

Newton Poppleford and Harpford Parish Council

Payments to be approved & ratified by Council at April 2018 ORD meeting

Chq. Date	Cheque #	Invoice Folio	Coding	Payee:	Gross Value	Net Value	Recoverable VAT	Supplier:	Invoice Date	representing:
30/04/2018	SO	18/001	SURG	Cleaning Contractor	£65.00	£65.00				Surgery Cleaning Contract APR2018
30/04/2018	DD	18/002	STAFF	NEST Pensions	£59.01	£59.01				Clerk NEST pension (Emplr & Employee)
30/04/2018	Online	18/003	WC	KMC (M Constantinou)	£450.00	£450.00				WC cleaning 1/4/18 to 30/4/18
30/04/2018	DD	18/004	PWLB	Public Works Loan Board	£901.16	£901.16				1/2 yearly PWLB repayment
30/04/2018	Online	18/005	HANDY	Silver Property Services	£355.32	£355.32				HP invoices 106-26 to 106-30
30/04/2018	Online	18/006	RATES	EDDC	£284.11	£284.11				NDBR for VO Cemetery 18/19
30/04/2018	SO	18/007	Amenity	EDDC	£665.28	£554.40	£110.88			Dog / Waste Bin emptying Contract 18/19
30/04/2018	Online	18/008	SUBS	DALC / NALC	£476.83	£415.00	£61.83			NALC / DALC subscription 18/19
30/04/2018	DD	18/009	SURG	EDF Energy	£73.00	£73.00				Surgery supply DD for April as arranged
30/04/2018	DD	18/010	WC	EDF Energy	£27.27	£27.27				WC supply DD for April as arranged
30/04/2018	Online	18/011	STAFF	Paul Hayward	£792.44	£792.44				Staff Pay Period 1 - 18/19
30/04/2018	Online	18/012	STAFF	HMRC	£37.56	£37.56				NI for April 2018
30/04/2018	Online	18/013	Various	Paul Hayward	£200.69	£180.94	£19.75			Expenses Reimbursement APR18
30/04/2018										
30/04/2018										
30/04/2018										
30/04/2018										

RECON#

2017/18

£4,387.67	£4,195.21	£192.46	£4,387.67
Gross Value	Net Value	Recoverable VAT	

Paul Hayward, RFO  30/04/2018
Auth. Signatory _____ 30/04/2018

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

To:	In respect of:	Value:	Date:	Cost Centre:
PGH Reimburse	1/3 eye test	£14.17	Apr-18	Staff
Tesco Mobile	Phone Voucher	£10.00	Apr-18	PST
AVAST Digital River	Internet Security	£41.66	Apr-18	IT
Wickes	2 x Ramp plates	£37.48	Apr-18	CRWS
Amazon	Ring Binders	£19.58	Apr-18	PST

Paul Hayward, RFO  30/04/2018
Auth. Signatory _____ 30/04/2018

NPHPC Cashbook Summary 2018/19
(including earmarked reserves)

Opening Bank Balance	£78,180.51	
Plus, Income receipts	£25,474.54	Auto-Cell
	£103,655.05	
Less, payments previously approved	£0.00	Auto-Cell
Balance as already approved:	£103,655.05	A
Less, payments to be approved	£4,387.67	B
Expenditure for year to date:	£4,387.67	
Actual Balance as per cash book figures	£99,267.38	C (A - B)
Reconciled:		
Represented by: (see Bank reconciliations)		
Natwest Bank Plc - Current Account (APR18)	£1,058.35	
Lloyds Bank Plc - Treasurers Account (APR18)	£77,432.64	
Balance as per statements (APR18)	£78,490.99	Recon.
Plus, Receipts not yet reconciled	£25,474.54	
Plus, any pre-payments made:		
Cash Assets held by Council	£103,965.53	
Less, Cheques not yet cleared	-£310.48	
Less, Payments not yet approved (B)	-£4,387.67	B
	£99,267.38	C

Earmarked reserves as at (31/03/18)


		Spend By:
Venn Ottery Village Green	£5,000.00	n/a
NPHPC Car Park Re-surfacing	£10,500.00	n/a
NPHPC Neighbourhood Plan	£1,766.00	n/a
Parishes Together D&D 2016/17	£1,905.20	30/09/2018
Parishes Together AED 17/18	£5,148.40	28/02/2019
Community Events Fund	£2,143.00	n/a
Election Costs Reserve Fund	£1,500.00	n/a
WC Refurbishment Fund	£15,000.00	n/a
DCC HCMEF	£912.00	30/06/2018
Western Power Tree Grant	£500.00	31/12/2018
NPHPC CIL receipts Fund (NWB)	£1,058.35	5 years f. 2017
Sub-Total: Earmarked reserves	£45,432.95	D

