



PREESALL TOWN COUNCIL

18 September 2018

Dear Councillor

You are hereby summoned to attend a meeting of Preesall Town Council's Finance Committee on Monday 24 September 2018 at **10.30am** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

A handwritten signature in blue ink, appearing to read 'A. May'.

Alison May
Clerk to the Council

A G E N D A

- 1 Apologies for Absence**
- 2 Declaration of Interests and Dispensations**
- 3 Minutes of the last meeting**
Councillors are asked to approve the minutes of the last meeting held on 9 July 2018 as a true record of that meeting.
- 4 Public Participation**
The Chairman will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will ask councillors to agree to reconvene the meeting on the conclusion of public participation.
- 5 Second quarter expenditure.**
Councillors are asked:
 - a) **to note** that the full second quarter review cannot take place until the bank statements are received at the end of September. However, councillors will be asked to suggest ideas for projects in 2019/20 in October. In order to have a better understanding of the current financial position a copy of the detailed expenditure compared to budget is attached along with details of the community facilities and services items agreed for 2018/19.
- 6 Finance**
In July the clerk met with the clerk at Garstang to view the finance system in operation there and also used by a number of clerks in Lancashire. The system used in Garstang is the Alpha

Financial Director from Rialtas and would be suitable for the level of accounting at Preesall Town Council. Details of the system can be seen at:

<http://www.rbssoftware.co.uk/index.php?section=12>

The advantage of the system is that it links the entries within the accounts so that once entries are made they can be printed off across the categories rather than having to be entered individually into each of the time sheets. It also produces the year-end audit documents. This is also a fully recognised accounting system that ensures full visibility of all entries, thereby increasing security.

Councillors are asked to view the videos and to consider whether this software would be suitable for use by the council. It is advised that any new system is put into operation at the start of the financial year.

7 Date of next meeting

9 November 2018