

FINANCIAL EXTRACT FROM MINUTES
Tuesday 13th July 2021

2553. Financial Matters (for consideration or report)

2553.1 The Summary of Accounts to date was received and noted. Along with estimates for July and August expenditure.

DATE	ACCOUNT / TRANSACTION DETAIL	AMOUNT IN	AMOUNT OUT	BALANCE
Business Reserve A/C				
08-Jun-21	Balance			69223.76
13-Jul-21	Transferred to Community Account		3000.00	66223.76
09-Aug-21	Transfer to Community Account		38000.00	28223.76
Community Account				
08-Jun-21	Balance			832.53
16-Jun-21	Party Tent Hire	50.00		882.53
21-Jun-21	Party Tent Hire	75.00		957.53
28-Jun-21	Party Tent Hire	75.00		1032.53
30-Jun-21	Party Tent Hire	50.00		1082.53
13-Jul-21	Transfer from Business Reserve	3000.00		4082.53
13-Jul-21	July Debits (Estimate)		3417.64	664.89
09-Aug-21	Transfer from Business Reserve (Est)	38000.00		38664.89
09-Aug-21	August Debits (Estimate)		37686.25	978.64

2553.2 July & August payments.

Invoices for July payments have been uploaded into the OneDrive for viewing by Councillors. The Chairman confirmed that he has reviewed the invoices electronically.

Estimated Items: Subject to change. Payments will be processed once invoices are received, confirmed, and authorised.

The BACS payments for July will be drawn up by the Parish Clerk and require authorisation by councillor signatory by Payment Date of 19th July 2021.

Invoices for August payments will be uploaded into the OneDrive for viewing by Councillors. The Chairman to confirm he has reviewed the invoices electronically.

The BACS payments for August will be drawn up by the Parish Clerk and require authorisation by councillor signatory by Payment date of 13th August 2021.

RESOLVED that the payments as listed in the payment schedule be approved.

JULY PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
2553.2.1	E-on	DD	30.71	1.46	29.25
2553.2.2	A&J Lighting Solutions	DD	25.20	4.20	21.00
2553.2.3	Mrs J Bannerman (Salary & Allowance)	BACS	900.90	0.00	900.90
2553.2.4*	Barclaycard	DD	111.03	14.67	96.36
2553.2.5	Royal Mail (PO Box renewal)	BACS	360.00	60.00	300.00
2553.2.6	RCCE (Membership renewal)	BACS	52.80	8.80	44.00
2553.2.7	Woodham Walter Village Hall (Hire of Hall)	BACS	45.00	0.00	45.00
2553.2.8	EALC (Bespoke Essential CiLCA Inv.14232)	BACS	108.00	18.00	90.00
2553.2.9	EALC (CiLCA 2021 Inv.14238)	BACS	690.00	115.00	575.00
2553.2.10	EALC (Standing Orders Inv.14253)	BACS	84.00	14.00	70.00
2553.2.11	SLCC (CiLCA Registration)	BACS	410.00	0.00	410.00

2553.2.12	Skippers Ground Maintenance (Estimate - Await Invoice)	BACS	600.00	100.00	500.00
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ESTIMATES FOR AUGUST PAYMENTS					
Ref:	Payee	Method	Gross	VAT	Net
2553.2.13	E-on	DD	30.71	1.46	29.25
2553.2.14	A&J Lighting Solutions	DD	25.20	4.20	21.00
2553.2.15	Mrs J Bannerman (Salary & Allowance)	BACS	655.00	0.00	655.00
2553.2.16	Barclaycard (to be confirmed)	DD			
2553.2.17	Caloo Ltd (Playground Installation) (await final installation date and invoice)	BACS	28695.34	4782.56	23912.78
2553.2.18	Skippers Ground Maintenance (General Works-await inv)	BACS	600.00	100.00	500.00
2553.2.19	Skippers Ground Maintenance (Playground fence)	BACS	7560.00	1260.00	6300.00
2553.2.20	Zurich Municipal (Addition for Playground - est)	BACS	120.00	0.00	120.00

*2553.2.4 Barclaycard payments:

21/05/21	Disclosure & Barring Service	23.00
08/06/21	RS Components (Padlocks)	64.03
17/06/21	Ring Central (Credit Package)	24.00
TOTAL	(incl. £14.67 VAT)	111.03

2553.3 Councillor Brown confirmed he had reviewed the Bank Statements, Credit Card Statement and Account sheets for May and June and found them to be reconciled correctly.

2553.4 The Quarterly Budget Review was received. A couple of alterations to the layout were requested which the clerk will action.

2553.5 End of Financial Year 2020/2021 – The Clerk notified of an update. The Clerks home working allowance should not be shown under Staff Costs. The figures were correctly reported for 2020/21. This being a change of reporting basis, corresponding figures from the preceding year had to be restated in a similar basis. The forms have been sent to the auditor and posted on website/noticeboard as required.