>Plus</b>				<b>£180 Treaty services (website)</b>



# PLUMPTON PARISH COUNCIL

## Appendix 2

12/2019

### Plumpton Village Hall

:54

### Current Account

#### List of Payments made between 07/11/2019 and 05/12/2019

<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
) LEWES DISTRICT COUNCIL	192079	180.00		PREMISES LICENSE
) BUXTONS	192080	3,800.51		MAIN STAGE CURTAINS
) Strictly Tables and Chairs	192077	5,715.60		VH Chairs
) CJS Portsmouth	192078	1,440.29		FLOOR SCRUBBER
) CJS Portsmouth	192081	1,422.23		FLOOR SCRUBBER
) INITIAL	192082	80.18		SANITARY BINS
) PLUSNET	192083	17.40		BROADBAND
) MPS ELECTRICS	192084	126.00		NEW EMERGENCY LIGHT
) ASPLI SAFETY LTD	192085	327.18		LIFEBUOY AND HOUSING ETC
) MPS ELECTRICS	192086	1,392.42		NEW ALARM SYSTEM AND LIC
) AQUACARE	192087	360.00		LEGIONAELLA RISK ASSESSM
) Jane Donovan	192088	163.11		VH MGR EXPENSES
) CJS Portsmouth	REV 192081	-1,422.23		REV ENTERED TWICE
) Opus Energy	192089	594.72		ELECTRIC 9.10.-8.11.19
) Public Works Loan Board	192090	2,462.90		2ND ANNUAL REPAYMENT
<b>Total Payments</b>		<u>16,660.31</u>		
<b>Plus</b>		<b>£20.34</b>	<b>Castle Water</b>	



# PLUMPTON PARISH COUNCIL

## Appendix 3

Date: 05/12/2019

### Plumpton Playing Field

Page 1

Time: 22:18

#### Current Account

#### List of Payments made between 07/11/2019 and 05/12/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
12/11/2019	PLUMPTON SIGNS	192065	60.00		PLAYING FIELD SIGNS
05/12/2019	Ampwire	192064	120.30		Radiator cover for honeybees r
05/12/2019	GORRINGE ELECTRICAL	192066	456.00		NEW RAD IN HONEYBEES ROOM
05/12/2019	PLUSNET	192067	17.40		BROADBAND
05/12/2019	PYROTEC	192068	184.22		FIRE EXTINGUISHER SERVICE
05/12/2019	OPUS ENERGY	192069	97.82		electric 17.10-15.11.19
05/12/2019	Lewes District Council	192070	18.00		PLAYPARK INSPECTION

**Total Payments** 953.74  
**Plus** £60.00 J Boot

DRAFT