Westbourne Parish Council, account number 1, 2020-21 summary

													Total
	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	
Opening Balance	133,972.03	172,017.70	163,582.72	156,785.60	149,669.20	144,423.80	192,147.02	183,245.53	169,260.98	163,966.12	0.00	0.00	
RECEIPTS	57,332.12	461.00	998.84	250.00	3,736.91	50,500.00	0.00	4,742.38	500.00	0.00	0.00	0.00	118,521
PAYMENTS	19,286.45	8,895.98	7,795.96	7,366.40	8,982.31	2,776.78	8,901.49	18,726.93	5,794.86	0.00	0.00	0.00	88,527
Closing balance	172,017.70	163,582.72	156,785.60	149,669.20	144,423.80	192,147.02	183,245.53	169,260.98	163,966.12	163,966.12	0.00	0.00	

Westbourne Parish Council 2020-21: Budget monitoring report

1. Profit and loss budget v actuals

	2019-20	2020-21		
	2019-20	YTD	Budget	% of Budget
<u>Income</u>				
Rent	£700.00	£775.00	£750.00	103.3%
Admin/grants	£11,902.86	£13,009.34		
Precept	£94,490.91	£101,000.00	£101,000.00	100.0%
NP	£0.00	£0.00		
VAT reimbursed	£2,600.16	£3,736.91	£3,736.91	
Total income:	£109,693.93	£118,521.25	£105,486.91	112.4%
<u>Expenditure</u>				
Subs, S137, S142. donations	£2,387.95	£1,915.00	£2,490.00	76.9%
Running costs	£24,710.49	£20,602.03	£25,350.00	81.3%
Capital costs and repair (sinking	£0.00			
fund)	10.00	£0.00	£20,000.00	0.0%
Capital schemes	£7,159.98	£218.90	£14,170.00	0.0%
Services	£2,240.72	£669.16	£2,600.00	25.7%
Communications	£2,457.84	£1,158.02	£2,000.00	57.9%
Administration	£11,932.27	£17,419.31	£14,996.00	116.2%
Clerks salary	£15,540.00	£12,149.37	£19,190.00	63.3%
Contingency fund	£24.99	£24.99	£954.00	2.6%
Grants/ER	£9,585.04	£27,811.79		
NP	£0.00	£0.00		
VAT to claim on expenditure	£3,676.87	£6,560.20		
Total expenditure:	£79,716.15	£88,528.77	£101,750.00	87.0%
				_
Income over expenditure	£29,977.78	29,992.48	3,736.91	_

2. Earmarked reserves

	2019-20	2020-21
Balance forward (Bfwd)	£103,994.25	£133,972.03
Income	£109,693.93	£118,521.25
Expenditure	-£79,716.15	-£88,528.77
Carry forward (Cfwd)	£133,972.03	£163,964.51

	Bfwd	Income	Expenditure	Transfers	Cfwd
General reserve	£14,980.49	£88,528.87	-£54,938.07	£0.00	£48,571.29
New initiatives fund	£62,015.98	£20,000.00	-£8,876.84		£73,139.14
Play equipment Monk's Hill	£723.85		-£723.85		£0.00
Play equipment Mill Road	£5,296.42	£3,000.00			£8,296.42
Office equipment	£1,731.71		-£2,577.47		-£845.76
Scope/design environmental					
enhancement village square	£2,500.00				£2,500.00
Tree survey	-£560.00	£1,500.00	-£1,027.20		-£87.20
Chairman's expenses	£35.88	£250.00			£285.88
Councillors expenses	£256.80				£256.80
Staff absence	£2,000.00				£2,000.00
Vandalism and insurance excess	£800.00				£800.00
Monk's Hill car park	£6,145.00				£6,145.00
War memorial	£420.00				£420.00
Churchyard wall	£4,170.00				£4,170.00
Footway lighting renewals	£500.00				£500.00
Finger post signs	£576.00	£500.00			£1,076.00
Waste bin	£300.00				£300.00
Equipment for an emergency	£1,000.00				£1,000.00
Election costs	£4,146.50				£4,146.50
Village gateways	£150.00				£150.00
Pump priming CLT	£0.00				£0.00
WNPSG	£2,000.00				£2,000.00
Planning/highway consultant	£5,000.00		-£5,683.66		-£683.66
Legal advice/professional fees	£4,922.00		-£705.00		£4,217.00
CDC New Homes Bonus 2014					
(village gateways)	£1,161.92				£1,161.92
CDC New Homes Bonus 2019					
(Monk's Hill play/sports)	£3,844.50		-£3,844.50		£0.00
S106 Monk's Hill recreation ground					
2020	£7,780.96		-£7,902.18		-£121.22
CDC New Homes Bonus 2020		£4,742.38	-£2,250.00		£2,492.38
SDNPA CIL 2019	£2,074.02				£2,074.02
	£133,972.03	£118,521.25	-£88,528.77	£0.00	£163,964.51

