

Accounts Report Pack – FRODSHAM TOWN COUNCIL MEETING 22ND MARCH 2021

Author: Jo O'Donoghue (Town Clerk and Responsible Finance Officer)

Date of report: 17/03/2021

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Frodsham Town Council 2020/2021

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Cashbook 1

User: JO

Current Bank A/c

For Month No: 11

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		175,822.46					175,822.46	
T3055	Banked: 05/02/2021	480.00						
T3055	Dignity Funerals	480.00			1300	130	480.00	T3055
T3059	Banked: 12/02/2021	4,746.72						
T3059	CWAC	4,746.72			1110	100	4,746.72	CPH/R14
T3063	Banked: 16/02/2021	75.00						
T3063	Blackwells	75.00			1301	130	75.00	T3063
T7034	Banked: 22/02/2021	75.00						
T7034	D G Baines	75.00			1301	130	75.00	T7034
T3061	Banked: 22/02/2021	10.00						
T3061	D G Baines	10.00			1301	130	10.00	T3061
T7250/1	Banked: 23/02/2021	200.00						
T7250/1	History Society	200.00			1990	100	200.00	Grant payment not received
Total Receipts for Month		5,586.72	0.00	0.00			5,586.72	
Cashbook Totals		<u>181,409.18</u>	<u>0.00</u>	<u>0.00</u>			<u>175,822.46</u>	

Date: 17/03/2021

Frodsham Town Council 2020/2021

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Cashbook 1

User: JO

Current Bank A/c

For Month No: 11

Payments for Month 11

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/02/2021	Prism Ltd	DD	132.65		22.11	4180	100	110.54	Phone charges
01/02/2021	Scottish Power	DD	10.00		1.67	4600	130	8.33	Cemetery electric
01/02/2021	CWAC	DD	510.00		85.00	4240	100	425.00	CPH rent
01/02/2021	CWAC	DD	125.00			4250	100	125.00	CPH rates
02/02/2021	Waterplus	DD	82.06			4600	130	82.06	Cemetery water (Sept -Jan)
04/02/2021	Waterplus	DD	16.41			4600	100	16.41	Ashton Dr allotments
08/02/2021	Bates Office Services Ltd	BACS	6.60		1.10	4160	100	5.50	Office supplies
08/02/2021	CANDA COPYING	BACS	26.03		4.34	4190	100	21.69	Charges
08/02/2021	Northwich Town Council	BACS	1,675.80		279.30	4801	170	1,396.50	GM SLA
08/02/2021	H E Coward	BACS	1,430.00			4513	100	1,430.00	143 vouchers
08/02/2021	Rabbit Digital	BACS	120.00			4200	100	120.00	February IT
08/02/2021	CANDA COPYING	BACS	116.59		19.43	4190	100	97.16	Photocopier hire
08/02/2021	Jo O'Donoghue	BACS	100.73			4210	100	100.73	Exp - Zoom x 7
08/02/2021	Northwich Town Council	BACS	2,310.30		385.05	4801	170	1,925.25	GM SLA Oct 20
08/02/2021	CANDA COPYING	BACS	116.59		19.43	4190	100	97.16	Duplicate T222 - TBR
