



# PREESALL TOWN COUNCIL

2 September 2020

Dear Councillor

You are hereby summoned to attend a meeting of Preesall Town Council's finance committee on Monday 7 September 2020 at **10.30am**, to take place via Zoom.

A handwritten signature in black ink, appearing to read 'A. May', on a light blue rectangular background.

**Alison May**  
Clerk to the Council

## A G E N D A

- 1 Apologies for absence**
- 2 Declaration of interests and dispensations**
- 3 Minutes of the last meeting**  
Councillors are asked to approve as a correct record the minutes of the last meeting held on 11 June 2020 (**enclosed**).
- 4 Public participation**  
The chairman 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 First quarter financial monitoring**  
Councillors are asked:
  - a) **to check and approve** the documentation for April, May and June of the 2020/21 financial year to ensure that financial recording is in order.
  - b) **to check and approve** the budget monitoring and recommend virement of budget funds as appropriate.

## 6 **Virement of funds**

i) At the civic events committee on 3 August the committee resolved to purchase a three-bay noticeboard from Greenbarnes for both council and public use at the seating area on Fordstone Avenue (Full council had already resolved the purchase of a noticeboard). Prior to COVID-19 it had been hoped to secure additional grant funding to meet the difference between the available budget of £1620 (£1220 remaining budget and £400 grant) and the actual cost of £2157.98 net including delivery. This has not been possible; the finance committee is, therefore, asked **to support** the virement of £538 from general reserves for the purchase of the noticeboard and make this recommendation to full council.

ii) The civic events committee had planned to hold a VE Day 75 event, £1000 was allocated to the budget for this purpose. The civic events committee would like to ask the finance committee **to support** the request that this funding be allocated to other civic events projects and make this recommendation to full council.

## 7 **Insurance policy**

In July full council resolved to delegate responsibility to the finance committee for conducting a full review of assets held and prepare recommendations for additional insurance to be taken back to full council for agreement. Councillors are asked to consider the schedule of insurance and the asset register with a view **to recommend** which additional assets be insured.

## 8 **Date of next meeting TBA.**