

# Financial Report for Sandon Parish Council Meeting

To be held on 10<sup>th</sup> January 2018

1. <u>Financial Highlights for the current year to 8<sup>th</sup> Jan 2018:</u>	£
<u>Total receipts: (Precept 7770 + VAT refund 503.21 + Transp'y Grt 554.40)</u>	<b><u>8,827.61</u></b>
<u>Total payments to date: (including VAT)</u>	<b><u>6,324.67</u></b>
<u>Payments since 8<sup>th</sup> Nov 2017 meeting:</u>	1,788.00
<i>(HAPTC £40 + 5 Grants made £1,700 + Mini-bus fuel £48.00*)</i>	
<u>Note * PC approval Required for this December 2017 payment:</u>	
Weston Parish Council - contribution to fuel for mini-bus trial. £48.00	
<b><u>Available Balance</u></b> <i>(Bank £9,736.32 - £75 unrepresented chq)</i>	<b><u>9,661.32</u></b>

2. Spend Approvals / cheque release authorisations required:

Total new spend to be authorised

*Namecheap.com – Sandon website hosting annual fee* 39.13

*2<sup>nd</sup> Salary payments (Clerk & RFO including. PAYE)* 814.00

*FOSS grant towards IT upgrade (historically £200 - £500)* TBD

**Residual Balance** (if FOSS awarded say £300) **8,508.19**

3. Precept for 2018/19:The RFO has submitted the agreed £8,200 precept request to NHDC
4. Internal Audit Plan: The RFO and Internal Auditor have prepared a Draft 2017/18 Internal Audit Plan for consideration by councillors tonight; approval is required to enable the audit to be completed before the March 2018 meeting.
5. Risk Assessment: The financial and business risks assessment must be reviewed and updated by the Council before 31 March. The RFO will prepare and circulate a draft document for comment within the next 6 weeks for final approval by the Council at its March meeting.
6. Internal Audit Report: The Internal Auditor will be asked to complete his audit in time to present his report to the Council at the March meeting.
7. Internal Audit Effectiveness Review: The Council must review the effectiveness of its internal audit process annually and before 31 March hence this must be done following presentation of the Internal Audit Report at the March meeting.
8. External Audit: The eligibility criteria for small Parish Councils to be able to pursue self-certification in place of a formal external audit are still awaited.
9. Agenda topics: The Clerk is requested to allocate time on the March 2018 Agenda to enable the non-standard financial topics 5 - 7 above to be covered.