

1) Barclays Community

| | |
|--------------|---------------------------------------|
| B/F 01/04/19 | £640.44 |
| + Receipts | <u>1158.59</u> |
| | 1799.03 |
| -Payments | <u>200.00</u> <small>see note</small> |
| Balance | <u>1599.03</u> |

2) Unity Trust

| | |
|--------------|-----------------|
| B/F 01/04/19 | £17,699.26 |
| + Receipts | <u>10068.50</u> |
| | 27767.76 |
| -Payments | <u>22997.33</u> |
| Balance | <u>4770.43</u> |

3) Barclays Business Premium

| | |
|--------------|-----------------|
| B/F 01/04/19 | £16,931.22 |
| + Receipts | <u>0.00</u> |
| + Interest | 16.89 |
| - Payments | <u>0.00</u> |
| Balance | <u>16948.11</u> |

Total:

| |
|-------------------|
| <u>£23,317.57</u> |
|-------------------|

Note: Correction from May-Jul reports, Cheque 101442 reported in 18/19 accounts but presented in 19/20

| Date | | Item | Unity | Ref | Barclays | Barclays Premium | Precept | VAT refund PC | VAT refund RG | Bank interest | CIL | SCC grant | SCDC grant | Collections |
|--------|---|--------------------|----------|-----|----------|------------------|----------|---------------|---------------|---------------|------|-----------|------------|-------------|
| 30-Apr | * | precept | 10068.50 | 1 | 0.00 | 0.00 | 10068.50 | | | | | | | |
| 01-Jul | * | HMRC RG VAT refund | 0.00 | 2 | 573.98 | 0.00 | | | 573.98 | | | | | |
| 01-Jul | * | Bank interest | 0.00 | 3 | 0.00 | 8.44 | | | | 8.44 | | | | |
| 08-Sep | * | HMRC PC VAT refund | 0.00 | 4 | 584.61 | 0.00 | | 584.61 | | | | | | |
| 08-Sep | * | Bank interest | 0.00 | 5 | 0.00 | 8.45 | | | | 8.45 | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | * | | 0.00 | | 0.00 | 0.00 | | | | | | | | |
| | | Carried Forward | 10068.50 | | 1158.59 | 16.89 | 10068.50 | 584.61 | 573.98 | 16.89 | 0.00 | 0.00 | 0.00 | 0.00 |

