



## PREESALL TOWN COUNCIL

11 January 2023

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council's finance committee on Monday 16 January 2023 at 7.30pm 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.

*Alison May*  
**Alison May**

### 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 approve as a correct record the minutes, as presented, of the meeting held on 9 January 2023 (**emailed**).

#### **4 Public participation**

The chair 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 Quarter 3 budget monitoring**

Councillors are asked:

- a) **to check and approve** the documentation for October, November and December of the 2022/23 financial year to ensure that financial recording is in order.
- b) **to check and approve** the budget monitoring and recommend virement of budget funds if appropriate.

**Paper copies of the documentation will be delivered prior to the meeting.** The clerk will talk councillors through the finances.

**6 Changes to authorised signatories**

Given that changes to the Virgin Money bank signatories are likely to take some time to get amended councillors are asked to consider adding an additional signatory prior to the clerk's departure. In addition, only the clerk has the power to insert payments into the Unity bank account. It is recommended that an additional person be granted this permission until a replacement clerk is appointed. Councillors are asked **to consider and approve** who should have additional signatory responsibilities.

**7 Date of next meeting – 13 February 2023 @6.30pm.**