

## Kirton and Falkenham Parish Council STATEMENT OF ACCOUNTS

	Receipts	Payments
Balance at Bank	35,070.92	
Precept	20,137.00	
VAT refund PC	584.61	
VAT refund RG	1,881.47	
Bank interest	31.29	
CIL	2,456.65	
SCC Grant	800.00	
East Suffolk Council Grant	-	
Misc	35.00	
Collections	120.88	
Salaries/PAYE		4,900.08
Subscriptions		526.62
Electricity		-
Insurances		1,046.46
Miscellaneous (audit broadband etc		764.65
Clerk Councillor expenses		692.18
Training		126.15
Grants 137 Comm projects		2,161.59
Publicity		-
Environmental Services		2,313.56
Reserves		-
Community Projects		17,394.13
Bank charges		72.00
Recreation ground		8,796.47
Election costs		108.80
	<b>26,046.90</b>	<b>38,902.69</b>
<hr/>		
Closing Balances:		
Balances in Bank Account		22,215.13
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<b>TOTAL</b>	<b>61,117.82</b>	<b>61,117.82</b>
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VAT Paid (inclusive in the  
above) 3,365.65

The above statement represents fairly the financial position of the council as at 6th April 2020

Signed



Date 30th April 2020

**1) Barclays Community**

B/F 01/04/19	£640.44
+ Receipts	<u>2586.96</u>
	3227.40
-Payments	<u>1561.35</u> <small>see note</small>
Balance	<u>1666.05</u>

**2) Unity Trust**

B/F 01/04/19	£17,699.26
+ Receipts	<u>23428.65</u>
	41127.91
-Payments	<u>37541.34</u>
Balance	<u>3586.57</u>

**3) Barclays Business Premium**

B/F 01/04/19	£16,931.22
+ Receipts	<u>0.00</u>
+ Interest	31.29
- Payments	<u>0.00</u>
Balance	<u>16962.51</u>

**Total:**

<u>£22,215.13</u>
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Note: Includes Cheque 101442 for £200 reported in 18/19 accounts but presented in 19/20



