

**Responsible Financial Officer Reports (9-12)****9. RFO Report** - (for information – bank balances)

Bank balances - as at 31 August 2024 are as follows:

HSBC	13,662.87
Lloyds Debit card	1,739.70
Cornwall Council deposit	406,124.27
HSBC Money Market Deposit	200,000.00
<b><u>TOTAL</u></b>	<b><u>£621,526.84</u></b>

HSBC Money Market Deposit – the deposit of £200,000 matured on 9 September and was repaid to the current account with a further £1,422.25 interest. Surplus funds have been transferred to the Cornwall Council deposit.

Precept – The second instalment of the precept totalling £302,598.50 was received on 9 September with surplus funds transferred to the Cornwall Council deposit.

**10. Schedule of Payments** - To receive and approve the schedule of payments.

**Attachment: 10. Schedule of Payments**

**Recommendation: to approve the schedule of payments****11. Budget Monitoring 2024/25** – To receive and accept a draft budget report to **31 July 2024** for monitoring purposes

**Attachment: 11. Budget Monitoring to 31 July 2024**

*On target spend should now be at 33.33%*

The following points should be noted on the Administration (101) budget (other budgets monitored within the relevant committees):

- PAYE & NI (4010) is showing one month's expenditure only due to an incorrect claim for employment allowance following advice from Sage. This has now been corrected in August.
- Pension (4020) includes the annual lump sum contribution of £4,900 and paid a month behind.
- Subscriptions & Memberships (4190) the annual CALC and NALC subscriptions have been paid
- Equipment & IT Purchase (4230) the overspend has been funded from the earmarked reserve.
- Mayoral Allowance (4340) is paid via payroll so included in the salary line. £491 paid to 31 July 2024.

- CCTV (4360) annual maintenance charges have been paid.

**Recommendation: to note and approve the budget monitoring report**

**12. External Auditor Report and Certificate 2023/24** – To receive and accept the External Auditor Report and Certificate 2023/24

**Attachment: 10. External Audit Certificate**

The external audit has been completed and there were no matters that came to their attention giving cause for concern or affecting their opinion to which they needed to draw our attention.

In other matters, they have noted the declaration in relation to late submission of the Charity Commission returns and recommend that in future when appointing the internal auditor, the Council specifically minutes that it has considered the independence of the appointed auditor. This will be taken forward for future action.

In accordance with the Accounts and Audit Regulations 2015 the 'Notice of Conclusion of Audit' was published on our website on 16 August 2024 and the Council must ensure copies of the Annual Governance and Accountability Return remain available to the public for a period of at least 5 years.

**Recommendation: To receive and accept the External Audit Report and Certificate**