

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	23 rd March 2023 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer		
AGENDA ITEM REPORT TITLE	16 Petty Cash Verification		
Background	The Council have small Petty Cash float available for sundry purchases, the balance should be verified by a signatory twice a year.		
Updates	The current balance of Petty Cash is £106.17, the receipts and balance was checked and verified on 2 nd March 2023.		
Decision Requested	To note the verification of the Petty Cash balance		

