

**EXTRACT FROM MINUTES**  
**Monday 9th July 2018**

**2376. Payments** The following payments were authorised by Cllr. John Tompkins and cheques duly signed by Cllr. Rushton. Clerk to arrange for cheques to be countersigned by Cllr. Peter Warren on his return from holiday.

2376.1 E-on –Monthly DD – £23.69 (inc. £1.18 VAT) Await invoice

2376.2 A&J Lighting Solutions – Monthly DD £23.94 (inc. £3.99 VAT)

2376.3 Mrs J Bannerman - Clerks Salary (39 hours) & allowance & holiday pay £479.99

2376.4 Mrs J Bannerman (Expenses – Shredding, postage, stationery) £67.44 (inc. £8.92 VAT)

2376.5 DW Maintenance £440.00

2376.6 Nancy Powell-Davis - Audit £150.00

2376.7 Community Grants: Womens Club £180.00; Village Hall £243; Essex Wildlife Trust £127

2376.8 August Payments: Councillors agreed that the following payments be made outside of a meeting as there is no meeting scheduled during August with the approval of the Chairman and two signatories. E-on – Monthly Direct Debit; A&J Lighting Solutions – DD; Mrs J Bannerman – Clerks Salary, Allowance and Holiday Pay; DW Maintenance and any other essential payments that are required to carry out the functions of the council as recommended by the Parish Clerk/Responsible Financial Officer.

**2377. Other Financial Matters**

2377.1 Summary of Accounts to date.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
<b>Business Reserve A/C</b>				
11-Jun-18	Transfer to Community A/C 60978876		1000.00	22527.90
09-Jul-18	Transfer to Community A/C 60978876		2500.00	20027.90

**Community Account**

11-Jun-18	June Debits		1110.23	512.46
13-Jun-18	Party Tent Hire (Maldon Saints)	150.00		662.46
02-Jul-18	Party Tent Hire (Maldon Saints)	75.00		737.46
09-Jul-18	Transferred from Business Reserve A/C 40622818	2500.00		3237.46
09-Jul-18	July Debits		1736.24	1501.22
13-Aug-18	August Debits (Estimated)		746.55	754.67

2377.2 Bank Account Signatories – Await forms. Cllr. Tompkins and Cllr. Hughes to visit Barclays and get forms verified before returning to Clerk for final submission.

2377.3 Grant Funding to St Michael's Church. Under new guidance from NALC it is advised that due to a Statutory Prohibition no grants should be made to Churches. If the Parish Council decide they want to continue with the Grant (as agreed in budget) using later legislation, they may find themselves open to legal challenge. Councillors agreed that a letter be written to the Church to explain that with regret the rules prevent the Parish Council from making the usual grant to the Church.

2377.4 Quarterly Expenditure Review to 30 June 2018. Councillors had all received a copy and they approved the review. It was noted that staff costs during this quarter have been particularly high due to GDPR and other additional work which may mean the Staffing Budget will be exceeded.