| Date | Payee | Unity (BACS) | Barclays (cheque) | Ref | Chq No. | Salaries/PAYE | Subscriptions | Electricity | Insurances | Miscellaneous (audit broadband etc) | Clerk Councillor expenses | Training | Grants 137 Comm projects | Publicity | Environmental Services | Reserves | Community Projects | Bank charges | Recreation ground | Election costs | VAT paid |
|--------|---------------------------------|--------------|-------------------|-----|---------|---------------|---------------|-------------|------------|-------------------------------------|---------------------------|----------|--------------------------|-----------|------------------------|----------|--------------------|--------------|-------------------|----------------|----------|
| 01-Apr | C Shaw - Salary | 326.74 | 0.00 | 1 | | 326.74 | | | | | | | | | | | | | | | |
| 29-Apr | C Shaw - expenses | 119.05 | 0.00 | 2 | | | | | | | 119.05 | | | | | | | | | | 19.00 |
| 29-Apr | Norris & Fisher (Insurance) | 10.96 | 0.00 | 3 | | | | | 10.96 | | | | | | | | | | | | |
| 29-Apr | Suffold Cloud (web hosting) | 100.00 | 0.00 | 4 | | | | | | 100.00 | | | | | | | | | | | |
| 29-Apr | Scribe (accounting licence) | 154.80 | 0.00 | 5 | | | | | | 154.80 | | | | | | | | | | | 25.80 |
| 29-Apr | Swarco (SID) | 3281.23 | 0.00 | 6 | | | | | | | | | | | | | 3281.23 | | | | 546.87 |
| 10-May | JL Buckland (Suffolk Day) | 140.00 | 0.00 | 7 | | | | | | | | | 140.00 | | | | | | | | |
| 10-May | Custom T Shirt (Suffolk Day) | 120.00 | 0.00 | 8 | | | | | | | | | 120.00 | | | | | | | | |
| 10-May | C Shaw - Salary | 326.74 | 0.00 | 9 | | 326.74 | | | | | | | | | | | | | | | |
| 10-May | G Walker - Expenses | 72.92 | 0.00 | 10 | | | | | | | 72.92 | | | | | | | | | | 12.15 |
| 10-May | RG half yearly grant | 2300.00 | 0.00 | 11 | | | | | | | | | | | | | | | 2300.00 | | |
| 13-May | D Doggett (Suffolk Day) | 77.09 | 0.00 | 12 | | | | | | | | | 77.09 | | | | | | | | |
| 17-Jun | J Durrant (Suffolk Day) | 44.31 | 0.00 | 13 | | | | | | | | | 44.31 | | | | | | | | 2.29 |
| 17-Jun | C Shaw - Salary | 326.74 | 0.00 | 14 | | 326.74 | | | | | | | | | | | | | | | |
| 24-Jun | Suffolk Rickshaw (Suffolk Day) | 75.00 | 0.00 | 15 | | | | | | | | | 75.00 | | | | | | | | |
| 24-Jun | HP Salmon (Suffolk Day) | 192.00 | 0.00 | 16 | | | | | | | | | 192.00 | | | | | | | | |
| 24-Jun | HP Salmon (Suffolk Day) | 0.80 | 0.00 | 17 | | | | | | | | | 0.80 | | | | | | | | |
| 24-Jun | G Walker - Expenses | 55.30 | 0.00 | 18 | | | | | | | 55.30 | | | | | | | | | | 7.75 |
| 24-Jun | HMRC | 244.80 | 0.00 | 19 | | 244.80 | | | | | | | | | | | | | | | |
| 01-Jul | J Cade - expenses | 11.45 | 0.00 | 20 | 1 | | | | | | 11.45 | | | | | | | | | | |
| 01-Jul | S Harvey (Suffolk Day) | 85.28 | 0.00 | 21 | 1 | | | | | | | | 85.28 | | | | | | | | 4.23 |
| 01-Jul | A Bell-Jones (Suffolk Day) | 28.75 | 0.00 | 22 | 1 | | | | | | | | 28.75 | | | | | | | | 4.79 |
| 01-Jul | K&F Rec (Suffolk Day) | 50.00 | 0.00 | 23 | 1 | | | | | | | | 50.00 | | | | | | | | |
| 01-Jul | The Bakery (Suffolk Day) | 23.36 | 0.00 | 24 | 1 | | | | | | | | 23.36 | | | | | | | | |
| 01-Jul | K&F VH (Suffolk Day) | 30.00 | 0.00 | 25 | 1 | | | | | | | | 30.00 | | | | | | | | |
| 01-Jul | Suffolk Rickshaw (Suffolk Day) | 25.00 | 0.00 | 26 | 1 | | | | | | | | 25.00 | | | | | | | | |
| 01-Jul | A Bell-Jones (Suffolk Day) | 40.00 | 0.00 | 27 | 1 | | | | | | | | 40.00 | | | | | | | | |
| 01-Jul | Unity Service charge | 18.00 | 0.00 | 28 | 1 | | | | | | | | | | | | | 18.00 | | | |
| 08-Jul | RG VAT refund | 573.98 | 0.00 | 29 | 1 | | | | | | | | | | | | | | 573.98 | | |
| 08-Jul | TSM School - Suffolk Day | 50.00 | 0.00 | 30 | 1 | | | | | | | | 50.00 | | | | | | | | |
| 08-Jul | C Shaw - Salary | 326.74 | 0.00 | 31 | 1 | | | | | | | | | | | | | | | | |
| 08-Jul | SALC | 526.62 | 0.00 | 32 | 1 | | 526.62 | | | | | | | | | | | | | | |
| 16-Jul | Community Heartbeat (defib bat) | 223.20 | 0.00 | 33 | 1 | | | | | 223.20 | | | | | | | | | | | 37.20 |
| 25-Jul | SALC - training | 38.40 | 0.00 | 34 | 1 | | | | | | | 38.40 | | | | | | | | | 6.40 |
| 25-Jul | Parker Planning Services | 8360.55 | 0.00 | 35 | 1 | | | | | | | | | | | | 8360.55 | | | | |
| 25-Jul | Parker Planning Services | 963.90 | 0.00 | 36 | 1 | | | | | | | | | | | | 963.90 | | | | 160.65 |
| 02-Aug | D Cope - VG post painting | 223.98 | 0.00 | 37 | 1 | | | | | | | | | | 223.98 | | | | | | |
| 02-Aug | Parker Planning Services | 2924.10 | 0.00 | 38 | 1 | | | | | | | | | | | | 2924.10 | | | | 487.35 |
| 13-Aug | ICO registration payment (DD) | 35.00 | 0.00 | 39 | 1 | | | | | 35.00 | | | | | | | | | | | |
| 15-Aug | C Shaw - Salary | 326.74 | 0.00 | 40 | 1 | 326.74 | | | | | | | | | | | | | | | |
| 27-Aug | East Suffolk Council (election) | 108.80 | 0.00 | 41 | | | | | | | | | | | | | | | | 108.80 | |
| 27-Aug | ICO payment 18/19 (DD) | 35.00 | 0.00 | 42 | 1 | | | | | 35.00 | | | | | | | | | | | |
| | | 0.00 | | | | | | | | | | | | | | | | | | | |
| | | 0.00 | | | | | | | | | | | | | | | | | | | |
| | Carried Fwd | 22997.33 | 0.00 | | | 1551.76 | 526.62 | 0.00 | 10.96 | 548.00 | 258.72 | 38.40 | 981.59 | 0.00 | 223.98 | 0.00 | 15529.78 | 18.00 | 2873.98 | 108.80 | 1314.48 |