Non-earmarked reserves (31/03/18)

ALLOTMENTS	£79.17	n/a
Contingency Fund	£0.00	
Play Equipment Sinking Fund	£0.00	
MUGA Improvement Sinking Fund	£0.00	
P3 Working Reserves	£0.00	
Sub-Total: Non-earmarked reserves	£79.17	E
Total NPHPC reserves	£45,512.12	F (D + E)
General Balance, less reserves	£53,755.26	G (C - F)

Paul Hayward, RFO 30/04/2018

Clr. H Jeffery (Chair) 30/04/2018



Hall Hire	Grants paid	S.137 Grants	Loan Pymnts	Parish Events	CRWS	P/Togeth.	P3 Exp.	NHP Exp.	Capital Projects	VAT Incrrd	MNTH Total
			£901.16		£37.48					£192.46	£4,387.67 Apr-18
											£0.00 May-18
											£0.00 Jun-18
											£0.00 Jul-18
											£0.00 Aug-18
											£0.00 Sep-18
											£0.00 Oct-18
											£0.00 Nov-18
											£0.00 Dec-18
											£0.00 Jan-19
											£0.00 Feb-19
											£0.00 Mar-19
£0.00	£0.00	£0.00	£901.16	£0.00	£37.48	£0.00	£0.00	£0.00	£0.00	£192.46	£4,387.67
Hall Hire	Grants paid	S.137 Grants	Loan Pymnts	Parish Events	CRWS	P/Togeth.	P3 Exp.	NHP Exp.	Capital Projects	VAT Incrrd	£4,387.67

B

Staff Costs	£961.23	A
Loan Repayment	£901.16	B
Other Expenditure	£2,525.28	C
	£4,387.67	

Annual Summary of Newton Poppleford and Harpford Parish Council accounts cashbook 2018/19

Income (see Receipts Tab)

Expenditure (see Category Tabs)

Month:
Apr-18
May-18
Jun-18
Jul-18
Aug-18
Sep-18
Oct-18
Nov-18
Dec-18
Jan-19
Feb-19
Mar-19

Precept	Cemetery	Allotm.	Surgery	NPPFF	Grants In	CIL/S.106	Other	VAT recv.	Staff Costs	Admin.	Cemet.	Allotm.	Surgery	WC	Parish Maint.
£21,250.00	£140.00	£589.50			£3,464.00		£31.04		£961.23	£486.24	£284.11		£138.00	£477.27	£909.72
£21,250.00	£140.00	£589.50	£0.00	£0.00	£3,464.00	£0.00	£31.04	£0.00	£961.23	£486.24	£284.11	£0.00	£138.00	£477.27	£909.72
Precept	Cemetery	Allotm.	Surgery	PAV	Grants In	CIL/S.106	Other	VAT recv.	Staff Costs	Admin.	Cemet.	Allotm.	Surgery	WC	Parish Maint.

Precept £21,250.00 A
Other Receipts £4,224.54 B

£25,474.54

A

£25,474.54

Bank Reconciliation Report for NEWTON POPPLEFORD PARISH COUNCIL

Balance as per bank statement No.	494	dated	31/03/2018	NWB	£1,058.35
Balance as per bank statement No.	15	dated	31/03/2018	LLYDS	£77,432.64
				TOTAL	£78,490.99

Less, any unpresented cheque already issued and approved:

Cheque No.	BACS				
	49	£309.48	for:	P HAYWARD (reimbursement exp.)	
		£1.00	for:	BT Payphone (Kiosk adoption)	
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		
			for:		

Total: £310.48

Plus, any payments received not yet reconciled £0.00

Reconciled Bank Statement 31/03/2018 (date) **£78,180.51** (A)

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

Cash Book

Opening Balance:		£61,459.52	
Add: Receipts	ADD	£84,047.06	
Less: payments approved	LESS	£67,326.07	
Current / Closing Balance:		£78,180.51	(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 Poppleford and Harpford Parish Council

Sign 30/4/18 Date

Approved By: _____ Sign _____ Date _____