

POLICY, GOVERNANCE & FINANCE COMMITTEE



Agenda Item:	Payment of Accounts
Meeting Date:	Monday 9 June 2025
Contact Officer:	Responsible Financial Officer

Background

Members should note from previous reports that the Council has its bank accounts with Barclays Bank and runs three active accounts: the General Account, the Imprest Account and the Business Premium Account. Transfers between accounts take place but external payments are only made from the General Account and the Imprest Account.

Cheque payments over £5,000 and Electronic Payments are made from the General Account. Cheque payments of less than £5,000 are made from the Imprest Account.

The payment schedules, bank statements and bank reconciliations are brought to the Policy, Governance & Finance committee as part of the Council's due diligence procedures.

Current Situation

1. Bank Reconciliation and Bank Statements

Attached are bank reconciliations and associated bank statements for February and March 2025.

2. Payment of Accounts

Attached are the payment schedules for February and March 2025.

It was previously reported that the Council's general account (cashbook 1) had been subject to a number of unauthorised direct debits from August 2024. The matter has been addressed with the bank and refunds were made but an amount of £61.84 remains owed to the Council and this is being addressed with the bank.

Since the last meeting your offices have cancelled more unauthorised direct debits before any money was taken from the general account.

The situation will continue to be monitored.

Recommendations

Members are invited to note the report and bank reconciliations and that the following schedule of payments be approved:

Payment reference/ Cheque Numbers	In the sum of:	Account
Cheque 101277, DDs, ELPs 14 to 29 (electronic payments) and Standing Orders February 2025	£204,277.60	General CB 1
Cheques 35116-35119; DDs, BACs and Standing Orders February 2025	£16,883.13	Imprest CB 2
DDs, ELPs 30 to 41 and Standing Orders March 2025	£153,723.16	General CB 1
Cheques 35120-35158, cancelled cheques 34935 & 35115, DDs and Standing Orders March 2025	£28,302.47	Imprest CB 2

Report ends.