Opening balance	133,972.03																		
				INCOME									EXPEND	ITURE					
			Admin/gra	_			Payments	Subs, S137, S142,	Running	costs and repair (sinking	Capital					Contingen			Input
Description	Receipts Total	Rent	nts	Precept	NP	VAT	Total	donations	costs	fund)	schemes	Services	Comms	Admin	salary	cy fund	Grants/ER	NP	VAT
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
April	57,332.12	0.00	6,832.12	50,500.00	0.00	0.00	19,286.50	1,298.00	1,954.50	0.00	120.00	73.33	0.00	6,454.55	1,321.86		5,822.37		2,241.89
May	461.00	225.00	236.00	0.00	0.00	0.00	8,895.98	250.00	4,355.00	0.00	0.00	73.33	172.37	2,137.86	1,321.86		171.20	0.00	414.36
June	998.84	50.00	948.84	0.00	0.00	0.00	7,795.96	0.00	275.00	0.00	0.00	75.59	0.00	1,032.86	1,321.86		4,155.82	0.00	934.83
July	250.00	0.00	250.00	0.00	0.00	0.00	7,366.40	0.00	3,932.26	0.00	25.00	73.33	0.00	1,918.57	1,321.86	0.00	0.00	0.00	95.38
August	3,736.91	0.00	0.00	0.00	0.00	3,736.91	8,982.31	0.00	1,420.30	0.00	0.00	80.13	0.00	482.86	1,321.86	0.00	4,342.56	0.00	1,334.60
September	50,500.00	0.00	0.00	50,500.00	0.00	0.00	2,776.78	0.00	275.00	0.00	73.90	71.05	110.37	674.89	1,490.28	0.00	0.00	0.00	81.29
October	0.00	0.00	0.00	0.00	0.00	0.00	8,903.05	165.00	3,753.92	0.00	0.00	73.33	0.00	3,148.46	1,349.93	24.99	50.00	0.00	337.42
November	4,742.38	0.00	4,742.38	0.00	0.00	0.00	18,726.93	0.00	4,386.80	0.00	0.00	78.02	680.28	524.89	1,349.93	0.00	11,126.84	0.00	580.17
December	500.00	500.00	0.00	0.00	0.00	0.00	5,794.86	202.00	249.25	0.00	0.00	71.05	195.00	1,044.37	1,349.93	0.00	2,143.00	0.00	540.26
January	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
February	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
March	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals	118,521.25	775.00	13,009.34	101,000.00	0.00	3,736.91	0.00	1,915.00	20,602.03	0.00	218.90	669.16	1,158.02	17,419.31	12,149.37	24.99	27,811.79	0.00	6,560.20
Closing balance	£ 252,493.28																		

