# PREESALL TOWN COUNCIL

## Minutes of the finance committee meeting held on Monday 8th June at 6.30pm in Preesall and Knott End Youth and Community Centre

**Present:** Cllr P Orme (chair), Cllr S Dobbie, Cllr K Shepherd

**In Attendance:**) Clerk Debbie Smith

**11.1(2026 27) Election of Chair**
As it is the first meeting of the finance committee, after the May Annual Meeting in the 2026/27 civic year. The committee members were asked to appoint a chair for the finance committee. Cllr Shepherd **Proposed**, Cllr Dobbie **Second**, and Cllr Orme was **appointed** Chair of the finance committee.

**12.2(2026 27) Apologies for absence.**
Cllr R Kelly

**13.3(2026 27) Declaration of interests and dispensations**
None

**14.4(2026 27) May Finances**
Councillors within the committee **resolved** to **approve** the May finances.

**15.5(2026 27) Finance Committee Terms of Reference**
It is a requirement of the committee to review its terms of reference after the Annual May Meeting of the full council. The clerk has reviewed and amended the T.O.R to reflect the current Financial Regulations giving a clear reference on the committee's powers and duties. Committee members **resolved** to **accept** the amendments of terms of reference. The terms of reference will then be put forward to full council for resolution.

**16.6(2026 27) Public participation**
None Present

**17.7(2026 27) Monthly Receipts and Payments**

**a)** The councillors within the finance committee **resolved** to **note** there were no receipts in June.

**b)** The councillors within the finance committee **resolved** to **approve** the following payments:

| Payment Name | Details | Cash Book BAC's/card Ref | Bank (Unity Virgin, Hampshire) | Amount |
|---|---|---|---|---|
| Payroll | May26 payroll paid in June26 | BACS45,46,47 | Unity | £3,377.37 |
| HMRC | Tax on salaries | BACS 48 | Unity | £917.97 |
| Paul Dooler | Lengths Man's Milage for May26 – to note HMRC have increased millage from 45p-55p per mile from April 6th. To include backpay of April's millage 10p per mile. | BACS 49 | Unity | £33.40 |
| * Nick White | (Plants Man) | BACS 50 | Unity | £900.00 |

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

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|---|---|---|---|---|
| Phil Orme | Trees to be planted at the cenotaph | BACS 51 | Unity | £209.93 |
| Wyre Builders Supplies | Fixing Band 20mm | BACS 52 | Unity | £9.90 |
| Paul Dooler | May's Expenses paid in June - Petrol | BACS 53 | Unity | £7.94 |

outstanding invoices received after the published agenda and **noted** by the committee at the meeting

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|---|---|---|---|---|
| Npower | Electric Supply for CCTV – 1st May – 31 May 26 | BACS 54 | Unity | £9.22 |

**c)** The Council members within the finance committee **noted** that below payments were authorised at May's full council meeting minute reference 7.27 (f) (2026 27)

| Payment Name | Details | Cash Book BAC's/card Ref | Bank (Unity Virgin, Hampshire) | Amount |
|---|---|---|---|---|
| Tony Horrocks Builders | Second installment for shelter work | BACS 43 | Unity | £3,000.00 |
| Fordstone General Store | Mayor Making Buffet | BACS 44 | Unity | £375.00 |

**d)** The Council members within the finance committee **resolved** to **note** the following payments by direct debit:

| Company Name | Details | Payment Date | Bank (Unity Virgin, Hampshire) | Amount |
|---|---|---|---|---|
| Easy Websites | Monthly hosting fee | 01 June | Virgin | £66.00 |
| LCC | (Pension contributions) | 19 June | Virgin | £425.54 |
| Unity Bank | Monthly Service Charge | 30 June | Unity | £7.00 |
| 3 Mobile | Phone Contract | 01 July | Unity | £7.80 |

**18.8 (2026 27) Bank Reconciliation and Bank Closing Balances**

**a)** The finance committee **reviewed** and **resolve** to **accept** the bank reconciliation to 30th April 2026. The total amount held within all the council's banks accounts is: £243,810.19.

The finance committee **noted** the clerk had not received the May 26 postal Virgin Bank statement, at the time of the meeting, so was unable to produce the bank reconciliation to 31st May 2026.

**b)** The finance committee **noted** the below Bank closing balances-

| Bank Name | Date of Closing Balance | Amount of Closing Balance |
|---|---|---|
| Unity | 31st May 2026 | £122,185.15 |
| Virgin | 30th April 2026 | £57,523.32 |
| Virgin | 31st May 2026 | NOT RECEIVED |
| Hampshire | 31st May 2026 | £51,347.06 |

**19.9(2026 27) Virgin Bank Mandate**

The finance committee **noted** there has been some difficultly with the updating of the Virgin Bank mandate. Cllr Orme has spoken to a representative at Virgin to resolve the issues. Cllr Orme informed members of the mandate requirements. The mandate was signed by signatories, and identification was given. Cllr Orme will now move forward with the mandate.

**20.10(2026 27) Clerks Request for Payment of Overtime**

The finance committee **resolved** to pay the clerk 25 hours over time in July's payroll, for services rendered in April to ensure the audit was completed and the end of year accounts was closed, and a new financial year was opened. The chair will put forward to full council for approval under the finance section of the agenda 'Any other businesses.

**21.11(2026 27) LCC Pension**

The finance committee **noted** that the clerk has opted into the pension scheme, and there will be an increase of employer's contribution in July. The finance committee **noted**; the clerk has also requested the LCC pension direct debit to be taken from Unity Trust Bank on the 3rd of June. The clerk can confirm that the direct debit will be taken from July from Unity Trust Bank.

**22.11(2026 27) Date of next meeting**

The date of the next finance committee meeting is to be held on 13th July 2026 starting at 6.15pm

Chairman Sign………………………………………………………. Date…………………………………………