

**Budget report & bank reconciliation Q4 2020/21**

| RECEIPTS                 | Actual 2019/20    | Budget 2020/21 | Q4 2020/21        | Variance £    | % budget to date | Variance explanation (if greater than 15% variance from 100% & >£200) |
|--------------------------|-------------------|----------------|-------------------|---------------|------------------|---|
| Precept                  | £21,177.00        | £23,823        | £23,823.00        | £0.00         | 100%             | Paid upfront  |
| Neighbourhood Fund (CIL) | £2,327.57         |                | £0.00             |               |                  |   |
| Bank Interest            | £9.01             | £9             | £4.69             | £-4.31        | 52%              | Defib donations   |
| VAT refund               | £2,793.17         |                | £0.00             |               |                  |   |
| Defib donations          | £0.00             |                | £347.77           |               |                  |   |
| Village Show             | £45.50            |                | £0.00             |               |                  |   |
| Other                    | £0.00             |                | £0.00             | £0.00         |                  |   |
| <b>TOTAL RECEIPTS</b>    | <b>£26,352.25</b> | <b>£23,832</b> | <b>£24,175.46</b> | <b>£-4.31</b> | <b>152%</b>      |   |

| PAYMENTS   | Actual 2019/20    | Budget 2020/21 | Q4 2020/21        | Variance £        | % budget to date | Variance explanation (if greater than 15% variance from 100% & >£200)      |   |
|--|-------------------|----------------|-------------------|-------------------|------------------|--|---|
| <b>Administrative &amp; Establishment Costs</b>  |                   |                |                   |                   |                  |  |   |
| Clerk's Salary (incl. pension)                   | £6,930.15         | £7,440         | £7,416.08         | £-23.92           | 100%             | Includes payment to Hanwood PC for shared costs<br>No mileage due to Covid |   |
| Office Expenses                                  | £212.19           | £500           | £711.05           | £211.05           | 142%             |  |   |
| Mileage  | £165.60           | £200           | £0.00             | £-200.00          | 0%               |  |   |
| Website  | £200.00           | £200           | £200.00           | £0.00             | 100%             |  |   |
| Training/AGM (Clerk/Councillors)                 | £0.00             | £150           | £114.00           | £-36.00           | 76%              |  |   |
| Hire of meeting rooms                            | £120.00           | £150           | £0.00             | £-150.00          | 0%               |  |   |
| Audit (Internal & External)                      | £40.00            | £250           | £240.00           | £-10.00           | 96%              |  |   |
| Insurance  | £699.91           | £725           | £590.28           | £-134.72          | 81%              |  |   |
| Subscriptions (SALC & SLCC)                      | £304.34           | £320           | £404.93           | £84.93            | 127%             |  |   |
| ICO Registration                                 | £35.00            | £40            | £35.00            | £-5.00            | 88%              |  |   |
| Safe custody of papers                           | £15.00            | £15            | £0.00             | £-15.00           | 0%               |  |   |
| Elections  | £0.00             | £0             | £0.00             | £0.00             |                  |  |   |
| GDPR   | £155.55           | £156           | £155.55           | £-0.45            | 100%             |  |   |
| <b>Sub Total Admin &amp; Establishment</b>       | <b>£8,877.74</b>  | <b>£10,146</b> | <b>£9,866.89</b>  | <b>£-279.11</b>   | <b>97%</b>       |  |   |
| <b>Recreation Ground / Parish Hall</b>           |                   |                |                   |                   |                  |  |   |
| Grounds Maintenance contract                     | £1,845.00         | £1,960         | £1,960.00         | £0                | 100%             |  | Not billed<br>Extra spend due to tree work and moles<br>Less maintenance than anticipated needed<br>Includes inspections spanning more than 1 yr & tree survey<br>Bin collection fee omitted from budget in error<br>Additional signage |
| Caretaker contract                               | £804.00           | £804           | £0.00             | £-804             | 0%               |  |   |
| Additional grounds maintenance                   | £1,365.00         | £225           | £3,410.00         | £3,185            | 1516%            |  |   |
| Maintenance/purchase of play equipment           | £2,151.90         | £2,000         | £736.00           | £-1,264           | 37%              |  |   |
| Inspections                                      | £461.69           | £875           | £1,242.00         | £367              | 142%             |  |   |
| Bin collection                                   | £129.00           | £0             | £132.00           | £132              |                  |  |   |
| Covid-19 measures                                | £0.00             | £0             | £392.41           | £392              |                  |  |   |
| <b>Sub Total Recreation Ground / Parish Hall</b> | <b>£6,756.59</b>  | <b>£5,864</b>  | <b>£7,872.41</b>  | <b>£2,008</b>     | <b>134%</b>      |  |   |
| <b>Street Lighting</b>                           |                   |                |                   |                   |                  |  |   |
| Electricity                                      | £1,388.76         | £502           | £470.24           | £-32              | 94%              | Maintenance needed   |   |
| Maintenance / Inspections                        | £0.00             | £200           | £550.03           | £350              | 275%             |  |   |
| PWLB   | £1,283.54         | £1,283         | £1,283.54         | £1                | 100%             |  |   |
| <b>Sub Total Street Lighting</b>                 | <b>£2,672.30</b>  | <b>£1,985</b>  | <b>£2,303.81</b>  | <b>£319</b>       | <b>116%</b>      |  |   |
| <b>Ford Young Persons Group</b>                  |                   |                |                   |                   |                  |  |   |
| Youth worker                                     | £4,000.00         | £4,000         | £0.00             | £-4,000           | 0%               | Youth group not running at present   |   |
| <b>Sub Total Ford Young Persons Group</b>        | <b>£4,000.00</b>  | <b>£4,000</b>  | <b>£0.00</b>      | <b>£-4,000</b>    | <b>0%</b>        |  |   |
| <b>Projects /grants</b>                          |                   |                |                   |                   |                  |  |   |
| Newsletter                                       | £604.00           | £1,000         | £570.00           | £-430             | 57%              | Editions limited due to Covid  |   |
| Citizen of the Year (s137)                       | £33.19            | £90            | £28.70            | £-61              | 32%              |  |   |
| Defibrillator                                    | £0.00             | £10            | £94.88            | £85               | 949%             |  |   |
| S137   | £1,578.62         | £500           | £173.95           | £-326             | 0%               |  |   |
| <b>Sub total Projects /grants</b>                | <b>£2,215.81</b>  | <b>£1,600</b>  | <b>£867.53</b>    | <b>£-732</b>      | <b>54%</b>       |  |   |
| <b>Other</b>                                     |                   |                |                   |                   |                  |  |   |
| Other  | £220.50           | £237           | £5.00             | £-232             | 2%               |  |   |
| <b>Sub Total other</b>                           | <b>£220.50</b>    | <b>£237</b>    | <b>£5.00</b>      | <b>£-232</b>      | <b>2%</b>        |  |   |
| VAT  | £2,046.76         |                | £1,815.85         |                   |                  |  |   |
| <b>GRAND TOTAL PAYMENTS</b>                      | <b>£26,810.70</b> | <b>£23,832</b> | <b>£22,731.49</b> | <b>£-2,916.22</b> | <b>95%</b>       |  |   |

