

NETHER ALDERLEY PARISH COUNCIL

Bank Reconciliation as at 31st March 2021

Cash Book

		£	£
<i>Cash book balance b/f at 1/4/2020</i>			50,053.57
Add Receipts per cash book	Q1	29,198.81	
	Q2	26,900.37	
	Q3	123.56	
	Q4	6,831.33	63,054.07
Less Payments per cash book	Q1	-6,343.38	
	Q2	-5,230.38	
	Q3	-7,677.25	
	Q4	-9,216.29	-28,467.30
Balance c/f			84,640.34

Bank Balances

		£
Current Account		9,891.44
Deposit Account		74,925.90
Less u/p cheques:		
	1530	-157.00
	1535	-20.00
Balance at 31.03.21		84,640.34

Signed: _____
Clerk and RFO

Signed: _____
Councillor with verification responsibility

Signed: _____
Chairman of the Meeting

Nether Alderley Parish Council								
		Actual						
Budget Head	FY	Budget	Q1	Q2	Q3	Q4	TOTAL	
	2019/20	2020/21	To 30.06.20	To 30.09.20	To 31.12.20	To 31.03.21		
PAYMENTS								
1 Clerk's salary/pension/HMRC	11487.90	11538	3231.97	2768.49	4334.71	4806.89	15142.06	
2 Payroll Services	176.00	194	39.00	59.00	39.00	39.00	176.00	
3 Stationery/travel/phone	724.34	804	134.80	92.47	156.45	149.56	533.28	
4 Other admin expenses	83.96	125			10.41	16.67	27.08	
5 Insurance	1110.29	1155	1142.11				1142.11	
6 Audit fees	378.50	417	199.00	300.00			499.00	
7 Annual Subscripn	597.59	628	326.60	110.00		200.00	636.60	
8 Parish Hall expenses	2218.48	2558	433.03	35.77	285.36	404.03	1158.19	
9 Highways	838.80	3000		100.00	2291.00	157.00	2548.00	
10 Burial Ground expenses	2458.84	2684	699.00	665.00	67.00	672.50	2103.50	
11 Councillor/Clerk courses	300.00	360		25.00	105.00	110.00	240.00	
12 Hall Re-development	6147.60	32039		607.00	265.00		872.00	
13 Hall hire public event	0	90						
Community Fund:								
14 Ald. Pk Notice Board	0	800						
15 Bank Safety deposit	25.00	25				25.00	25.00	
16 Chairman's allowance	170.79	100						
17 Neighbourhood Plan	0	9000				2500.00	2500.00	
18 s137 - Honours Board								
s137 - Newsletter	160.00	0		262.09			262.09	
Total	26878.09	65517	6205.51	5024.82	7553.93	9080.65	27864.91	
VAT on expenditure	1293.86		137.87	205.56	123.32	135.64	602.39	
	28171.95		6343.38	5230.38	7677.25	9216.29	28467.30	
RECEIPTS								
1 Precept	46000.00	53400	26700.00	26700.00			53400.00	
2 Bank interest	30.05	30	4.95	0.37	0.38	1.33	7.03	
3 Burial Fees	4800.00	3087	1200.00	200.00	60.00	330.00	1790.00	
4 Ill Health Insurance refund								
5 P/Hall Electricity Refund					60.58		60.58	
6 2018/19 Adjustment	0.10							
7 CEC Grant:	1910.71							
Neighbourhood Plan	24.99	9000				6500.00	6500.00	
Clean-up Grant	50.00							
8 Refund - Hi-Viz Jackets								
VAT on income					2.60		2.60	
Total	52815.85	65517	27904.95	26900.37	123.56	6831.33	61760.21	
VAT repaid	1657.74		1293.86				1293.86	
	54473.59		29198.81	26900.37	123.56	6831.33	63054.07	
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 2021

<u>RECEIPTS</u>	Q1	Q2	Q3	Q4
1. Half precept has been received for 2020-21:	£26,700.00	£26,700.00		
2. Bank interest on reserve account total:	£4.95	£0.37	£0.38	£1.33
3. Burial Fees:				
Purchase EROB (NP)	£1,200.00			
Re-open existing grave + inscription (P)				£330.00
Inter ashes in a grave + inscription (P)		£140.00		
Re-open existing ashes plot incl. inscription (P)		£60.00		
Additional inscription (NP)			£60.00	
Total		£200.00	£60.00	£330.00
4. Ill Health Insurance refund: Nil				
5. P/Hall Elec. refund:			£60.58	
6. 2018/19 Adjustment				
7. CEC Grant:				
Neighbourhood Plan				£6,500.00
Clean-up Grant				
Donation				
8. Refund – Hi-viz Jkts				
VAT on income			£2.60	

