

CAVERSFIELD PARISH COUNCIL

Finance Report for Parish Council meeting on 17 May 2017

Agenda Item:

13.a To receive and agree the financial report for the year end

As at 31 March, the Accounts stood at:

Co-op Current Account	£5,864.58
NS&I Account	£2,351.39

There were four outstanding cheques totalling £663.72.

The Final Submission of the year to HMRC via the RTI Tools software has been completed.

b. To receive the monthly financial report – for information

As at 3 May, the Accounts stood at:

Co-op Current Account	£7,770.19
NS&I Account	£2,351.39

The Current Account has received the first tranche of the Precept £2,631.50 and the CTRS Grant of £77.27

There were no outstanding cheques.

The Standing Order of £109.44 to pay the Clerk on cleared on 17 March and 18 April.

c. To consider and agree the Reserves for the year end 2016/17

3 months' running costs	£1,000.00
Election Expenses	£1,600.00
Noticeboard Repair / Renewal	£380.00
Clerk Laptop, printer and scanner	£1,000.00
Bus shelter repairs	£600.00
White Gate Refurbishment	£250.00
General Fund	£300.00
Total Reserves	£5,130.00

- d. To consider and approve the Statement of Accounts for the year ending 31 March 2017**

The draft Statement of Accounts is attached.

- e. To update the Asset Register**

No material purchases were made during the year, so the Asset Register remains the same.

See the attached Asset Register sheet

- f. To complete the External Audit Annual Governance Statement for 2016/17**

A blank form is attached for information. It will be completed at the meeting.

- g. To complete the External Audit Accounting Statements for 2016/17**

The figures for the External Audit Accounting Statement have been compiled and a PDF is attached.

- h. To receive the report from the Internal Auditor**

The Internal Auditor visited and performed the checks on the accounts on 9 May. He has produced his report (attached). His one recommendation is that the parish has an Internal Audit Review of Effectiveness and has provided a document for use.

- i. To agree to the inclusion of the Clerk as a signatory on the bank account for administration purposes**

- j. To consider invoices for payment itemised on the payment schedule**

See attached payment schedule.