

Tandridge Parish Council

**Q3 Finance Report
To 31 December 2015**

VAT

20.00

20.00
12.00
10.00

17.50

120.00

199.50

VAT

**TANDRIDGE PARISH COUNCIL
RECEIPTS 2015-16**

| Month | S | From | Details | Total Receipts | Precept | Interest | VAT | Other |
|--------------|----------|----------------------------|----------------|---------------------------|----------------|-----------------|------------|--------------|
| Apr | s | Tandridge District Council | Precept | 4,000.00 | 4,000.00 | | | |
| Apr | s | Lloyds Bank | Compensation | 50.00 | | | | 50.00 |
| June | s | St Peters Church | Parking | 250.00 | | | | 250.00 |
| Sept | s | Tandridge District Council | Precept | 4,000.00 | 4,000.00 | | | |
| | | | | <u>8,300.00</u> | 8,000.00 | 0.00 | 0.00 | 300.00 |

**TANDRIDGE PARISH COUNCIL
SUMMARY OF RECEIPTS & PAYMENTS 2015/16**

Payments

| | £ |
|---------------------|------------------------|
| Clerk Salary | 2032.80 |
| PAYE | 96.80 |
| Expenses | 254.00 |
| Office | 149.60 |
| Audit | 241.38 |
| Subs | 343.05 |
| Insurance | 289.36 |
| Glebe Lease | 500.00 |
| APA | 145.31 |
| Poppy wreath | 25.00 |
| s137 | 100.00 |
| General maintenance | 0.00 |
| Glebe Field | 600.00 |
| Millennium Field | 295.56 |
| Jubilee Field | 0.00 |
| Training & Events | 417.50 |
| Website | 0.00 |
| VAT | 199.50 |
| | <u>5,689.86</u> |

Receipts

| | £ |
|----------|------------------------|
| Precept | 8000.00 |
| Interest | 0.00 |
| Other | 300.00 |
| VAT | 0.00 |
| | <u>8,300.00</u> |

TANDRIDGE PARISH COUNCIL

BANK RECONCILIATION AT 31 December 2015

| | | | |
|---------------------------------|-------------|----------|------------------------|
| Balance b/f as at 31 March 2015 | Bank | 3,534.46 | 3,534.46 |
| | o/s cheques | None | |
| Total Receipts | | | 8,300.00 |
| Less Total Payments | | | -5,689.86 |
| Balance | | | <u><u>6,144.60</u></u> |

Reconciliation

| | | | |
|--------------------------------|-----------|--------------------|------------------------|
| Balance as at 31 December 2015 | Bank | 6,221.60 | <u>6,221.60</u> |
| Less O/S payments (cheques) | 1131 SLCC | Clerk's membership | 77.00 |
| | | | <u>77.00</u> |
| | | | <u><u>6,144.60</u></u> |

Projected surplus/reserves

| | |
|-------------------------|-----------------|
| Bank balance | 6,144.60 |
| Add spend to date | 5,689.86 |
| Minus forecast | -8,443.00 |
| Surplus forecast | 3,391.46 |

TANDRIDGE PARISH COUNCIL
BUDGET 2015-16 To 31 December 2015

| | Budget 15/16 | Actual to date: | Remaining budget | Forecast to year end | Explanation of differences/comments |
|----------------------------------|---------------|-----------------|------------------|----------------------|---|
| Clerks salary | £2,919 | £2,033 | £886 | £2,662 | Current NJC salary point 24 £10.95 per hour. Salary point 25 = £11.51 |
| PAYE | £0 | £97 | -£97 | £240 | LM now pays tax as over tax threshold. No National Insurance for this role. |
| Expenses | £500 | £254 | £246 | £500 | £24pm petrol & £15 home working allowance p.m. |
| Office/Admin | £100 | £150 | -£50 | £150 | Printer ink (estimate), laminating papers, stamps Includes £90.32 election costs from TDC. |
| Internal & annual audit | £150 | £241 | -£91 | £241 | External audit was charged as expenses last year over £10k |
| Subscriptions | £330 | £343 | -£13 | £231 | SALC £191 (paid) / SLCC £40 / CPRE £40 / ICO £0 / Surrey Fields £20 / TVSC £10 / Surrey Hills £25 |
| Parish Council insurance | £285 | £289 | -£4 | £289 | Year two of three year agreement in place |
| Poppy wreath/Chairmans allowance | £30 | £25 | £5 | £25 | Royal British Legion wreath |
| Glebe Field lease | £500 | £500 | £0 | £500 | Paid to Strutt & Parker |
| Annual Assembly | £150 | £145 | £5 | £145 | |
| S137/S142 payments | £220 | £100 | £120 | £100 | Grant payments this year made to Oxted CAB and First Community Responders. |
| General Parish Maintenance | £500 | £0 | £500 | £1,640 | Wealdens have not been paid to date. £1640 due to be invoiced. |
| Glebe Field Maintenance | £1,000 | £600 | £400 | £1,100 | Dave Withers £500 p.a. for grass cutting. Hedge maintenance included in General Parish Maintenance total. Includes £600 legal costs for events licence. |
| Millenium Field Maintenance | £1,000 | £296 | £704 | £300 | £364 from St Peters for grass cutting in 2014/15. Hedge maintenance included in General Parish Maintenance total. |
| Jubilee Field Maintenance | £500 | £0 | £500 | £0 | Included in general parish maintenance |
| Training/Seminars | £150 | £418 | -£268 | £300 | You will go over budget on training this year |
| Website | £100 | £0 | £100 | £100 | Hosting charged at £100. £24 for domain name renewal, now registered for two years. |
| VAT paid out to date | | £200 | -£200 | -£80 | |
| | £8,434 | £5,690 | £2,744 | £8,443 | |