08/02/2021	E Kenny	BACS	3.25			4160	100	3.25	Key to filing cabinet
11/02/2021	Smith of Derby	BACS	180.00		30.00	8000	100	150.00	Repair & set time
11/02/2021	Northwich Town Council	BACS	1,675.80		279.30	4801	170	1,396.50	SLA January
11/02/2021	Northwich Town Council	BACS	117.60		19.60	4990	130	98.00	Toilet cleaning 10/11/12/01
11/02/2021	Northwich Town Council	BACS	413.10		68.85	4320	130	344.25	Grave turfing x 27
11/02/2021	Community Heartbeat	BACS	154.80		25.80	4806	170	129.00	3 x adult defib pads
11/02/2021	KPS Architects Ltd	BACS	84.86		14.14	4440	110	70.72	Final contract admin
11/02/2021	KDE	BACS	4,285.93		714.32	4420	100	3,571.61	Repair festoon lights
11/02/2021	The Christmas Decorators	BACS	2,145.00			4990	100	2,145.00	Xmas tree
11/02/2021	BB Online	BACS	192.36		32.06	4210	100	160.30	FTC to 3/03/23
15/02/2021	Frodsham Coffee Shop	BACS	30.00			4513	100	30.00	3 x vouchers
15/02/2021	4th Frodsham Scouts	BACS	80.00			4513	100	80.00	8 x vouchers
15/02/2021	The Vintage Tea Shop	BACS	210.00			4513	100	210.00	21 x vouchers
15/02/2021	Devonshire Bakery	BACS	340.00			4513	100	340.00	34 x vouchers
15/02/2021	Staff salary	BACS	719.22			4000	100	719.22	Staff salary JB
15/02/2021	HMRC	BACS	802.80			4030	100	802.80	Feb payments
15/02/2021	Staff salary	BACS	915.58			4000	100	915.58	Staff salary Feb
15/02/2021	Feeofees	BACS	1,100.00			4809	170	1,100.00	Townfield Lane field
15/02/2021	Salary - Feb	BACS	2,343.20			4000	100	2,343.20	Salary
15/02/2021	Cheshire Pensions	BACS	1,234.00			4040	100	1,234.00	Feb 2021
15/02/2021	Staff salary	BACS	622.28			4000	100	622.28	Staff salary
16/02/2021	4th Frodsham Scouts	BACS	80.00			4513	100	80.00	Duplicate T7214 - RC
16/02/2021	Browsers Bazaar	BACS	10.00			4513	100	10.00	1 x voucher
16/02/2021	Kates Closet	BACS	130.00			4513	100	130.00	13 x vouchers
16/02/2021	Home & Beauty	BACS	180.00			4513	100	180.00	18 x vouchers
22/02/2021	B & M Waste Services	BACS	93.50		15.58	4600	130	77.92	January 2021
22/02/2021	Robert Gleave and Sons	BACS	602.06		100.34	4514	100	501.72	82 bags grit/delivery
23/02/2021	4 Seasons 4 Food	BACS	510.00			4513	100	510.00	51 x vouchers
23/02/2021	Frodsham Manor School PTA	BACS	410.00			4220	100	410.00	Grant 2020
23/02/2021	Frodsham History Society	BACS	200.00			4220	100	200.00	Grant 2020
23/02/2021	Girlguiding Frodsham	BACS	900.00			4220	100	900.00	2020 Grant
24/02/2021	KDE	BACS	78.14		13.02	4600	130	65.12	Repair water leak