r	T=			1							1		1	1	1	1	1		1	Apr-20
	Opening balance:	133,972.03			L	<u> </u>									<u> </u>					
				1	INCOME						1			XPENDIT	JRE	1	1			
Invoice reference and date	Description	Receipts Total	Rent	Admin/gr ants	Precept	NP		Payments		Running costs	Capital costs and repair (sinking fund)	Capital schemes	Services	Comms	Admin		Contingen cy fund		Input NP VAT	Payment method
1. 16/04/20	EE mobile phone							29.42							24.52				4.9	DD DD
2. 17/04/20	WSCC LGPS							426.20							426.20					IB
3. 17/04/20	HMRC quarter 4 2019/20							908.28							908.28					IB
4. 17/04/20	Alpha Cars March 20							120.00				120.00)							IB
5. 17/04/20	WSALC subscription 2020/21							733.30	733.30											IB
	Playdale play equipment for																			
6. 17/04/20	Monk's Hill 50% deposit							5,934.60										4,945.50	989.1) IB
7. 17/04/20	CDC Mill Road rent 2020-21							100.00		100.00								,		IB
.,	1 1 1 1 1 1 1 1																			
8. 17/04/20	Longmeadows guarter 4 2019-20							1,764.50		1,764.50										IB
	M Reed tree surgeon removal of																			
10.17/04/20	ash trees at Monk's Hill							1,070.00										856.00	214.0	0 IB
11, 17/04/20	GM Support play inspections							90.00		90.00										IB
	St John Baptist Church, closed																			
12. 17/04/20	churchyard donation							200.00	200.00											IB
	Allotment Associaiton, annual																			
13. 17/04/20	donation							50.00	50.00											IB
	CDC precept first installment 2020-																			
17/04/202	0 21	50,500.00			50,500.00															
	Homestart Chichester, annual																			
14. 17/04/20	donation							250.00	250.00											IB
	Reimbursement C Kennett, Norton																			
	anti virus, Royal Mail PO Box																			
15. 17/04/20	address and Zoom account							521.37							413.65			20.87	86.9	0 IB
	Mulbery and Co audit meeting in																			
16. 17/04/20	December 2019							262.80							210.24				52.5	6 IB
	Brightplan transport consultant,																			
17. 17/04/20	cemetery lane inquiry							3,703.99							3,086.66				617.3	3 IB
	Phillippa Jarvis, planning																			
18. 17/04/20	consultant, cemetery lane inquiry							1,316.44							1,097.00				219.4	
19. 20/04/20	SSE							76.99					73.33						3.6	6 IB
	C Kennett salary/expenses April																			
20. 25/04/20	2020							1,339.86							18.00	1,321.86				IB
	Greening Westbourne Community																			
21. 27/04/20	Chest grant							64.70	64.70											IB
22. 27/04/20	Kompan playground inspections							324.00							270.00				54.0	0 IB
28/04/202	0 CDC S106 funding Monk's Hill	6,832.12		6,832.12																
	Totals	57,332.12	0.00	6,832.12	50,500.00	0.00	0.00	19,286.45	1,298.00	1,954.50	0.00	120.00	73.33	0.00	6,454.55	1,321.86	0.00	5,822.37	0.00 2,241.8	19,286.50

	Opening balance:	172,017.70																	T	1
	- J	,			INCOME											•				
Invoice reference and date		Receipts Total	Rent	Admin/gr ants				Payments Total		Running	Capital costs and repair (sinking fund)	Capital schemes	Services	Comms	Admin	Clerks salary	Contingency fund			Input VAT
23. 12/05/20	EE mobile phone							29.42	2						24.52	2				4.90
24. 18/05/20	WSCC LGPS April 2020							440.34	Į.						440.34	Į.				
25. 17/05/20	SSE street lights							76.99)				73.33							3.66
	Brightplan traffic consultants, Cemetery Lane							1,800.00)						1,500.00)				300.00
27. 18/05/20	JBC first Precept payment							4,125.00)	4,125.00										
28. 18/05/20	GM Support playground/defib inspections							230.00		230.00										
29. 18/05/20	M Magill reimbursement business leaftet printing							215.37	,					172.37						43.00
30. 18/05/20	M Reed and Co Ltd tree stump removal Monk's Hill							214.00										171.20		42.80
31. 18/05/20	C Kennett salary and expenses May							1,339.86	5						18.00	1,321.86				
32. 28/05/20	Surrey Hills Solicitors advice on charity for Monk's Hill							175.00)						155.00)				20.00
33. 28/05/20	Tuppenny Barn Community Chest grant funding							250.00	250.00											
4/5/20	Wagland and Bray access licence Sydenham Terrace, Covington Road	200.00	200.00)																
	Reeve access licence first installment for 2019-20	25.00	25.00																	
	Southern Co-op grant funding for defibrillator costs	236.00		236.00)															
	Tetale																			444.5
	Totals	461.00	225.00	236.00	0.00	0.00	0.00	8,895.98	250.00	4,355.00	0.00	0.00	73.33	172.37	2,137.86	1,321.86	0.00	171.20	0.00	414.36

