

**NPHPC Current Cashbook Summary 2019/20**  
( including earmarked reserves )

Opening Bank Balances 1/4/19	£75,181.66	
Lloyds Current	£23,222.87	
Lloyds 32day term	£50,007.20	
NWB CIL	£1,951.59	
<b>Plus, Income receipts</b>	<b>£35,681.00</b>	<i>Auto-Cell</i>
	<b>£110,862.66</b>	
<b>Less, payments previously approved</b>	<b>£25,117.18</b>	<i>Auto-Cell</i>
<b>Balance as already approved:</b>	<b>£85,745.48</b>	<b>A as at 30/6/19</b>
<b>Less, payments to be approved</b>	<b>£4,039.89</b>	<b>B</b>
<b>Expenditure for year to date:</b>	<b>£29,157.07</b>	
<b>Actual Balance as per cash book figures</b>	<b>£81,705.59</b>	<b>C (A - B)</b>

Represented by: ( see Bank reconciliation )		
Natwest Bank Plc - Current Account (JUN19)	£3,166.59	
Lloyds Bank Plc - Treasurers Account (JUN19)	£32,593.22	
Lloyds Bank Plc - 32 day Notice Account (JUN19)	£50,100.86	
<b>Balance as per statements (JUN19)</b>	<b>£85,860.67</b>	<i>Recon.</i>
<i>Plus, Receipts not yet reconciled</i>		
<i>Plus, any pre-payments made:</i>		
<b>Cash Assets held by Council</b>	<b>£85,860.67</b>	
<b>Less, payments not yet cleared</b>	<b>-£115.19</b>	
<b>Less, payments not yet approved (B)</b>	<b>-£4,039.89</b>	<b>B</b>
	<b>£81,705.59</b>	<b>C</b>

**Earmarked reserves as at ( 30/06/19 )**

<b>Rev:</b>	<i>( revised as per Fin.Comm. resolution 8.5.18 )</i>	<b>Spend By:</b>	
	Venn Ottery Village Green	£5,000.00	n/a
<b>2000</b>	NPHPC Car Park Re-surfacing	£12,500.00	n/a
	NPHPC Neighbourhood Plan	£1,754.00	n/a
<b>£4,635.35</b>	Cemetery Wall Repair Fund	£4,635.35	n/a
	Parishes Together AED 2017/18	£55.48	
	Community Events Fund	£2,002.40	n/a
	Election Costs Reserve Fund	£1,500.00	n/a
	WC Refurbishment Fund	£19,725.20	n/a
<b>£1,000.00</b>	DAAT NLS Project	-£213.79	<b>31/03/2020</b>
	Allotment Reserve	£147.60	n/a
	Play Equipment Sinking Fund	£3,000.00	n/a
	MUGA Improvement Sinking Fund	£3,000.00	n/a
	IT capital fund	£500.00	n/a
	NPHPC CIL receipts Fund (NWB)	£3,166.59	5 years f. 2017
	<b>Sub-Total: Earmarked reserves</b>	<b>£56,772.83</b>	<b>D</b>

**Non-earmarked reserves ( 30/6/19 )**

	General Reserves	£19,550.00	<b>Used for Loan</b>
<b>£550.00</b>	P3 Working Reserves	£852.84	
	<b>Sub-Total: Non-earmarked reserves</b>	<b>£20,402.84</b>	<b>E</b>
	<b>Total NPHPC reserves</b>	<b>£77,175.67</b>	<b>F (D + E)</b>
	<b>Available working funds:</b>	<b>£4,529.92</b>	<b>G (C - F)</b>

Paul Hayward, RFO 22/07/2019

Cllr. C Burhop (Chair) 22/07/2019

**Annual Summary of Newton Poppleford and Harpford Parish Council accounts cashbook 2019/20**

Income ( see Receipts Tab )

Expenditure ( see Category Tabs )

