

Nether Alderley Parish Council

Bank Reconciliation at 31st March 2019

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Cash Book

Cash book balance b/f at 1/4/2018	25,866.62
Add Receipts per cash book	24,528.25
Less Payments per cash book	(26,642.44)
Over paid cheque: 1358	(0.50)

Balance c/f	23,751.93
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Bank Balances

Current Account	9,079.79
Deposit Account	14,888.82
Less u/p cheques:	
1410	(144.00)
1411	(30.00)
1415	(42.58)
Less under paid cheque	
1365	(0.10)

Balance at 31/03/2019	23,751.93
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Signed.....
Clerk and RFO

Signed.....
Councillor with verification responsibility

Signed.....
Chairman of Meeting

Nether Alderley Parish Council

Bank Reconciliation 2018/2019

Date		Details	Deposits	Withdrawals	Balance	
b/f					10,996.19	
03.04.18	BACS	50% Precept	10500.00		21,496.19	
09.04.18	1354	Annual Ins 2018/19		1056.44	20,439.75	
09.04.18	1355	Training Course		35.00	20,404.75	
09.04.18	1356	ChALC Subs. 2018/19		184.04	20,220.71	
09.04.18	1357	Training Course		198.00	20,022.71	
09.04.18	1358	April Salary & Exps.		609.53	19,413.18	o/p £0.50
09.04.18	1359	CCA Subs. 20018/19		20.00	19,393.18	
09.04.18	1360	JMC Contribution 2017		344.06	19,049.12	
16.04.18	S/O	April Pension Contrib.		170.00	18,879.12	
30.04.18	D/D	Waste Collection		463.64	18,415.48	
14.05.18	1361	Ill Health Ins. 2018/19		65.44	18,350.04	
14.05.18	1362	Training Course		75.00	18,275.04	
14.05.18	1363	P/Hall - Waste		41.62	18,233.42	
14.05.18	1364	Internal Audit fee		205.20	18,028.22	
14.05.18	1365	May Salary & Exps		786.20	17,242.02	u/p £0.10
14.05.18	1366	May Tax/NI		16.59	17,225.43	
14.05.18	1367	Payroll Services		50.00	17,175.43	
14.05.18	1368	P/Hall - Waste		42.58	17,132.85	
15.05.18	S/O	May Pension Contrib.		170.00	16,962.85	
31.05.18	D/D	P/Hall - Electricity		222.00	16,740.85	
06.06.18	BACS	Ill Health Ins. Refund	14.98		16,755.83	
11.06.18	1369	P/Hall - Waste		42.58	16,713.25	
11.06.18	1370	June Salary & Exps.		1065.09	15,648.16	
11.06.18	1371	June Tax/NI		96.30	15,551.86	
11.06.18	1372	SLCC Subs. 2018/19		100.00	15,451.86	
15.06.18	S/O	June Pension Contrib.		170.00	15,281.86	
25.06.18	BACS	BB - OBG 29	300.00		15,581.86	
29.06.18	D/D	P/Hall - Electricity		108.61	15,473.25	
02.07.18	1373	Data Pro. Reg 2018/19		40.00	15,433.25	
02.07.18	1374	Annual Subs 2018/19		45.00	15,388.25	
02.07.18	1375	July Salary & Exps		784.80	14,603.45	
02.07.18	1376	July Tax/NI		62.11	14,541.34	
15.07.18	S/O	July Pension Contrib.		170.00	14,371.34	
27.07.18	BACS	BB - NBG 247	1200.00		15,571.34	
31.07.18	D/D	P/Hall - Electricity		15.22	15,556.12	
13.08.18	1377	BB - Grounds Maint.		609.00	14,947.12	
13.08.18	1378	SLCC Conference		25.00	14,922.12	
13.08.18	1379	Aug Salary & Exps		693.74	14,228.38	
13.08.18	1380	P/Hall Waste		21.29	14,207.09	
13.08.18	1381	Payroll Services		30.00	14,177.09	
13.08.18	1382	P/Hall Waste		42.58	14,134.51	
15.08.18	S/O	Aug. Pension Contrib.		170.00	13,964.51	
21.08.18	D/D	P/Hall - Electricity		174.79	13,789.72	
04.09.18	BACS	50% Precept	10500.00		24,289.72	
10.09.18	1383	Sept. Salary & Exps		622.20	23,667.52	
10.09.18	1384	P/Hall Waste		42.58	23,624.94	
15.09.18	S/O	Sept. Pension Contrib.		170.00	23,454.94	
28.09.18	BACS	P/Hall - Elec refund	91.48		23,546.42	
08.10.18	1385	Oct. Salary & Exps		753.09	22,793.33	
08.10.18	1386	HMRC		13.66	22,779.67	
08.10.18	1387	P/Hall Waste		42.58	22,737.09	
08.10.18	1388	External Auditors Fee		240.00	22,497.09	
08.10.18	1389	Garden Equipment		567.00	21,930.09	
08.10.18	1390	P/Hall Elec Inspection		500.00	21,430.09	
15.10.18	S/O	Oct. Pension Contrib.		170.00	21,260.09	
15.10.18	100524	BB - NBG 248	600.00		21,860.09	
15.10.18	100525	Correct over/under pay	0.40		21,860.49	
18.10.18	BACS	VAT Reclaim 2017/18	1243.00		23,103.49	

