

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 12th January 2021 at 7.30pm virtually followed by Planning.

Joining instructions for zoom : ID:849 6171 7469 Password: 243782

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, 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.

Dated 7th January 2021

Barbara Isherwood

Responsible Financial Officer to the Council

1	To receive and approve apologies for absence				
2	To receive any Declarations of Interest and Dispensations (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			
3	Minutes of Finance Committee meeting held on 3 rd November 2020 (previously circulated) to be approved	All			
4	RFO report The website is nearly ready to go live, just have to get everyone's emails sorted for gov.uk – hopefully by latest mid January. Asset register is now almost complete on the Scribe package – just a few small details to put on and some trees and bollards to add to the V10 that was approved last month. Budget has been published on 'old' website.	RFO			
5. To approve payments set out below					
Contractor	Invoice No	Date	Net	VAT	Gross
HMRC	126PD00105696	31.12.20	457.68	0.00	457.68
Red Shoes	6037, Payroll Services to Dec 20	22.12.20	60.00	12.00	72.00
Hunts Wildlife Landscapes	JWL/32/20 Pollard 36 crack willows	11.12.20	1900.00	0.00	1900.00
Community Heartbeat	7328 Annual support cost to 01/01/22	01.12.20	126.00	25.20	151.20

Clerk to Parish Council

Val Tookey, 36 The Causeway, Bassingbourn SG8 5LG

E-mail: parishclerk@bassingbourn.org

Eyelid Productions	2522 Website development and support	11.12.20	750.00	0.00	750.00
Holcroft Services	175404 Removal of bench in Brook Road	27.09.20	200.00	0.00	200.00
NALC	10424 10 booklets on Being a Good Employer	21.09.20	56.90	0.00	56.90
Herts & Cambs GM	559 Grounds maint, grass cut, playground insp etc.	23.12.20	1458.33	291.67	1750.00
Start Traffic/R Leith	138522 Traffic cones, keep left sign	16.12.20	42.48	8.50	50.98
CAPALC	Councillor Training M Wakefield	07.12.20	75.00	0.00	75.00
Mordens Mobile Warden Scheme	Mobile Warden	31.12.20	600.00	0.00	600.00
Home Start	Support/Donation	31.12.20	1000.00	0.00	1000.00
RCDT	Donation	31.12.20	875.00	0.00	875.00
Cambridge Water	Pavilion and The Causeway	12.11.20	246.61	0.00	246.61
Cambridgeshire ACRE	Annual subscription	31.12.20	57.00	0.00	57.00
			£7,905.00	£ 337.37	£8,242.37
6	<ul style="list-style-type: none"> To discuss the request for a donation for laptops to the Primary school and take any decisions to FPC mtg next week. 				All
7	<ul style="list-style-type: none"> To consider the Scribe Cemetery Quotation and Council overview 				All

Date of Next Finance Meeting: 2nd February 2021

Finance : Planning:- **2021** - 2nd March 21, 6th April 21, 4th May 21, 1st June 21, 6th July 21, 3rd August 21, 7th September 21, 5th October 21, 2nd November 21, 7th December 21

Main Council:- **2021** 19th January 21, 16th February 21, 16th March 21, 20th April 21, 18th May 21 – Annual Meeting of the Parish Council, 15th June 21, 20th July 21, 17th August 21, 21st September 21, 19th October 21, 16th November 21, 21st December 21.