

DUNSTABLE TOWN COUNCIL

MINUTES OF ACCOUNTS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON WEDNESDAY 20 MARCH 2019

Present: Councillors Mike Mullany (Chairman), Peter Hollick and Johnson Tamara with Rosemary O'Sullivan (Head of Finance and Support Services)

Apologies for Absence: Councillor Nigel Warren

1. PAYMENT OF ACCOUNTS

The Head of Finance and Support Services presented the supporting documentation for consideration in approving the schedule of accounts for payment. This included the detailed Purchase Ledger Daybook of invoices received in the relevant period, the detailed schedule of Purchase Ledger Cheque, Direct Debit and BACS payments, a spreadsheet reconciling invoices received as per the Purchase Ledger and payments made against them.

Detail of all payroll costs for the previous month, including net salaries paid directly by BACS and payments to HMRC, Bedfordshire Pension Fund and Unions were included with a separate audit trail.

RESOLVED: i) that the schedule of accounts processed for payment for the period 20 February to 19 March 2019 be approved (see Appendix 1)

ii) that Councillors' action in authorising prior payments by BACS and Bankline as detailed on the schedule be confirmed.

2. BANK RECONCILIATIONS

In accordance with Financial Regulations, the Sub-Committee verified the bank reconciliations for all accounts as at 28 February 2019 and the Chairman signed the bank statements accordingly.

3. INCOME AND EXPENDITURE

The Sub-Committee received the Income and Expenditure report as at 28 February 2019, which had also been circulated to all members of the Council and formed the basis for the financial monitoring report to be considered at the meeting of Finance and General Purposes Committee on 25 March 2019. Members noted variances against the budget and the explanations therefor.