

# WINSCALES PARISH COUNCIL

Dear Councillor, we summon you to be involved in the consultation of the close of accounts of the Winscales Parish Council:

**Date:** Monday-Friday (27-31 July 2020)

**End Time:** 12:00 31/07/2020

Email Meeting

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## CLERK REPORT TO CONSULTATION MEETING

### 1. Remote Meeting via Email and/or Phone Only

- a) Remote consultation meeting was called to enable the Parish Council to conduct council business, this being to finalise end of year financial accounts 2019/2020.
- b) A five-day consultation period where councillors scrutinised the Close of accounts ended 12:00 noon on Friday 31 July 2020. Councillors Michele Twiss (Chair), Hillary Harrington, Bryan Wood and Jennifer Metherell agreed to the document being a true record.
- c) 31 July 2020 - Documents delivered to the Chair Cllr Michele Twiss for signature to finalise accounts.
- d) Meeting report documented as (Jul-029) on close of accounts in line with AGAR Guidelines

### 2. Financial Matters 2020/2021

4.1 Bank Statement	Date	Income	Balance
Number 12 Issue	01/04/2020	£3000.00	£7416.74
Number 13 Issue	01/07/2020	£0.00	£5042.63

#### 4.2 Transactions & Incomes noted for 2020/2021

CN-39 Clerk Half Year Salary & Expenses	£1297.52
CN-40 CALC Annual Subscription	£106.26
CN-41 Annual Insurance (RHIB)	£200.34
CN-42 Microsoft Office Subscription	£79.99
CN-43 Rocket Sites Ltd Website Design	£690.00
CN-44 Hunday Manor Hotel – March Room Hire	£40.00
CN-45 Internal Audit	£50.00
CN-46 Clerk Expenses	£321.75

### 3. Date of next meeting:

TBC



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Report Ref: - (Jul-029) by Angela Meek, Clerk to Winscales Parish Council

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