



# FINANCE REPORT FOR PARISH COUNCIL MEETING

Wednesday 7th December 2022, 7.30pm Village Hall

To accompany the DECEMBER 2022 PARISH COUNCIL MINUTES

## FINANCE & GOVERNANCE 2022/23

### .1 Expenditure and income

#### Payments since last meeting

9	BarracloUGH – (Village Hall) maintenance – lintel	£137.30
10	BarracloUGH – (Village Hall) renovation	£20,958.00
11	Peter Brown – Internal audit	£75.00
12	Clerk – Salay (September)	£120.00
13	HMRC – PAYE-Tax-July-Aug-Sept-2022	£180.00
14	Rotherwick Village Hall – hall hire for Barn Meet	£78.00
15	RBL Poppy Appeal – Wreath	£25.00
16	BarracloUGH – (Village Hall) renovation	£8,546.56
17	Clerk Salay – Oct 2022	£300.00
18	Clerk Salay – Nov 2022	£300.00

#### Payments approved

Wessex Fencing – Churchyard Fence £650+VAT /2 £325.00 ex VAT

PGGM – Maintenance work on path to New Inn – up to £500 (plus LM hours)

#### Income of note since last meeting

Returned funds from Village Hall £9,850.00

### .2 Accounts to date – Accounts at 1st December circulated – income updated 05 Dec Bank reconciliation at 5th December 2022 – £18,831.77

### .3 Budget review 2022/23

TO NOTE 1. 'Latest Estimate' figures for this year now includes all funds returned from (previously paid into) Village Hall account (that I have record of).

2. Expenditure for Village Hall Cottage renovation included to maximum can afford.

3. Payment for Village Gateways moved to 2023/24

4. Salary – payments shown as ending in December.

5. Contract staff – As per agreement for an ongoing payment to 'projects officer' of £50 per month and £75 per quarterly meeting, I've now added this as continuing – as 'staff costs'. To review how this works going forward.

5. I've provisionally increased expenses to allow for Clerk expenses.

### .4 Budget and Precept 2023/24

1. 'Staff costs' and 'Expenses' as above ('Expenses' provisionally about the level previously paid to Stephen Alexander when he was Clerk.)

2. 'Finance / governance increased to allow for £200 for external audit.

3. Rest self explanatory I think:

PRECEPT – Budget provisionally based on Precept as this year £16K.

With the increase in the provisional tax base supplied by Hart, same level of Precept would see corresponding decrease in the precept paid by individual household.

So for this year and next year, a Precept of £16K should have been / should be....

2022/23 tax base of 246.17 = £65 per band D household

2023/24 (provisional) tax base of 259.48 = £61.66 per band D household

(Bearing in mind will be twice this for band H and half for band A)

PRECEPT FORM TO BE COMPLETED AND SIGNED

TO NOTE Precept request has to be submitted to Hart for 14th January.

Susan Turner, RFO

For signature (p1 of 1) ..... Date .....

## ACCOUNTS AND RECONCILIATION AT 05 DEC

HECKFIELD PARISH COUNCIL INCOME 2022/2023 - 05 DEC								
								£23,831.18
Date received	Payee	Description	Paid via	Precept	Returned funds	VAT reclaim	Interest	Total
20/04/21	Hart DC	Parish Precept	BACS	£16,000.00				£16,000.00
06/09/22	HMRC-VTR	VAT refund				£1,848.80		£1,848.80
02/12/22	Village Hall	Returned funds			£9,850.00			£9,850.00
2022-23	Metrobank Inst access	Bank interest	Transfer				£17.62	£17.62
		<b>Total</b>		<b>£16,000.00</b>	<b>£9,850.00</b>	<b>£1,848.80</b>	<b>£17.62</b>	<b>£27,716.42</b>
								£27,716.42


  

RECEIPTS & PAYMENTS SUMMARY	
Bal brought forward 1st April 2021	£23,831.18
Plus income	£27,716.42
Minus expenditure	£32,715.83
Balance	£18,831.77

BANK RECONCILIATION	
Metro Current -	£1,312.13
METRO Business instant access	£17,519.64
<b>TOTAL ACCOUNTS</b>	<b>£18,831.77</b>



