

# PREESALL TOWN COUNCIL

8<sup>th</sup> April 2026



Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council's Finance Committee on Monday 13<sup>th</sup> April 2026 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.

A handwritten signature in black ink, appearing to read 'Debbie Smith'.

**Debbie Smith**

**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 **consider** and **approve** as a correct record the minutes of the meeting held on the 9th March 2026. (emailed)

### **4 Public participation**

When dealing with public participation there is no obligation to respond immediately to comments made. **Members of the public are reminded that only items on the agenda should be raised at the meeting.** Any other items should be raised outside the meeting either with a councillor or with the clerk. The chair will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will reconvene the meeting on the conclusion of public participation.

### **5 Written update from the clerk**

The committee is asked to **note** the below written update from the clerk. (FR – Financial Regulations)

At the last full council meeting, it was asked if the full council must resolve receipts, payments and direct debits. I can confirm that these responsibilities are delegated to the finance committee, under the finance committee's terms of reference and the council's financial regulations. For future council meetings the finance committee is only required to inform the council they have noted the monthly receipts, and direct debits, and approved all payments, reference FR 6.5 and FR 6.6

Please note the council will receive a copy of the finance committee's agenda each month for transparency with other council members. The receipts, payments and direct debits will be appended within the full council minutes to adhere to reference FR 7.8.

There is however through-out the civic year were certain responsibilities following the financial regulations that the full council can only resolve, but the finance committee can oversee the documents and then put them to full council for resolution. These are:

- setting the final budget or the precept (council tax requirement); FR 1.6
- the outcome of a review of the effectiveness of its internal controls FR 1.6
- approving accounting statements FR 1.6
- approving an annual governance statement FR 1.6
- borrowing
- Individual purchases within an agreed budget for that type of expenditure may be authorised by:
  - the council for all items over £5,000 FR 5.15
- No expenditure shall be authorised, no contract entered into or tender accepted in relation to any major project, unless the council is satisfied that the necessary funds are available and that where a loan is required, Government borrowing approval has been obtained first. FR 5.19
- banking arrangements shall not be delegated to a committee, only for advisement to full council (please note this includes opening/closing bank accounts and the mandates related to them) FR 6.1

## 6 Monthly Receipts and Payments

a) The finance committee are asked to **resolve to note** the below receipts for April:

Receipt Name	Details	Date of receipt	Bank (Unity Virgin, Hampshire)	Amount
Wyre Borough Council	Precept	8 April	Unity	£103,259.00

b) The finance committee are asked to **resolve to approve** the following payments:

Payment Name	Details	Cash Book BAC's/card Ref	Bank (Unity Virgin, Hampshire)	Amount
Payroll	March 2026 payroll paid in April 2026	BACS 1	Unity	£4,110.01
HMRC	Tax on salaries	BACS 2	Unity	£1,218.28
Paul Dooler	Lengths Man's Milage for March 2026	BACS 3	Unity	£13.50
Debbie Smith	Clerk's homeworking March 2026	BACS 4	Unity	£18.00
Debbie Smith	Reimbursement for card and flowers	BACS 5	Unity	£11.48
Debbie Smith	Reimbursement for file dividers	BACS 6	Unity	£22.99
* Nick White	(Plants Man)	BACS 7	Unity	£900.00

\* £400 of this payment is being covered by the Legacy Trust Fund

848 Services Ltd	Microsoft Licences	BACS 8	Unity	£13.82
Wyre Building Supplies	Rocksalt/spray paint/2 x brushes	BACS 9	Unity	£84.36
Greens Environmental	Delivery and collection of porta loos	BACS 10	Unity	£180.00
Moorside Medals & Trophies	50 x personalised medals for May Day	BACS 11	Unity	£97.50
Wyre Borough	Licence for May Day Event	BACS 12	Unity	£60.00
Npower	Electric Supply for CCTV	BACS 13	Unity	£9.59
Glasdon	Grit Bin x 2	BACS 14	Unity	499.66

c) The finance committee are asked to **note** the below payments that were authorised at March's full council meeting minute reference 669.4,682.17(2025 26) along with the final instalment for the shelter building work completed. These payments were made on 27.03.2026.

Payment Name	Details	Cash Book BAC's/card Ref	Bank (Unity Virgin, Hampshire)	Amount
Tony Horrocks Builders	Final installment for shelter work	BACS 289	Unity	£5,000.00
Gordon Ellis & Co.	2 x self-watering pagodas	BACS 290	Unity	£1,512.00

Flying Colours Flag Makers	1x Fusiliers Flag	BACS 291	Unity	£56.46
Event Branding	Gazebo	BACS 292	Unity	£1,416.48

d) The finance committee are asked to **resolve** to **note** following payments by direct debit:

Company Name	Details	Payment Date	Bank (Unity Virgin, Hampshire)	Amount
Easy Websites	Monthly hosting fee	01 April	Virgin	£66.00
LCC	(Pension contributions)	19 April	Virgin	£485.67
Unity Bank	Monthly Service Charge	30 April	Unity	£7.00
3 Mobile	Phone Contract – Please note there is a slight increase from £7.20 to £7.80 due to payment increases from 1 <sup>st</sup> April 26 by 3 Mobile.	01 May	Unity	£7.80

## 7 Bank Reconciliation and Bank Closing Balances

a) The finance committee are asked to **review** and **resolve** to **accept** the bank reconciliation to 28<sup>th</sup> February 2026. The total amount held within all the council's banks accounts is: £168,659.39. The finance committee are to note if the Virgin bank statement arrives before the meeting the clerk will provide at the meeting the bank reconciliation to 31 March 2026 to be **reviewed** and **resolved**.

b) The finance committee are asked to **note** the bank closing balances

Bank Name	Date of Closing Balance	Amount of Closing Balance
Unity	31 <sup>st</sup> March 2026	£36,619.48
Virgin	28 <sup>th</sup> February 2026	£58,626.66
Hampshire	31 <sup>st</sup> March 2026	£51,347.06

(Any later balances will be provided as they are received)

## 8 Hampshire Bank

The finance committee is asked to **discuss** placing money within another savings account in Hampshire bank to earn the council more money in interest, discussions will be led by Cllr Orme (details of the different savings account have been emailed). The committee are asked to put any recommendations to full council for resolution.

## 9 Opening Another Bank Account

The finance committee are asked to **discuss** opening an online banking account to ensure that the council's money is kept safe under the limit of £125,000.00 protected by the Financial Services Compensation Scheme (FSCS). Information will be provided by the clerk. The committee are asked to put any recommendations to full council for resolution.

## 10 Date of next meeting – 11<sup>th</sup> May 2026 starting at 6.pm