



Moston Parish Council

**Agenda for the Meeting to be held on Tuesday, 3rd September 2019,
in Warmingham Village Hall, Warmingham at 7.30pm**

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

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.

3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 2ND JULY 2019.

4. TO RECEIVE AN UPDATE ON PARISH IMPROVEMENT PROJECTS PLANNED FOR THIS YEAR:

- 4.1 Landscaping (including tree and bulb planting) – Cllr House**
- 4.2 Relocation of phonebox – Cllr Harrop**
- 4.3 Noticeboard for Albion Lock**

5. TO DECIDE ON ANY ACTIONS REQUIRED TO ADDRESS THE SPACES ON THE COUNCIL

6. PROPOSAL TO MOVE NOTICEBOARD ONTO GREEN

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 and expenditure against budget to date**
- 7.3 To approve the asset register dated 31 August 2019**

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 will take place on Tuesday, 5th November 2019 at Warmingham Village Hall.

Briefing notes for 7.1
Payments and Receipts

09/07/2019	Cheque	635	Dave Nixon	Registry searches and bench	£111.89
08/07/2019	Cheque	636	Dave Nixon	Tidy money (Signs, plants, gazebo, refreshments)	£685.66
06/08/2019	Cheque	634 637	X2 connect	Telephone signs (blank)	£84.96
01/08/2019	SO	SO	K Pemberton	Salary	£229.10
01/09/2019	SO	SO	K Pemberton	Salary	£229.10
03/09/2019	Cheque		SPS	Payroll services	£33.00

NB X2 connect invoice was paid in 2 parts due to an error in the original invoice provided

Briefing Notes for 7.2

MOSTON PARISH COUNCIL

BUDGET AND EXPENDITURE 2019/2020 to end Aug 2019

EXPENDITURE	Budget 2019-2020	Expenditure to date	Difference v budget	% of budget spend
Clerk's Salary	£2,840.00	£1,408.29	£1,431.71	50%
General admin:	£200.00	£0.00	£200.00	0%
Website/ICT costs	£300.00	£0.00	£300.00	0%
Insurance (Paid annually)	£250.00	£190.89	£59.11	76%
Payroll Costs	£100.00	£66.00	£34.00	66%
Audit Fees- Internal (paid annually)	£150.00	£146.80	£3.20	98%
Subscriptions	£350.00	£197.20	£152.80	56%
Meeting Room Hire	£200.00	£0.00	£200.00	0%
Training	£300.00	£0.00	£300.00	0%
Planning support*	£1,000.00	£1,000.00	£0.00	100%
Landscaping such as tree and bulb planting / maintenance	£500.00	£94.05	£405.95	19%
Maintenance of Moston Green	£500.00	£84.96	£415.04	17%
Moving phonebox	£200.00	£73.41	£126.59	37%
Noticeboard for Albion Lock	£500.00	£0.00	£500.00	0%
Clean-up	£809.00	£685.66	£123.34	85%
Planning reserves ***	£6,610.00	£420.58	£6,189.42	6%
TOTAL	£14,000.00	£4,367.84		

Bank Reconciliation - 5 August 2019
MOSTON PARISH COUNCIL
Financial year ending 31 March 2020

Prepared by: Kristine Pemberton, Parish Clerk & RFO
 Checked by:
 Date:

Balance per bank statements as at 5 Aug 2019	£	£
Current Account (07572433)	£2,212.22	
Reserve Account (at 1 mar)	£5,009.08	
		£7,221.30
Less: any unrepresented cheques		
633 jdH buisness services	£146.88	
637 x2 connect	£39.79	
		£186.67
Add: any unbanked cash	None	
Net bank balances as at 5 Aug 2019		£7,034.63

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	£5,310.73
Less: Payments in the year	£4,105.82

Closing balance per cash book [receipts and payments book] must equal net bank balances above **£7,034.63**

Date	Details	Withdrawn	Paid in	Balance
5 Jul 2019	BROUGHT FORWARD			3,284.04
12 Jul	Cheque 000634	45.17		
	Cheque 000635	111.89		
	Cheque 000636	685.66		2,441.32
1 Aug	Standing Order KRISTINE PEMBERTON FP 01/08/19 30 17023114668190000N	229.10		2,212.22

MOSTON PARISH COUNCIL 31st August 2019

**ASSETS
REGISTER**

Item	Model	Serial	Purchase Date	Net Cost	Location
Notice Board	-----	-----	-----	1.00	Roadside
Notice Board	-----	-----	-----	1.00	Roadside
Notice Board	-----	-----	-----	1.00	Roadside
Lenovo Laptop	Ideapad 320S	MP1CHPY	07/02/2018	399.99	Clerk
Printer and scanner	Brother MFCJ6530D	E75872J7F134791	07/02/2018	124.99	Clerk
Restored BT Phone Box	-----	-----	-----	2000.00	Roadside
Boundary Signs	-----	-----	02/05/2018	1191.60	Roadside
Restored Finger Post				1000.00	Roadside
Bench	-----	-----	14/01/2013	320.00	Moston Green
Salt Box	-----	-----	31/01/2013	50.00	Moston Green
Salt Box	-----	-----	31/01/2013	50.00	End of Clay Lane
Salt Box	-----	-----	31/01/2013	50.00	Red Lane
			TOTAL	5139.58	

*Location is Moston Green