

Broughton in Amounderness

Parish Council

AGENDA

You are hereby summoned to attend Finance Committee
of Broughton in Amounderness Council to be held on
Tuesday 29th October 2024 at **6:45pm**
The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB

Jessica Dibble
Parish Clerk



1. Welcome by the Finance Chair

2. To Receive Apologies

3. Declarations of interests & written requests for dispensations pecuniary interest dispensations

Note: Councillors are responsible for declaring any personal / prejudicial or disclosable pecuniary interest pertaining to matters on this agenda. If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing.

4. Approval of Minutes

To approve minutes of the meeting held on Tuesday 20th August 2024

5. Finance Committee Terms of Reference

To agree and approve the Finance Committee Terms of Reference

6. Accounts

Committee to discuss and review the accounts to date and note any recommendations from the chair.

Committee to review the current accountancy arrangements and agree arrangements for the Clerks payroll (Clerk currently sets up the wages, PAYE & NEST payments).

7. Toll Bar Cottage Maintenance

Committee to note the current budget of £2,000 and the payments made to date for lightbulbs and mist service and inspection.

Committee to review the budget and discuss the ongoing maintenance of the CCTV and external building cleaning.

8. AGAR

Committee to note the conclusion of the Annual Governance and Accountability Return 2023/2024 is now complete.

Committee to note the 'exception issues' and agree actions.

9. Grants

- a) **Council to discuss** the donation request from the PTFA
- b) **Council to discuss** the grant request from Broughton Parish Church for the Remembrance Sunday Procession.

10. Xero

Committee to note that we have continued with the Xero accounting package and that the Parish Council will be paying this directly in future.

Committee to agree which members have viewing access.

11. VAT

Committee to note the current position with the VAT account.

12. Date of Next Meeting

Finance Committee Meeting – Tuesday 10th December 2024 at 6:45pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB