

**Bank Reconciliation: 31st December 2019**

Balance per Cash Book	89,169.90	Opening cash book balance	64,560.47
		Income	79,422.51
<b>Adj Cash Book Balanc</b>	<b>89,169.90</b>	General expenditure	(32,219.60)
		Res & Desig expenditure	(19,284.90)
Balance per Combined Bank Statements:		Movement in petty cash balance	0.00
		Movement in other reserves	0.00
Current	100.00	Movement in VAT	(3,308.58)
Reserve	<u>89,464.06</u>	Closing cash book balance	<u>89,169.90</u>
Total	<b>89,564.06</b>		
		Check:	0.00
Unpresented cheques:			

2090	(156.00)	SLCC Subs
2092	(17.00)	Prism Window
2095	(221.16)	SCCPension

<b>Adj Bank Statements</b>	<u><b>89,169.90</b></u>
<b>Difference</b>	<b>0.00</b>

Signed RFO:

Approved:

Date:

## Receipts and payments report - general funds

	2018/19 Actual		2019/20 Budget	2019/20 Actual to date	Not yet rec'd/paid	
<b>Income:</b>						
Precept	51,000		53,000	53,000	0	100.0%
Compensatory grant	3,080		2,500	2,760	260	110.4%
Shop rent	2,000		2,000	2,000	0	100.0%
Licence fees	700		880	440	(440)	50.0%
Room hire	0		0	300	300	-
Sports Club contributions	2,764		5,235	1,100	(4,135)	21.0%
Football club fees	0		3,000	0	(3,000)	-
Interest	94		20	160	140	-
Other income	7,842		0	19,663	19,663	-
<b>Total Income:</b>	<b>67,480</b>		<b>66,635</b>	<b>79,423</b>	<b>12,788</b>	<b>119.2%</b>
<b>Administration expenditure:</b>						
Payroll, tax and NI	(17,680)	A1/A2	(18,100)	(10,833)	7,267	59.8%
Pension costs	(3,134)	A3/A4	(3,000)	(3,810)	(810)	127.0%
Insurance	(8,146)	A5	(4,150)	0	4,150	0.0%
Courses & training	(895)	A6	(1,500)	(360)	1,140	24.0%
Telephone & internet costs	(649)	A7	(750)	(911)	(161)	121.4%
Elections	(227)	A8	(1,250)	0	1,250	0.0%
Audit	(1,326)	A9	(1,000)	(724)	276	72.4%
Councillors expenses	(28)	A10	(150)	(371)	(221)	247.5%
	(32,085)		(29,900)	(17,009)	12,891	56.9%
<b>Office expenses:</b>						
Grants	(435)	B1	(500)	(100)	400	20.0%
Subscriptions (incl. HALC)	(341)	B2	(750)	(768)	(18)	102.4%
Consultants (legal, H&S etc.)	(2,480)	B3	(1,000)	(150)	850	15.0%
Website, stationery & publications	(622)	B4	(600)	(113)	487	18.8%
Petty cash expenditure	(43)	B5	(300)	(287)	13	95.6%
Cleaning expenses	(235)	B6	(500)	(427)	73	85.4%
Utilities & W. Heath service charge	(714)	B7	(1,000)	(805)	195	80.5%
Building maintenance	(235)	B8	(750)	(285)	465	38.1%
H&S checks	(465)	B9	(500)	0	500	0.0%
Office equipment	(448)	B10	(1,100)	(254)	846	23.1%
	(6,018)		(7,000)	(3,190)	3,810	45.6%
<b>Recreation Ground &amp; open spaces expenses:</b>						
Bin cleaning	(1,233)	C1	(1,400)	(511)	889	36.5%
Playground repairs & maintenance	(1,356)	C2	(1,500)	(2,279)	(779)	151.9%
Grass cutting - Gavin Jones contract	(4,189)	C3	(3,900)	(5,831)	(1,931)	149.5%
Hollowdene maintenance	(492)	C4	(1,000)	0	1,000	0.0%
Ground maintenance	(1,262)	C5	(1,000)	(159)	841	15.9%
Winter roads	0	C6	(500)	0	500	0.0%
Tree maintenance	(1,100)	C7	(1,600)	(1,440)	160	90.0%
Hedge cutting	(1,105)	C8	(2,500)	(1,777)	723	71.1%
War memorial maintenance	0	C9	(300)	0	300	0.0%
Shortfield Common maintenance	0	C10	(1,700)	0	1,700	0.0%
Football pitch maintenance	0	C11	(4,000)	0	4,000	0.0%
	(10,737)		(19,400)	(11,997)	7,403	61.8%
<b>Community project expenses:</b>						
Frensham in Bloom	0	C12	(250)	(25)	225	9.9%
Community activities	(70)	C13	(250)	0	250	0.0%
Other project expenses	(145)		0	0	0	
	(215)		(500)	(25)	475	4.9%
<b>Total general expenditure:</b>	<b>(49,055)</b>		<b>(56,800)</b>	<b>(32,220)</b>	<b>24,580</b>	<b>56.7%</b>
<b>Sub-total: Total income less general expenditure</b>	<b>18,425</b>		<b>9,835</b>	<b>47,203</b>	<b>37,368</b>	

