

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	
Plus, Income receipts	£87,051.89	<i>Auto-Cell</i>
	£162,233.55	
Less, payments previously approved	£70,359.80	<i>Auto-Cell</i>
Balance as already approved:	£91,873.75	A as at 30/12/19
Less, payments to be approved	£2,722.33	B
Expenditure for year to date:	£73,082.13	
Actual Balance as per cash book figures	£89,151.42	C (A - B)

Represented by: (see Bank reconciliation)		
Natwest Bank Plc - Current Account (DEC19)	£4,663.29	
Lloyds Bank Plc - Treasurers Account (DEC19)	£36,738.61	
Lloyds Bank Plc - 32 day Notice Account (DEC19)	£50,292.57	
Balance as per statements (DEC19)	£91,694.47	<i>Recon.</i>
<i>Plus, Receipts not yet reconciled</i>	£340.00	
<i>Plus, any pre-payments made:</i>		
Cash Assets held by Council	£92,034.47	
Less, payments not yet cleared	-£160.72	
Less, payments not yet approved (B)	-£2,722.33	B
	£89,151.42	C

Earmarked reserves as at (30/12/19)

Rev:	<i>(revised as per Fin.Comm. resolution 8.5.19)</i>	Spend By:	
	Venn Ottery Village Green	£5,000.00	n/a
£2,000	NPHPC Car Park Re-surfacing	£12,500.00	n/a
	NPHPC Neighbourhood Plan	£1,686.50	n/a
£4,635.35	Cemetery Wall Repair Fund	£4,635.35	n/a
	Parishes Together AED 2017/18	£0.00	
	Community Events Fund	£1,604.80	n/a
£400	Election Costs Reserve Fund	£1,900.00	n/a
	WC Refurbishment Fund	£19,225.20	n/a
£1,000.00	DAAT NLS Project	-£213.79	31/03/2020
	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
£200.00	AED Sinking Fund	£200.00	n/a
£200.00	NLS Sinking Fund	£200.00	n/a
	NPHPC CIL receipts Fund (NWB)	£4,663.29	5 years f. 2017
	Sub-Total: Earmarked reserves	£58,048.95	D

Non-earmarked reserves (30/12/19)

£550.00	General Reserves	£19,150.00	Used for funding up-front projects
	P3 Working Reserves	£752.84	
	Sub-Total: Non-earmarked reserves	£19,902.84	E
	Total NPHPC reserves	£77,951.79	F (D + E)
	Available working funds:	£11,199.63	G (C - F)

Paul Hayward, RFO 20/01/2020 _____

Cllr. C Burhop (Chair) 20/01/2020 _____

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

Month:	Income (see Receipts Tab)									Expenditure (see Category Tabs)						
	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								£80.33		£1,290.95	£85.08			£78.87	£357.53	£2,019.90
Aug-19		£1,930.00	£108.00				£11,434.00	£30.90	£3,165.07	£1,109.85	£135.56			£84.15	£556.06	£2,941.40
Sep-19	£23,750.00		£580.50	£625.00				£31.93		£1,094.55	£365.45	£43.22	£125.49	£106.43	£382.98	£2,267.91
Oct-19						£650.00	£1,496.70	£359.85		£1,543.95	£142.29			£104.04	£336.00	£1,130.99
Nov-19		£500.00						£2,475.91		£1,106.25	£630.49		£149.59	£66.70	£670.25	£2,953.53
Dec-19				£625.00				£512.52	£2,675.18	£1,085.55	£197.58	£133.11		£107.46	£361.01	£517.88
Jan-20		£340.00								£1,042.35	£257.26	£14.40		£122.94	£441.37	£40.21
Feb-20																
Mar-20																
	£47,500.00	£4,975.00	£796.50	£1,875.00	£0.00	£5,626.57	£14,145.70	£3,995.16	£8,137.96	£11,626.04	£5,458.55	£561.69	£379.35	£1,081.64	£4,155.34	£17,696.16
	Precept	Cemetery	Allotm.	Surgery	NPPFF	Grants In	CIL/S.106	Other	VAT recv.	Staff Costs	Admin.	Cemet.	Allotm.	Surgery	WC	Parish Maint.

