



REPORT TO:	Full Council	10th November 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)

Items to note:

Omission: In the October Finance report, the payment to HI Friends should have read: “50% of agreed annual funding for Mental Wellbeing Worker (£3k), Older Persons Co-Ordinator (£2,375), Proposed that Histon & Impington Parish Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure”.

British Gas, CKH Meter relocation: In addition to the work by UK Power Networks, British Gas charge for relocating the meter £215.87 + VAT

Brookfield, Tree Work at the Recreation Ground: This has finally been completed, but was accounted for in 2020-2021 accounts. £1,250.00 + VAT

S Hobbs Electrical, Emergency light and PAT testing: all emergency lights and items at the Recreation Ground were tested, £245.00. Some of the emergency lights failed so will need to be replaced, at a cost of £238.50. Further PAT testing will be undertaken on the Christmas lights and the electrics at the Green including the lights in the big tree.

SJ Pollard, Bollard replacement: another bollard had was knocked over, emergency repairs made to pavement and a new bollard purchased and installed. £595.00 + VAT

SD Grounds Care: we are starting to notice a rise in prices of pitch and grounds care supplies; this soil conditioner was £20 per bag cheaper on previous purchases. There are also delays in getting stocks.

Piaggio MOT: the Petrol Piaggio has had its first MOT as now three years old. It failed on tyres which will need to be replaced. Maintenance and routine servicing/MOTs need to be included in budgets. Invoice for this will be in December accounts.

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 01.11.21 - Estimate	13.9	0.69	14.59	Env
British Gas	Rec Gas bill 02.10.21 to 01.11.21	100.55	5.02	105.57	Rec
Lloyds Bank -Credit Card	Various- includes Piaggio Road tax	376.52	38.73	415.25	Admin/Env/Rec
London Fuel	Piaggio Fuel	102.96	20.59	123.55	Env
B&CE	Pension November 21	180.40	0.00	180.40	Admin
Onecom	October telephone and broadband	76.54	15.31	91.85	Admin
Source (Cambridge Water)	Rec Water bill 09.04.21 to 25.10.21	256.11	0.00	256.11	Rec
Source (Cambridge	Burial Ground 09.04.21 to 19.10.21	56.24	0.00	56.24	Env

Water)					
Source (Cambridge Water)	Homefield Park 09.04.21 to 08.10.21	16.77	0.00	16.77	Env
EON	Street Lighting November21	42.23	2.11	44.34	Highways
Total		1,222.22	82.45	1,304.67	

Accounts for Approval					
Expenses paid by BACS	Description	Net	Vat	Total	Cost Centre
Amey Cespa	Trade Waste Recreation Ground Sep/Oct. 21	167.00	33.4	200.40	Rec/Env
Amey Cespa	Trade Waste Burial Ground Sep/Oct 21	83.50	16.70	100.20	Env
Avocet Cleaning Services	October including 2nd room clean	872.67	174.53	1,047.20	Rec/Admin
SLCC	Clerk Annual Membership	262.00	0.00	262.00	Admin
UK Power Networks	CKH Electric installation	2919.00	583.80	3,502.80	S106
British Gas	CKH Meter relocation	215.87	43.17	259.04	S106
Ben Burgess	Hedgetrimmers	969.00	193.80	1,162.80	Reserve
Berrycroft	Grass Seed	95.00	0.00	95.00	Rec
Brookfield	Tree Work at Rec	1,250.00	250.00	1,500.00	Rec
CBS	Paper	31.47	6.29	37.76	Admin
CSA	Cleaning Supplies	26.97	5.39	32.36	Rec
CSA	Cleaning Supplies	79.80	15.96	95.76	Rec
ESPO	Stationery	15.55	3.11	18.66	Admin
ESPO	Stationery	1.60	0.32	1.92	Admin
Munro	Site maintenance visit	820.00	164.00	984.00	Rec
SD Grounds Care	Soil conditioner	162.00	32.40	194.40	Rec
SD Grounds Care	Additional Soil conditioner	324.00	64.80	388.80	Rec
S Hobbs Electrical	Emergency light and PAT testing	245.00	0.00	245.00	Rec
Travis Perkins	Posts for allotment numbers	52.64	10.52	63.16	Env
HI Friends	50% of agreed annual funding for Mental Wellbeing Worker (£3k). Proposed that Histon & Impington Parish Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure	1,500.00	0.00	1,500.00	S137
S J Pollard	Bollard replacement	595.00	119.00	714.00	Env
S J Pollard	Ground maintenance Rec	288.00	57.60	345.60	Rec
Strike UK Ltd	Lightning Protection system repair	430.24	86.05	516.29	Rec
Blachere UK Ltd	Christmas lights	1,615.24	323.05	1,938.29	Cap Bid

Royal British Legion	Wreath and donation (Proposed that Histon & Impington Parish Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure)	100.00	0.00	100.00	S137
D W Payne	Postage and Land Registry reports	20.50	0.00	20.50	Admin
A Jenking	Abbeyfields Lease	1,048.00	0.00	1,048.00	S106
R W Collett	Keys for hardcourt replacement lock	40.00	0.00	40.00	Rec
S J Pollard	Welding, locks & chains for boundary fence gates	310.00	62.00	372.00	Rec
Moira Neal	Abbeyfields - First aid items	27.36	0.00	27.36	
M3 Administration	Wages, NI and pension	12,949.44	0.00	12,949.44	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 180.40 and AOE of 141.02				
Total		27,516.85	2,245.89	29,762.74	

To Note:					
Accounts paid in 16.10.21 to 10.11.21					
Net Income					Cost Centre
Allotment Fees		0.00			Environment
Burial Fees		0.00			Environment
Club Receipts		3,192.00			Recreation
Asset Income		119.23			Recreation
Ground Takings		205.83			Recreation
Sports Courts		543.54			Recreation
Pavilion Lettings		868.33			Recreation
Refuse Collection School Hill		100.00			Environment
Contribution from HFC re fence		416.67			Recreation
Total		5,445.60			

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.