

APPENDIX II

PARISH COUNCIL MEETING – TUESDAY 23 MAY 2017

ITEM 9 – Finance – Monthly Payment Schedule, Bank Reconciliation, 2016/17 Budget Report

<u>Payment Check List</u>		27-Jun-17		
Supplier	Cost £	Cheque/ DD Value £	Cheque No.	Comments
BT P&BB M.Weston	34.68	34.68	dd	Previous Clerk BT Agreement
BT - Parish Hall PH	85.32	85.32	dd	
Clerks Salary & Expenses	727.39	727.39	501097	
Weed it & Reap - T/F Office Filing	60.00	60.00	501098	
Lightatouch - Internal Audit	410.00	410.00	501099	
Friends Copythorne Playground	1000.00	1000.00	501100	<i>Endorsement Required - Grant Donation</i>
Friends C/T Playground - Chair All	375.00	375.00	501101	Chairmans Allowance
Totals	2692.39	2692.39		

Payment Schedule Agreed _____ Date _____
Chairman Parish Council

Payment Schedule Agreed _____ Date _____
2nd Councillor Signatory

Copythorne Parish Council Account Reconciliations 2017/18		April 2017 - May 2017	
<u>Cashbook Reconciliation as at 31 May 2017</u>			
Balance b/fwd 1st April 2017			20,687.30
Plus Receipts (01 April 2017 - 31 May 2017)			8,936.52
			<u>29,623.82</u>
Less Payments (01 April 2017 - 31 May 2017)			(5,104.22)
Total - 31 May 2017			<u>24,519.60</u>
<u>Bank Reconciliation as at 31 May 2016 (Co-operative Bank Accounts 60092799- 00/-53)</u>			
<u>Bank Account Totals as @ 31st May 2017</u>			
Savings Account			17,629.45
Current Account			<u>7,715.03</u>
Total			25,344.48
Less unpresented cheques:-	501086	48.00	
	501092	200.00	
	501093	368.40	
	501094	90.00	
	501095	118.48	
			<u>(824.88)</u>
			<u>24,519.60</u>

COPYTHORNE PARISH COUNCIL		Budget vs Actuals as @ 31st March 2017			
	Actual 2014/15	Actual 2015/16	Budget 2016/17	Actual 2016/17	Actual vs Budget
INCOME					
Precept Payment			14,995.00	14,995.00	-
Government Grant			155.00	155.00	-
VAT Repayment			471.27	471.27	-
Lengthsman			4,400.00	4,400.00	-
Bank Interest			20.00	9.22	(10.78)
Dist Cllr Grant Funding			500.00	750.00	250.00
C.Cllr Grant Funding			250.00	2,500.00	2,250.00
Other			-		-
T/F Deposit A/C (less Reserves)					-
		-			
Total Income	-	-	20,791.27	23,280.49	2,489.22

	Actual 2014/15	Actual 2015/16	Budget 2016/17	Actual 2016/17	Actual vs Budget
EXPENDITURE					
Gen Admin			1,005.00	734.91	(270.09)
HALC/Nalc Subs			675.00	732.00	57.00
SLCC			-	128.00	128.00
GIS			100.00	100.00	-
Bank Charges			50.00	-	(50.00)
Stationery/Postage			550.00	389.66	(160.34)
IT Equipment			1,000.00	547.50	(452.50)
Room Hire			350.00	295.00	(55.00)
Parish Hall Phone & Broadband			400.00	424.63	24.63
Lengthsman - Copythorne			2,000.00	2,112.00	112.00
Lengthsman - Other			3,000.00	2,360.00	(640.00)
Lengthsman - Admin			400.00	400.00	-
Splitwind Pond			350.00	280.00	(70.00)
Grants (S.107)			630.00	530.00	(100.00)
Parish Council Insurance			345.00	353.11	8.11
Parish Council Website			600.00	360.00	(240.00)
Clerks Salary /Tax/NI/Pens			7,011.00	7,880.60	869.60
Office Allowance			330.00	320.01	(9.99)
Office Phone / Email			425.00	726.67	301.67
Mileage			550.00	885.66	335.66
Audit Costs			240.00	275.00	35.00
Training			500.00	185.00	(315.00)
Notice Boards/Publicity			210.00	138.00	(72.00)
Asset Purchase			500.00	-	(500.00)
Adopted Telephone Boxes			300.00	-	(300.00)
Elections			-	-	-
Chairman's Allowance			375.00	-	(375.00)
VAT			450.00	364.36	(85.64)
Projects					-
Grants (D/C Cllr - Playground)			-	2,650.00	2,650.00
Gen Admin					-
Other					-
Total Expenditure	-	-	22,346.00	23,172.11	826.11

Designated Reserves				13,000.00	
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