

DUNSTABLE TOWN COUNCIL

MINUTES OF ACCOUNTS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON WEDNESDAY 19 SEPTEMBER 2018

Present: Councillors Mike Mullany (Chairman) and Johnson Tamara

In Attendance: Councillor Philip Crawley with Rosemary O'Sullivan (Head of Finance and Support Services)

Apologies Councillors Peter Hollick (Vice-Chairman) and 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 22 August to 18 September 2018 be approved (see Appendix 1)
 - ii) that Councillors' action in authorising prior payments by BACS and Bankline as detailed on the schedule be confirmed
 - iii) that Councillors' action in authorising payments on cheque number 26535 be confirmed
 - iv) that cheque numbers 26393 and 26423 be confirmed as cancelled

2. BANK RECONCILIATIONS

In accordance with Financial Regulations, the Sub-Committee verified the bank reconciliations for all accounts as at 31 August 2018 and the Chairman signed the bank statements accordingly.

3. INCOME AND EXPENDITURE

The Sub-Committee received the Income and Expenditure report as at 31 August 2018, which had also been circulated to all members of the Council.