Jun-20 163,582.72 Opening balance: INCOME EXPENDITURE S137, Invoice Capital costs Conting S142, Clerk's reference Receipts Admin/gr **Payments** Running and repair Capital ency Grants/E Payment salary and date Description otal ants Precept NP VAT Total donations costs (sinking fund) schemes Services Admin fund Input VAT method Rent Comms Reeve access licence second 02/06/2020 (and final) installment for 2019-20 25.00 25.00 34. 12/06/20 EE mobile phone 29.42 24.52 4.90 DD New Dawn Furniture VE Day 75 1,078.02 898.35 179.67 IB 35. 12/06/20 bench Steve Hayward, electrician installed defib at Village Stores 36. 12/06/20 75.00 75.00 37. 12/06/20 WSCC LGPS May 2020 440.34 440.34 ΙB C Kennett salary and expenses 1,321.86 June 2020 38. 12/06/20 1,339.86 18.00 75.59 39. 19/06/20 SSE street light electricity 3.77 DD 79.36 GM Support playground/defib 40. 24/06/20 inspections 275.00 275.00 Sovereign adult exercise 3,182.47 41. 24/06/20 equipment Monk's Hill 3,818.96 636.49 IB Surrey Hills Solicitor advise on 42. 24/06/20 Monk's Hill Charity 660.00 550.00 110.00 IB Reeve access licence first 12/06/2020 installment for 2020-21 25.00 30/06/2020 CDC S106 final payment 948.8 948.84 Totals 998.84 50.00 948.84 0.00 0.00 0.00 7,795.96 0.00 275.00 0.00 0.00 75.59 0.00 1,032.86 1,321.86 0.00 4,155.82 0.00 934.83 7,795.96

164,581.56 Opening balance: INCOME EXPENDITURE Subs, S137, Capital costs Invoice Paymen Clerk's Contingency reference and Receipts Admin/g Payments S142. Running and repair Capital Grants Input date Description Rent rants Precept NP VAT donations costs (sinking fund) schemes Services Comms salary fund /ER VAT method 43. 12/07/20 EE mobile phone 4.90 DD 24.52 29.42 44. 01/07/20 Mulberry and Co 162.0 135.00 45. 13/07/20 C Kennett salary and expenses 1,339.8 18.00 1,321.86 ΙB 46. 13/07/20 HMRC quarter 2 payment 991.2 991.29 ΙB 47. 13/07/20 WSCC LGPS June 20 440.34 440.34 ΙB Longmeadows quarter 2 3,385.60 3,385.60 ΙB

Jul-20

48. 13/07/20 Steve Hayward removal of SID 49. 13/07/20 padlock 25.00 25.00 50. 20/07/20 SSE street light electricity 76.9 73.33 3.66 IB 51. 17/07/20 GM Support playground inspections 220.0 220.00 C Kennett reimbursement for stamps 52. 22/07/20 and cable ties 6.66 16.92 1.32 IB 53. 22/07/20 Kompan playground inspection 2 351.00 292.50 58.50 IB Longmeadows soil and grass seed 54. 22/07/20 around slide at Monk's Hill 320.00 320.00 03/07/2020 CDC grant payment for VE Day 75 250.00 Totals 250.00 0.00 250.00 0.00 0.00 0.00 7,366.40 0.00 3,932.26 0.00 25.00 73.33 0.00 1,918.57 1,321.86 0.00 0.00 0.00 95.38