Date	Payee	Unity (BACS)	Barclays (cheque)	Ref	Chq No.	Salaries/PAYE	Subscriptions	Electricity	Insurances	Miscellaneous (audit broadband etc)	Clerk Councillor expenses	Training	Grants 137 Comm projects	Publicity	Environmental Services	Reserves	Community Projects	Bank charges	Recreation ground	Election costs	VAT paid	
01-Apr	C Shaw - Salary	326.74	0.00	1		326.74																
29-Apr	C Shaw - expenses	119.05	0.00	2							119.05										19.00	
29-Apr	Norris & Fisher (Insurance)	10.96	0.00	3					10.96													
29-Apr	Suffold Cloud (web hosting)	100.00	0.00	4						100.00												
29-Apr	Scribe (accounting licence)	154.80	0.00	5						154.80											25.80	
29-Apr	Swarco (SID)	3281.23	0.00	6													3281.23				546.87	
10-May	JL Buckland (Suffolk Day)	140.00	0.00	7									140.00									
10-May	Custom T Shirt (Suffolk Day)	120.00	0.00	8									120.00									
10-May	C Shaw - Salary	326.74	0.00	9		326.74																
10-May	G Walker - Expenses	72.92	0.00	10							72.92										12.15	
10-May	RG half yearly grant	2300.00	0.00	11															2300.00			
13-May	D Doggett (Suffolk Day)	77.09	0.00	12									77.09									
17-Jun	J Durrant (Suffolk Day)	44.31	0.00	13									44.31								2.29	
17-Jun	C Shaw - Salary	326.74	0.00	14		326.74																
24-Jun	Suffolk Rickshaw (Suffolk Day)	75.00	0.00	15									75.00									
24-Jun	HP Salmon (Suffolk Day)	192.00	0.00	16									192.00									
24-Jun	HP Salmon (Suffolk Day)	0.80	0.00	17									0.80									
24-Jun	G Walker - Expenses	55.30	0.00	18							55.30										7.75	
24-Jun	HMRC	244.80	0.00	19		244.80																
01-Jul	J Cade - expenses	11.45	0.00	20	1						11.45											
01-Jul	S Harvey (Suffolk Day)	85.28	0.00	21	1								85.28								4.23	
01-Jul	A Bell-Jones (Suffolk Day)	28.75	0.00	22	1								28.75								4.79	
01-Jul	K&F Rec (Suffolk Day)	50.00	0.00	23	1								50.00									
01-Jul	The Bakery (Suffolk Day)	23.36	0.00	24	1								23.36									
01-Jul	K&F VH (Suffolk Day)	30.00	0.00	25	1								30.00									
01-Jul	Suffolk Rickshaw (Suffolk Day)	25.00	0.00	26	1								25.00									
01-Jul	A Bell-Jones (Suffolk Day)	40.00	0.00	27	1								40.00									
01-Jul	Unity Service charge	18.00	0.00	28	1													18.00				
08-Jul	RG VAT refund	573.98	0.00	29	1														573.98			
08-Jul	TSM School - Suffolk Day	50.00	0.00	30	1								50.00									
08-Jul	C Shaw - Salary	326.74	0.00	31	1	326.74																
08-Jul	SALC	526.62	0.00	32	1		526.62															
16-Jul	Community Heartbeat (defib bat)	223.20	0.00	33	1					223.20											37.20	
25-Jul	SALC - training	38.40	0.00	34	1							38.40									6.40	
25-Jul	Parker Planning Services	8360.55	0.00	35	1												8360.55				1393.43	
25-Jul	Parker Planning Services	963.90	0.00	36	1												963.90				160.65	
02-Aug	D Cope - VG post painting	223.98	0.00	37	1										223.98							
02-Aug	Parker Planning Services	2924.10	0.00	38	1																487.35	
13-Aug	ICO registration payment (DD)	35.00	0.00	39	1					35.00												
15-Aug	C Shaw - Salary	326.74	0.00	40	1	326.74																
27-Aug	East Suffolk Council (election)	108.80	0.00	41	1															108.80		
27-Aug	ICO payment 18/19 (DD)	35.00	0.00	42	1					35.00												
12-Sep	J Cade - expenses	33.75	0.00	43	1							33.75										
12-Sep	Parker Planning Services	1575.00	0.00	44	1												1575.00				262.50	
12-Sep	C Shaw - Salary	326.74	0.00	45	1	326.74																
12-Sep	HMRC	244.80	0.00	46	1	244.80																
25-Sep	Suffolk Norse - dog bin	234.00	0.00	47	1										234.00						39.00	
30-Sep	Tanks Direct - Grit bins	378.58	0.00	48	1										378.58						63.10	
11-Oct	Norris & Fisher (Insurance)	1035.50	0.00	49	1				1035.50													
21-Oct	C Shaw - Salary	326.74	0.00	50	1	326.74																
21-Oct	D Cope - Grit bin repairs	149.00	0.00	51	1										149.00							
21-Oct	Community Heartbeat - defib pa	54.00	0.00	52	1												54.00				9.00	
21-Oct	Unity Service charge	18.00	0.00	53	1													18.00				
21-Oct	RG half yearly grant	2300.00	0.00	54	1														2300.00			
	<b>Carried Fwd</b>	<b>29673.44</b>	<b>0.00</b>			<b>35.00</b>	<b>2776.78</b>	<b>526.62</b>	<b>0.00</b>	<b>1046.46</b>	<b>548.00</b>	<b>258.72</b>	<b>72.15</b>	<b>981.59</b>	<b>0.00</b>	<b>985.56</b>	<b>0.00</b>	<b>17158.78</b>	<b>36.00</b>	<b>5173.98</b>	<b>108.80</b>	<b>3081.51</b>



**Bank Reconciliation** Date: 06/04/20

Cash in hand	01/04/2019	£35,070.92
+ Receipts		<u>£26,046.90</u>
		£61,117.82

-Payments		<u>£38,902.69</u>
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<b>A</b>	<b>Spreadsheet Balance</b>	<b>£22,215.13</b>
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Cash in hand per Bank Statements

Barclays Community	31/03/2020	£1,666.05
Barclays Business Premium	31/03/2020	£16,962.51
Unity Trust	31/03/2020	<u>£3,586.57</u>
		£22,215.13

- Uncleared Payments		£22,215.13
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+Uncleared Receipts

