



PREESALL TOWN COUNCIL

4th June 2025

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council's finance committee on Monday 9th June at 6:15pm at Knott End and Preesall Youth and Community Centre, Lancaster Road, Preesall.

Members of the public should note that this meeting may be recorded. Any recording is subject to the council's audio and video recording policy.

Alan Whalley

Clerk to the council

A G E N D A

1 Election of Chairman and Deputy Chairman of the Finance Committee for the Civic Year.

Councillors are asked to elect the Chair and Deputy of the Finance Committee

2 Apologies for absence

To receive apologies for absence.

3 Declaration of interests and dispensations

To receive from councillors, disclosures of pecuniary and non-pecuniary interest and dispensation requests on matters to be considered at the meeting.

4 Minutes of the last meeting

Councillors are asked to approve as a correct record the minutes, as presented, of the meeting held on 14th April 2025 (**emailed**).

5 Public participation

The chair 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.

6 Review of Terms of Reference for the Finance Committee

To consider and resolve to accept the Terms of Reference for the 2024/25 year.

7 Monthly Receipts and Payments

a) To note receipts to 31/05/25 Mayors Charity from May Day Memorial Bench (Sands) Repayment from Lancashire CC	£191.50 £611.94 £4,771.20
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b) To approve the following payments:		Bank	
Payroll	BACS 155, 156	Unity	2,619.83
Lengthsman's Travel expenses (on behalf of council) and Expenses	BACS 157	Unity	81.70
Wyre Building Supplies	BACS 158	Unity	58.18
HMRC	BACS 159	Unity	859.68
Nick White	BACS 160	Unity	900.00
Fordstone General Store – Mayor Making buffet	BACS 161	Unity	225.00
Smith of Derby – Millenium Clock repair	BACS 162	Unity	210.00
Towers and Gornall – payroll services	BACS 163	Unity	216.60
**Michael Cuddy – Methodist Church survey	BACS 164	Unity	1,620.00
Preesall Youth and Community Centre	BACS 165	Unity	6,000.00
848 Services Ltd	BACS 166	Unity	11.52
Rialtas – termination period	BACS 167	Unity	121.80

** the Methodist Church survey has been approved by the Legacy Fund Trustee

c) To note the following payments by standing order and direct debit		
Direct Debits		
Unity Bank service charge	Unity	6.00
3 (mobile phone contract)	Unity	6.42
Easy Web Sites (hosting fee, SSL certificate)	Virgin	66.00
LCC (Pension contributions)	Virgin	485.67

To review and resolve to accept the Bank Reconciliation to 30th April 2025.

8 To note the Bank closing balances as at 31st May 2025

Unity £97,202.58

Virgin £129,813.64 - as at 30th April 2025

***please note £70,000 was transferred from Virgin Bank to the Unity Trust Bank in May. This is reflected in the bank balance for Unity Trust Bank but NOT in the bank balance for Virgin Bank.*

Hampshire £51,295.76

9 Annual Governance and Accountability Return 2024/25 – 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 clerk.

The Finance Committee is asked to consider sections 1 and 2 (enclosed) and make its recommendation to full council.

Section 1 – Annual Governance Statement of the Annual Return for the Year ended 31st March 2024 and

Section 2 – Accounting Statements 2024/25.

Section 2 has been prepared and signed by the Responsible Financial Officer (RFO) as confirmation that the accounts have been prepared on a receipts and payment basis. Once approved by resolution of the full council, the form is then signed and dated by the chairman (Mayor) to confirm that the accounts have been approved by the council.

10 To consider the signatories on the Unity, Virgin and Hampshire Bank mandates and resolve to update reflecting current committee members.

11 Date of next meeting – 14th July 2025 starting at 6.30pm