

## HEADLEY PARISH COUNCIL - FINANCIAL POSITION AT #####

<b>Expenditure</b>	<b>Previous</b>	<b>Adjusted</b>		<b>Anticipated/</b>	<b>Full year</b>	<b>Variance</b>	
	<b>Year</b>	<b>Budget</b>	<b>Paid</b>	<b>Committed</b>	<b>Forecast</b>	<b>on budget</b>	<b>Notes</b>
<b>Administration:</b>							
Clerk's expenses	35.60	25.00	0.00	25.00	25.00	0.00	
Broadband contribution	100.00	140.00	40.00	100.00	140.00	0.00	£20 uncleared cheque @ 31/3/19
Clerk's mileage	192.40	416.40	108.40	308.00	416.40	0.00	£36.40 uncleared cheque @ 31/3/20
IT Equipment and Supplies	37.70	100.00	12.99	87.01	100.00	0.00	
Village Hall rental (Including Heritage W/E)	296.00	449.00	74.00	375.00	449.00	0.00	£74 uncleared cheque @ 31/3/19
SALC membership	195.00	200.00	0.00	200.00	200.00	0.00	
SLCC membership	74.80	130.00	0.00	130.00	130.00	0.00	Split with BPC
Subscriptions & donations	40.00	130.00	197.19	0.00	197.19	(67.19)	
Insurance	596.54	600.00	612.94	0.00	612.94	(12.94)	
Internal Audit	162.15	230.00	133.05	0.00	133.05	96.95	
Audit Commission (PKF)	0.00	0.00	0.00	0.00	0.00	0.00	
Data Protection - annual notification fee and GDPR	190.00	200.00	0.00	200.00	200.00	0.00	
Bank - Certificate holding fee	0.00	0.00	0.00	0.00	0.00	0.00	
Courses/training	90.00	524.00	20.00	500.00	520.00	4.00	£24 uncleared cheque @ 31/3/19
Council tax shortfall	0.00	0.00	0.00	0.00	0.00	0.00	
<i>Total Administration:</i>	<i>2,010.19</i>	<i>3,144.40</i>	<i>1,198.57</i>	<i>1,925.01</i>	<i>3,123.58</i>	<i>20.82</i>	
<b>Salary Costs:</b>							
Clerk's salary (inc annual leave lieu payment)	4,286.76	4,600.00	1,163.29	3,057.28	4,220.57	379.43	
Payroll fees	15.00	110.00	0.00	110.00	110.00	0.00	£30 uncleared cheque @ 31/3/19
<i>Total Salary Costs:</i>	<i>4,301.76</i>	<i>4,710.00</i>	<i>1,163.29</i>	<i>3,167.28</i>	<i>4,330.57</i>	<i>379.43</i>	
<b>Community Support:</b>							
Playground Lease Rent	50.00	50.00	0.00	50.00	50.00	0.00	
Projects	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	
Playground - weed spraying	0.00	150.00	0.00	150.00	150.00	0.00	
Playground grass "cut & collect" service	0.00	0.00	0.00	0.00	0.00	0.00	Offset against extra grant from MVDC
Football/play area inspection & annual safety check	0.00	0.00	0.00	0.00	0.00	0.00	Free of Charge inspection 2015-18
Playground equipment	0.00	500.00	0.00	500.00	500.00	0.00	
Gateway signs and around shop - strimming	690.00	500.00	161.00	339.00	500.00	0.00	
Footpath maintenance	1,160.00	1,350.00	0.00	1,350.00	1,350.00	0.00	
Church Lane Footpath Clearance	240.00	240.00	0.00	240.00	240.00	0.00	
Grit for Broome Close grit bin	0.00	100.00	0.00	100.00	100.00	0.00	
Annual Village Meeting refreshments	196.92	250.00	219.12	0.00	219.12	30.88	
PC meeting refreshments	87.75	152.00	22.50	129.50	152.00	0.00	£12 uncleared cheque @ 31/3/19
Website hosting/maintenance & support	0.00	900.00	0.00	900.00	900.00	0.00	NOTE: Potential cost of £900 for 3 years hosting/main
Contingencies and small works	0.00	300.00	0.00	300.00	300.00	0.00	
Newsletter	180.00	180.00	25.00	155.00	180.00	0.00	
Section 137 Fund	0.00	100.00	0.00	100.00	100.00	0.00	
<i>Total Community Support:</i>	<i>3,604.67</i>	<i>5,772.00</i>	<i>427.62</i>	<i>5,313.50</i>	<i>5,741.12</i>	<i>30.88</i>	
<b>Total expenditure excluding VAT</b>							
	9,916.62	13,626.40	2,789.48	10,405.79	13,195.27	431.13	
VAT on PC expenditure	504.43	0.00	67.81	0.00	67.81	(67.81)	
<b>Gross expenditure including VAT</b>	<b>10,421.05</b>	<b>13,626.40</b>	<b>2,857.29</b>	<b>10,405.79</b>	<b>13,263.08</b>	<b>363.32</b>	