<b>B</b>	<b>Adjusted bank balance</b>	<b>£22,215.13</b>
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**Does A=B ?****YES****Checks out OK**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	X	Y
		April	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	To date	Forecast	Outturn	Budget 19/20
1	<b>Kirton and Falkenham Budget 2019/20</b>																
2	<b>Currency £</b>																
3	<b>Total receipts</b>		<b>10068.50</b>	<b>582.42</b>		584.61	<b>10068.50</b>	<b>2456.65</b>					<b>800.00</b>	<b>24560.68</b>	<b>24560.68</b>	Final	Gap
4	<b>Opening current a/c for the financial year</b>	<b>18,339</b>													0		
5																	
6	Salaries/PAYE	326.74	326.74	571.54	326.74	326.74	571.54	326.74	326.74	571.54	326.74	326.74	571.54	4900.08	4900.08		7031
7	Subscriptions				526.62									526.62	526.62		575
8	Electricity													0.00	0		35
9	Insurances	10.96						1035.50						1046.46	1046.46		1100
10	Miscellaneous (audit broadband etc	254.80		18.00		178.80	126.80				18.00		216.65	813.05	813.05		960
11	Clerk Councillor expenses	119.05	72.92	66.75	11.45		33.75		312.63	111.38			9.45	737.38	737.38		175
12	Training				38.40								54.00	92.40	92.4		210
13	Grants 137 Comm projects		337.09	594.50	50.00					1285.35				2266.94	2266.94		1600
14	Publicity													0.00	0		250
15	Environmental Services				447.18		612.58	203.00	240.60	537.40		68	481.60	2590.36	2590.36		1150
16	Reserves													0.00	0		800
17	Community Projects	3281.23			9324.45	2924.10	1575.00		2315.00					19419.78	19419.78		0
18														0.00			
19	<b>General account</b>	<b>3992.78</b>	<b>736.75</b>	<b>1250.79</b>	<b>10724.84</b>	<b>3429.64</b>	<b>2919.67</b>	<b>1565.24</b>	<b>4480.32</b>	<b>1220.32</b>	<b>344.74</b>	<b>394.74</b>	<b>1333.24</b>	32393.07	<b>32393.07</b>		
20														0.00			
21	<b>RG Grant/Vat Refunds</b>		2300.00		573.98				2300.00					1307.49	6481.47	6481.47	4600
22																	
23	<b>Total Expenditure</b>													<b>38874.54</b>	<b>38874.54</b>	<b>18486</b>	
24																	
25	<b>Current Account (Barclays + Unity) ^</b>	18,339.00	*														
26	<b>Forecast Current Account</b>	4,025.14															
27	Reserve Deposit (Barclays Premium)	16,931.00	*														
28	<b>Forecast Total</b>	<b>20,956.14</b>															
29																	
30	* Per Bank Reconciliation Report 8 Apr 2019																
31	^ Less payments plus receipts not banked																
32																	
33	<b>Apr-20</b> GJW v1																

