NETHER ALDERLEY PARISH COUNCIL

Bank Reconciliation as at 31st December 2019

Cash Book		
Cash book balance b/f at 1/4/2019		£ 23,751.93
Add Receipts per cash book	Q1 Q2 Q3	23,787.52 26,995.41 987.51
Less Payments per cash book Balance c/f	Q1 Q2 Q3	-8,582.14 -5,195.37 -5,671.95 56,072.91
Bank Balances		£
Current Account Deposit Account		41,161.48 14,911.43
Less u/p cheques:		
Balance at 31.12.19	-	56,072.91
Signed:		
Clerk and RFO		
Signed:		
Councillor with verification res		7
Signed:		
Chairman of the Meeting	320000	

3 Stationery/travel/phone 831 80			Actual						
PAYMENTS 10638.08 10852 2839.59 2519.39 2981.33 8340		Budget Head	FY	Budget	Q1	Q2	Q3	Q4	TOTAL
Clerk's salary/pension/HMRC 10638.06 10862 2839.59 2519.39 2981.33 3340.31 29900 Services 140.00 1686 39.00 59.00 39.00 1370 1371 1575 142.21 573.88 3840.31 3840.31 3840.31 3840.31 39.00 39.00 39.00 39.00 39.00 39.00 375.50 38.39 3840.31 3840.31 3840.31 39.00 39			2018/19		To 30.06.19				
2 Payroll Services		PAYMENTS							
2 Payroll Services	1	Clerk's salary/pension/HMRC	10638.06	10852	2839.59	2519.39	2981.33		8340.31
3. Stationery/travel/phone 831.80 885 274.04 157.59 142.21 573.84 Other admin expenses 90.00 125 20.00 0.00 63.96 83.99 83.99 5 Insurance 1056.44 1224 1110.29 0.00 0.00 0.00 1110.25 6 Audit fees 371.00 413 178.50 0.00 20.00 378.51 417.21 60.49 99 477.55 8 Parish Hall expenses 3571.03 2165 735.39 117.23 604.97 1457.55 9 Highways 0.00 3100 188.80 0.00 650.00 838.81 10 Councillor/Clerk courses 370.00 380 140.00 160.00 0.00 0.00 2036.61 10 Councillor/Clerk courses 370.00 380 140.00 160.00 0.00 380.00 1429.65 0.00 0.00 1310.51 Hall hire public event 30.00 90 0.00 0.00 0.00 0.00 0.00 0.00	-	L	140.00	156	39.00	59.00	39.00		137.00
4 Other admini expenses 90.00 125 20.00 0.00 63.96 83.96 5 Insurance 1066.44 1224 1110.29 0.00 0.00 1110.25 6 Audit Rees 371.00 413 178.50 0.00 200.00 378.55 7 Annual Subscripn 509.04 536 342.60 85.00 49.99 477.55 8 Parish Hall expenses 3571.03 2165 7755.39 117.23 604.97 1475.55 9 Highways 0.00 3100 188.80 0.00 550.00 838.81 10 Eurial Ground expenses 2132.26 2268 609.00 1429.65 0.00 2038.61 10 Counciliot/Clerk courses 370.00 360 140.00 160.00 0.00 300.00 12 Hall Re-development 4940.00 25000 1886.25 603.75 636.30 3126.31 13 Hall hire public event 30.00 90 0.00 0.00 0.00 0.00 14 Lamber of the public event 25.00 25 0.00 0.00 0.00 0.00 15 Bank Safety deposit 25.00 25 0.00 0.00 0.00 0.00 16 Chairman's allowance 0.00 100 0.00 0.00 0.00 0.00 16 Chairman's allowance 0.00 100 0.00 0.00 0.00 0.00 16 Reighbourhood Plan 128.10 9000 0.00 0.00 0.00 0.00 18 \$137 - Honours Board 0.00 200 0.00 0.00 0.00 17 Total 24980.63 58000 8363.46 5131.61 5461.78 18956.88 VAT on expenditure 1244.12 218.68 63.76 210.17 492.67 1 Precept 21000.00 46000 23000.00 23000.00 3480.00 1 Precept 21000.00 2570 630.00 1920.00 930.00 3480.00 2 Bank interest 18.39 30 74.3 7.67 7.51 22.61 3 Burial Fees 2160.00 2970 630.00 1920.00 930.00 3480.00 5 Pitall Electricity Refund 67.41 62.01 62.			831.80	885	274.04	157.59	142.21		573.84
5 Insurance 1056.44 1110.29 0.00 0.00 1110.25 6 Audit fees 371.00 413 178.50 0.00 200.00 378.51 7 Annual Subscripn 509.04 538 342.66 85.00 49.99 477.55 8 Parish Hall expenses 3571.03 2166 735.39 117.23 604.97 1457.55 9 Highways 0.00 3100 188.80 0.00 650.00 838.81 10 Councilior/Clerk courses 370.00 360 140.00 160.00 0.00 300.00 12 Hall Re-development 4940.00 25000 188.52 603.75 636.30 3126.31 13 Hall hire public event 30.00 90 0.00 0.00 0.00 0.00 15 Bank Safety deposit 25.00 25 0.00 0.00 0.00 0.00 15 Wall Safety deposit 25.00 25 0.00 0.00 0.00 0.00 16 Chalman's allowance 0.00 100 0.00 0	4	Other admin expenses	90.00	125	20.00	0.00	63.96		83.96
6 Audit fees 371.00 413 178.50 0.00 200.00 378.50 7 Annual Subscripn 509.04 536 342.60 85.00 49.99 477.51 8 Parish Hall expenses 3571.03 2165 735.39 117.23 604.97 1457.55 9 Highways 0.00 3100 188.80 0.00 650.00 2038.61 10 Burial Ground expenses 2132.26 2269 609.00 1429.65 0.00 2038.61 10 Councillor/Clerk courses 370.00 360 140.00 160.00 0.00 300.00 12 Hall Re-development 4940.00 25000 1886.25 603.75 636.30 3126.30 14 Hall hire public event 30.00 90 0.00 0.00 0.00 0.00 0.00 0.00	5	Insurance	1056.44	1224	1110.29	0.00	0.00		
7 Annual Subscripn 509.04 536 342.60 85.00 49.99 477.51 8 Parish Hall expenses 3571.03 2165 735.39 117.23 604.97 1457.55 9 Highways 0.00 3100 188.80 0.00 650.00 838.81 10 Eurial Ground expenses 2132.26 2269 609.00 1429.65 0.00 2038.61 10 Councillor/Clerk courses 370.00 360 140.00 160.00 0.00 300.00 12 Hall Re-development 4940.00 25000 1886.25 603.75 633.63 3126.33 13 Hall hire public event 30.00 90 0.00 0.00 0.00 0.00 14 Highways 0.00 100 0.00 0.00 0.00 0.00 15 Bank Safety deposit 25.00 25 0.00 0.00 0.00 0.00 0.00 16 Chairman's allowance 0.00 100 0.00 0.00 0.00 0.00 0.00 18 st37 - Honours Board 0.00 200 0.00 0.00 0.00 0.00 0.00 18 st37 - Honours Board 0.00 200 0.00 0.00 0.00 0.00 0.00 18 st37 - Honours Board 0.00 200 0.00 0.00 0.00 0.00 0.00 10 Total 24980.63 58000 8363.46 5131.61 5461.78 18956.85 1 Precept 21000.00 46000 23000.00 23000.00 2 Bank interest 18.39 30 7.43 7.67 7.51 22.61 3 Burial Fees 2180.00 2970 630.00 1920.00 930.00 3480.00 1 Health Insurance refund 14.98 5 P/Hall Electricity Refund 87.41 5 CEC Grant/Donations: Neighbourhood Plan 5 P/Hall Electricity Refund 87.41 5 P/Hall	6	Audit fees	371.00	413	178.50	0.00	200.00		
8 Parish Hall expenses 3571.03 2166 735.39 117.23 604.97 1457.59 9 Highways 0.00 3100 188.80 0.00 650.00 338.8	7	Annual Subscripn	509.04	536	342.60	85.00	49.99		
9 Highways	8	Parish Hall expenses	3571.03	2165	735.39	117.23	604.97		1457.59
10 Burial Ground expenses 2132 26 2288 609.00 1429.65 0.00 2038.65	9	Highways	0.00	3100	188.80	0.00	650.00		838.80
11 Councillor/Clerk courses 370.00 360 140.00 160.00 0.00 300.00 12 Hall Re-development 4940.00 25000 1886.25 603.75 636.30 3126.30 3126.30 140.00 0.00	10	Burial Ground expenses	2132.26	2269	609.00	1429.65	0.00		
12 Hall Re-development	11	Councillor/Clerk courses	370.00	360	140.00	160.00	0.00		
13 Hall hire public event	12	Hall Re-development	4940.00	25000	1886.25	603.75	636.30		
Community Fund: Defibrillator/Radar Gun/Hi Vis 14 Jkts 149.90 150 15 Bank Safety deposit 25.00 25 0.00 0.00 0.00 0.00 0.00 0.00	13	Hall hire public event	30.00	90	0.00	0.00	0.00		
Bank Safety deposit 25.00 25 0.00 0.00 0.00 0.00 0.00	14	Defibrillator/Radar Gun/Hi Vis	149 90	1500	0.00	0.00			
16 Chairman's allowance	15	Bank Safety deposit			-				
17 Neighbourhood Plan		-			-				
18 s137 - Honours Board					+				
Total 24980.63 58000 8363.46 5131.61 5461.78 18956.85 VAT on expenditure 1244.12 218.68 63.76 210.17 492.61 26224.75 8582.14 5195.37 5671.95 19449.46 RECEIPTS Precept 21000.00 46000 23000.00 23000.00 46000.00 2 Bank interest 18.39 30 7.43 7.67 7.51 22.61 3 Burial Fees 2160.00 2970 630.00 1920.00 930.00 3480.00 4 III Health Insurance refund 14.98 59/Hall Electricity Refund 87.41 50.10 5 P/Hall Electricity Refund 9.00 0.10 0.10 0.10 CEC Grant/Donations: Neighbourhood Plan 9000 125.00 125.00 125.00 125.00 126.00 1	-								
VAT on expenditure 1244.12 218.68 63.76 210.17 492.67 Precept 21000.00 46000 23000.00 23000.00 46000.00 Bank interest 18.39 30 7.43 7.67 7.51 22.61 Burial Fees 2160.00 2970 630.00 1920.00 930.00 3480.00 Ill Health Insurance refund 14.98 5 9/Hall Electricity Refund 87.41 6 2018/19 Adjustment 0.40 0.10 0.10 Clean-up Grant 0.00 125.00 0.00 125.00 0.00 0.00 0.00 Refund - Hi-Viz Jackets 24.99 0 0.00 0.00 0.00 0.00 0.00 0.00 0.0					+				
## RECEIPTS 1 Precept			24300.03	30000	6363.46	2121.01	5461.78		18956.85
## RECEIPTS 1 Precept	-1	VAT on expenditure	1244 12		218 68	62.76	210 17		400.04
RECEIPTS 21000.00 46000 23000.00 23000.00 46000.00 2 Bank interest 18.39 30 7.43 7.67 7.51 22.61 3 Burial Fees 2160.00 2970 630.00 1920.00 930.00 3480.00 4 Ill Health Insurance refund 14.98 9000 930.00 3480.00 3480.00 5 P/Hall Electricity Refund 87.41 9000 930.00 930.00 3480.00 6 2018/19 Adjustment 0.40 0.10 0.10 0.10 0.10 7 CEC Grant/Donations: Neighbourhood Plan 9000 125.00 125.00 125.00 125.00 410.00 410.00 410.00 410.00 410.00 410.00 410.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.112.70 40.71 40.71 40.72 40.72 50.00 50.774 50.112.70 50.774 50.774 50.774 50.774 50.774 50.774 50.774 50.774 50.774 50.774 50									