Frensham Parish Council

Balances and reserves as at 31st December 2019

		2018/19 Balance b/f		Movements in year	2019/20 Balance c/f
Assets and liabilities:					
		64,560		24,609	89,169
		49		3,309	3,358
		100		0	100
		500		0	500
		0		0	0
		65,209		27,918	93,127
		2018/19 Balance b/f	Transfers	Movements in year/expenditure	2019/20 Balance c/f
Represented by:					
General funds:					
		282	(32,349)	47,203	15,136
	R1	13,000	342	0	13,342
Designated funds:					
	P1	1,977	2,000	0	3,977
	P1	37,500	4,500	0	42,000
	P3	4,950	2,500	0	7,450
	P4	(1,460)	1,460	0	0
	P9	0	2,000	0	2,000
Restricted funds:					
	P5	1,574	0	0	1,574
	P6	1,500	0	0	1,500
	P7	3,287	3,325	(3,063)	3,549
	P8	2,600	0	0	2,600
	P10	0	13,022	(13,022)	0
	P11	0	3,200	(3,200)	0
		65,210	0	27,918	93,128

Note:

- 1) Deposit refers to amount paid to solicitors, not yet invoiced
- 2) Transfers to other reserves as per budget (£9,500) plus:
  - April - virements agreed Council meeting 13th March 2019 (£3,302)
  - April - donation from Scarecrow Festival (£920)
  - May - donation (£686)
  - June - set-up Legal reserve fund (£2,000)
  - Sept - donation (£686)
  - Oct/Nov- Shortfield Track (£3,200) Tennis Courts £13,022)
  - Nov - SCC - Wet pour (£1,033)
- 3) Expenditure:
  - April - benches (£1,200) + £30 install
  - June - dog bin (£248)
  - August - playboat (£900) - bench (£686)
  - Nov - Tennis club (£13,022) and Shortfield track (£3,200)





# Frensham Parish Council

## Cheques raised and other payments December 2019

Date	Payee	Cheque number/ payment method	£
<b>Cheques:</b>			
04.12.19	Geosphere (Parish Maps Online)	2085	42.00
04.12.19	Sue Millerchip - Cleaning	2086	44.00
04.12.19	Petty Cash	2087	47.87
10.12.19	Trusted PC Man	2088	119.82
10.12.19	M Billings	2089	99.72
10.12.19	SLCC Subs	2090	156.00
10.12.19	Neil Dupres	2091	90.00
18.12.19	Prism Windows	2092	17.00
21.12.19	R Audsley - Salary	2093	784.00
21.12.19	HMRC - PAYE	2094	205.45
21.12.19	SCC Pension	2095	221.16
			1,827.02
<b>Non-cheque payments:</b>			
02.12.19	Southern Electric	DD	125.09
09.12.19	Castle Water	DD	9.56
19.12.19	BT	DD	117.74
27.12.19	SWALEC	DD	14.30
<b>Total for month:</b>			2,093.71

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

# Frensham Parish Council

## Reconciliation of monthly expenditures and movements in reserves

	£	£	£	December £
<b>Reconciliation of monthly expenditures:</b>				
YTD general expenditure at the end of the month				32,220
YTD general expenditure at the start of the month				30,477
General expenditure in the month		0		1,743
Being:				
Cheques and other payments				2,094
less recoverable VAT thereon				(51)
less payment from Little Hauntries for hedge				(300)
		0		1,743
less net expenditure from reserves:				
General expenditure in the month		0		1,743
<b>Reconciliation of movement in reserves:</b>				
Reserves at the end of the month				77,992
Reserves at the start of the month				77,992
Movement in the month		0		0
Being:				
				0
Movement in the month		0		0