## Annual Governance and Accountability Return 2019/20 Part 3

# To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities\*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
  - are unable to certify themselves as exempt (fee payable); or
  - have requested a limited assurance review (fee payable)

# Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2019/20

- Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 must complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
- 2. The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:
  - The Annual Internal Audit Report is completed by the authority's internal auditor.
  - Sections 1 and 2 are to be completed and approved by the authority.
  - Section 3 is completed by the external auditor and will be returned to the authority.
- 3. The authority must approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both must be approved and published before 1 July 2020.
- 4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, must return to the external auditor by email or post (not both) no later than 30 June 2020. Reminder letters will incur a charge of £40 +VAT:
  - the Annual Governance and Accountability Return Sections 1 and 2, together with
  - · a bank reconciliation as at 31 March 2020
  - · an explanation of any significant year on year variances in the accounting statements
  - notification of the commencement date of the period for the exercise of public rights
  - Annual Internal Audit Report 2019/20

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability Section1, Section 2 and Section 3 – External Auditor Report and Certificate will be returned to the authority by email or post.

#### **Publication Requirements**

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on a publicly accessible website:

Before 1 July 2020 authorities must publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- Section 1 Annual Governance Statement 2019/20, approved and signed, page 4
- Section 2 Accounting Statements 2019/20, approved and signed, page 5

Not later than 30 September 2020 authorities must publish:

- · Notice of conclusion of audit
- Section 3 External Auditor Report and Certificate
- Sections 1 and 2 of AGAR including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

\*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

# Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2019/20

- The authority must comply with Proper Practices in completing Sections 1 and 2 of this Annual Governance and Accountability Return. Proper Practices are found in the Practitioners' Guide\* which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by
- Make sure that the Annual Governance and Accountability Return is complete (no highlighted boxes left empty), and is properly signed and dated. Where amendments are made by the authority to the AGAR after it has been approved by the authority and before it has been reviewed by the external auditor, the Chairman and RFO should initial the amendments and if necessary republish the amended AGAR and recommence the period for the exercise of public rights. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority should receive and note the annual internal audit report if possible before approving the annual
  governance statement and the accounts.
- Use the checklist provided below to review the Annual Governance and Accountability Return for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2020.
- Do not send the external auditor any information not specifically requested. However, you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant email addresses and telephone numbers.
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the Annual Governance and Accountability Return covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (Section 2, page 5). An explanation must be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guide\*.
- Explain fully significant variances in the accounting statements on page 5. Do not just send a copy of the detailed
  accounting records instead of this explanation. The external auditor wants to know that you understand the reasons
  for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2019) equals the balance brought forward in the current year (Box 1 of 2020).
- The Responsible Financial Officer (RFO), on behalf of the authority, must set the period for the exercise of public rights. From the commencement date for a single period of 30 consecutive working days, the approved accounts and accounting records can be inspected. Whatever period the RFO sets it must include a common inspection period during which the accounts and accounting records of all smaller authorities must be available for public inspection of the first ten working days of July.
- The authority must publish the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor before
   1 July 2020.

	ist - No' answers mean you may not have met requirements	Yes	No			
All sections	Have all highlighted boxes have been completed?					
	Has all additional information requested, including the dates set for the period for the exercise of public rights, been provided for the external auditor?					
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?					
Section 1	For any statement to which the response is 'no', has an explanation been published?					
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?					
	Has an explanation of significant variations from last year to this year been published?					
	Has the bank reconciliation as at 31 March 2020 been reconciled to Box 8?					
	Has an explanation of any difference between Box 7 and Box 8 been provided?		22-1-1			
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? <b>NB</b> : do not send trust accounting statements unless requested.					

\*Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

### Annual Internal Audit Report 2019/20

### HINSTOCK PHILISH COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation during the financial year ended 31 March 2020.

