

**HUTTON ROOF PARISH COUNCIL**

**BANK RECONCILIATION AT 31 MARCH 2018**

	£
Cashbook balance brought forward 1 April 2017	£1,455.74
Add Receipts to 31 March 2018	£3,320.46
Less Payments to 31 March 2018	£3,227.29
<b>Cashbook balance carried forward 31 March 2018</b>	<b>£1,548.91</b>
Balance at bank at 31 March 2018 Barclays Bank Community Account	<b>£1,548.91</b>
<b>Total balance at bank at 31 March 2018</b>	<b>£1,548.91</b>

**HUTTON ROOF PARISH COUNCIL - BUDGET MONITORING STATEMENT 2017/18**

<b>EXPENDITURE</b>	<b>Budget 2017/18</b>	<b>01/04/17 - 31/03/18 Actual Spend (net)</b>	<b>Variance from budget</b>	<b>Notes</b>
Clerk's Salary	£1,200.00	£1,902.87	£702.87	New Clerk & contract, additional hrs
Administration ('Misc')	£500.00	£329.25	-£170.75	
Website ('Transparency Code')	£1,200.00	£476.58	-£723.42	NB Transparency Fund Grants
Insurance	£270.00	£257.60	-£12.40	
Audit Fee	£0.00	£0.00	£0.00	
Meeting Room Hire	£70.00	£82.00	£12.00	Paid in advance for 2018
Training	£0.00	£0.00	£0.00	Costs included in Admin
Subscriptions	£110.00	£108.12	-£1.88	Costs included in Admin
Grants/S137	£0.00	£0.00	£0.00	
VAT	£0.00	£70.87	£70.87	VAT reclaimed at end of year
Election costs	£0.00	£0.00	£0.00	
<b>TOTAL EXPENDITURE</b>	<b>£3,350.00</b>	<b>£3,227.29</b>	<b>-£122.71</b>	Small underspend

<b>INCOME</b>	<b>Budget 2017/18</b>	<b>Actual income</b>	<b>Variance</b>	<b>Notes</b>
Precept	£2,236.33	£2,236.33	£0.00	
SLDC Grant	£13.67	£13.67	£0.00	
Parish Land (wayleaves)	£70.00	£64.60	-£5.40	
VAT Refund	£0.00	£130.81	£130.81	VAT reclaimed for last 3 years
Other income (BARN re Parish Online)	£0.00	£28.00	£28.00	
Other income ('Transparency Fund grants')	£0.00	£847.05	£847.05	Transparency Fund Grant
<b>Total Income</b>	<b>£2,320.00</b>	<b>£3,320.46</b>	<b>£1,000.46</b>	Additional income from Transparency Fund, HMRC VAT refund & BARN

<b>HUTTON ROOF PARISH COUNCIL - FINAL BUDGET 2018 - 2019</b>			
<b>EXPENDITURE</b>	<b>2017 - 2018 Total forecast</b>	<b>Budget 2018 - 2019</b>	<b>Notes re 2018 - 2019</b>
Clerk's Salary	£1,902.87	£2,550.00	Assumes 2% pay rise, average 4 hours per week, small contingency
Administration inc website	£1,080.00	£500.00	Includes stationery, website, Clerk's and councillors' expenses
Insurance	£257.60	£265.00	
Audit Fee	£0.00	£75.00	New internal auditor appointed
Meeting Room Hire	£78.00	£70.00	Includes small contingency in case of additional meetings
Training	£0.00	£250.00	Included in Admin in 2017/18
Subscriptions	£108.12	£150.00	CALC and SLCC (Society of Local Council Clerks)
Grants/Section 137	£0.00	£50.00	Included in Admin in 2017/18 - newsletter contribution; other donations?
VAT	£55.27	£50.00	VAT is reclaimed each year (see below)
Parish Elections	£0.00	£0.00	Added to expenses by SLDC one year in arrears
<b>TOTAL EXPENDITURE</b>	<b>£3,481.86</b>	<b>£3,960.00</b>	

<b>INCOME</b>			
Precept	£2,236.33	£3,803.76	
SLDC Grant	£13.67	£41.64	For info - forecast balance of £1,056.56 at 31/03/18 to be held in reserves
Parish Land	£64.60	£64.60	
VAT Refund	£55.27	£50.00	
Other income	£712.81	£0.00	
<b>Total Income</b>	<b>£3,082.68</b>	<b>£3,960.00</b>	