

# COTHERSTONE PARISH COUNCIL

## Finance Report

Author                      Responsible Financial Officer  
 Meeting date    10 July 2019

### 1. Receipts, Payments and bank reconciliation

<b>Opening balance at 1 June 2019</b>		<b>£24,479.86</b>
Plus unpresented cheques		
	100071 Cotherstone Village Hall	£45.00
<b>Net balance at bank, 1 June 2019</b>		<b>£24,524.86</b>
<b>Receipts and payments 1 – 30 June 2019</b>		
<i>Income</i>	Teesdale Memorials – T Hicks	£90.00
		£90.00
<i>Expenditure</i>	100071 – Cotherstone Village Hall	£45.00
	100073 – Society of Local Council Clerks	£33.25
	100076 – Clerk, June salary	£158.58
	100068 – Adam Wheeler, bus shelter work	£130.00
	100077 – Planning Advice Plus (Neighbourhood Plan)	£1,000.00
	100078 – A R Toward, grass cutting	£800.00
		£2,166.83
<b>Net balance at start of period, plus receipts, less payments</b>		<b>£22,448.03</b>
<b>Closing balance at bank, 30 June 2019</b>		<b>£22,448.03</b>

### 2. Payments due and needing authorisation on 10 July 2019

Payee	Description	Amount
Clerk	Salary – July	£158.58
Clerk	Salary – August	£158.58
HMRC	2019/20 Q1 PAYE/NI	£118.80

### 3. Monitoring of expenditure against approved budget

Appendix 1 provides a comparison of expenditure and income during the first quarter of 2019/20 (April to June) against the approved budget. Expenditure is at 28.9% of annual budget, and income at 97.4% of anticipated.

Information is also provided about the Reserves held, and expenditure against those reserves during 2019/20 Quarter 1.

Clerk is happy to answer questions arising from this.

### Recommendations

1. To receive a report of receipts and payments 1 to 30 June and bank reconciliation at 30 June 2019.
2. To authorise payments due.
3. To receive a report of expenditure against approved budget for 2019/20, Quarter 1.

## Appendix 1: Budget monitoring report, 2019/20 Quarter 1

### Cotherstone Parish Council

#### BUDGET MONITORING 2019-20

EXPENDITURE		APPROVED BUDGET 2019/20	Actual Quarter 1 (April to June 2019)	% Actual / Budget
Administering the Parish Council	Clerk salary	£2,332	£517.94	22.2%
	Insurance	£365	£346.69	95.0%
	Training and development	£260	£0.00	0.0%
	Membership subscriptions	£150	£135.54	90.4%
	Registrations / licences	£40	£40.00	100.0%
	Clerk's office expenses	£93	£37.50	40.3%
	Audit	£0		
	GDPR Data Protection Officer	£0		
	Advertisements / notices	£80	£0.00	0.0%
	Postage	£25	£0.00	0.0%
	Travel & Subsistence - clerk	£50	£0.00	0.0%
	Travel & Subsistence - councillors	£50		0.0%
	Miscellaneous	£75	£13.77	18.4%
	VAT to be reclaimed	£50	£0.00	0.0%
	Website, hosting and email	£60	£0.00	0.0%
	Stationery	£0	£0.00	
		<b>£3,630</b>	<b>£1,091.44</b>	<b>30.1%</b>
Services / amenities provision	Grass cutting - Greens/Klondike	£1,440	£480.00	33.3%
	Grass cutting - Cemetery	£960	£320.00	33.3%
	Grass cutting - miscellaneous/additional	£100		0.0%
	Allotments - Klondike wall repairs	£0	£0.00	
	Village Hall room hire	£150	£45.00	30.0%
	Bus ehelter	£0	£130.00	
	Cemetery works	£50	£0.00	0.0%
	Contributions and support	£700	£0.00	0.0%
	Section 137 donations	£20	£0.00	0.0%
	Transfer to reserves	£99		0.0%
		<b>£3,519</b>	<b>£975.00</b>	<b>27.7%</b>
<b>TOTAL EXPENDITURE</b>		<b>£7,149</b>	<b>£2,066.44</b>	<b>28.9%</b>
INCOME		ANTICIPATED 2019/20	Actual Quarter 1 (April to June 2019)	% Actual / Budget
Non-precept income	Cemetery		£165.00	
	Wayleaves	£38	£38.49	101.3%
	HMRC VAT Refund for 2018/19	£20		0.0%
	Hearse House rents	£156		0.0%
	The Close allotments rents	£64		0.0%
	Klondike allotments rents	£60		0.0%
	Grants			
	Bank interest			
		<b>£338</b>	<b>£203.49</b>	<b>60.2%</b>
Precept		£6,811	£6,853.00	100.6%
<b>TOTAL INCOME</b>		<b>£7,149</b>	<b>£7,056.49</b>	<b>98.7%</b>

RESERVES	at 1 April 2019	Spent in Q1	Balance left in reserves
Election costs	£2,000.00		£2,000.00
Cemetery	£3,000.00		£3,000.00
Allotments	£2,000.00		£2,000.00
Neighbourhood Plan	£2,500.00	£1,000.00	£1,500.00
Defibrillator	£457.00		£457.00
General reserves	£9,498.00		£9,498.00
<b>Total</b>	<b>£19,455.00</b>		<b>£18,455.00</b>

equates to 138.60% of precept income