

Upton Bishop Parish Council

Financial report

For the period 1 April 2019 to 31 January 2020

	Receipts & payments	B/forward from 19/20	Estimate to end of year	Less: VAT	Income & expenditure	Budget	Variance	Note
Precept	8,864	-		-	8,864	8,864	-	
Bank interest	4	-		-	4	-	4	
VAT refund	22	(22)		-	-	-	-	
Income	8,890	(22)		-	8,868	8,864	4	
Salaries	3,062	-	927	-	3,989	3,928	(61)	
Temporary clerk cover	1,200	-		(200)	1,000	1,270	270	The actual cost of cover was less than the budget
Recruitment	240	-		(40)	200	200	-	
Clerk's expenses	219	-	87	(11)	295	151	(144)	Budget didn't include mileage & office costs
Payroll bureau	85	-	40	(15)	110	80	(30)	
Training	-	-		-	-	180	180	
Highways and footpaths	2,802	-	1,024	-	3,826	3,426	(400)	Payments included last year's costs
IT costs	200	-	560	(23)	737	748	11	
Subscriptions	538	-	-	(84)	454	503	49	
Insurance	358	-	(60)	-	298	358	60	
Room hire	380	-	65	-	445	313	(132)	Number of additional meetings in first half of year
Audit	288	-	180	(48)	420	240	(180)	Payments were for last year; this year is accrued
Election	-	-	250	-	250	600	350	Election was uncontested so cost will be less
Loan repayment	2,880	(2,880)		-	-	-	-	
Loan interest	558		96		654	-	(654)	Interest not separated in budget
Contingency						1,200	1,200	Contingency not used
Total expenditure	12,811	(2,880)	3,169	(421)	12,679	13,197	518	
Net income/(expenditure)	(3,921)				(3,811)	(4,333)	522	
Bank balances brought forward	10,068							
Bank balances carried forward	<u>6,147</u>							
Neighbourhood Development Plan								
Income	-	5,880		-	5,880	5,880	-	Grant received last year
Expenditure								
Consultancy	(3,247)	-	(1,967)	124	(5,090)	(4,974)	(116)	
Printing and stationery	(450)	-		12	(438)	(500)	62	
Room hire	(162)	-	(48)	-	(210)	(278)	68	
Miscellaneous	(20)	-		-	(20)	(20)	-	
Surplus/(deficit)	(3,879)	5,880		136	122	108	14	
Bank reserve balances b/forward	5,816							
Bank reserve balances c/forward	<u>1,937</u>							

Upton Bishop Parish Council
Income and expenditure account
31 January 2020

	Actual										Year to date		Forecast		Total 2019-2020			
	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Actual	Budget	Feb-20	Mar-20	Forecast	Budget	Variance £	%
General operating fund																		
Income																		
Precept	742	738	738	738	738	738	742	738	738	738	7,388	7,388	738	738	8,864	8,864	-	-
Bank interest	-	-	-	-	1	1	-	-	2	-	4	-	-	-	4	-	4	4%
Total general income	742	738	738	738	739	739	742	738	740	738	7,392	7,388	738	738	8,868	8,864	4	0%
Expenditure																		
Salaries	241	228	-	-	440	440	440	440	440	440	3,109	3,048	440	440	3,989	3,928	(61)	(2%)
Temporary clerk cover	-	-	-	1,000	-	-	-	-	-	-	1,000	1,270	-	-	1,000	1,270	270	21%
Recruitment	-	-	-	200	-	-	-	-	-	-	200	200	-	-	200	200	-	-
Clerk's expenses	-	-	-	59	27	16	18	88	26	9	243	131	26	26	295	151	(144)	(95%)
Payroll bureau	-	-	-	-	13	18	13	13	14	13	84	60	13	13	110	80	(30)	(38%)
Training	-	-	-	-	-	-	-	-	-	-	-	180	-	-	-	180	180	100%
Highways and footpaths	1,072	225	225	256	256	256	256	256	256	256	3,314	2,954	256	256	3,826	3,426	(400)	(12%)
IT costs	-	55	-	15	14	67	7	7	7	7	179	706	29	529	737	748	11	1%
Subscriptions	69	35	35	35	35	35	35	35	35	35	384	433	35	35	454	503	49	10%
Insurance	(2)	-	30	30	30	30	30	30	30	30	238	298	30	30	298	358	60	17%
Room hire	72	60	61	-	104	8	38	12	25	25	405	273	20	20	445	313	(132)	(42%)
Audit	-	-	-	-	275	15	55	15	15	15	390	230	15	15	420	240	(180)	(75%)
Election	-	-	-	-	-	-	-	-	-	-	-	600	250	-	250	600	350	58%
Loan interest	-	-	-	-	-	344	56	53	56	49	558	-	46	50	654	-	(654)	(654%)
Contingency	-	-	-	-	-	-	-	-	-	-	-	1,000	-	-	-	1,200	1,200	100%
Total general expenditure	1,452	603	351	1,595	1,194	1,229	948	949	904	879	10,104	11,383	1,160	1,414	12,678	13,197	519	4%
General surplus/(deficit)	(710)	135	387	(857)	(455)	(490)	(206)	(211)	(164)	(141)	(2,712)	(3,995)	(422)	(676)	(3,810)	(4,333)	523	(12%)
Neighbourhood Development Plan																		
Income	-	-	-	-	-	-	1,711	-	2,202	-	3,913	3,621	580	807	5,300	5,880	(580)	(10%)
Expenditure																		
Consultancy	(622)	-	-	-	(299)	-	-	-	(2,202)	-	(3,123)	(2,747)	(580)	(807)	(4,510)	(4,974)	464	(9%)
Printing and stationery	-	-	-	-	-	(438)	-	-	-	-	(438)	(500)	-	-	(438)	(500)	62	(12%)
Room hire	(102)	-	(16)	-	(28)	-	(14)	(2)	(16)	-	(178)	(246)	(16)	(16)	(210)	(278)	68	(24%)
Miscellaneous	-	-	(20)	-	(31)	31	-	-	-	-	(20)	(20)	-	-	(20)	(20)	-	-
Surplus/(deficit)	(724)	-	(36)	-	(358)	(407)	1,697	(2)	(16)	-	154	108	(16)	(16)	122	108	14	13%
Total surplus/(deficit)	(1,434)	135	351	(857)	(813)	(897)	1,491	(213)	(180)	(141)	(2,558)	(3,887)	(438)	(692)	(3,688)	(4,225)	537	(13%)