Precept	£47,500.00	A
Other Receipts	£39,551.89	B

£87,051.89	A
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£87,051.89

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
												£4,699.00		£1,290.96	£9,822.29	Jul-19 v
									£12.50			£6,735.00		£1,897.86	£13,472.38	Aug-19 v
£64.00		£50.00												£455.86	£4,955.89	Sep-19 v
£56.00				£901.16										£229.82	£4,444.25	Oct-19 v
£20.00	£500.00	£32.00			£2,792.10				£100.00	£67.50				£394.66	£9,483.07	Nov-19 v
£32.00	£550.00									£16.00				£64.15	£3,064.74	Dec-19 v
	£750.00													£53.80	£2,722.33	Jan-20 v
															£0.00	Feb-20
															£0.00	Mar-20
£302.25	£2,093.86	£82.00	£0.00	£1,802.32	£2,792.10	£0.00	£0.00	£0.00	£112.50	£83.50	£0.00	£17,924.36	£0.00	£6,930.47	£73,082.13	
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	£73,082.13	

B

Staff Costs	£11,626.04	A
Loan Repayment	£1,802.32	B
Other Expenditure	£59,653.77	C
	£73,082.13	

Newton Poppleford and Harpford Parish Council

JAN Payments to be approved by Council at January 2020 meeting

Trans. Date	Cheque #	Invoice Folio	Coding	Payee:	Gross Value	Net Value	Recoverable VAT	Supplier:	Invoice Date	representing:	RECON#	VAT Reference for 126 Claim
27/01/2020	SO	19/161	SURG	Cleaning Contractor	£65.00	£65.00	£0.00			Surgery Cleaning Contract Jan2020		
27/01/2020	DD	19/162	STAFF	NEST Pensions	£68.09	£68.09	£0.00			NEST pension (Eplyr & Eplyee) Jan2020		
03/01/2020	SO	19/163a)	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end Jan. 2020		
10/01/2020	SO	19/163b)	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end Jan. 2020		
17/01/2020	SO	19/163c)	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end Jan. 2020		
24/01/2020	SO	19/163d)	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end Jan. 2020		
31/01/2020	SO	19/163e)	WC	Cleaning Contractor	£84.00	£84.00	£0.00			WC cleaning weekly - to end Jan. 2020		
27/01/2020	Online	19/164	STAFF	Paul Hayward	£903.39	£903.39	£0.00			Staff Pay Period 10 - Jan2020		
27/01/2020	Online	19/165	STAFF	HMRC	£65.47	£65.47	£0.00			PAYE / NI Period 10 for Jan2020		
27/01/2020	Online	19/166	VAR.	Clerk reimbursement	£108.86	£105.19	£3.67			See schedule for breakdown.		
27/01/2020	BACS	19/167	BANK	Lloyds Bank Charges	£8.45	£8.45	£0.00			Charges for 10/11/19 to 9/12/19		
27/01/2020	Online	19/168	GRANT	Recipients as per resolutions	£750.00	£750.00	£0.00			NPPTA (£500) & NPYC (£250 - 50%)		
27/01/2020	Online	19/169	IT	Vision ICT Ltd	£270.00	£225.00	£45.00			Website hosting and support - 2020 / 12m		
27/01/2020	DD	19/170	SURG	British Gas Electricity	£63.07	£57.94	£5.13			6/12 to 14/1/20 Elec. Supply surgery building		
27/01/2020	Online	tba	CEM	ARCCAS Maintenance	£0.00	£0.00	£0.00			Ad-hoc Grounds Maintenance January 2020		
27/01/2020	Online	tba	MAINT	Silver Property Services	£0.00	£0.00	£0.00			Handyperson Charges 106-118 to xxx		
27/01/2020	DD	tba	WC	British Gas Plc	£0.00	£0.00	£0.00			WC elec. Supply as billed		