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Date: 17/03/2021

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Cashbook 1

User: JO

Current Bank A/c

For Month No: 11

Payments for Month 11

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
24/02/2021	Zurich Charities Acct	BACS	99.31			4805	170	99.31	Hob Hey Wood Friends insurance
25/02/2021	FCA	BACS	100.00			4513	100	100.00	10 x vouchers
25/02/2021	Prism Ltd	BACS	255.89		42.65	4210	100	213.24	IT Services
Total Payments for Month			28,077.44	0.00	2,173.09			25,904.35	
Balance Carried Fwd			153,331.74						
Cashbook Totals			181,409.18	0.00	2,173.09			179,236.09	

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Frodsham Town Council 2020/2021

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Detailed Income & Expenditure by Budget Heading 01/02/2021

Month No: 11

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Policy Process & Revenue								
1076 Precept	0	229,679	229,679	0			100.0%	
1090 Income - Interest	7	554	1,500	946			36.9%	
1110 Income - CHP	4,747	4,799	5,000	201			96.0%	
1890 Income - Allotments	0	0	927	927			0.0%	
1990 Income - Other	200	6,484	16,000	9,516			40.5%	
7000 Income - CIL	0	1,179	0	(1,179)			0.0%	
9000 Income - Reception Services (C	0	5,060	0	(5,060)			0.0%	
Policy Process & Revenue :- Income	4,954	247,755	253,106	5,351			97.9%	0
4000 Staff Salary	4,600	52,092	65,761	13,669		13,669	79.2%	
4030 PAYE and NI	803	13,267	4,190	(9,077)		(9,077)	316.6%	
4040 Pension	1,234	13,734	10,400	(3,334)		(3,334)	132.1%	
4070 Training - Staff	0	395	1,200	805		805	32.9%	
4090 Training - Councillor	0	75	1,000	925		925	7.5%	
4120 Audit Fees	0	346	1,500	1,154		1,154	23.1%	
4130 Professional Fees	0	1,636	2,000	364		364	81.8%	
4140 Subscriptions & Memberships	0	1,975	2,200	225		225	89.8%	
4150 Insurance	0	2,769	2,500	(269)		(269)	110.8%	
4160 Stationery	9	179	500	321		321	35.8%	
4170 Postage	0	30	150	120		120	19.7%	
4180 Telephone & Broadband	111	1,969	1,750	(219)		(219)	112.5%	
4190 Photocopier	216	539	720	181		181	74.8%	
4200 Website	120	1,032	1,500	468		468	68.8%	
4210 IT	474	2,637	2,750	113		113	95.9%	
4220 Grants Paid	1,510	1,510	20,000	18,490		18,490	7.5%	
4240 Rent	425	4,675	5,100	425		425	91.7%	
4250 Rates	125	1,248	1,500	253		253	83.2%	
4260 Pub Consultations	0	0	900	900		900	0.0%	
4270 Adverts	0	0	1,800	1,800		1,800	0.0%	
4420 Xmas Lights	3,572	3,572	0	(3,572)		(3,572)	0.0%	
4430 Over 70s	0	70	0	(70)		(70)	0.0%	
4511 Storage Facility	0	536	1,102	567		567	48.6%	
4512 Vending Machine	0	0	500	500		500	0.0%	
4513 Over 70s	3,100	5,315	15,000	9,685		9,685	35.4%	
4514 Winter Gritting	502	502	1,000	498		498	50.2%	
4515 Allotments	0	554	1,000	446		446	55.4%	
4516 War Memorial Maintenance	0	0	1,000	1,000		1,000	0.0%	
4517 CCTV	0	4,500	5,000	500		500	90.0%	
4518 Community Safety	0	3,497	7,000	3,503		3,503	50.0%	
4519 Frodsham Youth Association	0	10,000	10,000	0		0	100.0%	

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Frodsham Town Council 2020/2021

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Detailed Income & Expenditure by Budget Heading 01/02/2021

Month No: 11

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4600 Utilities	16	16	0	(16)		(16)	0.0%	
4612 Regalia	0	0	1,000	1,000		1,000	0.0%	
4613 Neighbourhood Plan	0	270	3,000	2,730		2,730	9.0%	
4735 Mayor Allowance	0	1,060	1,000	(60)		(60)	106.0%	
4810 Elections	0	0	5,000	5,000		5,000	0.0%	
4990 Sundries	2,145	3,478	0	(3,478)		(3,478)	0.0%	
8000 Town Clock	150	2,439	0	(2,439)		(2,439)	0.0%	
Policy Process & Revenue :- Indirect Expenditure	19,111	135,914	179,023	43,109	0	43,109	75.9%	0
Movement to/(from) Gen Reserve	(14,158)	111,841						
<u>110 Community</u>								
4440 War Memorial	71	26,018	0	(26,018)		(26,018)	0.0%	
Community :- Indirect Expenditure	71	26,018	0	(26,018)	0	(26,018)		0
Movement to/(from) Gen Reserve	(71)	(26,018)						
<u>130 Cemetery</u>								
1300 Income - Burial Fees	480	20,460	13,000	(7,460)			157.4%	
1301 Income - Memorials	160	1,125	0	(1,125)			0.0%	
Cemetery :- Income	640	21,585	13,000	(8,585)			166.0%	0
4250 Rates	0	1,432	1,400	(32)		(32)	102.3%	
4320 Maintenance	344	467	0	(467)		(467)	0.0%	
4550 Plaques & Memorials	0	0	200	200		200	0.0%	
4560 Waste Removal	0	562	1,080	518		518	52.0%	
4600 Utilities	233	856	600	(256)		(256)	142.6%	
4990 Sundries	98	1,881	400	(1,481)		(1,481)	470.2%	
Cemetery :- Indirect Expenditure	676	5,197	3,680	(1,517)	0	(1,517)	141.2%	0
Movement to/(from) Gen Reserve	(36)	16,388						
<u>140 Events</u>								
1470 Xmas donations	0	100	0	(100)			0.0%	
Events :- Income	0	100	0	(100)				0
4700 Town Meetings	0	0	200	200		200	0.0%	
4710 Festival of Walks	0	0	1,250	1,250		1,250	0.0%	
4720 Remembrance Sunday	0	0	350	350		350	0.0%	
4721 VE Day	0	0	6,500	6,500		6,500	0.0%	
4722 Halloween	0	84	750	666		666	11.2%	
4730 Christmas Festival	0	720	6,000	5,280		5,280	12.0%	
4740 NY Eve	0	0	3,000	3,000		3,000	0.0%	

