

HUTTON ROOF PARISH COUNCIL

BANK RECONCILIATION AT 30 SEPTEMBER 2020

	£
Cashbook balance brought forward 1 April 2020	£2,178.06
Add Receipts to 30 September 2020	£5,162.13
Less Payments to 30 September 2020	£2,410.49
Cashbook balance carried forward 30 September 2020	£4,929.70
Balance at bank at 30 September 2020	
Barclays Bank Community Account	£4,929.70
Total balances at bank at 30 September 2020	£4,929.70

HUTTON ROOF PARISH COUNCIL - BUDGET MONITORING 2020/21 - 30 SEPTEMBER 2020					
EXPENDITURE	Budget 2020/21	01/04/20 - 30/09/20 Actual Spend (net)	2020/21 Forecast spend (net)	Variance forecast	Notes
Clerk's Salary	£2,685.00	£1,279.81	£2,559.62	-£125.38	
Administration inc website	£500.00	£603.51	£953.51	£453.51	£491.73 payments made in error
Insurance	£250.00	£224.00	£224.00	-£26.00	Premium unchanged from last year
Audit Fee	£75.00	£75.00	£75.00	£0.00	
Meeting Room Hire	£70.00	£0.00	£52.00	-£18.00	Normally paid annually (Jan 2021)?
Training	£450.00	£0.00	£40.00	-£410.00	2 Planning training places booked
Subscriptions	£160.00	£151.37	£151.37	-£8.63	CALC and SLCC
Highways signage/traffic management	£400.00	£0.00	£400.00	£0.00	
Grants/S137	£75.00	£7.00	£75.00	£0.00	FoHRC - £7.00; newsletters 2021 - £25
VAT	£25.00	£4.80	£25.00	£0.00	VAT reclaimed at end of year
Elections	£65.00	£65.00	£65.00	£0.00	Re 2019 Parish Elections
TOTAL EXPENDITURE	£4,755.00	£2,410.49	£4,620.50	-£134.50	Underspend

INCOME	Budget 2020/21	Actual income	Forecast income	Variance	Notes
Precept	£4,645.32	£4,645.32	£4,645.32	£0.00	
SLDC Grant	£20.08	£20.08	£20.08	£0.00	
Parish Land (wayleaves)	£64.60	£0.00	£64.60	£0.00	ENW wayleave payments
VAT Refund	£25.00	£0.00	£25.00	£0.00	VAT reclaimed at end of year
Other income	£0.00	£496.73	£527.73	£527.73	
Total Income	£4,755.00	£5,162.13	£5,282.73	£527.73	Refunds of payments made in error; BARN reimbursement re Parish Online

HUTTON ROOF PARISH COUNCIL - DRAFT BUDGET 2021 - 2022		
EXPENDITURE	2020 - 2021 Total forecast	Draft Budget 2021 - 2022
Clerk's Salary	£2,559.62	£2,660.00
Administration inc website	£953.51	£500.00
Insurance	£224.00	£250.00
Audit Fee	£75.00	£75.00
Meeting Room Hire	£52.00	£70.00
Training	£40.00	£450.00
Subscriptions	£151.37	£160.00
Highways signage/traffic management	£400.00	£400.00
Grants/Section 137	£75.00	£75.00
VAT	£25.00	£25.00
Parish Elections	£65.00	£0.00
TOTAL EXPENDITURE	£4,620.50	£4,665.00
		Notes re 2021 - 2022
		Assumes 3% pay award, average 4 hours per week, small contingency Includes stationery, website, printing, Clerk's and councillors' expenses
		Includes small contingency in case of additional meetings Councillor and Clerk training CALC and SLCC (Society of Local Council Clerks)
		Newsletter contribution of £25; other donations? VAT is reclaimed each year (see below)

HUTTON ROOF PARISH COUNCIL - DRAFT BUDGET 2021 - 2022		
INCOME	2020 - 2021 Total forecast	Draft Budget 2021 - 2022
Precept	£4,645.32	£4,555.32
SLDC Grant	£20.08	£20.08
Parish Land	£64.60	£64.60
VAT Refund	£25.00	£25.00
Other income	£527.73	£0.00
Total Income	£5,282.73	£4,665.00
		Notes re 2021 - 2022
		Precept amount confirmed when SLDC grant amount known SLDC grant amount not yet known; assumes same as 2020/21