## KIRTON AND FALKENHAM PARISH COUNCIL BUDGET 2019 -2020

EXPENDITURE	2017 TO 2018		2018 TO 2019		2019 - 2020	Notes	FORECASTS		
	Budget £	Actual £	Budget £	Actual £ to Nov 19	Forecast to y/e		Budget £	2020-21	2021-22
<b>ADMINISTRATION</b>									
Salaries inc PAYE	5882	5892	6997	3806	6009	7031	Per Jan 17 review	7171	7314
Stationery/post/telecoms	770	397	535	298	450	500		510	520
Mileage	125	76	128	15	75	75		75	75
VG Electricity	30	33	34	34	34	35		36	37
Publicity	202	175	206	20	20	250		250	250
Insurance	1822	1238	1600	1368	1368	1100		1125	1150
Membership SALC,CAS,SPS	607	524	565	558	558	575		585	595
Audit	190	100	130	200	328	131	No External Audit	134	140
Councillor Expenses	180	95	180	50	50	100		102	104
Training	202	38	206	0	100	210		215	220
Miscellaneous		54	54	36	72	72		72	80
Accounting & Website fees		376	167	100	100	257		262	267
Election fees reserve		0	0	0	0	300	Est. cost c.£1,000	300	300
Professional Fees reserve		0	800	0	800	500	To build reserves	500	500
<b>ENVIRONMENTAL SERVICES</b>									
Grass cutting	510	575	587	412	412	450		460	470
Hedges/trees	300		306	163	163	200		200	205
Repairs/Maintenance reserve.		73	500	0	500	500	To build reserves	500	500
Mole catching					0	0		0	0
<b>GRANT EXPENDITURE</b>									
Comm Infrastructure Levy					1210	0		0	0
Loc Grant / Comm En Fund				904	3404	0		0	0
<b>GRANTS OUT(s137)</b>									
General Pool	1822	1820	1600	231	1600	1600		1650	1650
Community Projects					0	0		0	0
Recreation Ground	4554	4500	4600	4500	4500	4600		4700	4800
<b>GENERAL RESERVE</b>					0	0		0	0
<b>TOTAL EXPENDITURE</b>	<b>17196</b>	<b>15966</b>	<b>19195</b>	<b>12695</b>	<b>21753</b>	<b>18486</b>		<b>18847</b>	<b>19177</b>
<b>INCOME</b>									
<b>GRANTS IN</b>									
SCC Locality Grant	c/f 18/19	800				0		0	0
SCDC Enabling Grants/Other	c/f 18/19	2500				0		0	0
Other grants/collection		165	0	156	156	160		160	160
CIL				1210	1210	0		0	0
<b>INTEREST</b>		15	90	17	35	50	Seek better rates	100	100
<b>TOTAL INCOME</b>	<b>0</b>	<b>3480</b>	<b>90</b>	<b>1383</b>	<b>1401</b>	<b>210</b>		<b>260</b>	<b>260</b>
<b>TOTAL EXPENDITURE</b>		15966	19195		21753	18486		18847	19177
<b>LESS TOTAL INCOME</b>		3480	90		1401	210		260	260
<b>TOTAL PRECEPT REQUIRED</b>		<b>12486</b>	<b>19105</b>		<b>20352</b>	<b>18276</b>		<b>18587</b>	<b>18917</b>

RESERVES	
(uncommitted)	
31/03/18	£32,242
<b>ADD</b>	
VAT Refund	£288
	<b>£32,530</b>
<b>LESS</b>	
Grants	£3,300
Election	£700
Specialist Fees	£21,000
Maintenance	£1,000
Contingency	£0
	<b>£6,530</b>
Recommended 3 to 12 months of turnover which is <b>£4,500 to £18,000</b>	

2018/19 Precept £18,000

## KIRTON AND FALKENHAM PARISH COUNCIL BUDGET 2020 -2021

Issued 31/10/19

2% Inflation assumption

## EXPENDITURE

## ADMINISTRATION

	2017 TO	2018	2018 TO	2019	2019 To	2020	2020 TO	2021
	Budget £	Actual £	Budget £	Forecast	Budget £	Forecast	Budget	
				to y/e		to y/e		
Salaries inc PAYE	5882	5892	6997	6009	7031	4899	7216	
Stationery/post/telecoms	770	397	535	450	500			
Mileage	125	76	128	75	75			
VG Electricity	30	33	34	34	35	35	36	
Publicity	202	175	206	20	250	0	0	
Insurance	1822	1238	1600	1368	1100	1046	1067	
Membership SALC,CAS,SPS	607	524	565	558	575	564	575	
Audit	190	100	130	328	131	250	750	
Councillor Expenses	180	95	180	50	100	442	451	
Training	202	38	206	100	210	38	39	
Miscellaneous		54	54	72	72	1941	1980	
Accounting & Website fees		376	167	100	257			
Election fees reserve		0	0	0	300	0	0	
Professional Fees reserve		0	800	800	500		500	
						2174	1500	
<b>ENVIRONMENTAL SERVICES</b>								
Grass cutting	510	575	587	412	450			
Hedges/trees	300		306	163	200			
Repairs/Maintenance reserve.		73	500	500	500		500	
<b>GRANT EXPENDITURE</b>								
Comm Infrastructure Levy				1210	0			
Loc Grant / Comm En Fund				3404	0			
<b>GRANTS OUT(£137)</b>								
General Pool	1822	1820	1600	1600	1600	2487	1600	
Community Projects				0	0		300	
Recreation Ground	4554	4500	4600	4500	4600	6915	4692	
<b>GENERAL RESERVE</b>	0	0		0	0			
<b>TOTAL EXPENDITURE</b>	<b>17196</b>	<b>15966</b>	<b>19195</b>	<b>21753</b>	<b>18486</b>	<b>20791</b>	<b>21205.32</b>	

