



PREESALL TOWN COUNCIL

22 April 2020

Dear Councillor

You are hereby summoned to attend a meeting of Preesall Town Council's finance committee on Tuesday 28 April 2020 at **10am**, to take place via Zoom. Please note that this meeting is limited to 40 minutes, therefore please ensure that you are prepared to action the agenda items.

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

Alison May
Clerk to the Council

AGENDA

- 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 14 April 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 **Fourth quarter financial monitoring**

Councillors are asked:

- a) **to check and approve** the documentation for January, February and March of the 2019/20 financial year to ensure that financial recording is in order.
- b) **to check and approve** the budget monitoring and note the explanations for the overspends.
- c) Given that cheques to the Mayors charity are normally withdrawn in May of each year at the Annual meeting, the funds that support them should be put as Earmarked reserves for the new financial year. Councillors are therefore asked **to agree** to put £482.83 into EMR Mayor's Charity until such time as we have the meeting to issue the cheques (this being £413.83 +£69).

6 **Date of next meeting TBA.**