The internal audit for 2019/20 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

nternal control objective	Agrac one of	d? Plea the foll	ise choose lowing	
A Appropriate		No.	Not covered**	
A. Appropriate accounting records have been properly kept throughout the financial year.	1		00.46160	
expenditure was approved and VAT was appropriately accounted for	1			
<ul> <li>This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.</li> </ul>	./	-		
The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	/			
Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	1			
Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	V	-	1	
<ul> <li>Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.</li> </ul>	1		None ha	ad
. Asset and investments registers were complete and accurate and accurate	-			
. Choose and year-end bank account reconciliations were properly carried out	/			
Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	/			
IF the authority certified itself as exempt from a limited assurance review in 2018/19, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2018/19 AGAR tick "had covered")			/	
The authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations.	1			
(For local councils only)  Trust funds (including charitable) - The council met its responsibilities as a trustee.	Yes	No	Not applicable	
r any other risk areas identified by this authority adequate controls existed (list any other risk areas o			. /	

Date(s) internal audit undertaken

Name of person who carried out the internal audit

110512020

2010512020

MRS S D HACKETT

Signature of person who carried out the internal audit



Date

2010519000

"If the response is 'no' you must include a note to state the implications and action being taken to address any weakness in control

"\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed). SHEHELSH EMPORE

## Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

## HINSTOCK PAMISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

		proed	
THE RESERVE OF THE PARTY OF THE	Yes	No*	'Yes' means that this authority:
<ol> <li>We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.</li> </ol>	V		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
<ol><li>We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.</li></ol>	V		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	<b>/</b>		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	V		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	/		considered and documented the financial and other risks it faces and dealt with them properly.
<ol> <li>We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.</li> </ol>	V		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether
<ol> <li>We took appropriate action on all matters raised in reports from internal and external audit.</li> </ol>	V		internal controls meet the needs of this smaller authority.  responded to matters brought to its attention by internal and external audit.
3. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
(For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

<sup>\*</sup>Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

	The Annual Governance Statement
This Annual Governance Statement was approved at a meeting of the authority on:	Signed by the Chairman and Clerk of the meeting where approval was given:
03/06/20	SHOKESHOKESHOKESHOKESHOW
and recorded as minute reference:	Chairman Andway Momay Mo
43/20 c)	MOKVAMOKVAMOKVAMOKVAMOKAMOKAMOKAMOKAMOKAMOKAMOKAMOKAMOKAMOK
Other information required by the Transparency Co Authority web address	HOKESHOXESHOXESHOXESHOXESHOXESHOXESHOXESHOX

Annual Governance and Accountability Return 2019/20 Part 3 Local Councils, Internal Drainage Boards and other Smaller Authorities\*

hinstock-pc.gov.uk

### Section 2 - Accounting Statements 2019/20 for

#### HINSTOCK PANUSH COUNCIL

	Year e	ending	Notes and guidance									
	31 March 2019 £	31 March 2020 £	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.									
Balances brought forward	12 725	27,049	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.									
2. (+) Precept or Rates and Levies	19,500	22,926	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.									
3. (+) Total other receipts	14,030	57,027	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.									
4. (-) Staff costs	5,255	6,083	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.									
5. (-) Loan interest/capital repayments 3,067 3,067 Total expenditure or payments of capital and it made during the year on the authority's borrow												
6. (-) All other payments												
7. (=) Balances carried forward	27,049	83,569	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).									
8. Total value of cash and short term investments	27,049	83,569	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.									
<ol><li>Total fixed assets plus long term investments and assets</li></ol>	64,281	64,281	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.									
10. Total borrowings	34,571	32,413	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).									
11. (For Local Councils Only re Trust funds (including of	) Disclosure note haritable)	Yes No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.									
		V	N.B. The figures in the accounting statements above do not include any Trust transactions.									

