



PREESALL TOWN COUNCIL

Minutes of the finance committee meeting held on Monday 14th September at 6.30pm in Preesall and Knott End Youth and Community Centre

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

In Attendance:) Clerk Debbie Smith

31.1(2026 27) Apologies for absence.
Nil

32.2(2026 27) Declaration of interests and dispensations
None

33.3(2026 27) Minutes of the last meeting

The committee **resolved** to **approve** as a correct record the minutes as presented, of the meeting held on 13th July 2026

34.4(2026 27) Public participation
None Present

35.5(2026 27) Monthly Receipts and Payments

a) The finance committee **resolved** to accept August Finances

b) The councillors within the finance committee **resolved** to **note** the below receipts:

Receipt Name	Details	Date of receipt	Bank (Unity Virgin, Hampshire)	Amount
Hampshire Bank	Previous annual statement interest on lower interest account.	14 th Aug	Hampshire	£35.03
HMRC	QRT 1 VAT Claim for 2026/27 April-June 26	18 th Aug	Unity	£485.08
Parrox Trust	Trimming and clearing of the hedge on Park Lane	4 th Sept	Unity	£90.00

c) 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
Npower	Electric for the CCTV 1st July – 31 July 26	BACS 95	Unity	£10.70

The committee **noted** the Npower invoice was paid in August, due to the invoice received after the August Finance's was published.

Payroll	Aug 26 payroll paid in Sept 26	BACS96,97,98	Unity	£3,476.22
HMRC	Tax on salaries	BACS 99	Unity	£938.94
Paul Dooler	Lengths Man's Milage for Aug 26	BACS 100	Unity	£37.95
Paul Dooler	Lengths Man Expenses Aug 26 - Petrol	BACS 101	Unity	£8.00
* Nick White	(Plants Man)	BACS 102	Unity	£900.00

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

LCC	Electric Installation Permit – memorial/Kellys Corner	BACS 103	Unity	£800.00
Wyre Builders Supplies	Oil 100ml	BACS 104	Unity	£12.00
Cutts Lane Nurseries	Flowers/Compost/Bark	BACS 105	Unity	£139.00
Brunel Engraving	Bench Name Plate	BACS 106	Unity	£76.94
Plexio UK	Annual Microsoft Business License	BACS 107	Unity	£174.12
Mrs Jetspray Services	Cleaning of bus shelter	BACS 108	Unity	£150.00
848	August Microsoft Licence	BACS 109	Unity	£15.55
NPOWER	Electric for the CCTV 1 st Aug – 31Aug 26	BACS 110	Unity	£10.70
Robert Fielding	Repair to Major's Chain	CARD	Unity	£68.00
Royal British Legion	Poppy Wreath	CARD	Unity	£24.05

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

Company Name	Details	Payment Date	Bank (Unity Virgin, Hampshire)	Amount
ICO	Information Commissioner Annual Fee	14 Aug	Virgin	£47.00

The committee **noted** at the meeting that the clerk was only made aware of the direct debit after receiving the Virgin Bank Statement on the 14th of September. The details of the ICO require to be updated so the clerk may receive information, the clerk will contact the Information Commissioners Office after the meeting.

Easy Websites	Monthly hosting fee	01 Sept	Virgin	£68.64
LCC	July pension contributions paid in Sept	17 Sept	Unity	£1,088.57

The committee **noted** due to an admin error from Lancashire County Council, August's pension payment for July's pension was placed on hold and will be deducted in September.

LCC	Aug pension contributions paid in Sept	17 Sept	Unity	£1,039.38
Unity Bank	Monthly Service Charge	30 Sept	Unity	£7.00
3 Mobile	Phone Contract	30 Sept	Unity	£7.80

36.6 (2026 27) Bank Reconciliation and Bank Closing Balances

The finance committee **reviewed** and **resolved** to **accept** the bank reconciliation to 31st July 2026. The total amount held within all the council's banks accounts is: £205,384.00.

The finance committee **reviewed** and **resolved** to **accept** the bank reconciliation to 31st August 2026. The total amount held within all the council's banks accounts is: £194,166.59.

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

Bank Name	Date of Closing Balance	Amount of Closing Balance
Unity	31 st July 2026	£98,835.19
Virgin	31 st July 2026	£55,201.75
Hampshire	31 st July 2026	£51,347.06
Unity	31 st August 2026	£87,698.39
Virgin	31 st August 2026	£55,086.11
Hampshire	31 st August 2026	£51,382.09

37.7 (2026 27) Virgin Online Banking

The committee are **resolved** clerk to have access to Virgin internet banking, so bank statements may be brought to meetings on time. Upon resolution the signatories signed the Virgin Bank documentation. The clerk will then continue with the access to Virgin Banks internet banking and update the committee accordingly.

38.8 (2026 27) Microsoft Licences for the Clerk's Laptop

The committee **noted** the clerk has now cancelled the monthly licence fee with 848 and has purchased an annual licence from Plexio UK as it is cheaper by £12.48 and reduces receiving the invoice late from 848.

39.9 Adobe Software (Acrobat Pro) for the Clerk's Laptop

The committee **resolved** for the clerk to purchase Acrobat Pro at £19.97 per month, with the payment taken directly from the bank card, and be deducted from Unity Bank automatically.

40.10(2026 27) Date of next meeting

The date of the next finance committee meeting is to be held on 12th October 2026 to start at 6.pm

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