Tandridge Parish Council

End of Year Report 1 April 2016 - 31 March 2017

TANDRIDGE PARISH COUNCIL PAYMENTS 2016-17

Month	Chq #	Payee	; ;	Total Payment	Salary	PAYE	Expenses	Office	Audit	Subs	Insurance	Hedgecutting & tree tagging	APM	s137	Chairman allowance	General Maintenance	Glebe	Millennium	Jubilee	Training	Website	VAT
_				e G	Clerk		Exp				Insu	dgec ta			cha allo	G ainte		Mille	7	Ĕ	>	
Apr	s SO Louis	se Meehan	Salary (April)	193.60	193.60							포				Σ						
Apr			PAYE Tax (April)	48.40		48.40																
Apr	1144 Louis	se Meehan	Expenses	18.00			18.00															
Apr	1143 SSA	LC	Annual membership	197.13						197.13												
May	SO Louis	se Meehan	Salary (May)	193.60	193.60																	
May	1145 HMF	RC	PAYE Tax (May)	48.40		48.40																
May	1146 Louis	se Meehan	Expenses	38.16			26.00	12.16														
Jun	s SO Louis	se Meehan	Salary (June)	193.60	193.60																	
Jun :	1151 HMF	RC	PAYE Tax (June)	49.00		49.00																
Jun	s 1147 Louis		Expenses	34.00			34.00															
Jun			Internal audit	122.13					122.13													
Jun		rance Broker N		298.91							298.91											
	1152 HMF		PAYE Tax (July)	49.00		49.00																
		se Meehan	Salary (July)	193.60	193.60																	
	1153 Louis		Expenses	57.54			57.54															
	1154 Wen	, ,	Catering	100.00									100									
	1155 Ivor		Refeshments	59.00	400.00								59									
Aug		se Meehan se Meehan	Salary (Aug)	196.00	196.00																	
Sept	s 50 Louis		Salary (Sept)	196.00	196.00	98.00																
	1156 HIVIR		PAYE Tax (Aug & Sept)	98.00 18.00		96.00	18.00															
	1157 Louis		Expenses Glebe Feld lease	500.00			16.00										500.00					
•			Poppy Appeal	25.00										0.00	25.00		500.00					
•	1160 SSA	•	Legal & Finance Day	108.00										0.00	23.00					90		18.00
		dridge Voluntary		10.00																90		10.00
Осрг		rice Council	y Gubscription	10.00																		
	0011	ioo oourion								10.00												
Oct	s SO Louis	se Meehan	Salary (Oct)	196.00	196.00					. 0.00												
Nov			PAYE Tax (Oct & Nov)	98.00	.00.00	98.00																
Nov		se Meehan	Salary (Nov)	196.00	196.00																	
Nov	1162 Louis	se Meehan	Expenses	46.78			18.00														28.78	
Nov	1164 SLC	C	Clerk's membership	77.00						77.00												
Dec	SO Louis	se Meehan	Salary (Dec)	196.00	196.00																	
Dec	1165 HMF	RC	PAYE Tax (Dec)	49.00		49.00																
Dec :	1166 Louis	se Meehan	Expenses	18.00			18.00															
Dec	1167 East	Surrey	Donation	100.00																		
	Muse	eum												100.00								
Jan		se Meehan	Salary (Jan)	196.00	196.00																	
Jan	1168 HMF		PAYE Tax (Dec & Jan)	98.00		98.00																
Jan			Expenses	53.00			53.00															
Feb		se Meehan	Salary (Feb)	196.00	196.00																	
Feb			Grass cutting Glebe Field	500.00													500.00					
Feb	s 1170 Wea	aldens	Hedge Cutting	1684.21								1,684.21										

