



BRETTON PARISH COUNCIL

Chairperson

Councillor Catherine Lee
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Clerk to the Council

Bernard Champness
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Agenda for the Finance Committee Meeting to be held on Tuesday 3rd September 2019 starting at 19.30 at the Parish Offices, Unit 2, Pyramid Shopping Centre,

Bretton

Public and Press are invited to attend, and it is requested they are seated by 19.25 to ensure a prompt start to the meeting.

	Open Forum – A period of 15 minutes will be allowed for the public to address the Council
	AGENDA
34.	Apologies for absence
35.	Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item
36.	To Approve Minutes of the meeting held on Tuesday 2nd July 2019 (Fin19-02)
37.	Matters to report – <i>restricted to items not listed elsewhere in the agenda</i>
38.	Items deferred from previous meeting – there was nothing
39.	Items deferred from Full Council – (a) To consider the work needed to be undertaken in Units 2 & 3 and to decide when the work should be undertaken. (b) To compose and sign a draft letter
40.	To receive an update of the Pyramid Community Centre.
41.	To consider whether the Clerk and assistant Clerk should undergo employment law training.
42.	To consider re-enrolment of pension contributions/funds
43.	Matters of Finance – 43.1 To note current state of finances and agree the Bank Reconciliation. 43.2 To approve expenditure– [£1800.00 – Perlow Estates Ltd (rent 2 nd Qtr.)] [£100.99 – Perlow Estates Ltd (service charges)] £916.16 – Perlow Estates Ltd (back payment of rent following increase) £20.69 – Hereward Stationers & Printers Ltd (cleaning equipment and office equipment) £286.80 – Europress Litho Printers Ltd (printing letters to residents) £15.59 – Hereward Stationers & Printers Ltd (bleach) £44.28 – Hereward Stationers & Printers Ltd (pens, latex gloves for cleaner & mops) £232.14 – Old Court Electrical (PAT testing fees) £5663.38 – Staff Salaries (July) £1414.65 pension contributions (July) £40.00 – SLCC (ALCC membership fee) £246 – SLCC (membership fee) £3336.25 HMRC (PAYE & NI)

	<p>43.3 Payments for Pyramid Community Centre £37.16 – Hereward Stationers & Printers Ltd (cleaning materials) £721.16 – Old Court Electrical (rectify faults and fit new lights in toilets and new plugs) £252.00 – Richards Property Refurbishments Ltd (remove and relocate toilet on plinth) £42.00 – Richards Property Refurbishments Ltd (fix cold water tap) £213.60 – Richards Property Refurbishments Ltd (replace slates and repair roof) £224.75 – PPL & PRS (music licence fee) £107.99 – Direct 365 (waste disposal charges) []denotes those payments paid between meetings, which have been approved by the Chairperson and Vice Chairperson of the Parish Council or at a previous meeting but not listed</p> <p>43.4 Payments made by Debit Card Payments or made by Direct Debit – £20.40 – BT (Mobile charges)</p>
44.	Correspondence.
45.	Any Other Business – <u>Reminder by Law – information exchange only no decisions can be made</u>
46.	The date of the next meeting – to be held on Tuesday 1st October 2019 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton

Cut off time for the meeting is 21.30.

Further information can be obtained from the Clerk using the details above

Signed *B M Champness* (Clerk) Dated 28th August 2019