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the state of the

03/06/20

I confirm that these Accounting Statements were approved by this authority on this date:

03/06/20

as recorded in minute reference:

43/20 c)

Signed by Chairman of the world ax of the statements of the statement of the

Date

Annual Governance and Accountability Return 2019/20 Part 3
Local Councils, Internal Drainage Boards and other Smaller Authorities\*

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## Section 3 - External Auditor Report and Certificate 2019/20

In respect of

HINSTOCK PANNISH COUNCIL

### 1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- summarises the accounting records for the year ended 31 March 2020; and
- · confirms and provides assurance on those matters that are relevant to our duties and responsibilities as

external auditors.	ance on those matters that are relevant to our duties a	ind responsibilities as
(see note below). Our work doe	ctions 1 and 2 of the Annual Governance and Accountabil tional Audit Office (NAO) on behalf of the Comptroller a s not constitute an audit carried out in accordance with I does not provide the same level of assurance that suc	and Auditor General
2 External auditor repor	t 2019/20	ir air addit would do.
(Except for the matters reported below)* of our opinion the information in Sections 1 of	n the basis of our review of Sections 1 and 2 of the Annual Governance an ind 2 of the Annual Governance and Accountability Return is in accordance on giving cause for concern that relevant legislation and regulatory requiren	d Accountability Return, in with Proper Practices and nents have not been met.
(continue on a separate sheet if required)		
Other matters not affecting our opinion whi	ch we draw to the attention of the authority:	
3 External auditor certification of the certify that we have a separate sheet if required.	Dave completed our review of Sections 4 - 10 - 51	
Accountability Return, and discha he year ended 31 March 2020.	rged our responsibilities under the Local Audit and Accou	iual Governance and untability Act 2014, for
We do not certify completion because:		
xternal Auditor Name		
	ENTER NAME OF EXTERNAL AUTOFOR	
xternal Auditor Signature	Date	
'Note: the NAO issued guidance appliq Guidance Note AGN/02. The AGN is a	able to external auditors' work on limited assurance reviews in Audralable from the NAO website (www.nao.org.uk)	litor
nnual Governance and Accountable		Page 6 of 6

#### Bank Reconciliation

#### Hinstock Parish Council

Balance per Bank statements as at 31st March 2020		£
HSBC Current Account 91459627	4,634.91	
HSBC Savings Account 01460293	79,984.56	
		84,619.47
Less:any un-presented cheques		
100277	50.00	
100319	1,000.00	
		- 1,050.00
Add any unbanked cash		-
Net Bank balances		83,569.47
CASH BOOK		
Opening Balance	27,048.78	
dd: Receipts in the year to date	79,953.19	
ess: Payment in the year to date	23,432.50	
alances as at 31st March 2020		83,569.47