Month:	Precept	Cemetery	Allotm.	Surgery	NPPFF	Grants In	CIL/S.106	Other	VAT recv.	Staff Costs	Admin.	Cemet.	Allotm.	Surgery	WC	Parish Maint.
Apr-19	£23,750.00	£1,275.00				£3,476.57		£363.95		£1,155.28	£1,457.16	£370.96		£179.80	£320.00	£1,470.08
May-19						£1,500.00	£1,215.00	£45.08	£2,297.71	£1,105.52	£213.79			£118.00	£355.11	£2,740.10
Jun-19		£930.00	£108.00	£625.00				£94.69		£1,091.79	£1,973.89		£104.27	£113.25	£375.03	£1,614.16
Jul-19										£1,290.95	£79.08			£78.87	£336.00	£1,904.90
Aug-19																
Sep-19																
Oct-19																
Nov-19																
Dec-19																
Jan-20																
Feb-20																
Mar-20																
	£23,750.00	£2,205.00	£108.00	£625.00	£0.00	£4,976.57	£1,215.00	£503.72	£2,297.71	£4,643.54	£3,723.92	£370.96	£104.27	£489.92	£1,386.14	£7,729.24
	Precept	Cemetery	Allotm.	Surgery	NPPFF	Grants In	CIL/S.106	Other	VAT recv.	Staff Costs	Admin.	Cemet.	Allotm.	Surgery	WC	Parish Maint.

Precept                    £23,750.00     A  
 Other Receipts         £11,931.00     B

£35,681.00

A

£35,681.00

Hall Hire	Grants paid	S.137 Expend.	Loan to NPPFF	PWLB Loan Pymnts	Parish Events	CRWS/HMCEF	P/Togeth.	Flood Mitigation	P3 Exp.	NHP Exp.	Asset Purchase	Capital Projects	Chairs Allow.	VAT Incrrd	MNTH Total	V:
£39.50				£901.16										£493.36	£6,387.30	Apr-19 v
												£6,490.36		£1,779.67	£12,802.55	May-19 v
£90.75	£293.86													£270.33	£5,927.33	Jun-19 v
														£350.09	£4,039.89	Jul-19
															£0.00	Aug-19
															£0.00	Sep-19
															£0.00	Oct-19
															£0.00	Nov-19
															£0.00	Dec-19
															£0.00	Jan-20
															£0.00	Feb-20
															£0.00	Mar-20
£130.25	£293.86	£0.00	£0.00	£901.16	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£6,490.36	£0.00	£2,893.45	£29,157.07	
Hall Hire	Grants paid	S.137 Expend.	Loan to NPPFF	PWLB Loan Pymnts	Parish Events	CRWS/HMCEF	P/Togeth.	Flood Mitigation	P3 Exp.	NHP Exp.	Asset Purchase	Capital Projects	Chairs Allow.	VAT Incrrd	£29,157.07	

B

Staff Costs	£4,643.54	A
Loan Repayment	£901.16	B
Other Expenditure	£23,612.37	C
	<b>£29,157.07</b>	

