



PREESALL TOWN COUNCIL

**Minutes of the finance committee meeting held on
Monday 27 April 2022 9.30am at Preesall and Knott
Youth and Community Centre**

Present: Cllrs P Orme (chair), J Lewin, K Shepherd, B Renwick.

In attendance: Alison May, clerk to the council.

59 Apologies for absence

None.

60 Declaration of interests and dispensations

None.

61 Minutes of the last meeting

Resolved: to approve as a correct record the minutes of the last meeting held on 11 April 2022.

62 Public participation

Resolved: as no members of the public were present to proceed to the next agenda item.

63 Fourth quarter financial monitoring

Councillors **resolved:**

a) to approve the documentation for January, February and March of the 2021/22 financial year and confirmed financial recording to be in order with balances being correctly brought forward from quarter three and reconciling with sums held at the bank.

b) to approve the budget monitoring. It was noted that three account codes were overspent at year end – payroll expense as a result of the revised billing procedures of the provider from payments in arrears to monthly payments (£23); staff expenses (clothing) as a result of recruiting an employed as opposed to self-employed lengthskeeper (£77); subscriptions and memberships due to the fees no longer being shared with another council. As the main budget categories remained within budget no virement of funds was considered necessary.

The remaining balances for year-end were:

Cashbook 1 - £82,786.33

Cashbook 2 - £40,745.48

Cashbook 3 - £nil

Cashbook 4 - £57,239.71

Cashbook 5 - £10,010.12

64 Annual Governance and Accountability Return 2021/22 – for information in readiness to make a recommendation to full council

Councillors **noted** that in previous years there has been an audit requirement for the council to sign off the end of year figures and complete the Annual Governance Statement on the Annual Return prior to the internal audit. This has now changed and the requirement is for the internal audit to have been signed off first.

Councillors considered the prepared draft of Section 1 – Annual Governance Statement of the Annual Return for the Year Ended 31 March 2022 and Section 2 – Accounting Statements 2021/22 prepared by the Responsible Financial Officer (RFO) as confirmation that the accounts have been prepared on a receipts and payments basis.

The external audit documentation as presented was **approved for presentation to full council, subject to any comments received once the internal audit is completed**. Once approved by resolution of the full council, the form will be signed and dated by the chair (Mayor). This is to confirm that the accounts have been approved by the council – this meeting will take place on 13 June.

Councillors **resolved to approve** the dates for the notification of public rights to inspect the unaudited accounts as being the period between 20 June 2022 and 29 July 2022.

65 Date of next meeting – 9 May 2022.

There being no further business the chair closed the meeting at 11.00am.