

To Hythe Town Council  
Date 15 May 2019  
Status **Non Exempt**  
Responsible officer Responsible Financial Officer

Subject **BUDGET MONITORING REPORT F&GP/01/20**

**SUMMARY:** This report gives April's budget monitoring information, includes the bank reconciliation for April and recommends the Chairman of the Committee to sign the bank statements in accordance with good practice.

**REASON FOR RECOMMENDATION:**

The Committee is asked to agree the recommendations set out below because:-

- a) The Council is committed to control and manage its financial affairs in accordance with The National Association of Local Councils (NALC) guidelines.

**RECOMMENDATIONS:**

1. To receive and note the report F&GP/01/20
2. To authorise the Chairman of the Committee to sign the bank reconciliation detailed in the report

**INTRODUCTION**

Some differences that have since been highlighted on the Budget Monitoring report since the budget was agreed are explained on the attached addendum. This will bring to your attention any items that may show over budget in the coming year. These are merely advisory notes as the budget costs can vary throughout the year and may not be incurred on the income/expenditure anticipated. If expenditure overruns on an item the costs will be covered by unallocated reserves.

Sage reports will still be produced monthly and issued quarterly. All copies will be held in the office and are still be available upon request.

**CONTACT OFFICER**

If you have any queries about this report please contact The Responsible Financial Officer of the Council

Tel: 01303 266152 or email [RFO@hythe-tc.gov.uk](mailto:RFO@hythe-tc.gov.uk) prior to the meeting.