## Newton Poppleford and Harpford Parish Council

### Payments to be approved by Council at July 2019 meeting

Trans. Date	Cheque #	Invoice Folio	Coding	Payee:	Gross Value	Net Value	Recoverable VAT	Supplier:	Invoice Date	representing:	RECON#
29/07/2019	SO	19/53	SURG	Cleaning Contractor	£65.00	£65.00	£0.00			Surgery Cleaning Contract July 2019	
29/07/2019	DD	19/54	STAFF	NEST Pensions	£68.09	£68.09	£0.00			NEST pension ( Emplr & Employee ) JUL 19	
29/07/2019	SO	19/55	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end July 2019	
29/07/2019	SO	19/56	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end July 2019	
29/07/2019	SO	19/57	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end July 2019	
29/07/2019	SO	19/58	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end July 2019	
29/07/2019	Online	19/59	STAFF	Paul Hayward	£903.39	£903.39	£0.00			Staff Pay Period 4 - JUL19	
29/07/2019	Online	19/60	STAFF	HMRC	£65.47	£65.47	£0.00			PAYE / NI for JUL19	
29/07/2019	Online	19/61	VAR.	Clerk reimbursement	£604.44	£546.48	£57.96			See schedule for breakdown.	
29/07/2019	BACS	19/62	BANK	Lloyds Bank Charges	£6.50	£6.50	£0.00			Charges for 10/5/19 to 9/6/19	
29/07/2019	Online	19/63	MAINT	ARCCAS Maintenance	£1,698.00	£1,415.00	£283.00			Grounds Maintenance June 2019	
29/07/2019	Online	19/64	MAINT	Silver Property Services	£240.00	£240.00	£0.00			Handyperson Charges 106-88 to 106-92	
29/07/2019	DD	19/65	SURG	British Gas Electricity	£17.00	£13.87	£3.13			16/5 to 12/7 Elec. Supply surgery building (amend)	
29/07/2019	Online	19/66	TRAIN	DALC	£36.00	£30.00	£6.00			Chair's Training Course 12/6	
					<b>£4,039.89</b>	£3,689.80	<b>£350.09</b>	<b>£4,039.89</b>			
					<b>Gross Value</b>	<b>Net Value</b>	<b>Recoverable VAT</b>	<b>Check</b>			

Paul Hayward, RFO \_\_\_\_\_ **22/07/2019**

Auth. Signatory \_\_\_\_\_ **22/07/2019**

#### Payments Made under Clerks / Chairmans Delegated Authority ( ex-VAT )

To:	In respect of:	Value:	Date:	Cost Centre:
Cartridge People	Toner Cartridges	£39.92	Jul-19	PST

Paul Hayward, RFO \_\_\_\_\_ **22/07/2019**

Auth. Signatory \_\_\_\_\_ **22/07/2019**

## Newton Poppleford and Harpford Parish Council

### Payments OUT report 2019/20

Chq. Date	Cheque	Invoice	Coding	Payee:	Gross Value	Net Value	Recoverable	RECON#
	#	Folio					VAT	
<b>APRIL</b>								
29/04/2019	SO	19/001	SURG	Cleaning Contractor	£65.00	£65.00	£0.00	Y
29/04/2019	DD	19/002	STAFF	NEST Pensions	£68.65	£68.65	£0.00	Y
29/04/2019	Online	19/003	WC	Cleaning Contractor	£252.00	£252.00	£0.00	Y
29/04/2019	Online	19/004	STAFF	Paul Hayward	£910.18	£910.18	£0.00	Y
29/04/2019	Online	19/005	STAFF	HMRC	£67.55	£67.55	£0.00	Y
29/04/2019	Online	19/006	HANDY	Silver Property Services	£336.00	£336.00	£0.00	Y
29/04/2019	DD	19/007	SURG	EDF Energy	£53.00	£53.00	£0.00	Y
29/04/2019	Online	19/008	VAR.	Clerk reimbursement	£276.03	£253.47	£22.56	Y
29/04/2019	Online	19/009	BANK	Lloyds Bank Charges	£6.50	£6.50	£0.00	Y
29/04/2019	Online	19/010	Hall Hire	NPPFF	£9.00	£7.50	£1.50	Y
29/04/2019	Online	19/011	MAINT	ARCCAS Maintenance	£1,160.40	£967.00	£193.40	Y
29/04/2019	Online	19/012	Hall Hire	NP Village Hall	£32.00	£32.00	£0.00	Y
29/04/2019	Online	19/013	SURG	K&S Fire Protection	£74.16	£61.80	£12.36	Y
29/04/2019	Online	19/014	FEES	Michelmores LLP	£1,200.00	£1,000.00	£200.00	Y
29/04/2019	Online	19/015	SUBS	DALC/NALC	£488.88	£425.34	£63.54	Y
29/04/2019	Online	19/016	CEM	EDDC	£319.71	£319.71	£0.00	Y
29/04/2019	DD	19/017	PWLB	Public Works Loan Board	£901.16	£901.16	£0.00	Y
29/04/2019	Online	19/018	VAS	DCC	£167.08	£167.08	£0.00	Y
<b>MAY</b>								
24/05/2019	Online	19/019	PROJ	MAT Electric	£7,788.43	£6,490.36	£1,298.07	Y
24/05/2019	Online	19/020	PLAY	HAGS SMP	£1,348.92	£1,124.10	£224.82	Y
24/05/2019	SO	19/021	SURG	Cleaning Contractor	£65.00	£65.00	£0.00	Y
24/05/2019	DD	19/022	STAFF	NEST Pensions	£69.45	£69.45	£0.00	Y
24/05/2019	Online	19/023	WC	Cleaning Contractor	£336.00	£336.00	£0.00	Y
24/05/2019	Online	19/024	STAFF	Paul Hayward	£919.69	£919.69	£0.00	Y
24/05/2019	Online	19/025	STAFF	HMRC	£70.48	£70.48	£0.00	Y
24/05/2019	DD	19/026	WC	EDF Energy	£20.97	£19.11	£1.86	Y
24/05/2019	Online	19/027	VAR.	Clerk reimbursement	£154.31	£150.59	£3.72	Y
24/05/2019	BACS	19/028	BANK	Lloyds Bank Charges	£9.10	£9.10	£0.00	Y
24/05/2019	Online	19/029	MAINT	ARCCAS Maintenance	£1,507.20	£1,256.00	£251.20	Y
24/05/2019	DD	19/030	SURG	EDF Energy	£53.00	£53.00	£0.00	Y

