

Bank Reconciliation: 31st October 2019

Balance per Cash Book	113,012.72	Opening cash book balance	64,560.47
		Income	77,166.74
Adj Cash Book Balanc	113,012.72	General expenditure	(25,689.40)
		Res & Desig expenditure	(3,062.90)
Balance per Combined Bank Statements:		Movement in petty cash balance	0.00
		Movement in other reserves	0.00
Current	100.00	Movement in VAT	37.81
Reserve	113,327.22	Closing cash book balance	<u>113,012.72</u>
Total	113,427.22		
		Check:	0.00

Unpresented cheques:

2044	(314.50)	Veolia
2068	(100.00)	RBL Poppies

Adj Bank Statements	<u>113,012.72</u>
Difference	0.00

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	
Income:						
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	0	(880)	0.0%
Room hire	0		0	300	300	-
Sports Club contributions	2,764		5,235	0	(5,235)	0.0%
Football club fees	0		3,000	0	(3,000)	-
Interest	94		20	127	107	-
Other income	7,842		0	18,980	18,980	-
Total Income:	67,480		66,635	77,167	10,532	115.8%
Administration expenditure:						
Payroll, tax and NI	(17,680)	A1/A2	(18,100)	(9,154)	8,946	50.6%
Pension costs	(3,134)	A3/A4	(3,000)	(3,067)	(67)	102.2%
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)	(545)	205	72.6%
Elections	(227)	A8	(1,250)	0	1,250	0.0%
Audit	(1,326)	A9	(1,000)	(399)	601	39.9%
Councillors expenses	(28)	A10	(150)	(271)	(121)	181.0%
	(32,085)		(29,900)	(13,796)	16,104	46.1%
Office expenses:						
Grants	(435)	B1	(500)	(100)	400	20.0%
Subscriptions (incl. HALC)	(341)	B2	(750)	(442)	308	58.9%
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)	(243)	57	80.9%
Cleaning expenses	(235)	B6	(500)	(305)	195	61.0%
Utilities & W. Heath service charge	(714)	B7	(1,000)	(633)	367	63.3%
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)	(2,525)	4,475	36.1%
Recreation Ground & open spaces expenses:						
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)	0	1,000	0.0%
Winter roads	0	C6	(500)	0	500	0.0%
Tree maintenance	(1,100)	C7	(1,600)	(720)	880	45.0%
Hedge cutting	(1,105)	C8	(2,500)	(27)	2,473	1.1%
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)	(9,368)	10,032	48.3%
Community project expenses:						
Frensham in Bloom	0	C12	(250)	0	250	0.0%
Community activities	(70)	C13	(250)	0	250	0.0%
Other project expenses	(145)		0	0	0	
	(215)		(500)	0	500	0.0%
Total general expenditure:	(49,055)		(56,800)	(25,689)	31,111	45.2%

Frensham Parish Council

Balances and reserves as at 31st October 2019

		2018/19		Movements in	2019/20
		Balance b/f		year	Balance c/f
Assets and liabilities:					
Bank accounts		64,560		48,452	113,012
VAT recoverable		49		(38)	11
Petty cash		100		0	100
Deposits		500		0	500
Creditors		0		0	0
		65,209		48,414	113,623
Represented by:					
General funds:					
Non-reserved		282	(31,665)	51,477	20,094
Reserved	R1	13,000	342	0	13,342
Designated funds:					
Playground fund	P1	1,977	2,000	0	3,977
Development fund	P1	37,500	4,500	0	42,000
Tree Fund	P3	4,950	2,500	0	7,450
Office Equipment Fund	P4	(1,460)	1,460	0	0
Legal fund	P9	0	2,000	0	2,000
Restricted funds:					
Finger posts	P5	1,574	0	0	1,574
SCC Bacon Lane car park	P6	1,500	0	0	1,500
Other restricted funds	P7	3,287	2,292	(3,063)	2,516
Highways Fund	P8	2,600	0	0	2,600
Tennis Club	P10	0	13,022	0	13,022
Shortfield Common Track	P11	0	3,549	0	3,549
		65,210	0	48,414	113,624

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- Shortfield Track (£3,549) Tennis Courts £13,022)
- 3) Expenditure:
 - April - benches (£1,200) + £30 install
 - June - dog bin (£248)
 - August - playboat (£900) - bench (£686)

Frensham Parish Council

Cheques raised and other payments - October 2019

Date	Payee	Cheque number/ payment method	£
Cheques:			
03.10.19	JF Garden Services	2060	900.00
09.10.19	Trusted PC Man	2061	169.08
09.10.19	Sue Millerchip	2062	44.00
09.10.19	Nurture Landscapes	2063	1,166.21
09.10.19	Petty Cash	2064	60.47
21.10.19	R Audsley	2065	784.20
21.10.19	HMRC - PAYE	2066	205.45
21.10.19	SCC Pension	2067	221.13
23.10.19	Royal British Legion	2068	100.00
23.10.19	Tilford Parish Council - Training	2069	300.00
23.10.19	Mark Welby Arboricultural Consultant - Tree	2070	720.00
			4,670.54
Non-cheque payments:			
02.10.19	Castle Water	DD	9.56
21.10.19	BT	DD	73.40
28.10.19	SWALC	DD	14.46
Total for month:			4,767.96

Approved: _____

Date: _____

Frensham Parish Council

Reconciliation of monthly expenditures and movements in reserves

	£	£	£	October £
Reconciliation of monthly expenditures:				
YTD general expenditure at the end of the month				25,689
YTD general expenditure at the start of the month				21,158
General expenditure in the month		0		4,531
Being:				
Cheques and other payments				4,768
less recoverable VAT thereon				(236)
		0		4,532
less net expenditure from reserves:				
General expenditure in the month		0		4,532
Reconciliation of movement in reserves:				
Reserves at the end of the month				93,530
Reserves at the start of the month				76,959
Movement in the month		0		16,571
Being:				
Shortfield Track				3,549
Tennis Court Lights				13,022
				0
Movement in the month		0		16,571