Bank Reconciliation

Date: 8th Sept 19

| | | |
|--------------|------------|-------------------|
| Cash in hand | 01/04/2018 | £35,070.92 |
| + Receipts | | <u>£11,243.98</u> |
| | | £46,314.90 |

| | | |
|-----------|--|-------------------|
| -Payments | | <u>£22,997.33</u> |
|-----------|--|-------------------|

| | | |
|----------|----------------------------|-------------------|
| A | Spreadsheet Balance | £23,317.57 |
|----------|----------------------------|-------------------|

Cash in hand per Bank Statements

| | | |
|---------------------------|------------|------------------|
| Barclays Community | 04/09/2019 | £1,599.03 |
| Barclays Business Premium | 04/09/2019 | £16,948.11 |
| Unity Trust | 08/09/2019 | <u>£4,879.23</u> |
| | | £23,426.37 |

| | | |
|----------------------|--|----------------|
| - Uncleared Payments | | <u>£108.80</u> |
| | | £23,317.57 |

| | | |
|---------------------|--|--------------|
| +Uncleared Receipts | | <u>£0.00</u> |
|---------------------|--|--------------|

| | | |
|----------|------------------------------|-------------------|
| B | Adjusted bank balance | £23,317.57 |
|----------|------------------------------|-------------------|

