



PREESALL TOWN COUNCIL

**Minutes of the finance committee meeting held on
Monday November 2021 at 10.00am at Preesall and
Knott Youth and Community Centre**

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

In attendance: Alison May, Clerk to the council.

22 Apologies for absence

None.

23 Declaration of interests and dispensations

None.

24 Minutes of the last meeting

Resolved: to approve as a correct record the minutes of the last meeting held on 11 October 2021.

25 Public participation

Resolved: that as no members of the public were present to proceed to item 5 on the agenda.

26 Monthly expenditure

Resolved:

a) To note receipts at the meeting	
Virgin Money account	£Nil
Unity account	£Nil

b) To approve the following payments:		
Payroll	BACS0140, 0141,0143	2803.14
Clerk's expenses (on behalf of council)	BACS0142	412.90
Lengthsman's expenses (on behalf of council)	BACS0144	11.81
848 Services (Microsoft 365) (inv.13074)	BACS0145	9.48
Lancashire County Council	Chq 0006	338.64
Cartridgesave	BACS0146	41.76

c) To note the following payments by direct debit	
Easy Web Sites (hosting fee, SSL certificate)	46.80
O2 (mobile phone contract)	10.61
LCC (contributions)	847.78
LCC (deficit)	50.00

d) To note the statement of accounts for October 2021	
Cashbook 1 - £88,164.98	
Cashbook 2 - £40,705.48	
Cashbook 3 - £nil	
Cashbook 4 - £82,966.90	
Cashbook 5 - £10,010.12	

27 Bank signatories

Resolved: that the clerk arrange for Cllr Lewin be added as the third signatory to the council's bank accounts and be permitted to authorise payments and transfers on behalf of the council in conjunction with at least one other signatory.

28 Second quarter financial monitoring

Councillors **resolved**

- a) **to approve** the documentation for July, August and September of the 2021/22 financial year and confirmed financial recording to be in order with balances being correctly brought forward from quarter one and reconciling with sums held at the bank.
- b) **to approve** the budget monitoring and established that virement of budget funds was not necessary.

29 Payroll accountancy fees

Resolved: the notification received from Towers and Gornall of their intention to raise the fees the council pays for payroll services to £54 plus VAT per month from 1 November 2021 to 31 October 2022 be put on the agenda for full council. In the interim the clerk was asked to seek further clarification of the figure and check on the competitiveness of the figure.

30 Review of the first draft of the budget for 2022/23

Resolved: to recommend the first draft of the budget to councillors subject to the salary budget being increased by £1,501 to £55,000 to take account of the increase in the living wage from April 2022.

31 Date of next meeting TBA.