

South Croxton Parish Council

Minutes of the Virtual Extraordinary Parish Council Meeting held on 27th March 2020

Councillors contacted: Cllr JoAnn Charles (Chair), Cllr Elizabeth Norton, Cllr Stephen Goodger, Cllr Dave Morris, Cllr Paul Gant
Clerk – Mr SC Johnson

1. Welcome

Cllrs were welcomed to the first virtual extraordinary meeting. The reason given for this meeting is to complete expenditure within the 2019/2020 year thus giving a defined start in 2020 with the amount carried forward, £4158.21, and the new Precept of £11751. The reserve account balance is stated in the papers attached. The main reason for being virtual is restriction placed by gov.uk. in combatting the spread of the Corona Virus. The signing of cheques, at a distance, was effected on the morning of Friday 27th, during a check the serviceability of the Defibrillator.

N.B. An error on the earlier agenda which deducted the £389.09 spend twice has been corrected.

2. Apologies for Absence

None

3. Disclosure of Interests by Councillors for this meeting

The meeting was quorate - approval of documents indicated by 3 Councillors responding to the agenda items via email to the Clerk.

No interests were declared relating to the papers circulated for this meeting.

4. Financial Matters

Bank Accounts and Reserves

Current Account Balance	£ 10817.43 (Feb/March statement)
Estimated Income to yr end	£ 214.07 (Refund of defib monies)
Total	£ 11031.50
LESS	
Uncleared cheques	£ 6484.20
Estimated spend to yr end	£ 389.09
Balance	£ 4158.21 (£2000 (marked as reserve))

Reserve Account Balance	£ 9412.00 (Feb/March statement)
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b) Cheques to be signed:

HMRC (March)	£ 67.00	Chq No. 901
Clerk Wages (Inc. xtra hrs)	£ 268.09	Chq No. 902
Payroll	£ 54.00	Chq No. 903
Total Value	£ 389.09	

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Confirmed:

Chairman

Date:

List of uncleared cheques

898 VH (use for PAP)	£ 315.00
897 RCC	£4080.00
896 LRALC	£ 170.00
895 VH (Grant)	£1600.00
893 HMRC	£ 33.60
892 Defib (new)	£ 285.60

	£6484.20

Confirmation that the bank balances have been checked against the bank statements as normal procedure is attached to these minutes. Details of uncleared cheques are added for clarity. Repayment of the first defibrillator cheque has been chased and an email received stating that it is being actioned.

b) Cheques to be signed

Documents are attached confirming amounts to be paid and approvals indicated as previously stated.

5. Finance – end of year

Balance c/f will be **£4158.21**

The balance of the Current account is as seen in the previous statement. The Revised layout of accounts attached has been updated to include the payments at this meeting.

6. Adoption of Updated Financial Regulations

The updated regulations were circulated and approved at this meeting. They would normally have been brought forward as part of the annual check but are needed for the Play a Part submission to Play equipment suppliers.

7. Date of next meeting.

To be discussed.

Confirmed:

Chairman

Date: