

FINANCE REPORT

3 March 2022 (2021-2022)

Stanway Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
476	15/02/2022		1. Unity Trust Bank		Mole Treatment	Royds Services Ltd	X	90.00		90.00
477	15/02/2022		1. Unity Trust Bank		MW Tools and supplies	Kent Blaxill & Co Ltd	S	49.51	9.90	59.41
478	15/02/2022		1. Unity Trust Bank		Streetlight replacement	A&J Lighting Solutions Ltd	S	738.45	147.69	886.14
479	15/02/2022		1. Unity Trust Bank	Direct Debit	Telephone & Broadband	New Star Networks Ltd	S	160.67	32.13	192.80
480	16/02/2022		1. Unity Trust Bank		Councillor/staff training	EALC	S	90.00	18.00	108.00
481	21/02/2022		1. Unity Trust Bank		Travel Expenses	B Cooper	X	20.16		20.16
482	21/02/2022		1. Unity Trust Bank		Annual Subscription	Society of Local Council Clerk	X	249.00		249.00
483	22/02/2022		1. Unity Trust Bank		Building Repairs	Stephen Ward t/a Steve's Wi	X	50.00		50.00
484	23/02/2022		1. Unity Trust Bank		Event expenses	Andrew Millman	X	30.00		30.00
485	24/02/2022		1. Unity Trust Bank		Tree Maintenance	TWH Tree Services Limited	X	900.00		900.00
486	24/02/2022		1. Unity Trust Bank		Event expenses	21CC Group Limited	S	490.00	98.00	588.00
487	01/03/2022		1. Unity Trust Bank		Office Supplies	A Ward	S	4.82	0.97	5.79
488	01/03/2022		1. Unity Trust Bank		Printer supplies	Corona Corporate Solutions L	S	130.43	26.09	156.52
489	01/03/2022		1. Unity Trust Bank		Play Area Interim Inspections	Anglia Inspection Services Lt	S	135.00	27.00	162.00
490	01/03/2022		1. Unity Trust Bank		Waste bin collection	TBS Hygiene Ltd	S	190.00	38.00	228.00
491	01/03/2022		1. Unity Trust Bank		Litter bins	TBS Hygiene Ltd	S	641.50	128.30	769.80
492	01/03/2022		1. Unity Trust Bank		Grounds Maintenance	Dines Agri Services	X	245.00		245.00
494	02/03/2022		1. Unity Trust Bank	Direct Debit	Street Lighting Maintenance	A&J Lighting	S	127.30	25.46	152.76
495	02/03/2022		1. Unity Trust Bank		MW Tools and supplies	Kent Blaxill & Co Ltd	S	20.67	4.13	24.80
496	02/03/2022		1. Unity Trust Bank		IT Support	Saint IT Ltd	S	129.10	25.82	154.92
497	02/03/2022		1. Unity Trust Bank		IT Support	Saint IT Ltd	S	99.00	19.80	118.80
498	02/03/2022		1. Unity Trust Bank		Office Supplies	Amazon Services Europe	S	17.48	3.50	20.98
499	02/03/2022		1. Unity Trust Bank		Councillor/staff training	Saint IT Ltd	S	175.00	35.00	210.00
500	02/03/2022		1. Unity Trust Bank		Fuel - Machinery	Sibbons (Alresford) Ltd	S	49.13	9.83	58.96
501	02/03/2022		1. Unity Trust Bank		Fuel - Machinery	Ernest Doe & Sons Ltd	S	17.50	3.50	21.00
502	02/03/2022		1. Unity Trust Bank		Play area bark	Ernest Doe & Sons Ltd	S	125.00	25.00	150.00
503	02/03/2022		1. Unity Trust Bank		MW Tools and supplies	Ernest Doe & Sons Ltd	S	27.50	5.50	33.00
504	02/03/2022		1. Unity Trust Bank		Play equipment repair	Dines Agri Services	X	85.00		85.00
505	02/03/2022		1. Unity Trust Bank		MW Tools and supplies	Ernest Doe & Sons Ltd	S	41.50	8.30	49.80
506	02/03/2022		1. Unity Trust Bank		Play area bark	Ernest Doe & Sons Ltd	S	81.25	16.25	97.50
514	07/03/2022		2. Barclays Main C/A	Direct Debit	Bank charges	Barclays Bank	X	8.00		8.00
Total								5,217.97	708.17	5,926.14

This list excludes net salaries, PAYE and NI, totals of which can be found in the Summary of Receipts and Payments.

Stanway Parish Council

Prepared by: LEE NEEDHAM, FINANCE OFFICER
Name and Role (Clerk/RFO etc)

Date: 3 MAR 2022

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 02/03/2022		
	Cash in Hand 01/04/2021		179,045.53
	ADD Receipts 01/04/2021 - 02/03/2022		314,966.58
	SUBTRACT Payments 01/04/2021 - 02/03/2022		494,012.11
			260,523.35
A	Cash in Hand 02/03/2022 (per Cash Book)		233,488.76
	Cash in hand per Bank Statements		
	Cash 11/04/2021	0.00	
	5. Nationwide 419-95 01/04/2021	31,054.86	
	4. Nationwide 427-45 01/04/2021	31,027.43	
	1. Unity Trust Bank 02/03/2022	102,483.28	
	3. Barclays Premium Savings A/C 18/02/2022	66,147.55	
	2. Barclays Main C/A 18/02/2022	20,400.80	
			251,113.92
	Less unrepresented payments		17,625.16
			233,488.76
	Plus unrepresented receipts		
B	Adjusted Bank Balance		233,488.76
	A = B Checks out OK		

Stanway Parish Council
Summary of Receipts and Payments

3 March 2022 (2021-2022)

All Cost Centres and Codes

A - General Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	270,146.00	270,146.00					(0%)
2	Wayleaves	1.00		-1.00				-1.00 (-100%)
3	CBC Grants - General	500.00	2,500.00	2,000.00				2,000.00 (400%)
4	CBC Grants - CIL, s106, etc..							(N/A)
5	Other Grants		12,600.00	12,600.00				12,600.00 (N/A)
6	Interest Income	125.00	5.41	-119.59				-119.59 (-95%)
7	LCTS Grant	4,759.00	4,760.00	1.00				1.00 (0%)
77	Miscellaneous							(N/A)
85	VAT Refund							(N/A)
SUB TOTAL		275,531.00	290,011.41	14,480.41				14,480.41 (5%)

B - Admin - Personnel

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
8	Salaries, PAYE & NI (all)				82,500.00	85,109.03	-2,609.03	-2,609.03 (-3%)
10	Home working allowance				864.00	828.00	36.00	36.00 (4%)
11	Pension contributions (total)				24,850.00	25,124.60	-274.60	-274.60 (-1%)
12	Payroll Services				500.00	311.00	189.00	189.00 (37%)
13	Training - All				5,000.00	3,004.50	1,995.50	1,995.50 (39%)
14	Travel expenses				1,000.00	433.70	566.30	566.30 (56%)
15	Stationery - Councillors				325.00		325.00	325.00 (100%)
75	Chairman's Allowance				200.00	165.00	35.00	35.00 (17%)
82	Staffing Reserve				9,000.00	1,125.00	7,875.00	7,875.00 (87%)
SUB TOTAL					124,239.00	116,100.83	8,138.17	8,138.17 (6%)

C - Admin - Office/IT

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16	Postage				200.00	65.81	134.19	134.19 (67%)
17	Office supplies				900.00	926.92	-26.92	-26.92 (-2%)
18	Printer maintenance				1,200.00	1,199.74	0.26	0.26 (0%)
19	Councillor IT Support				1,200.00	990.00	210.00	210.00 (17%)
20	Phone/Broadband charges				2,300.00	2,179.39	120.61	120.61 (5%)
21	Website Maintenance				800.00	425.00	375.00	375.00 (46%)
22	Office IT Support				1,750.00	1,747.20	2.80	2.80 (0%)
23	IT/PA System Reserve				1,000.00	747.16	252.84	252.84 (25%)
78	Room Hire				250.00	178.00	72.00	72.00 (28%)
SUB TOTAL					9,600.00	8,459.22	1,140.78	1,140.78 (11%)

D - Admin - Audit & Accountin

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend

Stanway Parish Council
Summary of Receipts and Payments

3 March 2022 (2021-2022)

All Cost Centres and Codes

24 Internal Audit Fees	1,450.00	700.00	750.00	750.00 (51%)
25 External Audit Fees	600.00	600.00		(0%)
26 Accounting software fees	648.00	648.00		(0%)
SUB TOTAL	2,698.00	1,948.00	750.00	750.00 (27%)

E - Admin - Other

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
36 Insurance		3,298.33	3,298.33	2,275.00	2,344.61	-69.61	3,228.72 (141%)
37 Annual Subscriptions				1,775.00	2,118.34	-343.34	-343.34 (-19%)
38 Bank charges				150.00	180.35	-30.35	-30.35 (-20%)
39 Election Reserve				500.00		500.00	500.00 (100%)
40 Legal Fees Reserve				10,000.00	330.00	9,670.00	9,670.00 (96%)
41 Other specialist fees				500.00	520.05	-20.05	-20.05 (-4%)
74 Sundry items				54.00	120.68	-66.68	-66.68 (-123%)
92 Risk Management				400.00	346.59	53.41	53.41 (13%)
SUB TOTAL		3,298.33	3,298.33	15,654.00	5,960.62	9,693.38	12,991.71 (82%)

F - Planning

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
76 Planning fees reserve							(N/A)
SUB TOTAL							(N/A)

G - Comm Assets - Grounds

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27 General repairs				750.00	258.01	491.99	491.99 (65%)
28 Car Park repairs				5,000.00		5,000.00	5,000.00 (100%)
29 Play equipment Reserve				50,000.00	660.50	49,339.50	49,339.50 (98%)
30 Play area signs				1,000.00	890.00	110.00	110.00 (11%)
31 Grounds maintenance				10,750.00	11,324.34	-574.34	-574.34 (-5%)
32 Play area bark				1,000.00	206.25	793.75	793.75 (79%)
33 Tree maintenance				5,000.00	4,390.00	610.00	610.00 (12%)
34 Youth Pod / Outdoor Gym				21,000.00	20,893.15	106.85	106.85 (0%)
35 Play area benches/bins				500.00	413.00	87.00	87.00 (17%)
42 Pest control				500.00	355.00	145.00	145.00 (29%)
52 MW Consumables				2,250.00	2,465.43	-215.43	-215.43 (-9%)
90 Safety Inspections				500.00	135.00	365.00	365.00 (73%)
94 Vehicle lease				200.00	593.80	-393.80	-393.80 (-196%)
95 Workshop/store				5,000.00	5,389.00	-389.00	-389.00 (-7%)
SUB TOTAL				103,450.00	47,973.48	55,476.52	55,476.52 (53%)

Stanway Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

3 March 2022 (2021-2022)

H - Comm Assets - Streets

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
46	Bus Shelter Reserve				5,700.00	5,670.00	30.00	30.00 (0%)
49	Notice Board Reserve				250.00	414.92	-164.92	-164.92 (-65%)
50	Street Light Costs				5,300.00	5,604.50	-304.50	-304.50 (-5%)
51	Street Light Reserve				2,000.00	1,066.27	933.73	933.73 (46%)
81	Street signs etc				500.00		500.00	500.00 (100%)
84	Street lighting electricity				5,000.00	3,725.68	1,274.32	1,274.32 (25%)
96	Footpath Reserve				1,500.00		1,500.00	1,500.00 (100%)
SUB TOTAL					20,250.00	16,481.37	3,768.63	3,768.63 (18%)

I - Comm Assets - Halls

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87	Architectural and other fees				1,500.00	1,500.00		(0%)
88	Contingency Reserve				2,500.00	2,321.53	178.47	178.47 (7%)
SUB TOTAL					4,000.00	3,821.53	178.47	178.47 (4%)

J - Comm Assets - Burial Gds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
55	Burial Ground Income	4,000.00	4,800.00	800.00				800.00 (20%)
56	Tree sponsorship	10.00	430.00	420.00				420.00 (4200%)
57	BG Maintenance				1,500.00	998.33	501.67	501.67 (33%)
58	BG Reserve				13,000.00	12,600.00	400.00	400.00 (3%)
SUB TOTAL		4,010.00	5,230.00	1,220.00	14,500.00	13,598.33	901.67	2,121.67 (11%)

L - Comm Services - Grants

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70	s137/1972				7,850.00	1,850.86	5,999.14	5,999.14 (76%)
71	s106 expenditure							(N/A)
72	Other grants							(N/A)
73	CIL Grant expenditure							(N/A)
93	s19 (3) MPA 1976				1,650.00	1,650.00		(0%)
SUB TOTAL					9,500.00	3,500.86	5,999.14	5,999.14 (63%)

M - Loans

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
79	Capital repayments				16,000.00	16,000.00		(0%)
80	Interest payments				6,800.00	6,586.00	214.00	214.00 (3%)

Stanway Parish Council
Summary of Receipts and Payments
 All Cost Centres and Codes

3 March 2022 (2021-2022)

SUB TOTAL		22,800.00	22,586.00	214.00	214.00 (0%)
------------------	--	------------------	------------------	---------------	--------------------

N - Comm Services - Events

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
53 CE Income	500.00	281.20	-218.80				-218.80 (-43%)
54 CE Expenditure				4,500.00	2,408.72	2,091.28	2,091.28 (46%)
SUB TOTAL	500.00	281.20	-218.80	4,500.00	2,408.72	2,091.28	1,872.48 (37%)

O - Comm Services - Services

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
91 Community Safety Reserve				1,000.00	650.00	350.00	350.00 (35%)
SUB TOTAL				1,000.00	650.00	350.00	350.00 (35%)

Summary

NET TOTAL	280,041.00	298,820.94	18,779.94	332,191.00	243,488.96	88,702.04	107,481.98 (17%)
V.A.T.		16,145.64			17,034.39		
GROSS TOTAL		314,966.58			260,523.35		