Chq. Date	Cheque #	Invoice Folio	Coding	Payee:	Gross Value	Net Value	Recoverable VAT	RECON#
<b>JUNE</b>								
27/06/2019	Online	19/33	ALLOT	SWW	£104.27	£104.27	£0.00	Y
27/06/2019	DD	19/34	WC	British Gas Plc	£40.97	£39.03	£1.94	Y
27/06/2019	SO	19/35	SURG	Cleaning Contractor	£65.00	£65.00	£0.00	Y
27/06/2019	DD	19/36	STAFF	NEST Pensions	£70.19	£70.19	£0.00	Y
07/06/2019	SO	19/37a)	WC	Cleaning Contractor	£84.00	£84.00	£0.00	Y
14/06/2019	SO	19/37b)	WC	Cleaning Contractor	£84.00	£84.00	£0.00	Y
21/06/2019	SO	19/37c)	WC	Cleaning Contractor	£84.00	£84.00	£0.00	Y
28/06/2019	SO	19/37d)	WC	Cleaning Contractor	£84.00	£84.00	£0.00	Y
27/06/2019	Online	19/38	STAFF	Paul Hayward	£928.59	£928.59	£0.00	Y
27/06/2019	Online	19/39	STAFF	HMRC	£73.21	£73.21	£0.00	Y
27/06/2019	DD	19/40	SURG	EDF Energy	£13.57	£1.88	£11.69	Y
27/06/2019	Online	19/41	VAR.	Clerk reimbursement	£75.45	£66.62	£8.83	Y
27/06/2019	BACS	19/42	BANK	Lloyds Bank Charges	£7.80	£7.80	£0.00	Y
27/06/2019	Online	19/43	MAINT	ARCCAS Maintenance	£1,450.80	£1,209.00	£241.80	Y
27/06/2019	Online	19/44	GRANT	Exmouth Ring and Ride	£293.86	£293.86	£0.00	Y
27/06/2019	57	19/45	MAINT	S. Burge	£66.50	£66.50	£0.00	
27/06/2019	Online	19/46	HALL HIRE	Harpford Village Hall	£16.00	£16.00	£0.00	Y
27/06/2019	Online	19/47	HALL HIRE	NPPFF Pavilion	£22.50	£18.75	£3.75	Y
27/06/2019	Online	19/48	INSUR	WPS brokers	£1,952.93	£1,952.93	£0.00	Y
27/06/2019	Online	19/49	MAINT	Silver Property Services	£265.00	£265.00	£0.00	Y
27/06/2019	Online	19/50	HALL HIRE	NP Village Hall	£56.00	£56.00	£0.00	Y
30/06/2019	DD	19/51	SURG	British Gas Electricity	£48.69	£46.37	£2.32	
27/06/2019	Online	19/52	AUDIO	A P Brine	£40.00	£40.00	£0.00	Y
							(claimed)	
<b>JULY</b>								
29/07/2019	SO	19/53	SURG	Cleaning Contractor	£65.00	£65.00	£0.00	
29/07/2019	DD	19/54	STAFF	NEST Pensions	£68.09	£68.09	£0.00	
29/07/2019	SO	19/55	WC	Cleaning Contractor	£84.00	£84.00	£0.00	
29/07/2019	SO	19/56	WC	Cleaning Contractor	£84.00	£84.00	£0.00	
29/07/2019	SO	19/57	WC	Cleaning Contractor	£84.00	£84.00	£0.00	
29/07/2019	SO	19/58	WC	Cleaning Contractor	£84.00	£84.00	£0.00	
29/07/2019	Online	19/59	STAFF	Paul Hayward	£903.39	£903.39	£0.00	
29/07/2019	Online	19/60	STAFF	HMRC	£65.47	£65.47	£0.00	
29/07/2019	Online	19/61	VAR.	Clerk reimbursement	£604.44	£546.48	£57.96	
29/07/2019	BACS	19/62	BANK	Lloyds Bank Charges	£6.50	£6.50	£0.00	
29/07/2019	Online	19/63	MAINT	ARCCAS Maintenance	£1,698.00	£1,415.00	£283.00	
29/07/2019	Online	19/64	MAINT	Silver Property Services	£240.00	£240.00	£0.00	
29/07/2019	DD	19/65	SURG	British Gas Electricity	£17.00	£13.87	£3.13	
29/07/2019	Online	19/66	TRAIN	DALC	£36.00	£30.00	£6.00	