1 Precept 2100.00 46000 23000.00 23000.00 46000.00 2 Bank interest 18.39 30 7.43 7.67 7.51 22.61 3 Burial Fees 2160.00 2970 630.00 1920.00 930.00 3480.00 4 III Health Insurance refund 14.98 5 P/Hall Electricity Refund 87.41 6 2018/19 Adjustment 0.40 0.10 0.10 7 CEC Grant/Donations: Neighbourhood Plan 125.00 125.00 125.00 125.00 125.00 126.00 Donation re: Parish Hall 410.00 410.00 410.00 126.00 Other 24.99 0 50.00 50.00 VAT on income 4.07 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 1657.74 1657.74 Signed:			2022-1.70		0302.14	5195.57	56/1.95		19449.46
2 Bank interest 18.39 30 7.43 7.67 7.51 22.61 3 Burial Fees 2160.00 2970 630.00 1920.00 930.00 3480.00 4 Ill Health Insurance refund 14.98 5 P/Hall Electricity Refund 87.41 0.40 0.10 0.10 7 CEC Grant/Donations: Neighbourhood Plan 9000 125.00 125.00 125.00 125.00 125.00 126.00 Clean-up Grant 125.00 125.00 126.		RECEIPTS							
2 Bank interest 18.39 30 7.43 7.67 7.51 22.61 3 Burial Fees 2160.00 2970 630.00 1920.00 930.00 3480.00 4 Ill Health Insurance refund 14.98 5 P/Hall Electricity Refund 87.41 0.40 0.10 0.10 7 CEC Grant/Donations: Neighbourhood Plan 0.40 0.10 0.10 0.10 0.10 0.10 Clean-up Grant 0.40 0.10 0.10 0.10 0.10 8 Refund - Hi-Viz Jackets 0.40 0.40 0.40 0.40 0.40 0.40 0.40 0.4	1	Precept	21000.00	46000	23000.00	33000 00			40000 00
3 Burial Fees 2160.00 2970 630.00 1920.00 930.00 3480.00 4 Ill Health Insurance refund 14.98 5 P/Hall Electricity Refund 87.41 6 2018/19 Adjustment 0.40 0.10 7 CEC Grant/Donations: Neighbourhood Plan 9000 Clean-up Grant 125.00 125.00 Donation re: Parish Hall 410.00 410.00 8 Refund - Hi-Viz Jackets 24.99 0 24.99 Other 50.00 50.00 VAT on income 4.07 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 1657.74 24528.25 23787.52 26995.41 987.51 51770.44	+	· · · · · · · · · · · · · · · · · · ·					7 5 1		
4 III Health Insurance refund 14.98 5 P/Hall Electricity Refund 87.41 6 2018/19 Adjustment 0.40 0.10 0.10 7 CEC Grant/Donations: Neighbourhood Plan 9000 125.00 125.00 125.00 Donation re: Parish Hall 410.00 410.00 410.00 24.99 0 24.99 Other 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.112.70 50.112.70 50.112.70 50.112.70 50.774 50.774 50.774 50.774 50.774 50.774 50.774 50.774 50.770.44 50	-			-	-				