	=====	=====	=====	=====	=====	=====	
<b>Income</b>							
	<b>Prev Yr</b>	<b>Budget</b>	<b>Received</b>	<b>Anticipated</b>	<b>Forecast</b>		<b>Variance on budget</b>
Precept	14,296.00	13,500.00	6,750.00	6,750.00	13,500.00		0.00
MVDC recreation grant	0.00	1,049.00	411.00	638.00	1,049.00		0.00
Bank interest	8.99	7.00	3.49	3.51	7.00		0.00
M & G dividends	92.31	70.00	0.00	70.00	70.00		0.00
Miscellaneous	30.00	0.00	0.00	0.00	0.00		0.00
	-----	-----	-----	-----	-----		-----
<b>Total income excluding VAT</b>	<b>14,427.30</b>	<b>14,626.00</b>	<b>7,164.49</b>	<b>7,461.51</b>	<b>14,626.00</b>		<b>0.00</b>
VAT refund (prior year)	884.56	0.00	0.00	0.00	0.00		0.00
VAT refund (current year)	0.00	0.00	504.43	0.00	504.43		504.43
	-----	-----	-----	-----	-----		-----
<b>Gross income including VAT</b>	<b>15,311.86</b>	<b>14,626.00</b>	<b>7,668.92</b>	<b>7,461.51</b>	<b>15,130.43</b>		<b>504.43</b>
	=====	=====	=====	=====	=====		=====
<b>Balance Sheet</b>							
<b>Reserves:</b>	<b>Prev Yr</b>	<b>Current yr</b>	<b>Bank balances at 43657</b>				
			Current account	1,732.06			
			Savings account	22,521.43		24,253.49	
Opening Reserves from previous year	14,551.05	19,441.86	add: anticipated income and VAT receivable			7,461.51	
Plus: anticipated full-year gross receipts	15,311.86	15,130.43	less: anticipated expenditure and VAT paid			10,405.79	
Less: Anticipated full-year gross expenses	10,421.05	13,263.08				-----	
	-----	-----				-----	
<b>Anticipated Closing Reserves at year-end</b>	<b>19,441.86</b>	<b>21,309.21</b>	<b>Anticipated Bank balances at year-end</b>			<b>21,309.21</b>	Correctly balanced
	-----	-----				-----	
			<b>Long-term Investment</b>				
			M & G Bonds @ Book Value	1,995.84		1,995.84	Value at Nov 2017 is 2086.24
						-----	
			<b>Total realisable funds at year-end</b>			<b>23,305.05</b>	
						=====	
<b>Forecast Reconciliation of reserves @ 31/3/2019</b>							
		<b>b/f</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfer</b>	<b>Carried forward</b>	
Reserve for contested election costs		2,500.00			500.00	3,000.00	
Village of the Year prize 2007 - 2011 (balance)		166.00				166.00	
Parish Plan revision		300.00				300.00	
Funds committed to projects		0.00				0.00	Ramp at shop
Uncleared cheques at year-end		196.40		196.40		0.00	
General reserve		12,388.25	15,130.43	13,066.68	(500.00)	13,952.00	
		-----	-----	-----	-----	-----	
<b>Total reserves</b>		<b>15,550.65</b>	<b>15,130.43</b>	<b>13,263.08</b>	<b>0.00</b>	<b>17,418.00</b>	
		=====	=====	=====	=====	=====	
General reserve as % of Precept		91.8%				103.3%	50% is typical prudent level



tenance