

Oakham Town Council

Report No. pendix: Item No.	Ap- Agenda	Council Date of Meeting: 29th March 2023
Report Author: Cllr Lowe	Title: Petty Cash	
Subject: Petty Cash		
Strategic Aim No. 7 Ensure robust financial controls are in place to enable the delivery of cost-effective services as required now and in the future.		

Due to poor procedures and recording of petty cash receipts being maintained and with the Council having resolved already to discontinue holding 'cash' in the office, as the actual cash cannot be accounted for the only option is for the Council to resolve to write off the figures detailed.

(1) Proposal - Petty Cash that is unaccounted for is to be written off.

(2) Proposal - RIALTAS cashbook is reconciled and closed off at the end of this financial year.