## INCOME

## GRANTS IN

SCC Locality Grant	c/f 18/19	800			0	0	0	
SCDC Enabling Grants/Other	c/f 18/19	2500			0	0	0	
Other grants/collection		165	0	156	160	0	0	
CIL				1210	0	2500	0	
<b>INTEREST</b>		15	90	35	50	50	50	
<b>TOTAL INCOME</b>		<b>0</b>	<b>3480</b>	<b>90</b>	<b>1401</b>	<b>210</b>	<b>2550</b>	<b>0</b>

## TOTAL EXPENDITURE

## LESS TOTAL INCOME

## TOTAL PRECEPT REQUIRED

	15966	19195	21753	18486	20791	21205	
	3480	90	1401	210	2550	0	
	<b>12486</b>	<b>19105</b>	<b>20352</b>	<b>18276</b>	<b>18241</b>	<b>21205</b>	

## Notes 2021-22

As per Oct 19 review	7360.32
Inc in Expenses	
Inc in Expenses	
	37
	250
	1150
	595
External Audit req	260
	400
	150
	2000
Inc in Misc	
To build reserves	500
Total	1500
To build reserves	500
	0
	0
	1650
	0
	4800
	0
	21152.32

RESERVES		
(uncommitted)		yr end f/c
01/04/19	£35,070	£22,215
<b>ADD</b>		
VAT Refund	£585	
	<b>£35,655</b>	
<b>LESS</b>		
Grants	£3,300	£1,500
Election		
Specialist Fees	£21,000	£7,176
Maintenance	£1,000	£1,000
Contingency	£0	
	<b>£10,355</b>	<b>£12,539</b>
Recommended 3 to 12 months of turnover which is		
<b>£4,500 to £18,000</b>		

19/20 F/c and budget excludes	f/c (£)
RG VAT refund	1100
SID	3281
Suffolk Day	982
Planning Consultant	13824
<b>TOTAL</b>	<b>19187</b>

2019/20 Precept £20,137 5%  
2020/21 £21,205 5%

## Kirton and Falkenham Parish Council Summary of Receipts and Payments

Title	Receipts			Payments			Net Position
	Estimated	Actual	Variance	Estimated	Actual	Variance	% (+/-) Under/over spend
Precept	18276	20,137.00	1,861.00				10.18
VAT refund PC	500	584.61	- 84.61				- 16.92
VAT refund RG	2000	1,881.47	118.53				5.93
Bank interest	50	31.29	18.71				37.42
CIL		2,456.65	-2,456.65				N/A
SCC Grant		800.00	- 800.00				N/A
East Suffolk Council Grant		-	-				N/A
Misc		35.00	- 35.00				N/A
Collections	160	120.88	39.12				24.45
Salaries/PAYE				7,031.00	4,900.08	2,130.92	30.31
Subscriptions				575.00	526.62	48.38	8.41
Electricity				35.00	-	35.00	100.00
Insurances				1,100.00	1,046.46	53.54	4.87
Miscellaneous (audit broadband etc)				960.00	764.65	195.35	20.35
Clerk Councillor expenses				175.00	692.18	- 517.18	-295.53
Training				210.00	126.15	83.85	39.93
Grants 137 Comm projects				1,600.00	2,161.59	- 561.59	- 35.10
Publicity				250.00	-	250.00	100.00
Environmental Services				1,150.00	2,313.56	- 1,163.56	-101.18
Reserves				800.00	-	800.00	100.00
Community Projects				-	17,394.13	- 17,394.13	N/A
Bank charges				-	72.00	- 72.00	N/A
Rec ground (inc VAT refund)				6,600.00	8,796.47	- 2,196.47	- 33.28
Election costs				-	108.80	- 108.80	N/A
<b>TOTAL</b>	<b>20,986.00</b>	<b>26,046.90</b>	<b>-1,338.90</b>	<b>20,486.00</b>	<b>38,902.69</b>	<b>- 18,416.69</b>	