

FORTON PARISH COUNCIL

Finance Report For The Meeting To Be Held On Wednesday 09 March 2022

1 2021/2022 Quarter Four

Attached is the financial statement dated 2nd March 2022. It balances to the latest bank statements received.

Account	£ p
Current @ 02 March 2021 (on-line)	110.00
Reserve @ 02 March 2021 (on-line)	1120.41
TOTAL	£1230.41

The council is asked to approve and the chairman to sign the financial statement.

ACTION: Council

2 Precept Payments for Approval

Precept Payments	Budget	For Approval
Clerk's Salary – quarter 4	(gross) £110.54	£88.34
PAYE as calculated by the payroll provider	nil	£22.20
Clerk's Expenses – quarter 4 - TBA	£15.00	
Parish Hall Rent for 2022 calendar year	£135.00	£135.00
SPCA subscription 2022/23 (April - March)	£99.00	£101.30

The council is asked to approve the above payments and authorise the RFO to make them.

ACTION: Council

3 Banking

At the last meeting we agreed to update the bank mandate and that has now become more necessary than ever following recent resignations. I have prepared most of the paperwork to 1) remove the names of resigned Cllrs Toon and Tomkinson and 2) add the name of Cllr Spencer which will give us 3 signatories (any 2 being required to make payments). To complete this work I ask the council to make a formal resolution as follows: -

It was resolved that:

The Authorised Signatories in the current mandate, for the accounts detailed in section 1.3, be changed in accordance with section Authorised Signatories.

And the current mandate will continue as amended.

ACTION: Council

4 Concurrent Grants

The Council is reminded that concurrent grant (£270.00 already received) must be properly disbursed before the end of the financial year (31 March 2022) otherwise it will be forfeit and will have to be returned to Stafford Borough Council. The Council is asked to consider all applications for grant received and decide upon appropriate disbursements at this meeting.

Note that the amounts and recipients shown in the budget should not be allowed to influence any decisions made at the meeting other than the overall maximum.

ACTION: Council

5 Accountability and Governance

The council is again in the position that it can certify itself as being exempt from requiring a limited assurance review (external audit). Therefore I hope the council will again formally state that it is so exempt, enabling me to complete the Annual Governance and Accountability Return part 2 (AGAR) once it is received.

ACTION: Council

The deadline for completion and approval of the AGAR will probably be early July 2022 although the documentation has yet to be provided. In practice this will mean that the council must be in a position to approve the AGAR at its next meeting in May. I do expect to be able to arrange our own internal audit, hopefully with Robert Watson Jones and to complete the AGAR within the required timescale.

ACTION: RFO

David Carver, RFO, Forton Parish Council
02 March 2022