| RESERVES   | Actual balance 31.3.20 | Contributions 2020/21 | Expenditure 2020/21 | Reserves as at Q4 2020/21 |
|--|------------------------|-----------------------|---------------------|---------------------------|
| <b>Ringfenced Reserves</b>                                     |                        |                       |                     |                           |
| R7 - Parish Plan Action Plan                                   | £1,488.00              | £0.00                 | £0.00               | £1,488.00                 |
| R11 - Election Costs   | £900.00                | £0.00                 | £0.00               | £900.00                   |
| R14 - Traffic Calming  | £4,000.00              | £0.00                 | £0.00               | £4,000.00                 |
| R15 - Village Show   | £929.65                | £0.00                 | £173.95             | £755.70                   |
| R16 - Invasive Weeds & Maintenance Grant                       | £7.00                  | £0.00                 | £0.00               | £7.00                     |
| R18 - Transparency Grant                                       | £291.37                | £0.00                 | £0.00               | £291.37                   |
| R23 Play equipment   | £1,000.00              | £0.00                 | £0.00               | £1,000.00                 |
| R25 - Street lights  | £1,000.00              | £0.00                 | £0.00               | £1,000.00                 |
| R26- Neighbourhood Fund  | £2,327.57              | £0.00                 | £0.00               | £2,327.57                 |
| <b>Total Ringfenced Reserves</b>                               | <b>£11,943.59</b>      | <b>£0.00</b>          | <b>£173.95</b>      | <b>£11,769.64</b>         |
| <b>General Reserves (balance b/f less ringfenced reserves)</b> | <b>£14,568.32</b>      |                       |                     | <b>£12,131.31</b>         |
| <b>Total Reserves</b>  | <b>£22,456.98</b>      |                       |                     | <b>£23,900.95</b>         |

**BANK RECONCILIATION TO 31.03.21**

|                                    |                   |
|------------------------------------|-------------------|
| Balance b/fwd from 31st March 2020 | £22,456.98        |
| less payments                      | £22,731.49        |
| add receipts                       | £24,175.46        |
| <b>BALANCE AS PER CASHBOOK</b>     | <b>£23,900.95</b> |

|                              |                       |                   |
|------------------------------|-----------------------|-------------------|
| Represented by bank balances | Lloyds (current)      | £5,809.61         |
|                              | Lloyds (saver)        | £18,091.34        |
|                              | <b>Total balances</b> | <b>£23,900.95</b> |

|                             |       |
|-----------------------------|-------|
| Less unrepresented payments |       |
| Add uncredited receipts     | £0.00 |

**RECONCILED BALANCE** **£23,900.95**