

VILLAGE COUNCIL OF CHELMER
MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON
13th FEB 2024 AT 7.00P.M. SPRINGFIELD PARISH CENTRE

PRESENT

Clrs: Cllr S. Sullivan, Cllr Mrs Yvonne Spence, S. King ,Byrne-Lagrué.

In attendance: RFO-Deputy Clerk .

Absent: Cllr E. Nnadi

23 APOLOGIES FOR ABSENCE –There were none.

24 DECLARATIONS OF INTEREST

RESOLVED : Cllrs Byrne-Lagrué and Cllr S. Sullivan declared a non-pecuniary interest as members of Springfield Parish Council.

25 MINUTES OF THE COMMITTEE MEETING HELD ON 10th of OCT 2023

RESOLVED: that the minutes of the meeting be approved and signed as a correct record.

26 FINANCIAL MATTERS

26.1 BANK BALANCE: Members noted Business A\C Balance on 6th FEB 24 **£122,656.00**

26.2 PRECEPT: Members noted that vat claimed money has received **£1,496.**
BANK PAYMENTS

RESOLVED: It was noted the following payments had been made:

31-Jan-24	14:55	B/P to: EALC		ESSEX ASSOCIATION	-204	122656
31-Jan-24	10:34	B/P to: SAVILLS		RENT FOR ALLOTMENT	-78	122860
30-Jan-24	06:24	B/P to: Springfield Parish		RECHARGE FEES	-25789.67	122938
08-Jan-24	06:26	B/P to: Springfield Parish		RECHARGE FEES	-276.48	148727.67
31-Dec-23	19:06	Service Charge			-20.1	149004.15
28-Dec-23	06:16	HMRC VTR		XZV126000112298	1496	149024.25
08-Dec-23	06:18	Direct Debit (ICO)		ZB632389	-35	147528.25
23-Nov-23	14:43	B/P to: JP&JE Watson		INTERIM AUDIT	-180	147563.25
16-Nov-23	06:21	B/P to: JCM Services		CHELMER GROUND MAI	-2164.8	147743.25
10-Nov-23	11:22	B/P to: TGO Outdoor Gym		CHELMER ANNUAL INS	-540	149908.05
10-Nov-23	11:22	B/P to: Rialtas Business S		ACCOUNT INSTALATIO	-2286.12	150448.05
31-Oct-23	14:31	B/P to: Fastsigns Chelms		CHELMER COUNCIL	-154.12	152734.17

27. Policies need to adopt for Council.

Members to receive draft policies.

- Financial Regulations
- General Privacy Statement
- Final Investment Policy

RESOLVED: the policies attached to these minutes to be adopted by the Council with the correction.

28 Application for Credit Card

We applied for the MultiPay credit card (unity Bank)

RESOLVED: Members are noted that we applied for MultiPay credit card.

29 Payment Process

Members are asked to discuss about the payment process for approval.

RESOLVED: Members are decided that we will have three steps for approve of the payments process

1. Clerk / RFO WILL SETUP THE PAYMENT.
2. ONE OF THE AUTHORISERS WILL CHECK THE PAYMENT.
3. ANOTHER AUTHORISER WILL APPROVED THE PAYMENT.

30 Direct debit setups

Unity bank arrangement for data protection fee by direct debit.

RESOLVED: Members are noted about the direct debit payment.

31 Rialtas yearend Account

Members Received the quotation from Rialtas.

RESOLVED: Members are selected the Bronze Scheme.

32 Allotment rent

Anglia water increased the ground rent from £78 to £375.

RESOLVED: Members agreed to reply to Anglia Water with a proposal to pay £100 next year and to agree a plan for a phased increase in the rent. Response from them to be discussed at the next meeting.

Meeting closed 8.00 p.m.

Chairman Cllr S. Sullivan

Signed

Date