



# Prestbury Parish Council

## Minutes of the Finance & General Purposes Committee

Date Wednesday 18<sup>th</sup> July 2022

Time 7:15pm

Venue Prestbury Village Hall

### ATTENDANCE:

Prestbury Parish Council:

Cheshire East Council - None

Cllr K Podmore (Chair)

Cllr M Leather (Vice-Chair)

Cllr V Herbert

Clerk S Davies

Members of the public – None

### 1. Apologies for absence

None received.

### 2. Declarations of Interest

None

### 3. Public Participation

None

### 4. Minutes

The Committee resolved to approve the minutes of the Finance & General Purposes Committee meeting held 27<sup>th</sup> April 2022.

### 5. Finance/ Audit

The Committee received a report from the RFO including the quarter one bank reconciliations, statements and payments and receipts and the following comments were made:

- The format of the accounts files going forward was discussed and it was agreed that they need to be simplified.
- Bank reconciliations were checked.
- Bank statements were checked.
- It was noted to consistently include the expenditure authorisation minute reference in Scribe.

Signed

Date

Chairman - Finance & General Purposes Committee, Prestbury Parish Council



# Prestbury Parish Council

- The need for quarterly budget reports to comply with financial regulations was raised.

## **6. VAT Quarter 1**

The Committee noted that the outstanding balance due to be reimbursed by HMRC was for quarter 1 is £4491.24.

It was noted that all the VAT reimbursement for the 2021-2022 financial year is complete.

## **7. Regular Payments updates.**

None

## **8. To consider and review the Council's Financial Regulations.**

It was agreed that Cllr Podmore, Herbert and the RFO review the financial regulations to bring back a draft for consideration to the next meeting.

## **9. 2021/2022 Year-End**

It was noted that the year-end submission had been returned to PKF Littlejohn and that photographic evidence had been obtained of the electors' rights notice in the boards.

## **10. Members Items**

None raised.

## **11. Date of next meetings**

The next meeting will be arranged for:

Monday 17 October 2022 at 7.30pm for Q2

**The meeting closed at 10.22pm.**

Signed

Date

Chairman - Finance & General Purposes Committee, Prestbury Parish Council