

REPORT TO:	Full Council	14th July 2021
AUTHOR/S:	Theresa King, RFO/Committee Clerk	

Purpose:

Expenditure or orders for work other than regular commitments and some maintenance issues (including Clerks' Delegation)

- SJ Pollard – repairs necessary to areas of Recreation Ground perimeter fence due to vandalism, and securing of gate to reduce unwanted access **£187.00 & £128.00 + VAT.**
- SJ Pollard – Pro-forma invoice for materials for Recreation Ground boundary fence with Histon Football Club, **£7,200 + VAT**
- Urban Forestry – Tree surveys on CCSA and LM including ancient oak, company specialises in old tree surveys, **£750 + VAT**
- Tates Tree Works – removal of conifers at land adjacent 31 The Coppice. Residents accessed Land Registry and confirmed area Parish Council owned. Trees causing possible structural damage on property, also obstructing footpaths as they grow. Area also includes a mature apple tree which Dan Mace has advised is a valuable specimen. Area can now be improved with more sustainable planting. Delegated spend **£1,100.00.**

Other items to note

- Monies received from SCDC for Section 106 monies for Hunter's Close, total of **£91,437.77**
- Recreation Ground income starting to increase. Booking requests for Community Room starting to be received and HI Friends activities resuming in stages.
- Vandalism high – two baby swing seats broken at Green Play area, rope swing/roundabout at Green Play area broken. Replacement costs being investigated.

Insurance due for renewal 1st August 2021; our current insurance was on a three year long term agreement with Inspire via Axa. Advised by Came and Co. Brokers that reasonable quotes are getting difficult to achieve due to amount of claims in these three years. This is a comparison of quotes they have managed to obtain:

Insurer	Insurer Premium	Administration Fee
Pen Underwriting Limited	£8,499.83 annual only *Theft or Attempted theft excess £750 for each and every claim	£75.00
Hiscox	£8,500.00	£75.00

Renewal Comparison

	Premium
2021 Annual Premium	£8,499.83 plus admin fee
2020 Annual Premium	£6,691.03 plus admin fee

There appear to be changes in some areas of cover and increases in excesses which need to be looked at in more detail. **Recommend delegation to RFO, Clerk and Chair to review cover and select best quote.**

To list accounts paid by delegated approval, and payment of outstanding accounts

- Accounts paid by delegated approval – to note only:

Expenses paid by DDR		Net	Vat	Gross	Cost centre
British Gas	CKH to 1/7/21 - Estimate	12.55	0.62	13.17	Env
British Gas	Rec Electric to 27/06/21	415.99	83.19	499.18	Rec
British Gas	Green Feeder Pillar to 31/5/21	8.71	0.43	9.14	Env
British Gas	Green Feeder Pillar to 30/6/21	8.44	0.42	8.86	Env
British Gas	Rec Gas Bill to 01/07/21	62.51	3.12	65.63	Rec
Lloyds Bank -Credit Card	Various	353.81	50.77	404.58	Admin
London Fuel	Fuel and Piaggio Fuel	72.35	14.47	86.82	Rec/Env
Eon	Jul-21	184.80	36.96	221.76	Highways
B&CE	Pension	180.40	0.00	180.40	Admin
PEAC	Office Copier rental quarterly	185.88	37.18	223.06	Admin
Total		1,485.44	227.16	1,712.60	

Accounts for Approval					
Expenses paid by BACS	Description	Net	Vat	Total	Cost Centre
S J Pollard	Bowls Club fence – labour invoice	1,128.04	225.61	1,353.65	Rec
Avocet Cleaning Services	Cleaning for April and May	1,088.66	217.74	1,306.40	Admin
S J Pollard	Hillier Sculpture repairs	242.00	48.40	290.40	Env
S J Pollard	Repair to rake machine	48.00	9.60	57.60	Rec
S J Pollard	Repair to Fence gate	187.00	37.40	224.40	Rec
S J Pollard	Repair to fence mesh panel	128.00	25.60	153.60	Rec
NSALG	Allotment Society Subs	55.00	11.00	66.00	Admin
Cromwell Fire	Fire extinguisher service - pavilion	69.59	13.92	82.51	Rec
Cromwell Fire	Fire extinguisher service- Compound	136.64	27.32	163.96	Rec
Cromwell Fire	Fire extinguisher service - Burial ground	41.31	8.26	49.57	Env
Cromwell Fire	Fire extinguisher service- office	54.15	10.82	64.97	Admin
Iliffe Print	Newsletter June 21	480.21	0.00	480.21	Admin
Tates Tree Works	Conifer felling	1,100.00	0.00	1,100.00	Env
Kompan	Additional cost for see saw seat	50.00	10.00	60.00	Rec
Amey Cespa	Trade Waste Rec June	133.60	26.72	160.32	Rec/Env
Amey Cespa	Trade Waste Rec June (5th Week)	33.40	6.68	40.08	Rec/Env
Amey Cespa	Trade Waste Burial Ground June	66.80	13.36	80.16	Env
Amey Cespa	Trade Waste Burial Ground June (5th week)	16.70	3.34	20.04	Env
Huws Gray Ridgeons	Topsoil for Green	108.00	21.60	129.60	Env
Travis Perkins	Noticeboard and seat wood stain	55.47	11.09	66.56	Env
Avocet Cleaning Services	Cleaning for June including credit note	740.79	148.15	888.94	Admin
S J Pollard	Pro forma - Rec boundary fence materials	7,200.00	1,440.00	8,640.00	Capital Bid/Rec

Buchans	Grass Cutting and basal growth cutting June 21	1,890.72	378.14	2,268.86	Env
Urban Forestry	Tree Surveys for AbbeyFields	750.00	150.00	900.00	Abbeyfields
CSA	Cleaning Materials	143.52	28.70	172.22	Rec
A Jenking	July Lease payment	1,048.00	0.00	1,048.00	Abbey Fields
M3 Administration	Wages, NI and pension	12,941.44	0.00	12,941.44	Admin
	Figure above includes Rec Groundsman & Ranger expenses of 50.26, working from home allowance of 26.00. Also B&C Pension which is paid by DDR of 319.17 and AOE of 141.02				
Total		29,937.04	2,873.45	32,809.49	

To Note:					
Accounts paid in 17.06.21 to 15.07.21					
Net Income					Cost Centre
Allotment Fees		0.00			Environment
Burial Fees		615.00			Environment
Village Green income		600.00			
Club Receipts		0.00			Recreation
Asset Income		119.23			Recreation
Ground Takings		360.50			Recreation
Sports Courts		525.83			Recreation
Pavilion Lettings		150.00			Recreation
Refuse Collection School Hill		325.00			Environment
Other Income	Bank Interest	5,349.09			Admin
Section 106	Hunter's Close	91,437.77			S106
Grass Cutting Grant	from CCC	2,349.98			Grant
Total		101,832.40			

N.B. Two authorised signatories required to submit accounts due for payment by BACS (Unity Bank)

Due to exceptional circumstances, these accounts have not been verified prior to full Council meeting. Cllrs Payne and Jenkins to authorise.