UNADOPTED
POLEGATE TOWN COUNCIL

FINANCE & POLICY COMMITTEE

Minutes of the Finance & Policy Committee meeting held on Friday 24th May 2024 in the council chambers 49 High Street, Polegate East Sussex BN26 6AL at 10:00am
Present: Cllrs D Watts, D Dunbar, M Cunningham, M Piper, S Shing, D Murry, (6)
Not Present: Cllr J keen, J Heward **(2)**
1 member of the public present

Minute Number	Resolution
13572	**Opportunity for Public** None
13573	**Apologies for absence** Cllrs J Keen, J Heward
13574	**Declarations of interest in any items on the agenda** None
13575	**Minutes of the Finance & Policy committee meeting on 22nd March 2024** Draft minutes had been circulated to all prior to the meeting there were no queries. **It was resolved to accept the minutes of the Finance & Policy committee meeting on 22nd March 2024 as an accurate record of the meeting and these were signed by the chair. VOTE All in favour**
13576	**Payments of accounts** Payments list had been circulated to all prior to the meeting. There were no queries. **It was resolved to accept the payments £77,651.50 as presented. VOTE All in favour.**

The meeting closed at 10:01 am

Signed by _________________________________ Chair of Finance & Policy ______________________Dated

Polegate Town Council

Cashbook 1

Current/Business Premium

Payments made between 01/05/2024 and 31/05/2024

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	Nominal Ledger Analysis A/c	Centre	£ Amount	Transaction Details
02/05/2024	Business Stream	DIRECT DEB	55.31			4133	201	55.31	Waste Water Services
07/05/2024	Barclays Bank	DIRECT DEB	49.00			4056	102	49.00	Commission Charges
08/05/2024	Castle Water Ltd	DIRECT DEB	39.14			4132	201	39.14	Water Charges
09/05/2024	SME IT Solutions Ltd	BX450170	126.40	126.40		500			IT - Telephones
09/05/2024	SME IT Solutions Ltd	BX450195	41.98	41.98		500			IT Consumables
09/05/2024	SME IT Solutions Ltd	BX452141	556.12	556.12		500			IT Office Costs
09/05/2024	Mulberry Local Aurhority Servi	BX453691	1,248.00	1,248.00		500			Support Services for April
09/05/2024	Echo Cleaning	BX454521	150.00	150.00		500			Office & Window Cleaning
09/05/2024	Cosmo Construciton Ltd	BX455122	552.00	552.00		500			Breakout firemans pole.
09/05/2024	Cosmo Construciton Ltd	BX455168	9,360.00	9,360.00		500			To replace grass matting.
09/05/2024	IDVerde	BX455665	1,214.40	1,214.40		500			Playground Inspections
09/05/2024	[redacted]	BX456733	[redacted]			500			Travel Expenses
09/05/2024	Denma Cleaning Services Ltd	BX457443	819.00	819.00		500			High St Toilet Cleaning
09/05/2024	Withers DIY	BX457667	221.21	221.21		500			Misc maintenance items
09/05/2024	Mulberry Local Aurhority Servi	BX459338	246.90	246.90		500			Internal Audit 23/24
09/05/2024	Countrymans Contractors ltd	BX460291	634.50	634.50		500			Litter Bins Skate Park Nov-Dec
09/05/2024	Countrymans Contractors ltd	BX460356	1,212.28	1,212.28		500			Litter Bins Skate Park Jan-Apr
09/05/2024	Countrymans Contractors ltd	BX460401	2,153.53	2,153.53		500			Urban Grass Cut 3 - May 24
09/05/2024	Countrymans Contractors ltd	BX461037	2,153.53	2,153.53		500			Urban Grass Cut - Cut 2
09/05/2024	Recorra Sout East Ltd	BX461569	79.12	79.12		500			Refuse Collection
09/05/2024	East Sussex County Council	BX462920	170.00	170.00		500			Annual Rent for Oakleaf
09/05/2024	[redacted]	BX463035	[redacted]			500			May Travel
09/05/2024	Roadways - Hailsham	BX464298	35,781.15	35,781.15		500			Brightling Playing Fields work
09/05/2024	Sussex Mayors Association	BX464657	10.00	10.00		500			Membership fee for Mayor Assoc
09/05/2024	Roadways - Hailsham	BX464898	35,781.13	35,781.13		500			Brightling Playing Fields work
09/05/2024	Polegate United Reformed Chuch	BX467496	33.00	33.00		500			Hall for hosting twinning even
09/05/2024	EDF Energy	DIRECT DEB	343.92		57.32	4131	201	286.60	Electricity Supply
10/05/2024	Nest Pension Scheme	DIRECT DEB	776.82			4000	101	213.74	NEST Pension
	Subtotal Carried Forward:		93,854.19	92,590.00	57.32			643.79	