Mar Mar Mar Mar	s	1172 HM 1173 Lou 1174 We 1175 No Pro	uise Meehan	Salary (Mar) PAYE Expenses Hedge Cutting (VAT element) d 50% Deposit Padlock for Glebe Field	196.00 49.00 73.00 336.84 490.80		49.00	73.00									490.80	34.99					336.84
Month	S	Chq#	Payee		7,929.69 Total Payments	Clerk Salary Clerk Salary	586.80 BAYE	315.54 ses ued X EX	12.16 90 90 90 90 90 90 90 90 90 90 90 90 90	122.13 End H	284.13 sq. sq. so	298.91 eaucauce lusarauce	Hedgecutting & tree tagging 4999	159.00 Wd V	100.00 LE 100.00	25.00 Add do d	General Maintenance 08:06	1,034.99 9 9 0	Willennium	O.00	Training 00.00	Website 58.78	354.84 LY A

TANDRIDGE PARISH COUNCIL RECEIPTS 2016/17

Month 2016/1	_	From	Details	Total Receipts	Precept	Interest	VAT	Other
Apr	s	Tandridge District Council	Precept	5,000.00	5,000.00			
May	s	HMRC	VAT rebate	827.50			827.50	
Jul	s	Tandridge Fete Committee	Hire Glebe	50.00				50.00
Aug	s	SSALC	Transparency Fund	501.50				501.50
Sept	s	Tandridge District Council	Precept	5,000.00	5,000.00			
March	s	St Peter's Church	Parking on Glebe Fie	200.00				200.00
				11,579.00	10,000.00	0.00	827.50	751.50

TANDRIDGE PARISH COUNCIL

BANK RECONCILIATION AT 31 March 2017

Balance b/f as at 31 March 2016 Lloyds treasurers account no. 01608845 2,838.70

Santander treasurers a/c KO1223398 9.17 2,847.87

o/s cheques/lodgements None

Total Receipts 11,579.00

Less Total Payments -7,929.69

Balance 6,497.18

Reconciliation

Balance as at 31 March 2017 Lloyds treasurers account no. 01608845 6,908.84

Santander treasurers a/c KO1223398 9.17

6,918.01

Less O/S payments

Chq # Payee

1172 HMRC 49

1174 Wealdens 336.84

1176 John Hammond 34.99

420.83

6,497.18

TANDRIDGE PARISH COUNCIL BUDGET 2016/17: Final Report to 31 March 2017

	2015/16	Actual to	Difference/	Explanation of differences/comments
	Year end	year end	Budget	
	Actual		remaining	
Clerks salary + PAYE	2,904	2,929	£4	
Hedgecutting Contract and tree		1,684	£1	To cut all the hedges twice a year in 3
tagging.				fields including the hedge at the
				cottages and the Bund at Jubilee field.
				Tree tagging not undertaken
Glebe Field Maintenance	1,100	1,035	£465	£500 p.a. for grass cutting. £500 for
				lease. £500 for kissing gate.
General Parish Maintenance	1,600	491	£9	Noticeboard
Subscriptions	343	284	£31	SALC, NALC,SLCC, ICO
Expenses	338	316	-£4	
Millenium Field Maintenance	296	-	£300	St Peters for grass cutting.
Training/Seminars	498	90	£210	
Parish Council insurance	289	299	-£9	
Internal & annual audit	241	122	£118	Internal and external audit costs.
S137/S142 payments	100	100	£100	Grant payment to East Surrey Museum
Office/Admin	158	12	£138	
Annual Assembly	145	159	-£9	Refreshments
Website	-	29	£95	Hosting charged at £100. £24 for
				domain name renewal.
Poppy wreath/Chairmans allowance	25	25	£0	Royal British Legion wreath donation
Jubilee Field Maintenance	-	-	£0	Ditch maintenance covered in hedge
				cutting contract
VAT expense 2016/17	560	355	-£355	
	£8,596	£7,930		
		Actual to	Difference/	
		date	Budget	
			remaining	

CASH FLOW TO DATE	
Opening balance	2,848
Add Total Income	11,579
Minus Total Expenses	7,930
Minus Total Reserves	4,100
Cash Balance as at 30/11/16	2,397

FORECAST YEAR END 2016/17	
Opening balance	2,848
Add Total Income	11,379
Minus Total Expenses	7,930
Forecast year end 16/17	6.297

RESERVES TARGET 2016/17	
General reserves	3,500
Car park maintenance fund	500
Election 2019	100
TOTAL	4,100
Fana and	6 207
Forecast year end 16/17	6,297
Minus reserves target	4,100