

SWANWICK PARISH COUNCIL

MINUTES/NOTES FOR ITEMS APPROVED BY COUNCILLORS VIA EMAIL ON 23RD MARCH 2020 AS NO PARISH COUNCIL MEETING HELD DUE TO COVID-19

Present: NONE – RESOLVED BY EMAIL

814/2020 Accounts – RESOLVED BY EMAIL

814.1/2020 RESOLVED: To approve urgent payments

Date	Cheque	To Whom Payable	Reason	Amount £
19.02.20	BACS	UKDMO - PWLB	Loan No 504972	4,878.38
25.02.20	BACS	Iansprint	Feb Newsletters printing	225.00
29.02.20	DEBIT CARD	Tesco	Copier paper	8.85
29.02.20	DEBIT CARD	The Range	Paper Plates WD2020	11.96
29.02.20	DEBIT CARD	O2	Clerks phone Jan 2020	17.22
29.02.20	DEBIT CARD	Amazon	Printing Labels	25.27
29.02.20	DEBIT CARD	Potclays	Clay for WD2020	212.58
			Total	5379.26

814.2/2020 RESOLVED: To approve the following payment

To Whom Payable	Payment Ref	Reason	Amount £
Staff	BACS	Mth 12 Year End 2020 Salaries	2719.89
HMRC	BACS	Mth 12 Tax & NI Contribution Year End 2020	691.64
NEST	D/D	Mth 12 Pension Deduction & Employer Contribution Year End 2020	230.14
Cllr M Barnett	CHQ	Honorarium Qtr 1	80.00
RH Clayton	BACS	JCB Hire Village Hall Site 09.03.20	432.00
		Total	4153.67

814.3/2020 Income Received Noted

Date	Remittance	Amount £
		Total
		0.00

815/2020 Bank Reconciliation

Noted:

Cash Book Reconciliation

29.02.20

Opening Balance 01.04.19	181,054.23	
Receipts to 29.02.20	531,133.05	
Sub Total		712,187.28
Payments to 29.02.20	191,174.55	
Unpresented cheques 2018/19	0.00	
Sub Total		191,174.55
Closing Balance 29.02.20		521,012.73
Bank Balance at 29.02.20		521,012.73

816/2020 Date & Time of Next Meeting

Date of Next Meeting: TO BE CONFIRMED DUE TO COVID-19

Signed: *G Soudah*

Date: 18th June 2020