Upton Bishop Parish Council
Cash flow statement
31 January 2020

	Actual										year to date	Forecast		Projection for year
	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20		Feb-20	Mar-20	
Precept	4,432	-	-	-	-	4,432	-	-	-	-	8,864	-	-	8,864
Interest receivable	-	-	1	-	-	1	-	-	2	-	4	-	-	4
VAT refund	-	-	-	22	-	-	-	-	-	-	22	-	-	22
Income	4,432	-	1	22	-	4,433	-	-	2	-	8,890	-	-	8,890
Salaries	242	182	-	-	352	528	486	405	392	475	3,062	392	392	3,846
Temporary clerk cover	-	-	-	-	1,200	-	-	-	-	-	1,200	-	-	1,200
Recruitment	-	-	-	-	-	-	240	-	-	-	240	-	-	240
Clerk's expenses	-	15	-	-	70	-	35	25	26	48	219	26	26	271
Payroll bureau	-	-	-	-	-	-	38	-	-	47	85	-	-	85
Training	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Highways and footpaths	660	220	-	642	-	-	512	256	-	512	2,802	256	256	3,314
IT costs	-	55	-	17	8	8	88	8	8	8	200	8	8	217
Subscriptions	538	-	-	-	-	-	-	-	-	-	538	-	-	538
Insurance	-	-	358	-	-	-	-	-	-	-	358	-	-	358
Room hire	-	72	-	121	-	-	96	-	-	91	380	-	-	380
Audit	-	-	-	-	240	-	-	-	48	-	288	-	-	288
Election	-	-	-	-	-	-	-	-	-	-	-	250	-	250
General expenditure	1,440	545	358	780	1,870	536	1,495	694	474	1,181	9,373	932	682	10,987
PWB loan repayment	-	-	-	1,719	-	-	-	-	1,719	-	3,438	-	-	3,438
Total expenditure	1,440	545	358	2,499	1,870	536	1,495	694	2,193	1,181	12,811	932	682	14,425
Net income/(expenditure)	2,992	(545)	(357)	(2,477)	(1,870)	3,897	(1,495)	(694)	(2,191)	(1,181)	(3,921)	(932)	(682)	(5,535)
Bank balances brought forward	10,068	13,060	12,516	12,158	9,682	7,811	11,708	10,213	9,519	7,328	10,068	6,195	5,263	10,068
Bank balances carried forward	13,060	12,516	12,158	9,682	7,811	11,708	10,213	9,519	7,328	6,147	6,147	5,263	4,581	4,533
Neighbourhood Development Plan														
NDP consultancy	-	-	747	-	-	299	-	-	-	2,202	3,247	580	1,325	5,152
NDP printing and stationery	-	-	-	-	-	-	450	-	-	-	450	-	-	450
NDP Room hire	-	102	-	16	-	-	28	-	-	16	162	16	16	194
NDP miscellaneous	-	-	-	20	-	-	-	-	-	-	20	-	-	20
NDP expenditure	-	102	747	36	-	299	478	-	-	2,218	3,879	596	1,341	5,816
Bank reserve balances b/forward	5,816	5,816	5,714	4,967	4,931	4,931	4,633	4,155	4,155	4,155	5,816	1,937	1,341	5,816
Bank reserve balances c/forward	5,816	5,714	4,967	4,931	4,931	4,633	4,155	4,155	4,155	1,937	1,937	1,341	(0)	(0)