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LEGAL AND FINANCE COMMITTEE MEETING

MINUTES OF MEETING HELD: 24 October 2022, 7.30pm
VENUE: Council Chambers, Suite 3, 4 The Limes

- | | | | | |
|---------------------|--------------|------------------------------|-------------|------------------------|
| Present: | Cllrs | P Jeater
(Chair) | M Hart | R Whittow-
Williams |
| Absent | Cllrs | R Pittman | P Davey | |
| Also present | | A Wood
(Clerk and
RFO) | Cllr B Bull | Cllr C Russell |
- LF22/067 Apologies for Absence – for noting but not approval**
Apologies were received from Cllr Davey.
- LF22/068 Announcements and Declarations of Interest**
There were no declarations of interest presented.
- LF22/069 Public Participation**
No members of the public were in attendance.
- LF22/070 To approve the minutes of the Legal and Finance Committee meeting held on 25 July 2022**
The minutes were approved and signed as an accurate record by Cllr Jeater.
- LF22/071 Matters arising for report / Information Exchange (not for resolution)**
There were no matters arising for report.
- LF22/072 Grant applications**
No grant applications had been received.
- LF22/073 Risk Management**
Nothing tabled.
- LF22/074 GDPR matters**
Nothing tabled.
- LF22/075 Finance and Payment approval**
- The new payments and receipts for October / November 2022 were approved.
 - The profit and loss report for the month of September 2022 was received and approved.
 - The Budget tracker for 2022/23 was reviewed and a six-month spend review was undertaken. It was noted that the council had spent about half of their budget so far, this financial year. The Clerk answered questions on the budget and highlighted the need for care consideration of costs in the new financial year.
 - The committee discussed the outstanding debt and the Clerk confirmed that in accordance with Financial Regulations, this would need to be resolved at full council. IT was agreed that this be added to the next Full Council agenda
- LF22/076 Items for inclusion in the next agenda (not requiring resolution or action)**
There were no items.
- LF22/077 Chair to close the meeting**
The meeting closed at 8.22 pm.
The next Legal and Finance Committee – 28 November 2022, 7.30pm, Council Chambers, Suite 3, 4 The Limes

Appendix LF22/075

Date:		05/10/2022							
Date From:		01/09/2022		Day Books: Supplier Payments (Summary)					
Date To:		31/12/2050							
No	Type	Date	N/C	Ref	Details	Gross	B		
11241	PP	03/10/2022	BRENTWOO	BBC cemetery	Business rates	192.00	N		
11242	PP	03/10/2022	BRENTWOO	BBC Seymour	Business rates	207.00	N		
11243	PP	03/10/2022	BRENTWOO	BBC suite 3	Business rates	289.00	N		
11244	PP	03/10/2022	BRENTWOO	BBC suite 2	Business rates	379.00	N		
11279	PP	06/10/2022	ANGLIANW	AW11033909	Seymour water rates for month	76.00	N		
11262	PP	11/10/2022	PLUSNET	PNet031DD	Seymour wifi for month	23.62	N		
11275	PP	12/10/2022	POZITIVE	Poz DD	Lychgate electricity for month	11.42	N		
11167	PP	14/10/2022	LODGE	LIS21360	GDPR councillors emails and office licences for staff	207.00	N		
11180	PP	14/10/2022	EUROFFIC	EO4283256	Office paper and stationery	98.02	N		
11182	PP	14/10/2022	LODGE	LIS21389	IT back up and remote support	126.00	N		
11224	PP	14/10/2022	TRADE	TUK x 3	DIY supplies for various projects	40.30	N		
11226	PP	14/10/2022	CSH	CSH577053	Seymour bin emptying September 22	213.76	N		
11230	PP	14/10/2022	JK	JK0010/0017	Sept 22 office and pavilion cleaning	530.00	N		
11232	PP	14/10/2022	LODGE	ICE21598	SSL certificate for domain name	60.00	N		
11234	PP	14/10/2022	COMMUNIC	CommUK1048365	replacement of faulty smoke detector in Seymour	69.60	N		
11236	PP	14/10/2022	JMPAYROL	JM36006	Monthly payroll fee	30.00	N		
11281	PP	17/10/2022	BBALARMS	BB dd	Alarm maintenance fee for month	18.00	N		
11271	PP	20/10/2022	ECOTRICI	Ecoelec DD	Seymour electricity for month	74.46	N		
11273	PP	20/10/2022	ECOTRICI	EcoGas DD	Seymour gas for month	14.49	N		
11260	PP	25/10/2022	A&J	AJ36639	Replacement bulb in Fairfield streetlight	126.60	N		
11266	PP	25/10/2022	PRINTWIS	PW2248247	Tetrapak single bin emptying	39.73	N		
11269	PP	25/10/2022	JPB	JPB1423	Extra linemarking and 2 x interments	288.00	N		
11258	PP	11/11/2022	LODGE	LIS21774	Councillor email accounts and staff MS office licence	207.00	N		
11264	PP	11/11/2022	BROXAP	Brox294520	Replacement part for a junior goal	156.76	N		

Date:		05/10/2022							
Date From :		01/09/2022		Bank Payments & Receipts by Bank Account					
Date To :		31/12/2050							
No	Type	Date	N/C	Ref	Details	Gross	B		
11227	BR	04/10/22	4001	1503	2nd installment Parish Precept	88657.89	N		
11278	BR	12/10/22	7550	2380397299	Refund of final invoice payment - account close	7.00	N		
11178	BP	14/10/22	7550	A Wood zoon	zoom reimbursement Sep22-Oct 22	-11.99	N		
11289	BP	18/10/22	2220	Oct 22 payroll	Oct 22 net wages	-3368.10	N		
11290	BP	18/10/22	2210	Oct 22 payroll	Oct 22 PAYE	-579.40	N		
11291	BP	18/10/22	2210	Oct 22 payroll	Oct 22 Ee NIC	-137.86	N		
11292	BP	18/10/22	2210	Oct 22 payroll	Oct 22 Er NIC	-255.36	N		
11293	BP	18/10/22	2230	Oct 22 payroll	Oct 22 pension admin	-10.86	N		
11294	BP	18/10/22	2220	Oct 22 payroll	Oct 22 staff pension	-135.75	N		
11295	BP	18/10/22	2230	Oct 22 payroll	Oct 22 Ers pension	-486.61	N		

BALANCES IN BANK ACCOUNTS DATED 30/9/22		192,616.41
Unity Trust Bank Current Account		16,049.04
Unity Trust Bank Savings Account		40,168.94
Petty cash		58.00
Redwood Bank		50,000.00
Yorkshire Building Society		86,340.43