

# Bassingbourn cum Kneesworth Parish Council

## Finance Committee

Dear Councillor

I hereby give you notice that a meeting of the Finance Committee will be held  
**On Tuesday 2<sup>nd</sup> March 2021 at 7.30pm virtually.**

**Joining instructions for zoom : ID:860 7366 5412 Password: 143719**

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

**Committee members are Cllrs Sams (Chairman), Hallett, Douglass, Hodge, Leith, Spenceley and Wakefield.**

*The Council welcomes members of the public to its meetings. At the beginning of the meeting, for no longer than 15 minutes, members of the public may contribute their views and comments to the Parish Council. Joining the meeting details as above. (Please ensure that your camera is turned off when the meeting begins).*

Members of the public are requested to submit their views, comments or questions in writing to the parish office in advance of the meeting.

Dated 25<sup>th</sup> February 2021.

Barbara Isherwood  
Responsible Financial Officer to the Council

<b>1</b>	<b>To receive and approve apologies for absence</b>	
<b>2</b>	<b>To receive any Declarations of Interest and Dispensations</b> (members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances)  a)To receive declarations of interest from councillors on items on the agenda. b)To receive written requests for dispensations for disclosable pecuniary interests (if any) c)To grant any requests for dispensation as appropriate	All
<b>3</b>	<b>Minutes of Finance Committee</b> meeting held on 2 <sup>nd</sup> February 2021 (previously circulated) to be approved	All
<b>4</b>	<b>RFO report</b> <ul style="list-style-type: none"><li>Allotments re-allocation and rotavating/fencing</li><li>Website going live 1<sup>st</sup> March posters on all noticeboards.</li><li>VAT payment still to do.</li><li>Bubble spinner due to be installed this week.</li><li>Plumber required for Pavilion – leaking water pipes due to freezing weather.</li><li>Picnic tables are in place in the 3 play areas – looking good for the summer.</li><li>Attended many sessions over 3 days on the Practitioners’ Conference run by SLCC</li></ul>	RFO
<b>5.</b>	<b>To approve the Mailbox Upgrade</b> from Zoho @ £489.60 per annum to Cloud Next @ £179.88 per annum which includes transfer of bassingbourn.org so that	

RFO to the Parish Council  
c/o The Clerk, 36 The Causeway, Bassingbourn SG8 5LG  
E-mail: [rfo@bassingbourn.org](mailto:rfo@bassingbourn.org)

	emails can be forwarded easily from old email address to new. 10GB for each Councillor and 50GB for Clerk, RFO and Chairman.					
<b>6. To approve payments set out below</b>						
<b>Contractor</b>	<b>Invoice No</b>	<b>Date</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	
HMRC	126PD00105696	28.02.21	457.88	0.00	457.88	
Clerk	Covid receipts	28.02.21	51.58	0.00	51.58	
G Maryan-Letch	Pay back allotment rent No.14	28.02.21	25.00	0.00	25.00	
CCVS membership	17/1881	12.02.21	60.00	0.00	60.00	
Cloud Next emails gov.uk	154303	03.02.21	179.88	35.88	215.76	
Community Heartbeat Defibrillator N End	7895	06.02.21	2932.00	586.40	3518.40	
Herts & Cambs GM – remove wire fencing in rec ditch	670	12.02.21	140.00	28.00	168.00	
Herts & Cambs GM Tree works/clearance rec ditch area	671	12.02.21	480.00	96.00	576.00	
			<b>£4,326.34</b>	<b>£ 746.28</b>	<b>£5,072.62</b>	
<b>6</b>	<ul style="list-style-type: none"> <li><b>To discuss Nature Rangers requesting £250.00 for gardening equipment, resources and plants.</b></li> </ul>					All

**Date of Next Finance Meeting: 6<sup>th</sup> April 2021**