Does A=B ?**YES****Checks out OK**

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | X | Y | |
|----|---|------------------|-----------------|----------------|-----------------|----------------|---|---------------|----------------|---------------|----------------|-------------|---------------|-----------------|-----------------|---------|--------------|----------|
| 1 | Kirton and Falkenham Budget 2019/20 | April | May | Jun | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | March | To date | Forecast | Outturn | Budget 19/20 | |
| 2 | Currency £ | | | | | | | | | | | | | | | | | |
| 3 | Total receipts | | 10068.50 | 582.42 | | | 10068.50 | | | | 114.24 | | | 10650.92 | 20833.66 | Final | Gap | |
| 4 | Opening current a/c for the financial year | 18,339 | | | | | | | | | | | | | 0 | | | |
| 5 | | | | | | | | | | | | | | | | | | |
| 6 | Salaries/PAYE | 326.74 | 326.74 | 571.54 | 326.74 | 326.74 | 571.00 | 326.74 | 326.74 | 571.00 | 326.74 | 326.74 | 571.00 | 1878.50 | 4898.46 | 7031 | | |
| 7 | Subscriptions | | | | 526.62 | | | 0 | | | | | 37.2 | 526.62 | 563.82 | 575 | | |
| 8 | Electricity | | | | | | | | | | | | | 0.00 | 0 | 35 | | |
| 9 | Insurances | 10.96 | | | | | 1035 | | | | | | | 10.96 | 1045.96 | 1100 | | |
| 10 | Miscellaneous (audit broadband etc | 254.80 | | 18.00 | | 178.80 | 18 | | | | 254 | 890.67 | 218 | 451.60 | 1832.27 | 960 | | |
| 11 | Clerk Councillor expenses | 119.05 | 72.92 | 66.75 | 11.45 | | | | | 67.95 | | 46.56 | 24.28 | 270.17 | 408.96 | 175 | | |
| 12 | Training | | | | 38.40 | | | | | | | | | 38.40 | 38.4 | 210 | | |
| 13 | Grants 137 Comm projects | | 337.09 | 594.50 | 50.00 | | 50 | | 156 | 342.14 | 1006 | | | 981.59 | 2535.73 | 1600 | | |
| 14 | Publicity | | | | | | 20 | | | | | | | 0.00 | 20 | 250 | | |
| 15 | Environmental Services | | | | 447.18 | | | | 575 | | 335.94 | | | 447.18 | 1358.12 | 1150 | | |
| 16 | Reserves | | | | | | | | | | | | | 0.00 | 0 | 800 | | |
| 17 | Community Projects | 3281.23 | | | 9324.45 | 2924.10 | | | 161.54 | | | | | 15529.78 | 15691.32 | 0 | | |
| 18 | | | | | | | | | | | | | | 0.00 | | | | |
| 19 | General account | 3992.78 | 736.75 | 1250.79 | 10724.84 | 3429.64 | 1694 | 326.74 | 1219.28 | 981.09 | 1922.68 | 1264 | 850.48 | 20134.80 | 28393.04 | | | |
| 20 | | | | | | | | | | | | | | | | | | |
| 21 | RG Grant/Vat Refunds | | 2300.00 | | 573.98 | | 2300 | | | | | | | 2300 | 5173.98 | 4600 | | |
| 22 | | | | | | | | | | | | | | | | | | |
| 23 | Total Expenditure | | | | | | | | | | | | | 22434.8 | 33567.02 | 18486 | | |
| 24 | | | | | | | | | | | | | | | | | | |
| 25 | Current Account (Barclays + Unity) ^ | 18,339.00 | * | | | | | | | | | | | | | | | |
| 26 | Forecast Current Account | 5,605.64 | | | | | | | | | | | | | | | | |
| 27 | Reserve Deposit (Barclays Premium) | 16,931.00 | * | | | | | | | | | | | | | | | |
| 28 | Forecast Total | 22,536.64 | | | | | | | | | | | | | | | | |
| 29 | | | | | | | | | | | | | | | | | | |
| 30 | * Per Bank Reconciliation Report 8 Apr 2019 | | | | | | N.B. These totals correlate with the Scribe Bank Reconciliation for the corresponding month | | | | | | | | | | | |
| 31 | ^ Less payments plus receipts not banked | | | | | | | | | | | | | | | | | |
| 32 | | | | | | | | | | | | | | | | | | |
| 33 | | Jul-19 | GJW v1 | | | | f/c exc RG VAT refunds, SID & Planning Consultant | | | | | | | | | | | 17463.26 |

