

LAUNTON PARISH COUNCIL

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Finance Report for Parish Council meeting on 1 April 2021

Agenda Item:

9. Finance

a. To receive the Finance Report

As at 16 March, the Accounts stood at:

Co-op Current Account	£26,001.82
Co-op Deposit Account	£22,402.41

Outstanding Payments

None

Standing Orders

		Date Cleared
Clerk's February salary (monthly)	£529.20	1/3/21
Launton Lines (monthly)	£110.00	4/3/21

Income

		Date Cleared
Hethe Parish Council contribution to Zoom use	£9.00	1/3/21
Launton WI contribution to Zoom use	£9.00	15/3/21

The annual letter from the External Auditor has been received (24/3).

b. To acknowledge scrutiny and acceptance of the previously circulated bank statement

c. 2020/21 Unspent budget items – to consider a virement of items budgeted to the new financial year

To consider a virement of the following budget items agreed and budgeted for at meetings during 2020/21:

Community First Oxfordshire Subscription	£70.00
The Poplars tree work	£1,455.00
Sherwood Close February border and flowerbed maintenance	£45.00
White Gate Painting	£465.00
Parish Hall Project	£2,000.00
Grants (residue from 2020/21)	£296.00

d. Regular Payments – to consider and approve the list including standing orders and direct debits

Launton Lines: monthly - £110 by Standing Order

Parish Hall: quarterly - £42: April, July, October, January by Standing Order

Dog bin emptying: twice yearly - March / April and September / October

Information Commissioner: annual - £35 by direct debit in December

External Auditor: annual - £200 – if necessary

Website domain name (with Fasthosts)
 Website hosting and SSL (with Navitas Design)
 Dropbox subscription renewal
 Subscriptions: annual
 i. Society of Local Council Clerks
 ii. Oxfordshire Association of Local Councils
 iii. Community First Oxfordshire
 iv. Open Spaces Society
 v. CPRE

e. Staff Salary and Expenses

- i. To agree continuing payment of the Clerk's salary by standing order
- ii. To agree to confirm the rates for the Clerk expenses

f. CDC Containing Outbreak Management Fund – to receive a progress report

g. Grant applications – to consider any grant applications received

h. Invoices for payment – to consider and approve invoices for payment itemised on the Payment Schedule

Payment Method	Payee and reason	Budget	Minute Ref	Amount
Bank transfer	Community First Oxfordshire for Annual Subscription	Subscriptions	2/4/20 7.d.	£70.00
Bank transfer	St Mary's PCC for Grass Cutting Grant	General Grants	7/1/21 8. e. i.	£1,260.00
Bank transfer	Society of Local Council Clerks membership subscription (shared with Caversfield)	Subscriptions	2/4/20 7.d.	£108.00

Debit Card transactions to note:

Date Cleared	Payee and reason	Budget	Minute Ref	Amount
2/3/21	Fasthosts Internet Ltd for 2 years domain name registration (Invoice no: 60351819)	Website Hosting and Domain Name	4/3/21 8. c.	£73.20