	Opening balance:	157,465.16																			
					INCOME		•						E	XPENDITU	RE		•	•			
Invoice reference and date	Description	Receipts Total	Rent	Admin/gr ants		NP		Payments		Running	Capital costs and repair (sinking fund)	Capital schemes	Services	Comms		Clerk's salary	Contingenc y fund			Input VAT	Paymer t method
55. 14/08/20	WSCC street light maintenance 2019- 20							1,440.36		1,200.30										240.06	IB
56. 12/08/20	EE Mobile phone							29.42							24.52					4.90	
57. 14/08/20	WSCC LGPS July 20							440.34							440.34						IB
58. 14/07/20	C Kennett salary and expenses							1,339.86							18.00	1,321.86					IB
59. 14/08/20	GM Support playground inspections							220.00		220.00											IB
60. 14/08/20	Playdale playgrounds new equipment Monk's Hill							5,428.20										4,342.56		1,085.64	IB
	HMRC VAT reimbursement 2019-20	3,736.91					3,736.91														
61. 21/08/20	SSE street light electricity							84.13					80.13							4.00	DD
																					<u> </u>
																					\vdash
																					-
																					\vdash
	Totals	3,736.91	0.00	0.00	0.00	0.00	3,736.91	8,982.31	0.00	1,420.30	0.00	0.00	80.13	0.00	482.86	1,321.86	0.00	4,342.56	0.00	1,334.60	
	Closing balance	152,219.76																			

	Opening balance:	152,219.76																			
					INCOME								EXP	ENDITUR	E						
Invoice reference and date		Receipts Total	Rent	Admin/ grants	Precept	NP		Payments Total		Running	costs and repair (sinking	Capital schemes	Services	Comms		Clerk's salary		Grants/		VAT	Payment method
62. 04/09/20	EE mobile phone							29.42							24.52					4.90	DD
63. 15/09/20	C Kennett salary and expenses and reimbursement defibrillator spare parts, Wel Medical							1,596.96				73.90			18.00	1,490.28				14.78	IB
64. 15/09/20	SSALC training							216.00							180.00					36.00	IB
	Monster Creative business cards for C Kennett and D Mack and ID badge for S Cormack							66.44						55.37						11.07	
66. 15/09/20	Vision ICT web domain renewal							66.00						55.00					\blacksquare	11.00	IB
	GM Support playground inspections WSCC LGPS August 20							275.00 452.37		275.00					452.37				Н		IB IB
	CDC Precept 2nd payment	50,500.00			50,500.00																
69. 16/09/20	SSE street light electricity				,			74.59					71.05							3.54	IB
																			+		
																			\blacksquare		——
	Totals	50,500.00	0.00		50,500.00	0.00	0.00	2,776.78	0.00	275.00	0.00	73.90	71.05	110.37		1,490.28	0.00		0.00	81.29	

Oct-20 Opening balance: 199,942.98 INCOME **EXPENDITURE** Capital Invoice Subs, S137, and repair Paymen reference and Receipts Admin/gra Payments S142, Running (sinking scheme Clerk's Continge Grants/E Input Precept NP VAT VAT Admin date Description Total Rent nts Total donations costs fund) Services Comms salary ncy fund R method 70. 04/10/20 EE mobile phone 29.9 24.52 5.00 DD 500.42 71. 10/10/20 WSCC LGPS 500.44 72. 10/10/20 HMRC quarter 2 1,105.0 1.105.02 Reimbursement L Mortimer plants for 73. 10/10/20 troughs in The Square 24.99 24.99 Millstream Productions photo for interpretation board, NHB 50.00 10.00 IB 74. 10/10/20 60.00 C Kennett salary and expenses and 75. 10/10/20 reimbursement poppy wreath 18.00 1,349.93 1,430.93 65.00 3,440.60 76. 10/10/20 Longmeadows quarter 2 3,440.60 Reimbursement R Hitchcock staple 77. 10/10/20 17.06 20.48 3.42 IB 78. 19/10/20 SSE street light electricity 76.99 73.33 3.66 DD Community Chest grant Glynis Lockley 100.00 79. 19/10/20 100.00 80. 30/10/20 220.0 220.00 G M Support playground inspections Monster Creative covid signs for 81. 30/10/20 playgrounds 111.98 93.32 18.66 IB Brightplan traffic consultant Cemetery 82. 30/10/20 Lane appeal 1,300.10 1,083.42 216.68 IB 83. 30/10/20 Moore external audit 2019/20 480.0 400.00 80.00 IB Totals 0.00 0.00 0.00 0.00 0.00 8,901.49 165.00 3,753.92 0.00 0.00 73.33 0.00 3,148.46 1,349.93 24.99 50.00 0.00 337.42 Closing balance: 191,041.49

