

## **Moston Parish Council**

# Agenda for the Meeting to be held on Tuesday, 3<sup>rd</sup> March 2020, in Warmingham Village Hall, Warmingham at 7.30pm

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APOLOGIES FOR ABSENCE

**DECLARATIONS OF INTEREST** 

1.

2.

The Chairman of the meeting will adjourn the meeting to allow questions from members of the public.

Following the questions, the Chairman will reconvene the Council Meeting.

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- 3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 7<sup>TH</sup> JANUARY 2019.
- 4. TO DISCUSS AND APPROVE THE EMAIL ETIQUETTE POLICY
- 5. TO RECEIVE AN UPDATE ON PARISH IMPROVEMENT PROJECTS PLANNED FOR THIS YEAR:
  - 5.1 Landscaping (including tree and bulb planting) Cllr House
  - 5.2 Relocation of phonebox/ Maintenance of Green Cllr Harrop
  - 5.3 Refurbishment of street furniture
- 6. TO RECEIVE UPDATE ON DISCUSSIONS FOR IDEAS TO INCREASE ENGAGEMENT OF LOCAL RESIDENTS
- 7. FINANCES (RFO)

(Details to be circulated prior to meeting where appropriate.)

- 7.1 To approve payments and receipts
- 7.2 To receive the bank reconciliation
- 7.3 To receive expenditure against budget to date

#### 8. CORRESPONDENCE

To receive correspondence

## 9. MEMBERS ITEMS AND REPORTS AND ITEMS FROM CHESHIRE EAST COUNCILLOR IF PRESENT

## 10. ANY OTHER BUSINESS

## 11. DATE/TIME AND PLACE OF NEXT MEETING

The next Moston Parish Council meeting (The Annual Meeting of the Council) will take place on Tuesday, 5<sup>th</sup> May 2020 at Warmingham Village Hall.

## **Briefing materials**

## 7.1 Payments and receipts since 7 January 2020

07/01/2020	Cheque	651	D Nixon	Registry searches	£24.00
01/02/2020	SO	SO	K Pemberton	Salary	£229.10
04/02/2020	Cheque	652	D Nixon	Registry searches	£12.00
03/03/2020	Cheque		Cartridge save	Ink catridges, paper	£47.13
03/03/2020	Cheque		Netwise	website hosting	£300.00
03/03/2020	Cheque		K Pemberton	Mcafee Virus protection package	£44.99
03/03/2020	Cheque		K Pemberton	Microsoft office 365	£59.99

#### 7.2 Bank reconciliation

## Bank Reconciliation - 5 February 2020 MOSTON PARISH COUNCIL Financial year ending 31 March 2020

Prepared by: Kristine Pemberton, Parish Clerk & RFO

Balance per bank statements as at 5 February 2020 £ £

 Current Account (07572433)
 £3,985.89

 Reserve Account
 £5,014.08

£8,999.97

Less: any unpresented cheques

D Nixon £12.00

£12.00

Add: any unbanked cash None

Net bank balances as at 5 feb 2020 £8,987.97

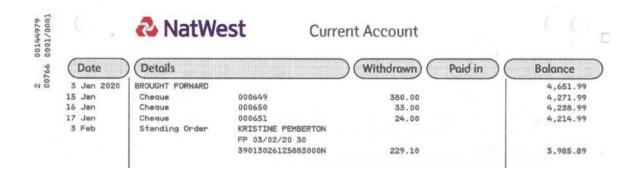
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows

**CASH BOOK** 

Opening Balance £5,829.72
Add: Receipts in the year £11,082.76
Less: Payments in the year £7,924.51

Closing balance per cash book [receipts and payments book] must equal net bank balances above

payments book] must equal net bank balances above £8,987.97



## 7.3 Expenditure against budget to date

#### MOSTON PARISH COUNCIL BUDGET AND EXPENDITURE 2019/2020 to 3 March 2020

EXPENDITURE	Budget 2019-2020	Expenditure to date (net)	Difference v budget	% of budget spend
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Clerk's Salary	£2,840.00	£2,553.79	£286.21	90%
General admin:	£200.00	£94.91	£105.09	47%
Website/ICT costs	£300.00	£337.49	-£37.49	112%
Insurance (Paid annually)	£250.00	£190.89	£59.11	76%
Payroll Costs	£100.00	£132.00	-£32.00	132%
Audit Fees- Internal (paid annually)	£150.00	£122.40	£27.60	82%
Subscriptions	£350.00	£275.20	£74.80	79%
Meeting Room Hire	£200.00	£0.00	£200.00	0%
Training	£300.00	£0.00	£300.00	0%
Planning support (includes reserves)	£7,610.00	£2,340.07	£5,269.93	31%
Landscaping such as tree and bulb				
planting	£500.00	£844.54	-£344.54	169%
Maintenance of Moston Green	£500.00	£60.80	£439.20	12%
Moving phonebox	£200.00	£61.18	£138.82	31%
Noticeboard for Albion Lock	£500.00	£0.00	£500.00	0%
Refurbishment of street furniture				
Clean-up	£809.00	£614.63	£194.37	76%
TOTAL	£14,000.00	£7,627.90	£6,372.10	

Maintenance of Moston Green – includes improving path to phonebox Refurbishment of street furniture includes possibly: Signage for lanes, horse riding signs, noticeboards, traffic calming