

LAUNTON PARISH COUNCIL

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7) Finance and Governance

a) To receive the Finance Report

As at 23 October, the Accounts stood at:

Co-op Current Account	£36,958.68
Co-op Deposit Account	£10,060.02

There were no outstanding cheques

The Standing Order of £42 for Hire of the Parish Hall cleared on 2 October.

The Standing Order of £110 to Launton Lines cleared on 4 October.

No income had been received.

b) To acknowledge scrutiny and acceptance of previously circulated bank statement

c) To agree to the appointment of Arrow Accounting as Internal Auditor for the year 2017 /18

The Internal Auditor has sent their Letter of Engagement for consideration and approval.

d) To consider a donation to the Royal British Legion for Remembrance Day

e) To note the Clerk's Pay Scale and monthly remuneration

f) To consider and approve invoices for payment itemised on the Payment Schedule

Cheque no:	Payee and reason	Budget	Amount
200545	JMC Olds for October Clerk Salary	Clerk's salary	£471.02
200546	Calber Facilities Management Ltd for September grass cutting	Grass cutting	£235.20
200547	Stephen Gray for 2 nd verge cut	Grass cutting	£240.00
200548	The Business Store for stationery	Admin costs	£21.65
	Royal British Legion for contribution to poppy appeal	S137	£tbc

g) To agree to appoint the Clerk as Data Protection Officer for the Parish

h) To agree to register with the Information Commissioner and to pay the £35 annual registration fee

i) Replacement option for funds from Bank of Ireland – update from Clerk

The Clerk recommends transferring the funds from the Current Account to the Deposit Account as an interim measure and to look at alternative options in due course. A letter to the bank will need to be signed.

j) To consider applying for a NALC Transparency Grant

Grants from NALC are available to help with ensuring that the Parish Council website is compliant with the Transparency Regulations and includes Clerk time and domain name and hosting. As the Parish has not applied for any funding, it would be worth taking advantage of the grant.

k) To agree to the purchase from LexisNexis of the new edition of Local Council

Administration at a cost of £64.60

The Tenth Edition is now available and contains the new legislation covering finance and transparency.

l) To consider the Risk Assessment for the year 2017/18