-52,162.49

	Opening balance:	191.041.49																			
	oponing balance.	101,041.40		1	INCOME						1			EXPENDIT	URE		ı				
Invoice reference and date	Description	Receipts Total	Rent	Admin/gr ants		NP		Payments Total				Capital schemes	Services	Comms			Contingency fund	Grants/E			Payment method
84. 12/11/20	EE mobile phone							29.42							24.52					4.90	DD
	WSCC trees for Homefield, Edgell and Church Roads (NHB grant)							2,700.00										2,250.00		450.00	IB
	Media 3 newsletter delivery autumn edition							241.30						225.28						16.02	
	WSCC LGPS Oct							452.37							452.37						IB
	C Kennett salary and expenses							1,367.93					70.00		18.00	1,349.93					IB
	SSE street light electricity SSALC data protection workshop, C Kennett							81.91 36.00					78.02		30.00					3.89 6.00	
91. 13/11/20	Vision ICT website and email account hosting 2021							546.00						455.00						91.00	IB
	JBC 2nd precept installment and cemetery extension additional funding							13,001.84		4,125.00								8,876.84			IB
	GM Support playground/defib inspections							220.00		220.00											IB
	C Kennett reimbursement Polybags 5 reels of tape for Monk's Hil Covid-19 measures							50.16		41.80										8.36	IB
	CDC NHB 2020 payment	4,742.38		4,742.38																	
																					1
	Totals	4,742.38	0.00	4,742.38	0.00	0.00	0.00	18,726.93	0.00	4,386.80	0.00	0.00	78.02	680.28	524.89	1,349.93	0.00	11,126.84	0.00	580.17	
	Closing balance:	177,056.94					ĺ						1		1	1		l			i

Closing balance:

171,762.08

Dec-20 Opening balance 177,056.94 INCOME **EXPENDITURE** Invoice Subs, S137, Capital costs Paymen S142, reference and Admin/gr Capital Clerk's Continge Receipts Running and repair Input Γotal ants Precept NP VAT Total donations costs (sinking fund) schemes Services Comms Admin salary ncy fund Grants/ER NP VAT method date Description Rent EE Mobile phone and Westbourne Help 95. 14/12/20 phone 11.14 DD 96. 11/12/20 C Kennett salary and expenses 1,349.93 1,367.93 18.00 IB 97. 11/12/20 WSCC LGPS Nov 20 452.37 98. 21/12/20 SSE street light electricity 74.59 71.05 3.54 DD 99. 11/12/20 SSALC training 72.00 60.00 12.00 IB 100. 11/12/20 Viking stationery 35.70 29.75 5.95 IB 101.11/12/20 PCD Print autumn newsletter printing 195.00 195.00 ΙB G Schofield reimbursement new trees at 102.11/12/20 Monk's Hill recreation ground verge 109.25 109.25 103. 11/12/20 Microshade cloud doc storage and set up 354.00 295.00 59.00 IB C Kennett reimbursement Xmas lights, 104. 11/12/20 batteries, tinsel, and 8 tablet cases 118.59 98.56 20.03 IB Horizon 8 Samsung tablet computers and 105. 23/12/20 one Dell laptop 2,571.60 2,143.00 428.60 IB 140.00 106. 23/12/20 GM Support playground/defib inspections 140.00 107. 23/12/20 SLCC C Kennett subscription 2021 185.00 185.00 IB Allotment rent 2020-21 500.00 108. 23/12/20 LCR magazine subscription 17.00 17.00 ΙB 108. 23/12/20 ICO data protection fee 35.00 35.00 ΙB Totals 500.00 0.00 0.00 0.00 0.00 5,794.86 202.00 249.25 0.00 0.00 71.05 195.00 1,044.37 1,349.93 0.00 2,143.00 0.00 540.26