#### HINSTOCK PARISH COUNCIL CASH BOOK 2019-20

		_			Receipts					Payments																1		Vat Transac	ions	
																Grounds										Memorial		Val. Hansat	I I	
Date	Details	Voucher No.	Receipt	Payment	Precept	Bank Interest	NF/Grant	Rent	Other	Staff Costs	Administration	Loan	Training	Street Linkte	Electricity	Maintenance/A					AME -		ENTER	Chairman	Election	Hall/Jubilee	0.55000000	100000000000000000000000000000000000000		VAT
or to trace	Balance brought forward		27,048.78				13,842.58		13,203.20	Starr costs	Pidarining Crecioti	Coan	Francisco	Street Lights	Electricity	llotments	Assets	Insurance	Audits	5137	Affiliations	Website	Grants	Expenses	Expenses	Room	Other (NF)	VAT Input	VAT Output	Repaymen
06/12/2016 06/11/2018	RBL SALC	100151		- 50.00																				- 50.00	8 1					
01/04/2019	Employee	100238		- 25.00									- 25.00	-																
03/04/2019	HMRC	100258		421.32						421.32																				
03/04/2019	SALC	100259		70.00	-					12.21																	1			
03/04/2019	SALC	100260		25.00				-					70.00																	
03/04/2019	EON	100261		86.04									25.00	71.70																
03/04/2019	SALC	100262		448.10				0 - 0						72.70							448.10					-		14.34		-
03/04/2019	Employee	100263		82.78						22.09	60.69	7									446.10									-
26/04/2019	Bank Interest	-	3.99			3.99																								7
30/04/2019	Shropshire Council Employee	sn	79602.3		22,925.70		56,676.60											3									4 3			
01/05/2019	HMRC	100264		421.32 91.27						421.32																	1. 1.			
01/05/2019	SALC	100265		10.83						91.27 10.83																				
01/05/2019	Npower	100266		416.57						10.65					396.74		- 9													
-	VOID	100267													330.74								2				-	19.83		
01/05/2019	SDH Accounting	100268		180.00			- 7												180.00					_						
01/05/2019	Hinstock Memorial Hall	100269		1,000.00															100.00							1,000.00				
01/05/2019	Village Initiative Mrs Rashleigh	100270		500.00																			500.00			1,000.00				
01/05/2019	Mrs Tirnmis	100271 100272		75.00												75.00							10000	-						
04/05/2019		200272	7.14	75.00		7.14										75.00														
	Employee		7.14	421.32		7.14				434.00							- 1													
04/06/19	Bank Interest		16.62	74.4.32		16.62				421.32										3										
05/06/2019	HMRC	100273	20.02	91.27		10.02				91.27																				
05/06/2019	Zurich	100274		577.79						31.27								577.79		_		-			_					
05/06/2019	JWH	100275		210.00												210		317.79												
	Eon	100276		86.04						8				71.70		2.0												14.34		
05/06/2019 06/06/2019	Shrops playing fields assoc	100277		50.00																			50.00					14.34		
01/07/2019	Allotment Association		150.00					150.00															30.00							
	Bank Interest	30	15.74	365,09		40.00		_		365.09																				
	HMRC	100278	15.74	91.27	7	15.74																								
	VOID	100279		91.27				_		91.27																				
	void	100280											_																	
	JWH	100281		315.00												315			_			-								
24/07/2019	JWH	100282		210.00												210					-	-		-						
	NPower	100283		421.20											401.14	210											_	20.06	_	
	PWLB	dd		1,533.43								1,533.43													_			20.06		
30/07/2019 04/08/2019	Employee Bank Interest	50		365.09						365.09															- 0					
	PMP	100284	15.40			15.40																								
	Employee	100284		66.50 365.09							66.50																			
	Bank Interest	30	14.87	365.09		14.87				365.09											- 1									
	HMRC	100285	14.67	91.27		14.87			_	91.27			- 2		-							_								
04/09/2019	HMRC	100286		91.27						91.27							_	-					-	_						
	JWH	100287		210.00						JAIL!						210			_			-		_	_					
	Eon	100288		353.20										294.33		110			7									E0 07	_	
	D Gresty	100289		24.00					31		24.00																	58.87		
0/09/2019	Employee HMRC	50		365.09						365.09									2 3											
	JWH	100290 100291		91.27					_	91.27																				
	VOID	100291		225.00				_	_							225														
	K Sutherland	100293		9.00							0.00			-																
2/10/2019	PKF Littlejohn	100294		240.00							9.00								200.00											
2/10/2019	VOID	100295											_		-			_	200.00								-	40.00		
	Bank Interest		14.27			14.27									-					-	_	_								
	Bank Charge			15.00							15.00																			
	Employee Bank Interest	150	22.00	365.09						365.09								100												
	HMRC	100296	14.62	01.07		14.62				-																				
6/11/2019	JWH	100296		91.27 210.00				_		91.27					- 6															
	EON	100297		155.66		_			-			-		100.00		210.00														
	Npower	100299		425.85				_				-	-	129.72	400.07						-							25.94		
	VOID	100300											_		405.57		×		_									20.28		
	Hinstock Memorial Hall	100301		1,000.00									_						-	1 000 00					-				- 3	
	Hinstock Memorial Hall REFUSE																			1,000.00				_	-					
5/11/2019	Lutner (HMH) REFUSED	100303																									-			_
5/11/2019	Lutner (HMH)	100304		481.82																						481.82				
3/11/2019 P	Parish Magazine Printing	100305		36.50							36.50																			
5/11/2019 B 0/11/2019 B	BANK CHARGE Bank Charge			15.00							15.00																			
	Employee	so		15.00							15.00							- 1												
	Bank'Interest	-	13.92	365.09		12.02				365.09		-	_																	
/12/2019 H	HMRC	100306	15.52	91.27		13.92				01.27		_																	1 6	
/12/2019 J		100307		225.00						91.27		-	-	_		222.22			-											
/12/2019 D	Gresty	100308		28.00									-			225.00														
/12/2019 D	O Gresty	100309		94.00									-			94.00		-								28.00				
/12/2019 1	CORNES	100310		834.00									-			94.00		-	_	_		-								
/12/2019 L	HUTCHINSON	100311		53.18							53.18							-				-				695.00		139.00		
	mployee	100		365.09						365.09		_										- 1								

