

NETHER ALDERLEY PARISH COUNCIL
Receipts and Payments Account - Year ending 31st March 2020

2018/2019			2019/20	
£	RECEIPTS		£	
21,000.00	Precept		46000.00	
18.39	Bank Interest		30.05	
2,160.00	Burial Fees		4800.00	
14.98	Ill Health Insurance Refund			
87.41	Parish Hall Electricity Refund			
0.40	Correction of over/under payment		0.10	
	CEC Grant/Donations		1910.71	
	Refund - Hi-viz Jackets (2018/19)		24.99	
	Other - Sale of Radar Gun		50.00	
4.07	VAT on electricity refund			
1,243.00	VAT reclaimed		1657.74	
24,528.25			54473.59	
£	PAYMENTS		£	
10,638.06	Clerk's salary/pension/payroll		11487.90	
140.00	Payroll Services		176.00	
831.80	Stationary/travel/phone/broadband		724.34	
90.00	Other administrative costs		83.96	
1,056.44	Insurance		1110.29	
371.00	Audit fees		378.50	
509.04	Annual subscription		597.59	
3,571.03	Hall expenses		2218.48	
0.00	Highways and ROW		838.80	
2,132.26	Burial Ground expenses		2458.84	
370.00	Courses		300.00	
4,940.00	Hall re-development		6147.60	
30.00	Hire of hall - public events		0	
149.90	Community Fund		0	
25.00	Storage of documents fee		25.00	
0.00	Chairman's allowance		170.79	
126.10	Neighbourhood Plan		0	
	s137 Update Honours Board		160.00	
1,661.81	VAT on payments		1293.86	
26,642.44			28171.95	

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£		£
-2,114.19	Surplus/(Deficit) of Receipts over Payments	26,301.64
25,866.62	Bank Balance brought forward	23,751.93
-0.50	Less overpaid cheque	0
23,751.93	Bank Balance carried forward	50,053.57
9,079.79	Held in current account	35,134.70
14,888.82	Held in Reserve account	14,918.87
-216.68	Less outstanding cheques: None	0.00
23,751.93		50,053.57

Signed:
Clerk and RFO

Signed:
Councillor with verification responsibility

Signed:
Chairman

Nether Alderley Parish Council

Explanation of Accounts 2019/20 and Comparison of End of Year Accounts 2019/20 with 2018/19

RECEIPTS

1. Precept

	2018/19	2019/20
Precept	£21,000.00	£46,000.00

2019/20: Increased in line with budget (including £25,000.00 to renovate the Parish Hall)

2. Bank Interest

	2018/19	2019/20
Bank Interest	£18.39	£30.05

- Reserve interest rate increased

3. Burial Fees

	2018/19	2019/20
New exclusive right graves	£1,800.00	£1,800.00
New exclusive right ashes plots, and graves over 75 years for ashes only	£300.00	£300.00
Burial in existing grave		£2,400.00
Interment in existing ashes plot		
Additional Inscription	£60.00	£300.00
Payment made in error		
TOTAL	£2,160.00	£4,800.00

- Burial income unpredictable

4. Ill Health Insurance Refund

	2018/19	2019/20
'Sweep up'	£14.98	£0

- No 'Sweep up' in 2019/20

5. Parish Hall Electricity refund

	2018/19	2019/20
Electricity refund	£87.41	£0

- No electricity refund in 2019/20

6. Correction of over/under payment

	2018/19	2019/20
Cheque: 1365 (10p) less Cheque: 1358 (50p)	£0.40	£0.10

7. Transparency Code Funding

	2018/19	2019/20
CEC Grants/Donations	£0.00	£1,910.71

2019/20: CEC Clean-up Grant awarded by Chelford Ward Councillor (£125); Donation from a local resident (£410); Contribution from JMC to Parish Hall electricity (£1,375.71)

8. Refund: Hi-viz Jacket (from 2018/19)

	2018/19	2019/20
Refund re: Hi-viz Jacket (from 2018/19)	£0.00	£24.99

9. Other: Sale of Radar Gun

	2018/19	2019/20
Sale of Radar Gun	£0.00	£50.00

10. VAT on electricity refund

	2018/19	2019/20
VAT on electricity refund	£4.07	£0.00

11. VAT reclaimed/repaid

	2018/19	2019/20
VAT reclaimed/repaid	£1,243.00	£1,657.74

PAYMENTS

1. Clerk's Salary/Pension

	2018/19	2019/20
Salary and approved overtime	£8704.84	£9,379.24
Pension contribution	£1754.07	£1,931.20
NI payments to HMRC	£84.81	£124.09
Annual payment to Ill Health Ins.	£65.44	£76.24
HMRC Account	£28.90	-£22.87
TOTAL	£10,638.06	£11,487.90