5 P/Hall Electricity Refund 87.41 0.10 0.10 6 2018/19 Adjustment 0.40 0.10 0.10 7 CEC Grant/Donations: 0.10 0.10 Neighbourhood Plan 9000 125.00 Clean-up Grant 125.00 410.00 Donation re: Parish Hall 410.00 410.00 8 Refund - Hi-Viz Jackets 24.99 0 24.99 Other 50.00 50.00 VAT on income 4.07 4.07 50.00 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 1657.74 1657.74 1657.74 Signed: Signed: 23787.52 26995.41 987.51 51770.44	4	III Health Insurance refund		2010	030.00	1920.00	930.00		3480.00
6 2018/19 Adjustment 0.40 0.10 0.10 7 CEC Grant/Donations: Neighbourhood Plan 9000 Clean-up Grant 125.00 125.00 Donation re: Parish Hall 410.00 410.00 8 Refund - Hi-Viz Jackets 24.99 0 24.99 Other 50.00 50.00 VAT on income 4.07 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 1657.74 Signed:	-								
7 CEC Grant/Donations: Neighbourhood Plan Clean-up Grant Donation re: Parish Hall Refund - Hi-Viz Jackets Other VAT on income VAT repaid VAT repaid CEC Grant/Donations: 9000 125.00 125.00 410.00 410.00 410.00 50.00 50.00 50.00 24.99 VAT repaid 1243.00 1657.74 24528.25 23787.52 23787.52 23787.52 26995.41 987.51 51770.44 Signed:		-			0.10				0.10
Neighbourhood Plan 9000 Clean-up Grant 125.00 Donation re: Parish Hall 410.00 Refund - Hi-Viz Jackets 24.99 Other 50.00 VAT on income 4.07 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 1657.74 1657.74 24528.25 23787.52 26995.41 987.51 51770.44	-+	-	3.10		0.10				0.10
Clean-up Grant 125.00 Donation re: Parish Hall 410.00 8 Refund - Hi-Viz Jackets 24.99 Other 50.00 VAT on income 4.07 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 24528.25 23787.52 26995.41 987.51 51770.44 Signed:	- +			9000			-		
Donation re: Parish Hall 410.00 410.00 410.00 8 Refund - Hi-Viz Jackets 24.99 0 24.99 0 24.99 O 50.00 50.00 VAT on income 4.07 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 1657.74 1657.74 1657.74 Signed:	- 1			0000	125.00				125.00
8 Refund - Hi-Viz Jackets 24.99 0 24.99 Other 50.00 VAT on income 4.07 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 1657.74 24528.25 23787.52 26995.41 987.51 51770.44 Signed:	- +				125.00	410.00			100000000000000000000000000000000000000
Other 50.00 VAT on income 4.07 Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 24528.25 23787.52 26995.41 987.51 51770.44 Signed:	- +				24 99				
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Total 23285.25 58000 23787.52 25337.67 987.51 50112.70 VAT repaid 1243.00 1657.74 1657.74 1657.74 24528.25 23787.52 26995.41 987.51 51770.44 Signed: 36995.41 369	1	VAT on income	4 07				50.00		30.00
24528.25 23787.52 26995.41 987.51 51770.44 Signed:	- 1			58000	23787.52	25337.67	987.51		50112.70
24528.25 23787.52 26995.41 987.51 51770.44 Signed:		VAT repaid	1243.00			1657 74			1657 74
Signed:					23787.52		987.51		51770.44
		Signed:							
	- 1								

