

Date 21 July 2021

Item 8 Appendix 1	Finance Report
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1 Income

Date	From	In Respect of	£
12 May 2021	HMRC	VAT Refund	3161.31
10 June 2021	Stratford District Council	CIL Contribution (The Brambles)	19791.34
Total			22952.65

2 Passing of Accounts for Payment

Action Required: The payments listed below require authorisation.

Payee	Comment	Amount
S Furniss*	Reimbursement of Zoom payment	143.88
Mr T Gill*	Internal Audit Fee	360.00
Stratford District* council	Emptying of dog/litter bins	136.25
S Furniss*	Reimbursement of purchase of webcam and omnidirectional microphone	58.72
S Furniss*	Salary May 2021	475.31
S Furniss*	Office Expenses May 2021	18.90
HMRC*	PAYE May 2021	118.60
WCC*	Pension Contributions May 2021	179.09
Rightfuel*	Quarter 1 Direct Debits	249.87
Southern* Electricity	Quarter 1 Direct Debits	80.70
Stratford District Council	Emptying of Dog Waste Bins	136.25
Sarah Furniss	Office Expenses – June 21	29.25
Sarah Furniss	Salary – June 21	444.44
HMRC	PAYE – June 21	111.00
WCC	Pension Contributions – June 21	179.09
Royal Mail	Annual Fee in respect of PO Box – Direct Debit	360.00
Total		3081.35

Action Required: To authorise the above accounts /Direct Debits for payment

3 Bank Accounts

Balances in Accounts at 30 June 2021

Unity Trust Bank 20396163 (deposit)	12,944.61
Unity Trust Bank 203961150 (current)	49,857.61
NS&I	170,411.93
Total	233,214.15

To Note:

- a) Cllr Clarke authorised bank reconciliations in respect of the current accounts for April, May and June. There having been no transactions on either of the other accounts no reconciliation has been necessary.
- b) Cllr Hughes is researching options for additional investment accounts as the Financial Services Compensation Scheme provides cover of £85,000 per bank, building society or credit union. Though the risk of NS&I not being able to meet claim against funds deposited is small the council is, nonetheless 'at risk' to the tune of £85,412.

Proposal: To authorise transfer of £35,000 from Unity Trust 203961150 to Unity Trust 20396163 in order to maximise interest potential.

Action Required: To note the above and raise any queries.

4 Quarter 1 Finance Report

To note content and raise any queries in respect of the report which covers the period 1 April 2021– 30 June 2021

10:24

Detailed Receipts & Payments by Budget Heading 14/07/2021

Quarter 1 2021-22

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>100 Income</u>						
1078 Precept	19,265	38,530	19,265			50.0%
1510 Allotment Income	0	15	15			0.0%
1900 Miscellaneous Income	19,791	0	(19,791)			0.0%
Income - Receipts	39,056	38,545	(511)			101.3%
Net Receipts	39,056	38,545	(511)			
<u>200 Administration</u>						
4200 Clerk Salary	2,265	10,500	8,235		8,235	21.8%
4210 Clerk Training	0	500	500		500	0.0%
4220 Office Expenses	263	1,838	1,575		1,575	15.4%
4230 Audit Fees	360	700	340		340	51.4%
4240 Professional Fees	0	1,250	1,250		1,250	0.0%
4250 Subscriptions	0	500	500		500	0.0%
4260 Insurance	0	1,655	1,655		1,655	0.0%
4270 Bank Charges	18	72	54		54	25.0%
4280 Contingency	0	200	200		200	0.0%
Administration - Indirect Payments	2,946	17,213	14,267	0	14,267	17.1%
Net Payments	(2,946)	(17,213)	(14,267)			
<u>300 Grants & Contributions</u>						
4300 Newsletter	0	600	600		600	0.0%
4310 Community Centre	0	1,850	1,850		1,850	0.0%
4320 Web & WiFi	0	348	348		348	0.0%
4330 Grants	0	2,040	2,040		2,040	0.0%
4340 Churchyard	0	564	564		564	0.0%
Grants & Contributions - Indirect Payments	0	5,402	5,402	0	5,402	0.0%
Net Payments	0	(5,402)	(5,402)			
<u>400 Civic</u>						
4400 Councillor Training & Expenses	0	270	270		270	0.0%
4410 Elections	0	250	250		250	0.0%
4411 Chairman's Allowance	0	200	200		200	0.0%
Civic - Indirect Payments	0	720	720	0	720	0.0%
Net Payments	0	(720)	(720)			

Detailed Receipts & Payments by Budget Heading 14/07/2021

Quarter 1 2021-22

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>500 Open Spaces</u>						
4500 Greens	338	8,500	8,164		8,164	4.0%
4510 Machinery Repairs/Maintenance	0	1,300	1,300		1,300	0.0%
4530 Street Lighting Power	77	420	343		343	18.3%
4531 Street Lighting Maintenance	0	45	45		45	0.0%
4540 Playground Repairs	0	1,832	1,832		1,832	0.0%
Open Spaces :- Indirect Payments	413	11,897	11,484	0	11,484	3.5%
Net Payments	(413)	(11,897)	(11,484)			
<u>600 Projects & Capital Expenditure</u>						
4600 Capital Expenditure	0	200	200		200	0.0%
4620 New Software	0	220	220		220	0.0%
Projects & Capital Expenditure :- Indirect Payments	0	420	420	0	420	0.0%
Net Payments	0	(420)	(420)			
<u>999 VAT Data</u>						
115 VAT Refunds	3,161	0	(3,161)			0.0%
VAT Data :- Receipts	3,161	0	(3,161)			
515 VAT on Payments	105	0	(105)		(105)	0.0%
VAT Data :- Indirect Payments	105	0	(105)	0	(105)	
Net Receipts over Payments	3,057	0	(3,057)			
Grand Totals:- Receipts	42,218	38,545	(3,673)			109.5%
Payments	3,464	35,652	32,188	0	32,188	9.7%
Net Receipts over Payments	38,754	2,893	(35,861)			
Movement to/(from) Gen Reserve	38,754					