

CLIDDESDEN PARISH COUNCIL

2020 - 2021 Bank Reconciliation AUDIT SHEET

Receipts and payments summary

1	Balance Brought Forward from 2019/20	£7,270.03	
2	Plus Income 2020/21	£20,563.19	
3	Less Expenditure 2020/21	£10,571.21	
4	Balance to take over 31st March 2021	£17,262.01	

Reconciliation

6	Treasurer's Account at 31st March 2019	£199.19	
7	Bus Bank Instant Account 31st March 2019	£17,062.82	
8	TOTAL BANK ACCOUNTS	£17,262.01	
11	Balance to take over 31st March 2020/21	£17,262.01	

Signed:

Chairman

4th May 2021

Susan Turner, RFO

4th May 2021

CLIDDESSEN PC – INCOME 2020/21 - 31 MARCH 2021

Brought forward from 2019/20

£7,270.03

Date	Item	Precept	Grants	Returned funds	Interest	VAT	Total
01/04/20	Cheque 800-underpaid 1p			£0.01			£0.01
27/04/20	Parish Precept (six months)	£4,326.00					£4,326.00
03/08/20	SSEN grant		£3,000.00				£3,000.00
03/06/20	AM re SID(2)		£2,925.00				£2,925.00
14/09/20	Parish Precept (six months)	£4,326.00					£4,326.00
06/10/20	Refund cheque 796 - padlocks 2019/20			£38.00			£38.00
30/10/20	Groundwork Uk		£5,946.00				£5,946.00
2020/21	Bank interest				£2.18		£2.18
2020/21	VAT reclaim						£0.00
TOTALS		£8,652.00	£11,871.00	£38.01	£2.18	£0.00	£20,563.19

£20,563.19

RECEIPTS & PAYMENTS SUMMARY

Bal brought forward 1st April 2020	£7,270.03
Plus income	£20,563.19
Minus expenditure	£10,571.21
Balance	£17,262.01

BANK RECONCILIATION

Treasurers (cheque) account	£199.19
Bus bank account	£17,062.82
	£17,262.01

April	£0.18
May	£0.25
June	£0.33
Jul	£0.23
Aug	£0.24
Sept	£0.09
Oct	£0.12
Nov	£0.13
Dec	£0.15
Jan	£0.17
Feb	£0.15
Mar	£0.14
Total	£2.18

CLIDDESSEN PC – EXPENDITURE 2020/21 - 31 MARCH 2021

Payment													
Date	Supplier	Description	No	means	Salary	Expenses	Finance/ Admin	N'letter	Community	SID	NP	VAT	TOTAL
28/05/20	Clerk	Salary increase 2019/20	1	804c	£202.80								£202.80
28/05/20	Clerk	SalaryApr-May 2020	2	805c	£581.10								£581.10
		CANCELLED		806			CANCELLED						
28/05/20	ST for 1&1 Internet	W/site(closing)Feb/Mar/Ap	3	807c			£45.00					£9.00	
		closing refund	4				£10.96					£2.21	£40.81
28/05/20	ST for HALC online	HALC (incl NALC) subs	5	808c			£257.39						£257.39
28/05/20	Shabby Gourmet	For SEEN Grant	6	809c					£3,000.00				£3,000.00
28/05/20	ST for Royal Mail	Freepost licence NP	7	810c							£119.40		£119.40
28/05/20	Haines Consultancy	Issues&OptionsReview(NP)	8	811c							£900.00	£180.00	£1,080.00
22/07/20	Personalised Print	April£45,May£42,Jun£30	9	BACS				£117.00					£117.00
22/07/20	ST for BHIB	Parish Council Insurance	10	BACS			£359.87						£359.87
22/07/20	Clerk	SalaryJune-July 2020	11	BACS	£581.10								£581.10
21/09/20	CPRE	Subscription	12	DD					£36.00				£36.00
06/10/20	Clerk	SalaryAug-Sept2020	13	BACS	£581.10								£581.10
06/10/20	SB-for Screwfix	PadlocksSID-replace chq796	14	BACS						£38.00			£38.00
10/10/20	Personalised Print	Jul£25,Aug£24,Sep£24,Oct£26	15	BACS				£99.00					£99.00
10/10/20	Personalised Print	NP-questionnaire - print	16	BACS							£719.00	£114.00	£833.00
20/10/20	JK Murray	Internal Audit	17	BACS			£130.00						£130.00
28/10/20	Clerk	Salary Oct	18	BACS	£290.55								£290.55
28/11/20	Clerk	Salary Nov	19	BACS	£290.55								£290.55
01/12/20	Royal Mail	Questionnaire postage NP	20	BACS							£13.71		£13.71
26/12/20	Clerk	Salary Dec	21	BACS	£290.55								£290.55
26/12/20	Personalised Print	Nov£32, Dec£32.50, Jan£32.50	22	BACS				£97.00					£97.00
04/01/21	CPRE	Standing order	23	SO					£2.00				£2.00
28/01/21	Clerk	Salary Jan	24	BACS	£290.55								£290.55
10/02/21	Personalised Print	Newsletter Feb 2021-£24.75-inv37	25	BACS				£24.75					£24.75
28/02/21	Clerk	Salary Feb	26	BACS	£290.55								£290.55
06/03/21	AM for Primrose.co.uk	Cherry Tree replacement	27	BACS					£165.98				£165.98
29/03/21	Clerk	Salary March	28	BACS	£290.55								£290.55
29/03/21	Clerk	Allowable expenses	29	BACS		£324.00							£324.00
29/03/21	ST for Zoom	Full Zoom account for NP	30	BACS							£119.90	£23.98	£143.88
TOTALS					£3,689.40	£324.00	£781.30	£337.75	£3,203.98	£38.00	£1,872.01	£324.77	£10,571.21