KIRTON AND FALKENHAM PARISH COUNCIL BUDGET 2019 -2020

| EXPENDITURE | 2017 TO 2018 | | 2018 TO 2019 | | 2019 - 2020 | Notes | FORECASTS | | |
|-------------------------------|--------------|--------------|--------------|--------------------|-----------------|--------------|--------------------|--------------|--------------|
| | Budget £ | Actual £ | Budget £ | Actual £ to Nov 19 | Forecast to y/e | | Budget £ | 2020-21 | 2021-22 |
| ADMINISTRATION | | | | | | | | | |
| Salaries inc PAYE | 5882 | 5892 | 6997 | 3806 | 6009 | 7031 | Per Jan 17 review | 7171 | 7314 |
| Stationery/post/telecoms | 770 | 397 | 535 | 298 | 450 | 500 | | 510 | 520 |
| Mileage | 125 | 76 | 128 | 15 | 75 | 75 | | 75 | 75 |
| VG Electricity | 30 | 33 | 34 | 34 | 34 | 35 | | 36 | 37 |
| Publicity | 202 | 175 | 206 | 20 | 20 | 250 | | 250 | 250 |
| Insurance | 1822 | 1238 | 1600 | 1368 | 1368 | 1100 | | 1125 | 1150 |
| Membership SALC,CAS,SPS | 607 | 524 | 565 | 558 | 558 | 575 | | 585 | 595 |
| Audit | 190 | 100 | 130 | 200 | 328 | 131 | No External Audit | 134 | 140 |
| Councillor Expenses | 180 | 95 | 180 | 50 | 50 | 100 | | 102 | 104 |
| Training | 202 | 38 | 206 | 0 | 100 | 210 | | 215 | 220 |
| Miscellaneous | | 54 | 54 | 36 | 72 | 72 | | 72 | 80 |
| Accounting & Website fees | | 376 | 167 | 100 | 100 | 257 | | 262 | 267 |
| Election fees reserve | | 0 | 0 | 0 | 0 | 300 | Est. cost c.£1,000 | 300 | 300 |
| Professional Fees reserve | | 0 | 800 | 0 | 800 | 500 | To build reserves | 500 | 500 |
| ENVIRONMENTAL SERVICES | | | | | | | | | |
| Grass cutting | 510 | 575 | 587 | 412 | 412 | 450 | | 460 | 470 |
| Hedges/trees | 300 | | 306 | 163 | 163 | 200 | | 200 | 205 |
| Repairs/Maintenance reserve. | | 73 | 500 | 0 | 500 | 500 | To build reserves | 500 | 500 |
| Mole catching | | | | | 0 | 0 | | 0 | 0 |
| GRANT EXPENDITURE | | | | | | | | | |
| Comm Infrastructure Levy | | | | | 1210 | 0 | | 0 | 0 |
| Loc Grant / Comm En Fund | | | | 904 | 3404 | 0 | | 0 | 0 |
| GRANTS OUT(s137) | | | | | | | | | |
| General Pool | 1822 | 1820 | 1600 | 231 | 1600 | 1600 | | 1650 | 1650 |
| Community Projects | | | | | 0 | 0 | | 0 | 0 |
| Recreation Ground | 4554 | 4500 | 4600 | 4500 | 4500 | 4600 | | 4700 | 4800 |
| GENERAL RESERVE | 0 | 0 | | | 0 | 0 | | 0 | 0 |
| TOTAL EXPENDITURE | 17196 | 15966 | 19195 | 12695 | 21753 | 18486 | | 18847 | 19177 |
| INCOME | | | | | | | | | |
| GRANTS IN | | | | | | | | | |
| SCC Locality Grant | c/f 18/19 | 800 | | | | 0 | | 0 | 0 |
| SCDC Enabling Grants/Other | c/f 18/19 | 2500 | | | | 0 | | 0 | 0 |
| Other grants/collection | | 165 | 0 | 156 | 156 | 160 | | 160 | 160 |
| CIL | | | | 1210 | 1210 | 0 | | 0 | 0 |
| INTEREST | | 15 | 90 | 17 | 35 | 50 | Seek better rates | 100 | 100 |
| TOTAL INCOME | 0 | 3480 | 90 | 1383 | 1401 | 210 | | 260 | 260 |
| TOTAL EXPENDITURE | | 15966 | 19195 | | 21753 | 18486 | | 18847 | 19177 |
| LESS TOTAL INCOME | | 3480 | 90 | | 1401 | 210 | | 260 | 260 |
| TOTAL PRECEPT REQUIRED | | 12486 | 19105 | | 20352 | 18276 | | 18587 | 18917 |

| RESERVES | |
|--|----------------|
| (uncommitted) | |
| 31/03/18 | £32,242 |
| ADD | |
| VAT Refund | £288 |
| | £32,530 |
| LESS | |
| Grants | £3,300 |
| Election | £700 |
| Specialist Fees | £21,000 |
| Maintenance | £1,000 |
| Contingency | £0 |
| | £6,530 |
| Recommended 3 to 12 months of turnover which is £4,500 to £18,000 | |

2018/19 Precept £18,000