

CAVERSFIELD PARISH COUNCIL

Finance Report for Parish Council meeting on 16 May 2018

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	£6,845.70
NS&I Account	£2,362.47

There were 9 unpresented cheques totalling £962.72.

The Final Submission of the year to HMRC via the RTI Tools software has been completed and the P60 produced.

The Internal Auditor made his inspection on 24 April (see report under 13. i.)

b. To receive the bi-monthly financial report – for information

As at 7 May, the Accounts stood at:

Co-op Current Account	£8,553.33
NS&I Account	£2,362.47

There were no outstanding cheques.

The Current Account has received the first tranche of the Precept at £2,710.00 and the CTRS Grant of £77.27.

The Standing Order of £116.92 to pay the Clerk cleared on 19 March and 17 April.

The VAT Reclaim for the year 2017/18 has been completed.

c. To consider and agree the Reserves for 2018/19

3 months' running costs	£1,000.00
Election Expenses	£1,600.00
Noticeboard Repair / Renewal	£630.00
Clerk Laptop, printer and scanner	£1,000.00
Bus shelter repairs	£600.00
Bus Shelter Lighting	£200.00
White Gate Refurbishment	£550.00
Insurance Excess	£250.00
General Fund	£400.00
Total Reserved Funds	£6,230.00

- d. To consider and approve the Statement of Accounts for the year ending 31 March 2018**

The draft Statement of Accounts is attached.

- e. To update the Asset Register**

Draft attached

- f. To consider whether to complete a Certificate of Exemption from submission to the External Audit due to being under the £25,000 threshold or to have a Limited Assurance Review**

- g. To complete the External Audit Annual Governance Statement for 2017/18**

- h. To complete the External Audit Accounting Statements for 2017/18**

Draft figures attached

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

Report attached

- j. To consider a review of the effectiveness of the Internal Auditor**

- k. To agree the NALC recommended cost of living pay increase for the Clerk**

- l. To consider paying a quarter of the Clerk's Office 365 annual subscription**

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

See attached payment schedule.