		-			Receipts					Payments									T	I		T	_				_			
Date	Details	Voucher No.														Grounds Maintenance/A								Chairman		Memorial Hall/Jubilee		Vat Transact	ons	T
4/01/2020	Bank Interest	Voucher No.			Precept	Bank Interest		Rent	Other	Staff Costs	Administration	Loan	Training	Street Lights	Electricity	llotments	Assets	Insurance	Audits	5137	Affiliations	Website	Grante	Expenses			- min			VAT
8/01/2020	HMRC		14.02			14.02			10000	-							1.22	- Instance	The state of the s	3137	Parimetions	AAGROICE	Granics	Expenses	Expenses	Koom	Other (NF)	VAT Input	VAT Output	Repayme
8/01/2020	Felds In Trust	100312		91.27						91.27	La Company																-			-
8/01/2020	WRPC	100313		65.00					1/2		65.00													-						+
8/01/2020	PPH PPH	100314		37.83							37.83											-								-
9/01/2020	Bank charge reversal	100315		50.00										(F)	6									50.00	-	-	_			
9/01/2020			15.00					1	15.00	5														50.00	-			-		-
	Bank charge reversal		15.00						15.00		N. Committee												_		-					
9/01/2020	Bank charge reversal		15.00						15.00													_								
7/01/2020	Public works loan	dd		1,533.43	1							1,533.43										-								
0/01/2020	Employee	30		365.09					V	365.09		2,550.45																		
1/02/2020	Bank Interest		13.25			13.25				200.00					-					_										
/02/2020	HMRC	100316		91.27						91.27										_										
/02/2020	NPOWER	100317		425.85						31.21				_													0.00			
/02/2020	J LUTNER re-Issue of 100103	100318		1.000.00									-		405.57													20.28		
/02/2020	HINSTOCK MEMORIAL HAL	100319		1.000.00																						1,000.00	100			
/02/2020	E HUTCHINSON	100320		73.73							-									1,000.00				Sec. 18			8.00			
/02/2020	ICO	DD		35.00	_						73.73							3												
/03/2020	Employee	so		365.09							35.00													0						
	Bank Interest	50	12.05			12.05	-			365.09															1					
	HMRC	100321	12.05	91.27		12.05																								
	J HOOLE	100322		120.00						91.27							1													_
	EON	100322														100.00					1				_			20.00		-
	EON	100323		353.20										294.33											_			58.87		_
	EON			237.98										141.09											_			28.22		
	ALL SURVEY	100325		169.31							4	- 9		198.32											_		_			-
	EMPLOYEE	100326		858.00																		_			-		_	39.66		
		100327		227.64						118.73	108.91											_		_	-	715.00		143.00		
	HINSTOCK HERALD	100328		300.00																300.00		_			_					
03/2020	Employee	50		365.09						365.09								_		300.00	_	_		_						_
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										11///		7						-	_											
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	Sub-totals for this period	-	79,953.19	23,432.50	22 025 70	155.00	56,676.60	150.00														_		0						
			15,555.15	20,432.30	22,325.70	155.89	35,5/6.60	150.00	45.00	6,082.69	615.34	3,066.86	70.00	1,201.19	1,609.02	1,949.00		577.79	380.00	2,300.00	448.10		550.00		-	3,919.82	-	662.69	-	
		20	83,569.47						_							The state of the s				100										

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