

**BRAMPTON PARISH COUNCIL**

**MINUTES** of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 10th SEPTEMBER, 2024** at **7.00 p.m.**

**PRESENT**

Councillor R. Logie (Chairman, in the chair)  
Councillor J. J. Harding  
Councillor T. Robinson

Councillor J. Errington  
Councillor R. Grebby  
Councillor J. Spears

**IN ATTENDANCE** – Clerk  
Councillor S. Bown

**113/24 APOLOGIES FOR ABSENCE**

**RESOLVED** to note apologies for absence were received and agreed from Councillor Peart.

**114/24 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**115/24 DECLARATIONS OF INTEREST**

**RESOLVED** to note there were no declarations of interest made.

**116/24 MINUTES**

**RESOLVED** to authorise the Chair to sign the minutes of the meeting held on 16th July 2024, confirmed as a true and accurate record.

**ACTION:** RL

**117/24 PUBLIC PARTICIPATION SESSION**

The member of the public in attendance was observing only.

**118/24 FINANCIAL MATTERS –**

**118/24.1 BANK RECONCILIATION TO 31ST AUGUST 2024**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank and Building Society accounts statements.

**RESOLVED** to receive and note the bank reconciliation and balances to 31st August 2024 of £427,686.03. Checked by Councillor Robinson.

**118/24.2 FINANCIAL TRANSACTIONS**

There was submitted a report by the Clerk detailing the expenditure incurred and the income received from 1<sup>st</sup> July to 31<sup>st</sup> August 2024.

**118/24.2.1 RESOLVED** to note the expenditure of £39,464.06 detailed in the Appendix hereto.

**118/24.2.2 RESOLVED** to note the income of £11,573.35 detailed in the Appendix hereto.

(Signed) Chair.....  
Date

**118/24.3 EXPENDITURE TO RATIFY/APPROVE**

There was submitted a report by the Clerk detailing expenditure to ratify/approve.

**RESOLVED** to ratify and authorise payment of the accounts listed in the Appendix hereto amounting to £25,981.89. Invoices checked by Councillors Errington and Harding.

**ACTION:** Clerk

**118/24.4 FINANCIAL ASSISTANCE**

**RESOLVED** to note there were no grant applications to consider.

**119/24 DISCOVER BRAMPTON**

An update was received from the working group and all feedback received to date from local businesses, residents and visitors was read out. The feedback was positive with constructive criticism on improving the website/socials with more events, cycle routes etc.

**RESOLVED:-**

**119/24.1** To note the feedback.

**119/24.2** To recommend to full council that the website and socials be continued, if costs going forward are within budget.

**119/24.3** The working group would review the tender for submission to full council.

Meeting closed 7.30pm.