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

RECEIPTS		Q1	Q2	Q3
1.	Precept has been received for 2019-20: £46,000.00			
		£23,000.00	£23,000.00	
2.	Bank interest on reserve account: £22.61	£7.43	£7.67	£7.51
3.	Burial Fees: £3,480.00			
	Additional Inscription. (P) Reopen grave (NP) Additional Inscription (NP) x 2 Purchase a new grave (P) Purchase a new grave (NP) Purchase a new ashes plot (P)	£30.00 £600.00	£120.00 £600.00 £1,200.00	£30.00 £600.00
	Total	£630.00	£1,920.00	£930.00
4.	III Health Insurance refund: Nil			
5.	P/Hall Elec. refund: Nil			
6.	2018/19 Adjustment: £0.10	£0.10		
7.	CEC Grant: £535.00			
	Neighbourhood Plan Clean-up Grant Donation	£125.00	£410.00	
	Total	£125.00	£410.00	
8.	Refund – Hi-viz Jkts: £24.99	£24.99		
9.	Other: £50.00			
	Sale of Radar Gun			£50.00

PAYMENTS

1.	Clerk's salary and pension: £8340.31			
	Salary Overtime	Q1 1,517.76 805.58	Q2 1,517.76 537.06	Q3 1,610.70 669.06
	Backpay Employer Pension Employer N.I.	479.79 22.95	423.65	268.10 523.61 53.94
	Annual payment ill health insurance Additional 'sweep up' ill health insurance CE Pension Fund adjustment (+overpaid/-underpaid) HMRC Account Credit	66.10 - 52.59	18.32 22.60	10.14 -108.75 -45.47
	Total	£2,839.59	£2,519.39	£2,981.33
2.	Payroll service to SPS: £137.00			
	3 Months payroll service GDPR Software – 1 st employee Acting pension delegate (auto enrolment)	Q1 £30.00 £9.00	Q2 £59.00	Q3 £39.00
	Total	£39.00	£59.00	£39.00
3.	Stationery/Travel/Phone Expenses: £573.84			
	HP Instant Ink Mobile Phone Stationery/Postage Travel	Q1 £32.00 £20.41 £42.08 £179.55	Q2 £22.00 £17.49 £22.72 £95.40	Q3 19.00 16.89 23.52 82.80
	Total	£274.04	£157.59	£142.21
4.	Other Admin costs: £83.96			
	Time Capsule Competition	Q1 £20.00		Q3
	Domain renewal			£63.96
		£20.00		£63.96
5.	Insurance: £1,110.29 Total	Q1 £1,110.29		
6.	Audit Fees: £378.50			
	Internal Audit 2018/19 External Audit 2018/19	Q1 £178.50		Q3 £200.00
	Total	£178.50		£200.00

7.	Annual Subscription: £477.59			
	Cheshire Association of Local Councils (ChALC) Cheshire Community Action Society of Local County Clerks (SLCC) Information Commissioner's Data Protection Cheshire Community Action (Village Hall) Web hosting still to be paid	Q1 £200.60 £20.00 £122.00	Q2 £40.00 £45.00	Q3
	Anti-virus software			£49.99
	Total	£342.60	£85.00	£49.99
8.	Hall Expenses: £1,457.59 Contribution to running costs for 2018	Q1	Q2	Q3
	Waste collection Electricity Hall maintenance	£72.96 £662.43	£117.23	£309.97 £295.00
	Total	£735.39	£117.23	£604.97
9.	Highways: £838.80	Q1		Q3
	Telephone Kiosk (Materials)	£188.80		3
	Telephone Kiosk (Labour)	***		£650.00
	Total	£188.80		£650.00
40	David Count of the County of t			
10.	Burial Ground expenses: £2,038.65	Q1	Q2	
	Maintenance Compost Bin	£609.00	£1,308.00 £121.65	
	Total	£609.00	£1,429.65	
		2000.00	21,120.00	
11.	Councillor/Clerk courses: £300.00			
	Chairmanship 1 Introduction to Local Councils for Clerks & Cllrs. Introduction to Local Councils for Clerks & Cllrs. (x 2)	Q1 £35.00 £35.00 £70.00	Q2	
	BB Training SLCC Conference/Training		£130.00 £30.00	
	Total	£140.00	£160.00	
12.	Hall Re-development: £3,126.30	Q1	Q2	Q3
	RIBA Stage 3 (75% of fee)	£1,886.25		Ų3
	RIBA Stage 2 (25% of fee) RIBA Stage 3 (Phase 1)		£603.75	£636.30
	Total	£1,886.25	£603.75	£636.30

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

14. Community Fund: None to date

15. Bank Safety Deposit fee: Paid at end of financial year

16. Chairman's Allowance: £94.02

Xmas Carol Event - Refreshments

Q3 £94.02

£94.02

17. Neighbourhood Plan: None to date

18. S137 Expenditure: None to date