Nether Alderley Parish Council

PAYMENTS

1. Clerk's salary and pension:

	Q1	Q2	Q3	Q4
Salary	1,610.70	1,610.70	2,482.30	2,482.35
Overtime	1,090.32	656.67	763.80	916.56
Back pay			411.94	
Employer Pension	576.68	484.11	781.01	725.68
Employer N.I.	79.52	19.67	201.76	166.00
Annual payment ill health insurance			82.29	
Additional 'sweep up' ill health insurance				
CE Pension Fund adjustment (+overpaid/-underpaid)	- 125.25	-8.83	-382.22	-312.64
CE Pension Fund EOY adjustment				828.94
HMRC Account Credit		6.17	-6.17	
Total	£3,231.97	£2,768.49	£4,334.71	£4,806.89

2. Payroll service to SPS:

	Q1	Q2	Q3	Q4
3 Months payroll service	30.00	30.00	30.00	30.00
GDPR Software – 1 st employee	£9.00	9.00	9.00	9.00
Acting pension delegate (auto enrolment)		20.00		
Total	£39.00	£59.00	£39.00	£39.00

3. Stationery/Travel/Phone Expenses:

	Q1	Q2	Q3	Q4
HP Instant Ink	25.00	13.00	23.00	34.50
Mobile Phone	18.77	28.86	29.15	28.86
Microsoft One Cloud Storage		4.98	4.98	4.98
Stationery/Postage	31.18	14.58	45.32	29.92
Travel	59.85	31.05	54.00	51.30
Total	£134.80	£92.47	£156.45	£149.56

4. Other Admin costs:

	Q3	Q4
Anti-virus software (1 yr)	10.41	
Laptop repair		16.67

5. Insurance:

Q1
£1,142.11

6. Audit Fees:

	Q1	Q2
Internal Audit 2019/20	199.00	
External Audit 2019/20		300.00
Total	£199.00	£300.00

Nether Alderley Parish Council

7. Annual Subscription:

	Q1	Q2	Q3	Q4
Cheshire Association of Local Councils (ChALC)	200.60			
Cheshire Community Action (CCA) - Network		50.00		
Society of Local County Clerks (SLCC)	126.00			
Information Commissioner's Data Protection		40.00		
Cheshire Community Action CCA - Village Hall		20.00		
Web hosting				120.00
SSL website certificate				80.00
Total	£326.60	£110.00		£200.00

8. Hall Expenses:

	Q1	Q2	Q3	Q4
Electricity	433.03	35.77	84.23	404.03
Contribution to running costs for 2020				
Hall Maintenance			51.16	
COVID-19 Equip/Consumables			149.97	
Total	£433.03	£35.77	£285.36	£404.03

9. Highways:

	Q2	Q3	Q4
NAPC Contribution to repairs to Ladies Lane	£100.00		
Defibrillator (Monks Heath) and cabinet		1441.00	
Replacement bench		850.00	
Install defibrillator (Monks Heath)			157.00
Total		£2291.00	£157.00

10. Burial Ground expenses:

	Q1	Q2	Q3	Q4
Maintenance	699.00	665.00	67.00	672.50
Total	£699.00	£665.00	£67.00	£672.50

11. Councillor/Clerk courses:

	Q2	Q3	Q4
ChALC Course: 27.08.20	£25.00		
ChALC Course: 13.10.20		25.00	
SLCC Annual Conference/Training		25.00	
ChALC Course: 19.11.20		30.00	
ChALC Course: 03.11.20		25.00	
ChALC Course: 8, 10 & 12 December 2021			75.00
SLCC Course: 08.02.21			35.00
Total		£105.00	£110.00

12. Hall Re-development:

	Q2	Q3
RIBA Work Stage 4 [Phase 3]	£607.00	
Bat Survey (Update)		265.00

Nether Alderley Parish Council

13. Hall hire (Public event): None to date

14. Community Fund: None to date

15. Bank Safety Deposit fee:

**Q4
£25.00**

16. Chairman's Allowance: None to date

17. Neighbourhood Plan:
Development Plan and Report

£2,500.00

18. S137 Expenditure:

Newsletter (Consumables)

**Q2
£262.09**