

# FORTON PARISH COUNCIL

## Finance Report For The Meeting To Be Held On Wednesday 14 March 2018

### 1 2017/2018 Quarter Four

Attached is the financial statement dated 04 March 2018. It balances to the latest bank statements received.

Account	£ p
Current @ 04 March 2018 (by phone)	110.00
Reserve @ 04 March 2018 (by phone)	916.28
<b>TOTAL</b>	<b>£1026.28</b>

The council is asked to approve and the chairman to sign the financial statement.

**ACTION: Council**

### 2 Precept Payments for Approval

Precept Payments	Budget £ p	Agree to Pay
Clerk's Salary (gross) – quarter 4	*£103.04	<b>103.04</b>
Clerk's Expenses – quarter 4	To be advised	
Domain renewal (2 years) paid by D Carver	nil	<b>23.98</b>

\*No PAYE is due to be deducted this quarter.

The council is asked to approve the above payments and authorise the RFO to make them.

**ACTION: Council**

### 3 Concurrent Grants

The Council is reminded that concurrent grant (£270.00 already received) must be properly disbursed before the end of the financial year (31 March 2018) otherwise it will become forfeit and will have to be returned to Stafford Borough Council. The Council is asked to consider all applications for grant received and decide upon appropriate disbursements at this meeting. Note that the amounts and recipients shown in the budget should not be allowed to influence any decisions made at the meeting other than the overall maximum.

NALC issued a notice on 31 January 2018 regarding Parish Councils and Financial Assistance to the Church. It starts by saying that under the local government act 1894 such payments were barred. Subsequent legislation (particularly s. 215 of the 1972 local government act) may have rescinded this with regard to 'a closed churchyard' but the NALC notice concludes by saying: 'a council that considers making a payment in these circumstances needs to consider whether it is prudent to take a course of action that it cannot be certain is legally valid.' I have asked Cllr. Peter Hammond, as a retired solicitor and with a position on the PCC to give his view to the council at the meeting.

**ACTION: Cllr Hammond & Council**

### 4 Audit and Transparency Code

The Department for Communities and Local Government has now said that Parish Councils with a turnover below £25k per annum will no longer require having their accounts externally audited at all, provided there are no issues or complaints raised and they fully comply with the Transparency Code. Small Councils still have to complete, have internally audited and publish on the website an annual return in the prescribed format. I shall begin to put this in hand as soon as the year closes on 31 March. The return must be completed and approved before 02 July 2018. In practice this means the council must be in a position to approve the return at its next meeting in May.

**ACTION: RFO**

## **5 General Data Protection Regulations (GDPR)**

These regulations are set to replace the current Data Protection Act with a much more exhaustive set of regulations on 25 May 2018 that will affect this council. I attended a SCC briefing session at an early stage that made matters look draconian for a small organisation such as ours. Fortunately after much lobbying by NALC and others some common-sense is appearing for example we heard that we would have to have a Data Protection Officer but also that Clerks and RFOs were disbarred from holding such a post due to conflict of interest. It now looks as though SCC is going to have such an officer for all small councils. At this point, as far as I am aware, we shall need to ask all Councillors (and the Clerk) to give their written agreement to having their personal information appearing on the website and to keep these permissions up-to-date. There may yet be other issues but we have to wait and see. I believe that we shall require the services of SCC for their provision of a data protection officer and I have made initial contact with SCC and await their response. Incidentally this service will only be available to councils that are SPCA members as we currently are.

**ACTION: RFO**

David Carver, RFO, Forton Parish Council

04 March 2018