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Business Con  
23-05-80

**£1,312.1**

You don't hav

HECKFIELD PARISH COUNCIL - EXPENDITURE 2022/2023 - 01 DEC												
	Date invoice	Date Paid	Means	Supplier	Description	Salary	Finance / Admin	Community	Village Hall maint/nce	Village Hall renovation	VAT	Total
1	04/04/22	01/06/21	BACS	HALC/NALC	Subscription 2022/23		£242.01					£242.01
2	Apr/May	01/06/21	BACS	Clerk	Salary - April May 2022	£600.00						£600.00
3	24/05/22	03/07/22	BACS	ST-for Zurich	Insurance 2022/23		£218.96					£218.96
4	June	03/07/22	BACS	Clerk	Salay - June	£120.00						£120.00
5	June	03/07/22	BACS	HMRC	PAYE-Tax-Apri-May-Jun-2022	£180.00						£180.00
6	July	28/07/22	BACS	Clerk	Salay - July	£300.00						£300.00
7	31/08/22	31/08/22	DD	ICO	Data protection register		£35.00					£35.00
8	Aug	31/08/22	BACS	Clerk	Salay - Aug	£300.00						£300.00
9	20/07/22	05/09/22	BACS	Barraclough	Village Hall Lintel				£114.42		£22.88	£137.30
10	20/07/22	08/09/22	BACS	Barraclough	VH - Renovation					£19,960.00	£998.00	£20,958.00
11	08/09/22	11/09/22	BACS	Peter Brown	Internal audit		£75.00					£75.00
12	Sept	30/09/22	BACS	Clerk	Salay - June	£120.00						£120.00
13	Sept	30/09/22	BACS	HMRC	PAYE-Tax-July-Aug-Sept-2022	£180.00						£180.00
14	29/09/22	30/09/22	BACS	Rotherwick VH	Barn Meet 8 Dec			£78.00				£78.00
15	27/09/22	07/10/22	BACS	RBL Poppy	Wreath			£25.00				£25.00
16	20/07/22	11/11/22	BACS	Barraclough	VH - Renovation					£8,139.58	£406.98	£8,546.56
17	Oct	11/11/22	BACS	Clerk	Salay - Oct	£300.00						£300.00
18	Nov	01/12/22	BACS	Clerk	Salay - Nov	£300.00						£300.00
Totals:						£2,400.00	£570.97	£103.00	£114.42	£28,099.58	£1,427.86	£32,715.83

METRO AT 05 DEC



Transaction approvals >

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## My accounts

From here you can access all your accounts

HECKFIELD PARISH COUNCIL  
Business Community Current Account  
23-05-80

**£1,312.13**  
You don't have an arrangement

HECKFIELD PARISH COUNCIL  
Business Instant Access Account  
05-80

**£17,519.64**

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**BUDGET AND LATEST ESTIMATE AT 05 DEC**

<b>HPC BUDGET</b>		2022/23 TO DATE 05 DEC 2022	2022/23 LATEST ESTIMATE 05 DEC	2023/24 budget 05 DEC 22
<u>Item</u>				
INVOME				
Precept		£16,000.00	£16,000.00	£16,000.00
Grant funding			£500.00	£1,000.00
Returned funds-VH	£9,850.00		£9,850.00	
Bank interest	£17.62		£25.00	£15.00
VAT	£1,848.80		£3,848.80	£500.00
<b>Total Income</b>	<b>£27,716.42</b>		<b>£30,223.80</b>	<b>£17,515.00</b>
EXPENDITURE				
Training			£300.00	£300.00
Expenses			£150.00	£600.00
Salary	£2,400.00		£2,700.00	£0.00
Staff costs			£225.00	£900.00
Finance/Governance	£570.97		£570.97	£800.00
Community	£103.00		£500.00	£500.00
Access/maintenance			£1,000.00	£2,000.00
Devil's Highway				
Village Gateways				£6,000.00
VH - maintenance	£114.42		£114.42	£2,000.00
VH - renovation	£28,099.58		£44,000.00	
VAT	£1,427.86		£2,000.00	£500.00
Website				
<b>Total Expenditure</b>	<b>£32,715.83</b>		<b>£51,260.39</b>	<b>£13,300.00</b>
<b>SURPLUS/DEFECIT</b>	<b>£4,999.41</b>		<b>£21,036.59</b>	<b>£4,215.00</b>
<b>BALANCE</b>	<b>£18,831.77</b>		<b>£2,794.59</b>	<b>£7,009.59</b>