

## WILBURTON PARISH COUNCIL

### Minutes of the Finance Meeting from 5<sup>th</sup> April 2023 held at St Peter's Hall, at 7.45pm

**Present:** Cllr Lambert, Cllr Spencer, Cllr Attrill, Cllr Upton, Cllr Wilson and Cllr S Morgan

**Also Present:** Assistant Clerk (Kara) Incoming Clerk (Andy) and 0 members of the public.

#### **FC23-015: Apologies, Acceptance of apologies and declarations of interests**

Apologies from Cllr J Aniskowicz, Cllr Hennessey Cllr Wilson. One Cllr is receiving payments for work completed by their company

#### **FC23-016: To approve the minutes of 1 March 2023 meeting**

Minutes from the meeting on 1<sup>st</sup> March were accepted.

#### **FC23-017: Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest (max 3 minutes per person)**

No public participation

#### **FC23-018: To approve accounts for payment**

Payee	Detail	Total Amount £	BAC APR 23/x	VAT £
Louisa Wood	Hall Booking deposit refund	100.00	1	
PKF Littlejohn LLP	External Audit	480.00	2	80.00
Canalbs Ltd.	Internal Audit	201.87	3	
Phil Warren	Clock winding	48.70	4	
Kara Atkinson	Pay Mar 2023	251.98	5	
Rixon Zvauya	Pay Mar 2023	349.63	6	
Rixon Zvauya-reimbursement	Zoom – 15.59 inc vat of 2.6	15.59	7	2.60
HMRC	PAYE payment Mar 2023	233.20	8	
Bidwells	Football Field rent Mar 2023 -£37.50	37.50	9	
Bidwells	Wilburton Recreation Ground rent 25/03/2023 - 28/09/2023 £550 PLUS 29.62 adjustment on previous payments due to new lease	579.62	10	
CAPALC	CAPALC Affiliation fee and Data Protection Officer Membership Scheme 2023/24	509.45	11	
Cambridgeshire ACRE	Cambridgeshire ACRE Membership - Your invitation to renew your membership for 2023	60.00	12	
D Maltby	Caretaking to 3rd April - 5 weeks @ £100.97	504.85	13	
Maltby Construction Ltd	To remove bench and old footing; clear area and dig down; shutter up and concrete pour; to then drill and install rods and re-install bench, raising by 5 inches as instructed	180.00	14	30.00

Bespoke Services	Cemetery 1x £160.00                      £160.00 Bus stop & footpaths 1 x£135.00 £135.00 Allotment 1x £75.00                      £75.00 Litter Picking 4 x£12.25                      £49.00 <b>Recreation Groundsman</b> Line Marking 4 x£70.00 £280.00 Grass Cutting - Pavillion & Playpark 1 x£40.00 £40.00 Grass Cutting - Central Tree Line 1 x£38.00    £38.00 Grass Cutting - Cricket Pitch 1 x£55.00                      £55.00 Grass Cutting _ Football Fields 1 x£48.00                      £48.00 Subtotal £880.00	880.00	15	
D Maltby	Grass cutting at the church and Car Pond Lane on 30 March 2023	30.00	16	
Maltby Construction Ltd	To strip down foyer, removing all tiles and adhesive; re-plaster where necessary; sand; undercoat and re-paint	2,332.80	17	388.80
Maltby Construction Ltd	To remove extractor fan and plaster ready for decorating in Wilburton Social Club as requested	192.00	18	32.00
H Upton - reimbursement	HDD for MVAS data storage	23.99	19	
Steve Morgan	Reimbursement to Cllr Steve Morgan for locks for goals at the recreation ground	45.98	20	7.66

**FC23-019: Correspondence not covered in Business Matters/Councillors questions**  
**No questions**

**FC23-020: Date of next meeting: 3<sup>rd</sup> May 2023**