

HEADLEY PARISH COUNCIL - FINANCIAL POSITION AT 17-Sep-19

Expenditure	Previous	Adjusted		Anticipated/	Full year	Variance	
	Year	Budget	Paid	Committed	Forecast	on budget	Notes
Administration:							
Clerk's expenses	35.60	25.00	0.00	25.00	25.00	0.00	
Broadband contribution	100.00	140.00	60.00	80.00	140.00	0.00	£20 uncleared cheque @ 31/3/19
Clerk's mileage	192.40	416.40	113.40	203.00	316.40	100.00	£36.40 uncleared cheque @ 31/3/19
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	197.19	0.00	197.19	2.81	
SLCC membership	74.80	130.00	0.00	130.00	130.00	0.00	Split with BPC
Subscriptions & donations	40.00	130.00	100.00	30.00	130.00	0.00	
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	150.00	40.00	190.00	10.00	
Bank - Certificate holding fee	0.00	0.00	0.00	0.00	0.00	0.00	
Courses/training	90.00	524.00	110.00	414.00	524.00	0.00	£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>1,563.57</i>	<i>1,384.01</i>	<i>2,947.58</i>	<i>196.82</i>	
Salary Costs:							
Clerk's salary (inc annual leave lieu payment)	4,286.76	4,600.00	2,301.58	2,298.42	4,600.00	0.00	
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>2,301.58</i>	<i>2,408.42</i>	<i>4,710.00</i>	<i>0.00</i>	
Community Support:							
Playground Lease Rent	50.00	50.00	50.00	0.00	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	294.00	206.00	500.00	0.00	Adjusted into Reserve
Gateway signs and around shop - strimming	690.00	500.00	322.00	178.00	500.00	0.00	
Footpath maintenance	1,160.00	1,350.00	775.00	575.00	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	34.50	117.50	152.00	0.00	£12 uncleared cheque @ 31/3/19
Website hosting/maintenance & support	0.00	900.00	899.00	0.00	899.00	1.00	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>2,618.62</i>	<i>3,121.50</i>	<i>5,740.12</i>	<i>31.88</i>	
Total expenditure excluding VAT							
	9,916.62	13,626.40	6,483.77	6,913.93	13,397.70	228.70	
VAT on PC expenditure	504.43	0.00	361.81	0.00	361.81	(361.81)	
Gross expenditure including VAT	10,421.05	13,626.40	6,845.58	6,913.93	13,759.51	(133.11)	

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Income							
	<u>Prev Yr</u>	<u>Budget</u>	<u>Received</u>	<u>Anticipated</u>	<u>Forecast</u>		<u>Variance on budget</u>
Precept	14,296.00	13,500.00	13,500.00	0.00	13,500.00		0.00
MVDC recreation grant	0.00	1,049.00	822.00	0.00	822.00		(227.00)
Bank interest	8.99	7.00	5.26	3.51	8.77		1.77
M & G dividends	92.31	70.00	70.36	0.00	70.36		0.36
Miscellaneous	30.00	0.00	0.00	0.00	0.00		0.00
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Total income excluding VAT	14,427.30	14,626.00	14,397.62	3.51	14,401.13		(224.87)
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
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Gross income including VAT	15,311.86	14,626.00	14,902.05	3.51	14,905.56		279.56
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Balance Sheet							
Reserves:	<i>Prev Yr</i>	<i>Current yr</i>	Bank balances at 17-Sep				
			Current account	2,975.13			
Opening Reserves from previous year	14,551.05	19,441.86	Savings account	24,523.20		27,498.33	
Plus: anticipated full-year gross receipts	15,311.86	14,905.56	add: anticipated income and VAT receivable			3.51	
Less: Anticipated full-year gross expenses	10,421.05	13,759.51	less: anticipated expenditure and VAT paid			6,913.93	
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Anticipated Closing Reserves at year-end	19,441.86	20,587.91	Anticipated Bank balances at year-end			20,587.91	Correctly balanced
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			Long-term Investment				
			M & G Bonds @ Book Value	1,995.84		1,995.84	Value at Nov 2017 is 2086.24
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			Total realisable funds at year-end			22,583.75	
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Forecast Reconciliation of reserves @ 31/3/2020							
		b/f	Income	Expenditure	Transfer	Carried forward	
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	
Reserve for playground equipment		0.00			500.00	500.00	
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	14,905.56	13,563.11	(1,000.00)	12,730.70	
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Total reserves		15,550.65	14,905.56	13,759.51	0.00	16,696.70	
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General reserve as % of Precept		91.8%				94.3%	50% is typical prudent level



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