### Bank Reconciliation Report for NEWTON POPPLEFORD PARISH COUNCIL

Balance as per bank statement No.	<b>498</b>	dated	<b>30/06/2019</b>	NWB	<b>£3,166.59</b>
Balance as per bank statement No.	<b>53</b>	dated	<b>30/06/2019</b>	LLYDS	<b>£32,593.22</b>
Balance as per bank statement No.	<b>Statement</b>	dated	<b>30/06/2019</b>	LLYDS	<b>£50,100.86</b>
				<b>TOTAL</b>	<b>£85,860.67</b>

Less, any unrepresented cheque already issued and approved:

Cheque No.					
	<b>DD</b>	<b>£48.69</b>	for:	<i>British Gas @ Surgery Elec.</i>	
	<b>57</b>	<b>£66.50</b>	for:	<i>Flower Planting</i>	
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		

**Total: £115.19**

Plus, any payments received not yet reconciled **£115.19**

Reconciled Bank Statements 30/06/2019 ( date ) **£85,745.48** (A)

*The net balance shown reconciles to the Cash Book ( receipts and payments ) as follows:*

**Cash Book**

Opening Balance:		<b>£75,181.66</b>	
<b>Add: Receipts</b>	ADD	<b>£35,681.00</b>	
<b>Less: payments approved</b>	LESS	<b>£25,117.18</b>	
Current / Closing Balance:		<b>£85,745.48</b>	<b>(B)</b>

**Don't forget to circulate redacted bank statement(s) to corroborate!**

**(B) Closing / Current Balance as per Cash Book must equal A above and Section 1 Box 8 on Annual Return**

Prepared By : Paul Hayward, Clerk and RFO, Newton Popleford and Harford Parish Council  
 \_\_\_\_\_ Sign 22/07/2019 \_\_\_\_\_ Date

Approved By: \_\_\_\_\_  
 \_\_\_\_\_ Sign 22/07/2019 \_\_\_\_\_ Date