Nether Alderley Parish Council

Bank Reconciliation 2018/2019

31.10.18	D/D	P/Hall Waste		81.16	23,022.33
12.11.18	1391	Nov. Salary & Exps		758.93	22,263.40
12.11.18	1392	P/Hall Waste		63.87	22,199.53
12.11.18	1393	Bat Survey & Report		1716.00	20,483.53
12.11.18	1394	Payroll Services		30.00	20,453.53
12.11.18	1395	N/Plan Printing		126.10	20,327.43
15.11.18	S/O	Nov. Pension Contrib.		170.00	20,157.43
30.11.18	D/D	P/Hall Electricity		125.16	20,032.27
10.12.18	1396	Dec. Salary & Exps		681.08	19,351.19
10.12.18	1397	P/Hall Waste		21.29	19,329.90
10.12.18	1398	Grounds Maintenance		1011.30	18,318.60
10.12.18	1399	Cash Book		74.40	18,244.20
15.12.18	S/O	Dec. Pension Contrib.		170.00	18,074.20
31.12.18	D/D	P/Hall Electricity		173.29	17,900.91
07.01.19	1400	Jan. Salary & Exps		768.53	17,132.38
07.01.19	1401	Annual Fire Equip. Insp		47.36	17,085.02
15.01.19	S/O	Jan. Pension Contrib.		170.00	16,915.02
31.01.19	D/D	P/Hall Electricity		497.31	16,417.71
11.02.19	1402	Feb. Salary & Exps		705.28	15,712.43
11.02.19	1403	P/Hall Waste		42.58	15,669.85
11.02.19	1404	Hire of Hall (Police)		30.00	15,639.85
11.02.19	1405	Website SSI Cert.		108.00	15,531.85
11.02.19	1406	P/Hall Waste		21.29	15,510.56
11.02.19	1407	Feasibility Study		300.00	15,210.56
15.02.19	S/O	Feb. Pension Contrib.		170.00	15,040.56
28.02.19	D/D	P/Hall Electricity		441.86	14,598.70
11.03.19	1408	March Salary & Exps		892.87	13,705.83
11.03.19	1409	2 x Courses		70.00	13,635.83
11.03.19	1410	Annual Website Hosting		144.00	13,491.83
11.03.19	1411	Payroll Services		30.00	13,461.83
11.03.19	1412	Measured Survey		2772.00	10,689.83
11.03.19	1413	Prof. Services		300.00	10,389.83
11.03.19	1414	M&E Survey		700.00	9,689.83
11.03.19	1415	P/Hall Waste		42.58	9,647.25
15.03.19	S/O	Mar. Pension Contrib.		362.90	9,284.35
18.03.19	100526	BB Addtnl. Inscription	60.00		9,344.35
26.03.19	D/D	Bank-Safe Custody Hold		25.00	9,319.35
29.03.19	D/D	P/Hall Electricity		456.14	8,863.21