(Signed) Chair.....  
Date

## Financial Transactions

## Expenditure -

DESCRIPTION	SUPPLIER	NET	VAT	TOTAL
Rates (Jul/Aug)	Cumberland Council	406.00	0.00	406.00
PAT testing - Moot Hall	EITS	49.00	0.00	49.00
Annual clock service	Cumbria Clock Company	185.00	37.00	222.00
slatwall hooks	Display Stands Ltd	16.22	3.25	19.47
Main grass contract Jul/Aug)	Cut n' Edge	2,160.00	0.00	2,160.00
Nails	ABW	12.25	2.45	14.70
Grounds maintenance (Jul/Aug)	Cut n' Edge	4,395.00	0.00	4,395.00
Burial Charges (Jul/Aug)	Cut n' Edge	630.00	0.00	630.00
Small grass contract (Jul/Aug)	Cut n' Edge	2,089.42	0.00	2,089.42
Garage rent (Jul/Aug)	GA Estates	110.00	0.00	110.00
Garage rent (Jul/Aug)	Melanie Slater	100.00	0.00	100.00
Title deeds (copy)	Land Registry	6.00	0.00	6.00
Bell	Black country metal works	53.33	10.67	64.00
Quarterly copier charge	Grenkeleasing	66.66	13.33	79.99
Flowerbeds - gardener	MJ Services	645.00	0.00	645.00
Office rent etc	BRHS	1,591.99	0.00	1,591.99
Wages, pension, PAYE	Staff/NEST/HMRC	17,734.12	0.00	17,734.12
Grant	Brampton Football Club	1,500.00	0.00	1,500.00
Monthly bill - electric (Jul/Aug)	Scottish Power	141.16	7.06	148.22
Monthly bill - gas (Jul/Aug)	Scottish Power	778.64	38.94	817.58
Window cleaning (Jul/Aug)	Enterprize Windows	100.00	0.00	100.00
Flowerbeds - flowers	Cochranes Nurseries	110.00	22.00	132.00
Mole catcher	Emma Hutchinson	75.00	0.00	75.00
Stationery	Carlisle Business Supplies	112.44	22.49	134.93
Postage	Post Office	17.60	0.00	17.60
LGPS additional payment	Westmorland & Furness Cncl	900.00	0.00	900.00
Domain Service	Only Domains	19.98	4.00	23.98
Discover Brampton (Jul/Aug)	MUV	1,500.00	300.00	1,800.00
Big Mag article	A Findon	300.00	0.00	300.00
Water rates - Clay Dubbs	Waterplus	12.55	0.00	12.55
Water rates - KGV field	Waterplus	19.92	0.00	19.92
Contribution to Howard Arms Lane	Howard Court Care Home	500.00	0.00	500.00
Copier monthly service charge	Sensible Choice (Jul/Aug)	34.24	6.85	41.09
Stationery	Amazon	4.65	0.93	5.58
External audit fee	Moore East Midlands	630.00	126.00	756.00
Misc. Repairs - Moot Hall	ABW	27.23	5.44	32.67
Goods for Elf Trail	Etsy	121.86	0.00	121.86
Grant (Mentalk)	Sanitas Hub Ltd	325.00	65.00	390.00
Gas bill	SSE (final bill)	826.78	41.34	868.12
Monthly bill - phone	Daisy Communications	3.26	0.65	3.91
Stationery	Amazon EU	8.49	1.70	10.19
Stationery	Post Office	3.32	0.67	3.99
Goods for Elf Trail	A&K Hosiery	85.19	1.39	86.58
Goods for Elf Trail	Cutprice Wholesaler	288.00	57.60	345.60
		<b>£38,695.30</b>	<b>£768.76</b>	<b>£39,464.06</b>

(Signed) Chair.....  
Date

## Income –

DESCRIPTION	SUPPLIER	NET	VAT	TOTAL
Market Rent	Various	300.00	0.00	300.00
Event rent	Slaters Funfair	300.00	0.00	300.00
Memorial Erection	Reflections Memorials	200.00	0.00	200.00
Interment	Shiplely	600.00	0.00	600.00
Memorial inscription	Reflections Memorials	100.00	0.00	100.00
Interment	Ian Blair	1,200.00	0.00	1,200.00
Burial plot fee	Ian Blair	700.00	0.00	700.00
Interment	Ian Blair	320.00	0.00	320.00
Refund	SSE - electric	239.58	11.98	251.56
Room Hire	Brampton & District Red Squirrel Group	20.00	0.00	20.00
Market Rent	Various	275.00	0.00	275.00
Interest Received	Redwood Bank (July)	323.44	0.00	323.44
Interment	Kennedy and Ferguson	320.00	0.00	320.00
Memorial Erection	Reflections Memorials	220.00	0.00	220.00
Memorial Erection	Co-operative Funeralcare	110.00	0.00	110.00
Office contribution	Farlam PC	54.97	0.00	54.97
Memorial Erection	Beattie Memorials	10.00	0.00	10.00
Room Hire	BID Cumbria	180.00	0.00	180.00
Interment	Ian Blair	600.00	0.00	600.00
Burial plot fee	Ian Blair	700.00	0.00	700.00
Market Rent	Various	170.00	0.00	170.00
Room Hire	Cumberland Council	100.00	0.00	100.00
Interment	Jill Glencross	320.00	0.00	320.00
Room Hire	Old Peoples Association	80.00	0.00	80.00
Memorial inscription	Reflections Memorials	110.00	0.00	110.00
Room Hire	Socialist Health Association	40.00	0.00	40.00
VAT received	HMR&C (To 30.6.24)	0.00	3,643.93	3,643.93
Interest Received	Redwood Bank (August)	324.45	0.00	324.45
		<b>£7,917.44</b>	<b>£3,655.91</b>	<b>£11,573.35</b>