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Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	Nominal Ledger Analysis A/c	Centre	£ Amount	Transaction Details
						4002	101	60.82	NEST Pension
						4003	101	43.06	NEST Pension
						4022	101	49.98	NEST Pension
						4011	101	76.30	NEST Pension
						4008	101	332.92	NEST Pension
13/05/2024	[redacted]	[redacted]	[redacted]			[redacted]		[redacted]	
13/05/2024	[redacted]	[redacted]	[redacted]						
14/05/2024	Inland revenue	BX448482	3,197.52			4000	101	1,364.03	Tax & NI
						4002	101	132.19	Tax & NI
						4003	101	217.47	Tax & NI
						4022	101	116.18	Tax & NI
						4011	101	369.53	Tax & NI
						4007	101	998.12	NI Employer's
14/05/2024	EDF Energy	DIRECT DEB	162.93		27.16	4131	201	135.77	Electricity 51 High St
15/05/2024	Information Commissioner's Off	DIRECT DEB	35.00			4039	102	35.00	Renewal of Data Protection
15/05/2024	Wealden District Council	DIRECT DEB	180.00			4273	304	180.00	Allotment Rent
15/05/2024	Staff Salaries Cash Book	Jun Sals	8,433.14			202		8,433.14	June Salary
15/05/2024	Wealden District Council	NNDR	749.00			4130	201	749.00	Payment of NNDR
23/05/2024	Mr Dan Dunbar	BX700546	7.65	7.65		500			HORAM MEETING/596/Mr Dan Dunba
23/05/2024	Mr Dan Dunbar	BX701373	3.15	3.15		500			WDCPARISHCONF/5 Dan Dunba
23/05/2024	Mr Dan Dunbar	BX701828	20.70	20.70		500			SUSSEXMAYORS/5 Dan Dunbar
23/05/2024	Mr Dan Dunbar	BX701856	9.90	9.90		500			Royal Society of St George
23/05/2024	Mr Dan Dunbar	BX702840	2.70	2.70		500			Polegate Beavers at Bushy Wood
23/05/2024	Mr Dan Dunbar	BX703658	4.50	4.50		500			Eastbourne Town Hall
23/05/2024	Mr Dan Dunbar	BX703863	4.50	4.50		500			Thank you celebration
23/05/2024	Recorra Sout East Ltd	BX703890	5.70	5.70		500			Env Complieance Charge
23/05/2024	Mr Dan Dunbar	BX704457	150.00	150.00		500			Garden Vouchers
23/05/2024	[redacted]	BX706054	13.95	13.95		500			Travel Expenses
23/05/2024	Mulberry Local Aurhority Servi	BX707731	114.00	114.00		500			Cllr Training
23/05/2024	GDPR-INFO	BX708828	500.00	500.00		500			GDPR Services 2024 Renewal
23/05/2024	Lewes District Council	BX709064	54.00	54.00		500			Play Area Inspections
	Subtotal Carried Forward:		107,502.53	93,480.75	84.48			13,937.30	

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Payments made between 01/05/2024 and 31/05/2024

						Nominal Ledger Analysis			
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
23/05/2024	VIKING Office Depot Internatio	BX710618	141.36	141.36		500			Printer Paper
23/05/2024	VIKING Office Depot Internatio	BX711536	17.39	17.39		500			Stationery
23/05/2024	VIKING Office Depot Internatio	BX711725	74.87	74.87		500			Stationery
23/05/2024	Haven Security Ltd	BX711953	60.00	60.00		500			Supply & Instal new battery
23/05/2024	Streetlights	BX712568	420.00	420.00		500			Col G Westfield Close
23/05/2024	HEALTHMATIC	BX714411	2,400.00	2,400.00		500			Annual Maintenance
23/05/2024	Mr Dan Dunbar	BX715737	120.00	120.00		500			Donation to the Air Ambulance
23/05/2024	SLCC	BX717244	180.00	180.00		500			National Conference 2023
23/05/2024	SLCC	BX717276	54.00	54.00		500			Managing Village Halls Event
23/05/2024	Streetlights	BX719045	823.20	823.20		500			Repair works to 5 Columns
23/05/2024	Streetlights	BX719404	1,695.00	1,695.00		500			High St paint columns & fit ID
23/05/2024	Jonathan C Smith	BX761096	1,500.00	1,500.00		500			Archtectural Design for CIC
23/05/2024	SmartWater Testing Ltd	BX761392	52.50	52.50		500			Legionella Testing Kit
23/05/2024	Sambalanco	BX761762	350.00	350.00		500			Funday 27 July 2024
23/05/2024	SmartWater Testing Ltd	BX763229	52.50	52.50		500			Legionella Testing Kit
23/05/2024	SmartWater Testing Ltd	BX763240	52.50	52.50		500			Legionella Testing Kit
23/05/2024	SmartWater Testing Ltd	BX763273	52.50	52.50		500			Legionella Testing Kit
23/05/2024	SmartWater Testing Ltd	BX766010	52.50	52.50		500			Legionella Testing Kit
23/05/2024	SmartWater Testing Ltd	BX766040	52.50	52.50		500			Legionella Testing Kit
23/05/2024	WESTCOTEC	BX766739	7,236.00	7,236.00		500			Portable SPID
23/05/2024	SmartWater Testing Ltd	BX767105	52.50	52.50		500			Legionella Testing Kit
23/05/2024	St Georges Church	BX771316	32.25	32.25		500			Hire of St Geoge's Hall
28/05/2024	BarclayCard	BARCLAYCA	497.80		16.99	4220	302	23.32	Wickes - Postcrete
						4045	102	384.00	Survey Monkey
						4146	201	73.49	D Day Flag
		Total Payments:	123,471.90	108,952.32	101.47			14,418.11	