



PREESALL TOWN COUNCIL

6 June 2023

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council's finance committee on Monday 12 June 2023 at 6pm 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.

Andrea Kay

Clerk to the council

A G E N D A

1 Apologies for absence

To receive apologies for absence.

2 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.

3 Minutes of the last meeting

Councillors are asked to approve as a correct record the minutes, as presented, of the meeting held on 22 May 2023 (**emailed**).

4 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.

5 Monthly expenditure

Councillors are asked to note that below are the known receipts in May and expenditure for approval June.

a) To note receipts to 31/05/23 b) Virgin Money account Unity account	TBC £100 Donation on May Day £286.60 Smith of Derby Refund £130.30 Donation Mayoral Charity 22/23
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c) To approve the following payments:		Bank	
Payroll	BACS0341,0342,0344	Unity	2825.95
Clerk's expenses (on behalf of council)	0343	Unity	1161.07
Lengthsman's expenses (on behalf of council)	0345	Unity	20.99
848 Services (Microsoft 365) (Inv.16936)	0346	Unity	9.48
P&KEYCA (Local service fund payment)	0347	Unity	6000.00
LCC CCTV attachment (Inv 5201509540)	0348	Unity	84.00
Wyre Building Supplies (Pree)	0349	Unity	171.89
Made outside the meeting:			
May Day	CQ 00025	Virgin	Cancelled
Best Kept Village	CQ 00026	Virgin	25.00
Laptop*	Bacs 0343	Unity	633.47
Printer*	Bacs 0343	Unity	336.49

*These items were agreed by council as part of the budget setting for 23/24

d) To note the following payments by direct debit		
3 (mobile phone contract) to 31 May	Unity	9.00
Easy Web Sites (hosting fee, SSL certificate)	Virgin	56.40
LCC (contributions)	Virgin	922.47

6 Lancaster Garage legal fees

The preferred solicitor has now provided a breakdown of the fees and charges for undertaking the purchase of Lancaster Garage, St Bernard's Road. Councillors are asked to **determine** how they wish to proceed.

7 Annual Governance and Accountability Return 2022/23 – for information and to make a recommendation to full council

Councillors were provided with copies of the detailed budget outturn at the 17 April finance committee.

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

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 31 March 2023 and

Section 2 – Accounting Statements 2022/2023.

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. 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 – this meeting will take place on 12 June 2023.

8 Date of next meeting – 10th July 2023