(Signed) Chair.....  
Date

**Expenditure To Ratify**

<b>DETAIL</b>	<b>SUPPLIER</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>
Rates	Cumberland Council	203.00	0.00	203.00
Repairs	ABW	27.23	5.44	32.67
Main grass contract	Cut n' Edge	1,080.00	0.00	1,080.00
Grounds maintenance	Cut n' Edge	1,687.50	0.00	1,687.50
Burial charges	Cut n' Edge	430.00	0.00	430.00
Small grass contract	Cut n' Edge	1,044.71	0.00	1,044.71
Garage rent	Melanie Slater	50.00	0.00	50.00
Garage rent	GA Estates	55.00	0.00	55.00
Wages, pension, PAYE	Staff/NEST/HMR&C	8,813.87	0.00	8,813.87
Moot Hall windows	Enterprize Windows	40.00	0.00	40.00
Goods for Elf Trail	Etsy	121.86	0.00	121.86
Grant (Mentalk)	Sanitas Hub Ltd	325.00	65.00	390.00
Final gas bill	SSE	826.78	41.34	868.12
Monthly bill - electric	Scottish Power	70.58	3.53	74.11
Monthly bill - gas	Scottish Power	389.32	19.47	408.79
Monthly bill - phone	Daisy Communications	3.26	0.65	3.91
Discover Brampton website	MUV	750.00	150.00	900.00
Stationery	Amazon EU	8.49	1.70	10.19
Stationery	Post Office	3.32	0.67	3.99
Goods for Elf Trail	Cutprice Wholesaler	288.00	57.60	345.60
Goods for Elf Trail	A&K Hosiery	85.19	1.39	86.58
Copier monthly service chg	Sensible Choice	15.00	3.00	18.00
		<b>£16,318.11</b>	<b>£349.79</b>	<b>£16,667.90</b>

**Expenditure To Approve**

<b>DETAIL</b>	<b>SUPPLIER</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>
Rates	Cumberland Council	203.00	0.00	203.00
Grounds maintenance/contracts	Cut n' Edge	4,422.21	0.00	4,422.21
Garage rent	M. Slater	50.00	0.00	50.00
Garage rent	GA Estates	55.00	0.00	55.00
Wages & pension contribution	Staff/NEST	3,547.28	0.00	3,547.28
Moot Hall windows	Enterprize Windows	60.00	0.00	60.00
Monthly bill - electric	Scottish Power	70.58	3.53	74.11
Monthly bill - gas	Scottish Power	95.24	4.76	100.00
Monthly bill - phone	Daisy Communications	81.32	16.26	97.58
Goods for elf trail	Playwrite	62.59	12.52	75.11
Goods for elf trail	Lord Wholesale	132.75	1.59	134.34
Flowerbeds - gardener	Deathridge Services	132.50	0.00	132.50
.gov.uk domain set up fee	Netwise	10.00	2.00	12.00
Copier monthly service chg	Sensible Choice	15.00	3.00	18.00
Goods for elf trail	Amazon	4.32	0.87	5.19
Goods for elf trail	Hancocks	120.94	24.19	145.13
Goods for elf trail	Wholesale sweets	64.77	12.95	77.72
Goods for elf trail	Playwrite	62.49	1.00	63.49
Cemetery & flowerbeds	ABW	34.44	6.89	41.33
		<b>£9,224.43</b>	<b>£89.56</b>	<b>£9,313.99</b>

(Signed) Chair.....  
Date