

## Clerk and Finance Report for Therfield Parish Council meeting to be held on the 16<sup>th</sup> November 2021

### Financial Transactions

1. Current bank balances of £5,970.64 (dep) and £12,333.52 = £18,304.16 at 28<sup>th</sup> October 2021.
2. Expenditure for November to be agreed
  - Simon Brazil web hosting - £96.98
  - Fordham M Hall storage - £100
  - S Bullard & Son inc Hay Green & play park hedges £612
  - H Stubbings – salary £275
  - Total £1,083.98

### Financial Tasks and notes

1. The Thespian cheque has now been cashed.
2. The Parish Council are holding £113 at Barclays Bank for the Community lunch club.
3. The second tranche of precept was received in September
4. The 2021-22 Budget has been updated and circulated to Councillors. Expenditure is inline with budget forecast.
5. The 2022-23 Draft Budget has been prepared and circulated to Councillors. The budget includes an increase of hours for the Clerk at an hourly rate of £10.57. £5,000 has been included in the budget for piece of new play equipment. S Bullard and Son have provided a quote of £600 to cut Hay Green ten times in any one year, this amount has been included in the Draft Budget.  
The draft budget shows a deficit against income in excess of £4,500; playground equipment, this expenditure may be met from Reserves as a capital expenditure.

### Outstanding Tasks.

1. The Bank mandate requires updating

### Councillor Procedures

1. All Dpi's have been sent to NHDC

### Information

1. As at 1<sup>st</sup> November the signs ordered from Morelock Signs had not been received, although the cheque had been presented. On chasing the order it was discovered that the accounts department had not informed production of the order. The signs have now been received.
2. The archives stored at Fordham M Hall have been retrieved and sorted. Most of the documentation included old planning applications going back to the 80's & 90's and correspondence. All relevant and legal documents have been retained and will be deposited at the Hertfordshire Archives.
3. A small increase in the Precept could be requested to meet the cost of cutting Hay Green.