LAUNTON PARISH COUNCIL

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Finance Report for Parish Council meeting on 5 June 2025

Agenda Item:

8. Finance

a. To receive the Finance Report

As at 16 May, the Accounts stood at:

Co-op Current Account	£65,397.80
Co-op Deposit Account	£2,338.23
Co-op 35-Day Deposit Account	£64,823.71
Lloyds Parish Hall Account (24 Apr)	£3,816.71

Outstanding Payments at 16 May		**Date Cleared**
O2 Mobile May contract	£9.41	21/5/25
Lloyds bank April charges	£6.37	20/5/25

Income		**Date Cleared**
Hall Lettings (Lloyds Account) to 24 April	£77.00	9-24/4/25

Standing Orders to note:

Date Cleared	Payee and reason	Budget	Minute Ref	Payment
6/5/25	Launton Lines (monthly)	Launton Lines	10/11/22 10	£170.00

Direct Debits to note:

Date Cleared	Payee and reason	Budget	Minute Ref	Net Payment	Payment inc VAT
22/4/25	O2 Mobile April contract	Admin Costs	23/4/25 6.d	£9.41	£9.41
17/4/25	Castle Water March usage	Parish Hall Utilities	23/4/25 6.d	£21.87	£23.78
22/4/25	EDF Energy March usage	Parish Hall Utilities	23/4/25 6.d	£522.65	£627.18
16/5/25	Castle Water April usage	Parish Hall Utilities	23/4/25 6.d	£29.62	£32.28
16/5/25	EDF Energy April usage	Parish Hall Utilities	23/4/25 6.d	£92.08	£96.69
22/4/25	Lloyds bank March charges	Bank Charge		£4.75	£4.75

b. Bank Statements – to acknowledge scrutiny and acceptance of the previously circulated bank statements

c. **Transfer to Deposit Account** – to consider a transfer of funds from the Current Account to the Deposit Account to take advantage of the interest rate

d. **Internal Financial Control** – to receive a report from the Councillor responsible for Internal Financial Control

e. **Statement of Accounts** – to consider and approve the Statement of Accounts for the year ending 31 March 2025

f. **Assets List** – to confirm the assets list for the year 2024/25 and set an appropriate minimum value of assets for the asset register

g. **Internal Audit**
   i. **To receive and review the report from the Internal Auditor**
   ii. **To consider the appointment of the Internal Auditor for 2025/26**

h. **AGAR Signature Redaction** – to consider redaction of the signatures on the web version of the Annual Governance and Accountability Return to protect the signatories from 'specific and identifiable threats' of identity theft and GDPR concerns

i. **External Audit** – to consider the 2024/25 AGAR for submission to the External Auditor
   i. **Section 1: Annual Governance Statement** – to consider the questions and respond accordingly
   ii. **Section 2: Accounting Statements** – to consider and agree the accounting statement figures
   iii. **Electors' Rights** – to note the dates for the Notice of Public Rights
   iv. **Statement of Variance** – to consider the draft Statement of Variance

j. **Internal Auditor** – to review the effectiveness of the Internal Audit

k. **Insurance Renewal** – to consider and agree the renewal for 2025/26

l. **Invoices for Payment** – to consider and approve invoices for payment itemised on the Payment Schedule

Payment Method	Payee and reason	Budget	Minute Ref	Net Payment	Payment inc VAT
Bank Transfer	Zurich Municipal for insurance renewal (invoice number 544323049)	Insurance	1/5/25 10.k	£875.00	£875.00
Bank Transfer	Calber Facilities Management Ltd for May grass cutting (invoice number CL479818)	Urban grass cutting	9/1/25 13.b	£496.00	£595.20
Bank Transfer	Catherine Camp for internal audit	Audit	1/8/24 9.e	£200.00	£200.00
Bank Transfer	Open Spaces Society for annual subscription	Subscriptions	23/4/25 6.d	£45.00	£45.00
tbc	Mary Brydon for Parish Hall cleaning	Parish Hall Caretaker	6/2/25 11.c	£1,600.00	£1,600.00

Debit Card transactions to note:

Date Cleared	Payee and reason	Budget	Minute Ref	Net Payment	Payment inc VAT
13/5/25	Zoom – May Subscription	Meeting costs	23/4/25 6.d	£12.99	£15.59