CPC SIGNIFICANT VARIATIONS 2020/21 - AUDIT SHEET

Difference between current and previous year greater than both 10% and £100
in Section 1, boxes 2, 3, 4, 5, 6, 9 and 10

	Item	Previous Year 2019/20	Current Year 2020/21	Difference	Diff %
1	Balance Brought Forward	£15,680.91	£7,270.03	£8,410.88	-53.64%
2	Annual Precept	£7,865.00	£8,652.00	£787.00	10.01%
3	Total Other Receipts	£5,695.55	£11,911.19	£6,215.64	109.13%
4	Staff Costs	£3,540.24	£3,689.40	£149.16	4.21%
5	Loan interest/capital repayments	£0.00	£0.00	£0.00	NA
6	Total other payments (excl staff costs)	£18,431.19	£6,881.81	£11,549.38	-62.66%
7	Balance carried forward	£7,270.03	£17,262.01	£9,991.98	137.44%
8	Total cash and short term investments	£7,270.03	£17,262.01	£9,991.98	137.44%
9	Total fixed assets and long term assets	£19,436.86	£19,602.84	£165.98	0.85%
10	Total borrowings	£0.00		£0.00	NA
11	Trust funds	NA		NA	NA

Box 2 Annual Precept

Explanation for variation of	£787.00	2019/20	2020/21	Difference
Precept request of 10% increase rounded up to nearest £.		£7,865.00	£8,652.00	£787.00

Box 3 Total other receipts

Explanation for variation of	£6,215.64	2019/20	2020/21	Difference
GRANTS				
SSEN - COVID Community grant		£0.00	£3,000.00	£3,000.00
Resident's donation for bus shelter repair		£1,900.00	£0.00	£1,900.00
Resident's donation for speed indicator device (SID2)		£0.00	£2,925.00	£2,925.00
Locality (Groundwork) grant for Neighbourhood Plan		£0.00	£5,946.00	£5,946.00
County Councillor devolved budget (SID1)		£1,000.00	£0.00	£1,000.00
Returned funds (cheque not cashed)		£120.00	£38.01	£81.99
VAT refund		£2,670.48	£0.00	£2,670.48
Bank interest		£5.07	£2.18	£2.89
	TOTALS	£5,695.55	£11,911.19	£6,215.64

Box 6 Total other payments (excl staff costs)

Explanation for variation of	£11,549.38	2019/20	2020/21	Difference
Expenses - note in 2019/20 Clerk's expenses inc in 'Staff costs'		£19.03	£324.00	£304.97
Finance/Admin		£787.24	£781.30	£5.94
Newsletter costs		£906.00	£337.75	£568.25
Pond - and maintenance		£401.59	£0.00	£401.59
Maintenance - defib		£228.00	£0.00	£228.00
Community (village upkeep, Covid support)		£159.44	£3,203.98	£3,044.54
Projects / bus shelter		£2,150.00	£0.00	£2,150.00
Project – SID		£6,363.36	£38.00	£6,325.36
Neighbourhood Planning		£4,746.05	£1,872.01	£2,874.04
VAT expend		£2,670.48	£324.77	£2,345.71
	TOTALS	£18,431.19	£6,881.81	£11,549.38

Signed:

Chairman

4th May 2021

Susan Turner, RFO

4th May 2021

CLIDDESSEN PARISH COUNCIL – YEAR COMPARISON & BUDGET							2020/21 draft Budget JAN20	2020/21 revised Budget NOV20	2021/22 DRAFT Budget NOV21
	2015/16 Year End	2016/17 Year End	2017/18 YEAR END	2018/19 YEAR END	2019/20 YEAR END	2020/21 YEAR END			
EXPENDITURE									
CLERK'S SALARY	£2,879.00	£2,929.85	£3,031.56	£3,216.24	£3,216.24	£3,689.40	£3,800.00	£3,689.40	£3,653.00
CLERK'S ALLOWANCE	£324.00	£324.00	£324.00	£324.00	£324.00	£324.00	£324.00	£324.00	£324.00
EXPENSES	£94.00	£184.10	£0.00	£81.20	£19.03		£95.00		£95.00
TRAINING	£35.00						£300.00		£300.00
FINANCE ADMIN	£1,701.00	£977.55	£835.73	£823.88	£789.24	£781.30	£800.00	£781.30	£825.00
NEWSLETTER	£747.00	£1,007.19	£911.60	£911.60	£906.00	£337.75	£1,100.00	£350.00	£300.00
COMMUNITY	£112.00	£50.00	£867.18	£1,192.00		£3,203.98	£100.00	£3,036.00	£100.00
MAINTENANCE	£225.00	£0.00	£38.00	£1,445.00	£492.03		£700.00	£700.00	£800.00
PROJECTS	£2,343.00	£500.00	£1,377.90	£2,633.68	£8,808.36	£38.00	£2,000.00		£4,000.00
NEIGHBOURHOODPLAN				£541.40	£4,746.05	£1,852.11	£3,712.55	£4,712.55	£8,000.00
VAT	£532.00	£150.08	£313.14	£962.39	£2,670.48	£344.67	£2,000.00	£1,300.00	£2,000.00
TOTAL EXPENDITURE	£8,245.00	£6,122.77	£6,787.51	£12,131.39	£21,971.43	£10,571.21	£14,931.55	£14,893.25	£20,397.00
INCOME									
Precept	£5,900.00	£5,900.00	£6,500.00	£7,150.00	£7,865.00	£8,652.00	£8,652.00	£8,652.00	£8,886.30
Limited General Grant	£1,050.00	£1,100.00	£550.00						
Council Tax Support Grant	£638.00	£662.00	£441.00	£221.00					
Other Grants/Donations	£1,025.00	£85.00	£25.00	£475.00	£2,900.00		£1,000.00		£1,000.00
SSEN - ref Covid grant						£3,000.00		£3,000.00	
AM for SID2						£2,925.00		£2,925.00	
Returned funds					£120.00	£38.01		£38.01	
Neighbourhood Plan				£3,680.00		£5,946.00	£5,320.00	£5,946.00	£5,320.00
Bank Interest	£7.00	£7.32	£7.64	£6.17	£5.07	£2.18	£5.00	£2.00	£5.00
VAT refund	£449.00	£531.58	£150.08	£1,275.53	£2,670.48	£0.00	£2,000.00	£1,300.00	£2,000.00
TOTAL INCOME	£9,069.00	£8,285.90	£7,673.72	£12,807.70	£13,560.55	£20,563.19	£16,977.00	£21,863.01	£17,211.30
Surplus/(Deficit)	£824.00	£2,163.13	£886.21	£676.31	£8,410.88	£9,991.98		£6,969.76	£3,185.70
Balance to take over	£11,955.26	£14,118.39	£15,004.60	£15,680.91	£7,270.03	£17,262.01		£14,239.79	£11,054.09

Cliddesden Parish Council

SUPPORTING STATEMENTS AND NOTES ATTACHED TO THE RECEIPTS AND PAYMENTS ACCOUNT – 2020/21

Assets

a. During the year the following assets were purchased

One x Cherry tree	£165.98
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b. No assets were refurbished or disposed of.

c. Assets held at 31st March 2020 *See Asset register*

TOTAL	£19,602.84
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Borrowings	None
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Leases	None
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Funds to return	NP grant	£4,073.99
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Income outstanding	VAT reclaim	£324.77
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Tenancies	None
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S137 Payments S137 of the Local Government Act 1972 enable Parish Councils to spend a sum per head of electorate for the benefit of people in the Parish on projects not specifically authorised by other powers.

S137 allowance 2020/21	£8.32	445	£3,702.40
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S137 Payments 2020/21

SEEN Community Grant	£3,000.00
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CPRE membership	£38.00
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Cherry tree	£165.98
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TOTAL	£3,203.98
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Advertising and Publicity	None
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CLIDDESSEN PARISH COUNCIL ASSET REGISTER 2020/21								
Date of Acquisition	Parish Council Asset	Location	PC Audit Cost / Value 31 Mar2019	2019/20	value	PC Audit Cost / Value 31st Mar2020	2020/21 value	PC Audit Cost / Value 31st Mar2021
Mar-21	Cherry Tree (Eddie Rapley)	TBA					£165.98	£165.98
2019/20	SID Padlocks	Highway			£63.36	£63.36		£63.36
Jan 2020	SID2	Highway			£2,925.00	£2,925.00		£2,925.00
Sept 2019	SID1 + brackets	Highway			£3,375.00	£3,375.00		£3,375.00
Oct 2018	Will Hayes Bench	Village Hall	£1.00			£1.00		£1.00
2015/16	Speedwatch-equip	Stored with CSW	£1,882.00			£1,882.00		£1,882.00
2014/15	Phone Box	Pond	£1.00			£1.00		£1.00
2014/15	Defibrillator	Phone Box	£2,020.00			£2,020.00		£2,020.00
N/K	Wooden bench	Pond	£904.50			£904.50		£904.50
N/K	Wooden bench	Pond	£904.50	one bench	£904.50			
N/K	Notice Board	Pond	£865.00			£865.00		£865.00
N/K	Bus Shelter	Bus stop by pond	£5,250.00	refurb	£2,150.00	£7,400.00		£7,400.00
TOTALS			£11,828.00			£19,436.86		£19,602.84