Nether Alderley Parish Council								
		Actual						
	Budget Head	FY	Budget	Q1	Q2	Q3	Q4	TOTAL
		2017/18	2018/19	To 30.06.18	To 30.09.18	To 31.12.18	To 31.03.19	
	PAYMENTS							
1	Clerk's salary/pension/HMRC	10225.52	10446	2769.08	2560.68	2511.95	2796.35	10638.06
2	Payroll Services	160.00	176	50.00	30.00	30.00	30.00	140.00
3	Stationery/travel/phone	856.35	910	268.30	107.75	254.47	201.28	831.80
4	Other admin expenses	22.50	25	0.00	0	0	90.00	90.00
5	Insurance	0	1144	1056.44	0	0	0	1056.44
6	Audit fees	269.00	296	171.00	0	200.00	0	371.00
7	Annual Subscripn	455.40	485	304.04	85.00	0	120.00	509.04
8	Parish Hall expenses	2261.28	2156	1124.22	248.57	946.77	1251.47	3571.03
9	Highways	0.00	200	0.00	0	0	0	0.00
10	Burial Ground expenses	3446.92	2700	0.00	609.00	1483.80	39.46	2132.26
11	Councillor/Clerk courses	376.00	300	275.00	25.00	0	70.00	370.00
12	Hall Re-development	3499.20	3511	0.00	0	1430.00	3510.00	4940.00
13	Hall hire public event	30.00	30	0.00	0	0	30.00	30.00
	Community Fund: Defibrillator/Radar Gun/Hi Vis Jkts	0	1500	99.99	0	0	49.91	149.90
15	Bank Safety deposit	25.00	25	0.00	0	0	25.00	25.00
16	Chairman's allowance	50.00	100	0.00	0	0	0	0.00
17	Neighbourhood Plan	0	0	0.00	0	126.10	0	126.10
18	s137	291.40	0	0.00	0	0	0.00	0.00
	Total	21968.57	24004	6118.07	3666.00	6983.09	8213.47	24980.63
	VAT on expenditure	1244.12		219.45	52.31	505.82	884.23	1661.81
		23212.69						26642.44
	RECEIPTS							
1	Precept	17000.00	21000	10500.00	10500.00	0		21000.00
2	Bank interest	3.80	4	1.87	1.85	7.49	7.18	18.39
3	Burial Fees	5998.00	3000	300.00	1200.00	600.00	60.00	2160.00
4	Ill Health Insurance refund	0	0	14.98	0	0		14.98
	P/Hall Ren. - Donation	3000.00						
5	P/Hall Electricity Refund	29.42			87.41	0		87.41
	Transparency Code Funding	1800.11						
6	Corr. of over/under payment	0				0.40		0.40
	VAT on income				4.07			4.07
	Total	27831.33	24004	10816.85	11793.33	607.89	67.18	23285.25
	VAT repaid	674.22				1243.00		1243.00
		28505.55						24528.25
	Signed:							
	Clerk and RFO							
	Signed:							
	Councillor with verification responsibility							
	Signed:							
	Chairman							

Nether Alderley Parish Council

Quarterly Analysis of Expenditure and Receipts compared with budget headings at 31st March 2019

RECEIPTS

1. Precept has been received for 2018-19:							£21,000.00
2. Bank interest on reserve account total:							£18.39
	Q1	Q2	Q3	Q4			
	£1.87	£1.85	£7.49	£7.18			
3. Burial Fees:							£2,160.00
		Q1	Q2	Q3	Q4		
Ashes Plot (P)		£300					
Burial Plot (NP)			£1,200				
Burial Plot (P)				£600			
Additional Inscription					£60		
4. Ill Health Insurance refund:							£14.98
5. Parish Hall Electricity refund:							£87.41
6. Correction of over/under payment:							£0.40

Nether Alderley Parish Council

PAYMENTS

1. Clerk's salary, Pension, HMRC/N.I: £10,638.06

	Q1 £	Q2 £	Q3 £	Q4 £
Salary 3 months	1446.58	1465.74	1465.74	1465.74
Overtime	831.57	665.18	653.96	710.33
Pension fund 3 months	459.06	429.39	427.13	438.49
HMRC/N.I.	40.80	18.78	9.45	15.78
Annual payment ill health insurance	65.44			
Additional 'sweep up' ill health insurance	0.00			
CE Pension Fund adjustment (+overpaid/-underpaid)	- 74.37	-36.61	-33.73	-48.19
CE Pension adjustment at EOY				192.90
HMRC Account		18.20	-10.60	21.30
Sub Total	£2,769.08	£2,560.68	£2,511.95	£2,796.35

2. Payroll Services: £140.00

	Q1	Q2	Q3	Q4
3 Months payroll service	£30.00	£30.00	£30.00	£30.00
Acting pension delegate (auto enrolment)	£20.00			
Sub Total	£50.00	£30.00	£30.00	£30.00

3. Stationery/Travel/Phone Expenses: £831.80

	Q1	Q2	Q3	Q4
HP Instant Ink	£29.00	£16.00	£17.00	£23.00
Mobile Phone	£23.06	£15.81	£16.50	£16.50
Stationery/Postage	£44.34	£23.74	£56.17	£57.83
Travel	£171.90	£52.20	£102.80	£103.95
Cash Book			£62.00	
SubTotal	£268.30	£107.75	£254.47	£201.28

4. Other Admin expenses: £90.00

	Q4
Website SSL Certificate	£90.00

5. Insurance: £1056.44

6. Audit Fees: £371.00

	Q1	Q3
Internal Audit 2017/18	£171.00	
External Audit 2017/18		£200.00

Nether Alderley Parish Council

14. Community Fund: £149.90

	Q1	Q4
Radar Gun	£99.99	
Defibrillator (still to be purchased)		
Hi-Viz Jackets		<u>£49.91</u>
	<u>£99.99</u>	<u>£49.91</u>

15. Bank Safety Deposit fee: £25.00

Q4
£25.00

16. Chairman's Allowance: £0.00

17. Neighbourhood Plan: £126.10

	Q3
Print costs for questionnaire	£126.10