**Bromeswell Parish Council**

**Parish Council Meeting 29 July 2019 – Finance Report**

(Prepared 28 July 2019)

**Opening Bank Balances as at 1 April 2019**

Community Account (Current A/c) £ 7396.36

Premium Account (Interest paying “reserve”) £ 1513.11

TOTAL OPENING BANK BALANCE £ 8909.47 (A)

**Receipts**

Cleared receipts since meeting of 1 April 2019:

First tranche of precept from East Suffolk DC £ 2295.00

VAT refund from HMRC £ 218.97

Wayleave from UK Power Networks £ 36.23

Interest on Business Premium Account £ 0.75

TOTAL RECEIPTS £ 2550.95 (B)

**Payments**

Cleared Payments since 1 April 2019:

SALC annual subscription £ 178.99

Information Commissioner Registration Fee £ 35.00

Village Hall Hire £ 72.00

TOTAL PAYMENTS £ 285.99 (C)

**Closing Bank Balances as at 28 June 2019:**

Community Account £ 9660.57

Business Premium Account £ 1513.86

**TOTAL BALANCE AS AT 28 JUNE 2019 £ 11174.43 (A+B-C)**

**For Information:**

1. Change of mandate forms submitted to Barclays Bank. As yet no news – hopefully no news is good news. Clerk to follow up if not confirmed by 5 August.
2. As a result of mandate changes no payments have been possible from our accounts. Outstanding invoices are £55.20 to SALC for councillor training and £500.00 for Clerks pay and PAYE for quarter to 30 June. Both are aware and content to wait for payment.
3. The Audit for 2018-19 has been received and circulated. There are no matters of significant concern raised by the auditors although the following improvements to practice have either been put in place or are to be actioned by the Clerk before the next audit:
4. NALC standard form Standing Orders & Financial Regulations were adopted at the May meeting.
5. Whilst all of the councils expenditure is covered under its general statutory powers of expenditure, future minutes and cash book will be amended to reflect this.
6. Clerk to investigate & bring forward more robust system of Risk Management and Budgetary Controls
7. Clerk to ensure that the War Memorial is included within its insurance and that the annual review of insurance confirms all assets are included in the PC insurance policy.
8. All end of year statements including the Exemption Certificate are uploaded to the Council website.
9. As previously explained to Council & to the auditor, the relevant AGAR forms for 2017-18 were not included in the papers passed to the Clerk by the outgoing Treasurer and therefore could not be published. All relevant end of year papers for 2018-19 are published on the website.
10. Future minutes to reflect acceptance (or otherwise) by council of apologies for non-attendance.
11. Clerk to bring the GDPR requirements up to date.

Robert Cutts

Clerk & RFO

28 July 2019