

PREESALL TOWN COUNCIL

Finance Committee

**Minutes of the meeting of the Finance Committee held on Monday 8 April 2019
at 6.00pm at Preesall Youth and Community Centre, Lancaster Road, Preesall**

Present: Councillors L Woodhouse, J Mutch, P Orme.

In attendance: Alison May, Clerk to the Town Council.

36(18-19) Apologies for absence

None

37(18-19) Declaration of interests and dispensations

Cllr Orme expressed a non-pecuniary interest in Preesall Youth and Community Centre, and Cllr Mutch expressed a non-pecuniary interest in the In Bloom team.

38(18-19) Minutes of the last meeting

Councillors approved as a correct record the minutes of the last meeting held on 25 March 2019.

39(18-19) Public participation

No members of the public were present.

40(18-19) Fourth quarter/end of financial year monitoring

Councillors checked the fourth quarter/end of financial year monitoring documentation against balances held at the bank and ensured that expenditure incurred and receipts received were recorded correctly and that the figures balanced with the bank reconciliation documentation.

In addition, they reviewed the budget monitoring documentation and compared the balances against the budgets set for the 18/19 financial year.

Resolved:

- 1) to approve the fourth quarter financial records (January, February, March). These accurately represented the income and expenditure to date for 18/19 and reconciled with the monies held at the bank.
- 2) to approve the quarterly budget monitoring.
- 3) there was not a requirement in quarter four to report budget overspends.
- 4) to approve the figures in the external audit documentation and annual report prior to submission to full council for approval.

41(18-19) Monthly expenditure – April

Councillors **noted** that the LALC invoice is £83.54 more than the amount allocated to this invoice in the January budget setting and that funds were available to make the payment within the overall budget head of 'Insurance, Audit, Subs'.

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| a) Resolved to note the following receipts | | |
| Current account | | £8.85 |
| Reserve account | | £4.88 |
| In Bloom account | | £0 |

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| b) Resolved to approve the following payments: | Cheque | |
| Payroll | 396,398,400 | 2841.65 |
| Clerk's expenses (on behalf of council) | 397 | 93.29 |
| Lengthsman's expenses (on behalf of council) | 399 | 40.00 |
| LALC (Inv. 2064) | 401 | 753.54 |
| Wyre Building Suppies (Inv. 0197843 - £32.10; 0198118 - £9.50; 0198337 - £22.80; 0200428 - £60.10) | 402 | 124.50 |
| E-on (inv H16E2A1EBC) | 404 | 12.10 |
| North West Air Ambulance | Tbc by full council | Tbc by full council |
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| c) Transfers for approval | |
| i) Preesall & Knott End Youth and Community Association – chq 403 (£6,000) Resolved: to recommend to council that the donation be made | |
| ii) In Bloom – (£799.68) Resolved: to recommend to council that the donation and transfer be made. This, if possible prior to April 29, would be made by a councillor/clerk visiting a branch of RBS. If not, then payment would be made by cheque at a cost of 0.70p | |

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| d) Resolved to note the following payments by direct debit | |
| Easy Web Sites (hosting fee, 7 x councillor email, SSL certificate) | 44.40 |
| O2 (mobile phone contract) | 14.35 |
| LCC (contributions) | 815.10 |
| LCC (deficit) | 8.33 |
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| e) Resolved to accept the statement of accounts for March: | |
| Current account | £60,460.15 |
| Reserve account | £30,723.07 |
| In Bloom account | £4,169.93 |

f) Resolved to accept

The budget monitoring document for quarter four to be circulated at the meeting, showing the total receipts and expenditure for the year 2018/19.

g) Resolved to recommend approval of regular payments in accordance with financial regulation 5.6 for the coming year.

42(18-19) Date of next meeting – 29 April at 10.00am.

There being no further business, the chairman closed the meeting at 6.41pm.