£2,722.33	£2,668.53	£53.80	£2,722.33
Gross Value	Net Value	Recoverable VAT	Check

Paul Hayward, RFO _____ 20/01/2020
 Auth. Signatory _____ 20/01/2020

Payments Made under Clerks / Chairman's Delegated Authority (ex-VAT)

To:	In respect of:	Value:	Date:	Cost Centre:

Paul Hayward, RFO _____ 20/01/2020
 Auth. Signatory _____ 20/01/2020

Bank Receipts Report 2019/20

CR. Date	CR #	Receipt Folio	Coding	From:	Value	representing:	RECON#
<i>October</i>							
08/10/2019	AutoDeposit	<i>Donation</i>		Parish Resident	£327.89	Donation towards new parish asset	Y
23/10/2019	BACS	<i>CIL</i>		EDDC	£1,496.70	CIL receipts Apr19-Sep19	Y
30/10/2019	BACS	<i>GRANT</i>		DCC Locality	£650.00	Grant from CW for Kirby repairs	Y
31/10/2019	CR	<i>INT</i>		Lloyds Bank Deposit	£31.96	Interest earnings October 2019	Y
<i>November</i>							
05/11/2019	AutoDeposit	<i>CEM</i>		ERB and Interment Fees	£360.00	VORC GOR A9	Y
11/11/2019	AutoDeposit	<i>EVENTS</i>		Cheque Deposit - Tickets	£38.50	Entrance receipts	Y
12/11/2019	BACS	<i>CEM</i>		Orchard Memorials	£140.00	Headstone Fees STLC LE6	Y
12/11/2019	TF	<i>EVENTS</i>		Cash Paid In	£2,356.00	Ticket Sale Receipts	Y
30/11/2019	CR	<i>INT</i>		Lloyds Bank Deposit	£29.91	Interest earnings November 2019	Y
22/11/2019	BACS	<i>EVENTS</i>		Late Receipts	£51.50	Ticket Sale Receipts	Y
<i>December</i>							
06/12/2019	BACS	<i>VAT</i>		HMRC	£2,675.18	VAT claim 1/8/19 to 30/11/19	Y
10/12/2019	AutoDeposit	<i>OTHER</i>		Privilege Insurance	£479.50	Reimbursement of damage costs	Y
19/12/2019	BACS	<i>CEM</i>		Wakeleys F/Dir.	£340.00	ERB & Interment fees	Y
19/12/2019	BACS	<i>SURG</i>		Surgery Q3. Licence	£625.00	Surgery Licence Fee paid	Y
30/12/2019	CR	<i>INT</i>		Lloyds Bank Deposit	£33.02	Interest earnings December 2019	Y
<i>January</i>							
Total:					<u>£87,051.89</u>		
Of which PRECEPT					<u>£47,500.00</u>		
Thus, other income					<u>£39,551.89</u>		

TAXABLE			EXEMPT	
20%	5%	0%		
TAXABLE			EXEMPT	
BUSINESS				NONBUS

Bank Reconciliation Report for NEWTON POPPLEFORD PARISH COUNCIL

Balance as per bank statement No.	499	dated	31/10/2019	NWB	£4,663.29
Balance as per bank statement No.	70	dated	30/12/2019	LLYDS	£36,738.61
Balance as per bank statement No.	Online	dated	30/12/2019	LLYDS	£50,292.57
				TOTAL	£91,694.47

Less, any unrepresented cheque already issued and approved:

Cheque No.				
	000060	£100.00	for:	<i>P3 Honorarium</i>
	000062	£40.49	for:	<i>Flower Planting</i>
	n/a	£20.23	for:	<i>Underpayment of expenses DEC19</i>
			for:	
			for:	
			for:	
			for:	
			for:	
			for:	
			for:	

Total: £160.72

Plus, any payments received not yet reconciled **£0.00**

Reconciled Bank Statements 30/12/2019 (date) **£91,533.75** (A)

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

Cash Book

Opening Balance:		£75,181.66	
Add: Receipts	ADD	£86,711.89	
Less: payments approved	LESS	£70,359.80	
Current / Closing Balance:		£91,533.75	(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 20/01/2020 Date

Approved By: _____
 _____ Sign 20/01/2020 Date