

Tandridge Parish Council

**End of Year Report
1 April 2016 - 31 March 2017**

Louise Meehan, Responsible Financial Officer, May 2017

**TANDRIDGE PARISH COUNCIL
RECEIPTS 2016/17**

Month	S	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 Field	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			<u><u>6,497.18</u></u>

Reconciliation

Balance as at 31 March 2017	Lloyds treasurers account no. 01608845	6,908.84	
	Santander treasurers a/c KO1223398	9.17	
			<u>6,918.01</u>
	Less O/S payments		
Chq #	Payee		
1172	HMRC		49
1174	Wealdens		336.84
1176	John Hammond		34.99
			<u>420.83</u>
			<u><u>6,497.18</u></u>

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

	2015/16 Year end Actual	Actual to year end	Difference/ Budget remaining	Explanation of differences/comments
Clerks salary + PAYE	2,904	2,929	£4	
Hedgecutting Contract and tree tagging.		1,684	£1	To cut all the hedges twice a year in 3 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	£1,094	
		Actual to date	Difference/ 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

Forecast year end 16/17	6,297
Minus reserves target	4,100
Forecast Surplus	2,197