- The Clerk received a salary increase in September, backdated to April 2019. Therefore, pension payment/NI increased in line with salary

2. Payroll

	2018/19	2019/20
Payroll provision	£140.00	£176.00

- **2019/20:** Payroll provider's basic costs remained the same as previous year. An additional charge of £9 per quarter has been added to include the cost of GDPR software

3. Stationery/travel/phone

	2018/19	2019/20
Clerk's travel	£430.85	£459.45
Stationery/Postage	£182.08	£107.92
Mobile Phone	£71.87	£71.97
HP Instant Ink	£85.00	£85.00
Cash Book	£62.00	£0.00
TOTAL	£831.80	£724.34

4. Other Admin Costs

	2018/19	2019/20
Good Councillor's Guide – new edition	£0.00	
Website SSL Certificate	£90.00	
Time Capsule Competition		£20.00
Domain renewal		£63.96
TOTAL	£90.00	£83.96

- **2018/19:** SSL Certificate purchased to comply with GDPR

5. Insurance

	2018/19	2019/20
Insurance	£1,056.44	£1,110.29

- Premium paid in the year it is due
- **2019/20:** First year of a 3 year agreement

6. Audit Fees

	2018/19	2019/20
Internal Audit	£171.00	£178.50
External Audit	£200.00	£200.00
TOTAL	£371.00	£378.50

- New appointment of External Auditor in 2018/19 (PKF Littlejohn LLP)

7. Annual Subscriptions

	2018/19	2019/20
Cheshire Association Local Councils	£184.04	£200.60
Cheshire Community Action (PC)	£20.00	£20.00
Data Protection	£40.00	£40.00
SLCC	£100.00	£122.00
Website provision	£120.00	£120.00
Cheshire Community Action (Buildings Network)	£45.00	£45.00
Anti-virus software		£49.99
TOTAL	£509.04	£597.59

8. Parish Hall Expenses

	2018/19	2019/20
Electricity	£2337.49	£1,923.48
Waste	£389.48	
Contribution to running costs (2017)	£344.06	
Electrical Inspection Report	£500.00	
Parish Hall maintenance		£295.00
TOTAL	£3,571.03	£2,218.48

9. Highways and ROW

	2018/19	2019/20
Telephone Kiosk (Materials)	£0.00	£188.80
Telephone Kiosk (Labour)	£0.00	£650.00
TOTAL	£0.00	£838.80

10. Burial Ground Expenses

	2018/19	2019/20
Burial Ground maintenance	£1,620.30	£2,295.00
Mausoleum fire extinguisher check	£39.46	£42.19
Purchase of replacement strimmer	£472.50	
Compost Bin		£121.65
TOTAL	£2132.26	£2,458.84

11. Courses

	2018/19	2019/20
Courses	£370.00	£300.00

- Clerk/Councillors attended appropriate courses

12. Hall Re-development

	2018/19	2019/20
Hall re-development		
Bat Survey and Report	£1,430.00	
Feasibility Study	£250.00	
Measured Survey and Report	£2,310.00	
Prof. Architect's Services	£250.00	
M&E Survey and Report	£700.00	
RIBA Stage 3 (75% of fee)		£1,886.25
RIBA Stage 3 (25% of fee)		£603.75
RIBA Stage 3 (Phase 1)		£636.30
RIBA Stage 3 (Phase 2) and Stage 4 (Phase 3)		£3,021.30
TOTAL	£4,940.00	£6,147.60

2018/19: Initial reports/surveys for the refurbishment of the Parish Hall

2019/20: Building schedule of works

13. Hire of hall (public events)

	2018/19	2019/20
Hire of Hall public event	£30.00	£0.00

2018/19: 2 hrs x Police Cluster Meeting

14. Community Fund

	2018/19	2019/20
Radar Gun	£99.99	
Hi-viz NAPC Jackets	£49.91	
TOTAL	£149.90	£0.00

15. Storage of Documents fee

	2018/19	2019/20
Storage of documents fee	£25.00	£25.00

16. Chairman's Allowance

	2018/19	2019/20
Chairman's allowance		
Xmas Carol Event - Refreshments	£0.00	£170.79

17. Neighbourhood Plan

	2018/19	2019/20
Neighbourhood plan	£126.10	£0.00

- Neighbourhood plan delayed due to Parish Hall refurbishment

18. S137 Expenditure

	2018/19	2019/20
Update the Honours Board	£0.00	£160.00
TOTAL	£0.00	£160.00

2019/20: Honours Board last updated 2016

19. VAT on Payments

	2018/19	2019/20
VAT on Payments	£1,661.81	£1,244.12

2018/19 - VAT refunded included £4.07 VAT refunded, therefore VAT reclaimed = **£1657.74**