



PREESALL TOWN COUNCIL

Minutes of the finance committee meeting held on Monday 10th June 2024 at 6.30pm in Preesall and Knott End Youth and Community Centre

Present: Cllrs P Orme (chair), K Woods, J Jenkinson, K Shepherd.

In attendance: Yvonne Walton, Locum Clerk to the council.

58 Election of Chairman and Deputy Chairman of the Finance Committee for the Civic Year

It was resolved that the Mayor Cllr Orme be the Chairman and Cllr Shepherd be the Deputy Chairman.

59 Apologies for absence

Nil

60 Declaration of interests and dispensations

Cllr Orme with Management of Preesall Youth & Community Centre

61 Minutes of the last meeting

Councillors **resolved** to approve as a correct record the minutes, as presented, of the meeting held on 13th May 2024.

62 Public participation

None.

63 Review of the Terms of Reference for the Finance Committee

It was resolved that the Terms of reference be accepted after some slight changes these include:

S3 to allow Mayor and/or Deputy Mayor to attend the Finance meeting

S7 – para 1 to generally meet before the Full Council Meeting

S7 – para 5 after (RFO) add or nominated Councillor

64 Monthly expenditure

Councillors **Resolved** to acknowledge and pay:

a) note receipts to 31 st May 2024 Virgin Money account Unity account	Precept less election costs £99,986.35 Nil
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b) To approve the following payments:		Bank	
Payroll	BACS 011, 012, 013	Unity	2,978.12
Lengthsman's expenses (on behalf of council)	BACS 014	Unity	222.21
848 Services (Microsoft 365) (Inv.17178)	BACS 016	Unity	9.48
Nick White - Plantsman	BACS 015	Unity	300.00
Npower Christmas Lighting	BACS 017	Unity	10.33
The Flag Shop (Cllr Orme)	BACS 018	Unity	22.69
JDH Business Services	BACS 019	Unity	774.00
Singleton Cloggers	BACS 020	Unity	£100
Willows Florist (Clerk)	BACS 021	Unity	50.95
Preesall Youth and Community Centre	BACS 022	Unity	6,000.00
Leyland Morris Men	BACS 023	Unity	100.00

c) The following payments were noted as being paid via direct debit		
3 (mobile phone contract)	Unity	10.04
Easy Web Sites (hosting fee, SSL certificate)	Virgin	76.56
LCC (contributions)	Virgin	495.95

d) The Bank Reconciliation to 31st April 2024 was approved and signed

65 To note the Bank closing balances as at 30th April 2024

Unity £32,073.77 - 31st May 28,271.18
Virgin £183,884.34 - 31st May 183,393.31
Hampshire £51,244.53

66 Annual Governance and Accountability Return 2023/24 – for information and to make a recommendation to full council

The Internal Auditor has now completed the audit and signed page 3 of the AGAR. Their report is attached with annotations completed by the locum RFO.

The Finance committee resolved to make its recommendation to full council. section 1 – Annual Governance Statement of the Annual Return for the Year Ended

31 March 2024 and

Section 2 – Accounting Statements 2023/2024.

Section 2 has been prepared and signed by the Locum Responsible Financial

Officer (RFO) as confirmation that the accounts have been prepared on a receipts and payments basis. It was resolved to recommend approval by resolution of the full council, the form will then be signed and dated by the chairman (Mayor) to confirm that the accounts have been approved by the council.

67 Signatories for the 3 bank accounts

It was resolved that the signatories for the 3 bank accounts would be:
Unity – Cllrs Orme, Jenkinson, Shepherd and the Clerk
Virgin – Cllrs Orme, Shepherd and Jenkinson
Hampshire – Cllrs Orme, Jenkinson and Shepherd

68 Update of Standing Orders within Unity Bank

The Clerk had submitted a request to update the standing orders for the two primary schools from £450 to £500. (Previously extra £50 was paid separately)

69 Date of next meeting – 8th July 2024 at 6.30pm

Chairman..... Date.....