

# REPORT FOR DECISION

# Item No:- FC22/068

Committee:-	Finance and Governance Committee
Date:-	25 <sup>th</sup> January 2023
Author:-	Martin Hammond, Clerk
Report Title:-	Budget Monitoring and Invoices
·Wards Affected:-	All

## 1. Purpose of Report

To report the Council's financial position for this year to date and to seek approval for the payment of outstanding invoices, and for the disposal of one item.

#### 2. Recommendations

That

- a) The report be noted
- b) The payments listed in para 3.4 be approved
- c) The payment listed in para 3.5 be approved, on the basis it is fully recoverable
- d) The fridge referred to in para 3.6 be disposed off to Furniture Turnaround and treated as a donation to be paid for by the community resilience fund.
- e) A further payment be made into the reserve account in the sum of £50,000
- f) Members' view of the value of the information in Appendix Two is requested.

#### 3. Information

- 3.1. The financial management system produces budget monitoring information and this is attached below, at Appendix One.
- 3.2. The Council's bank balances, after the payment of the second half of the precept, as at  $16^{th}$  January 2023 were

-	Current account	£	125402.77
-	Reserves	£	49912.00
-	Election reserves	£	18071.68
_	Town Lottery Account*	£	948.82

\*this is not the total available for good causes – see below.

- 3.3. Quarterly Interest payments on the reserves and election accounts were received on 31<sup>st</sup> December, of £157 and £58 respectively. At the same time the lottery and current accounts both paid out £18 in quarterly bank fees.
- 3.4 The following invoices have been submitted and approval is sought to make payments
  - Clerk expenses- postage stamps (to be refunded by Charity accounts)
    £ 7.80
  - Society of Local Council Clerks attendance at practitioners conference £120.00
- 3.5. An invoice has been received from NALC in relation to the services it provided to the Council in 2021/22 NALC has since become VAT registered and it is required to levy VAT on its activities in 2021/22. Effectively this means that this Council is required to pay VAT charges to NALC, who remit the sums to HMRC, and then this Council can claim the VAT back from HMRC as part of tis next claim. This may sound a somewhat elaborate circular payment route, but it appears there is no avoiding this particular dance. The VAT is due on the charges for member training costs, internal audit fees and the data protection officer fee where NALC carried out or brokered the appointments. The total is £380.80. The net cost to the council is nil, other than the time involved.
- 3.6. When arranging for the office move from The Municipal Offices to the Conference Centre, it was agreed to purchase a fridge. One was duly purchased. The day before the move, a working fridge was discovered built into the one item of Mayoral furniture that was being moved, so the Council now has two fridges. It is suggested that the new fridge be offered to Furniture Turnaround in the form of a donation in kind, and costed against the Community Resilience Fund. Its value is £222.
- 3.7. The task of capturing all the individual payments made between meetings has become onerous, so at Appendix Two is a list of payments drawn from the accounting system for the last two months, arranged by cost centre. This provides granular information not available in Appendix One members are asked if they wish to see this list at future meetings.
- 3.8. As mentioned above, the Council has £125,000 in its current account which will need to last until the end of April 2023. At projected levels of expenditure, it is likely that the Council will have costs of about half that amount over the next three months. It is proposed that £50,000 be paid into reserves now— this is the larger part of the sum set aside for public toilets which is has not been possible to spend this year, so this sum can live within the reserve account as the first tranche of the earmarked reserve for toilets and can earn some interest.

### 4. Town Lottery Account

- 4.1. The current position with the lottery account is:-
  - Receipts from supporters

- Payments to Affinity Lottery 35% (plus VAT) £1176.70 plus VAT

Reserved for KTC costs 5% £ 168.10
 KTC costs to date (set up fee, bank charges, publicity) £ 401.00

This leaves £1034 in the fund as at 16<sup>th</sup> January 2023 for good causes, once all VAT has been repaid. £1000 was paid out at the end of December to Accommodation Concern.

There are approximately 79 supporters, with 116 chances played in the last week.

## **Background Papers**

Accounting system data Lottery account data