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Detailed Income & Expenditure by Budget Heading 01/02/2021

Month No: 11

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4750 Sponsorship Fund	0	0	1,000	1,000		1,000	0.0%	
Events :- Indirect Expenditure	0	804	19,050	18,246	0	18,246	4.2%	0
Movement to/(from) Gen Reserve	0	(704)						
<u>150 Capital</u>								
4570 Burial Ground Extension	0	11,458	0	(11,458)		(11,458)	0.0%	
Capital :- Indirect Expenditure	0	11,458	0	(11,458)	0	(11,458)		0
Movement to/(from) Gen Reserve	0	(11,458)						
<u>170 Amenities</u>								
4801 Contract No 1	4,718	19,331	24,300	4,969		4,969	79.6%	
4802 Contract No 2	0	6,451	10,000	3,549		3,549	64.5%	
4803 Play Area repairs/refurb	0	883	4,500	3,617		3,617	19.6%	
4804 Tree Works	0	0	2,000	2,000		2,000	0.0%	
4805 Hob Hey Wood	99	484	5,000	4,516		4,516	9.7%	
4806 Defibrillator Maintenance	129	1,121	2,000	879		879	56.0%	
4807 Replacement Lights	0	2,962	10,000	7,038		7,038	29.6%	
4808 Bulbs	0	0	80	80		80	0.0%	
4809 Rent & Rates	1,100	1,100	2,000	900		900	55.0%	
4811 Street Furniture	0	0	1,000	1,000		1,000	0.0%	
4812 Xmas Light Bulbs	0	0	750	750		750	0.0%	
4813 Additional grounds maint	0	2,130	6,000	3,870		3,870	35.5%	
Amenities :- Indirect Expenditure	6,047	34,463	67,630	33,167	0	33,167	51.0%	0
Movement to/(from) Gen Reserve	(6,047)	(34,463)						
Grand Totals:- Income	5,594	269,440	266,106	(3,334)			101.3%	
Expenditure	25,904	213,854	269,383	55,529	0	55,529	79.4%	
Net Income over Expenditure	(20,311)	55,586	(3,277)	(58,863)				
Movement to/(from) Gen Reserve	(20,311)	55,586						

Date: 17/03/2021

Frodsham Town Council 2020/2021

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**Bank Reconciliation Statement as at 28/02/2021
for Cashbook 1 - Current Bank A/c**

User: JO

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/c Directplus	28/02/2021	706	153,331.74
			<u>153,331.74</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			153,331.74
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			153,331.74
		Balance per Cash Book is :-	153,331.74
		Difference is :-	0.00

701-0890536149310600-130221-005832.1634.txt

BRANCH : WARRINGTON 0890536149310600 PAGE 704

BIC : CPBKGB22 IBAN : GB54CPBK08905361493106

TYPE : COMMUNITY DIR FRODSHAM TOWN COUNCIL 12 FEB 21

Date	Description	Withdrawals	Deposits	Balance
01 FEB 21	DD CHESHIRE WEST AND 600788120	125.00		
01 FEB 21	DD TELECOMS TELE1035 180751	132.65		
01 FEB 21	DD SCOTTISHPOWER 54781325010	10.00		
01 FEB 21	DD CHESHIRE WEST FUND 215317	510.00		175,044.81
02 FEB 21	DD WATER PLUS 4075954477	82.06		174,962.75
04 FEB 21	DD WATER PLUS 4076429175	16.41		174,946.34
05 FEB 21	000000 CREDIT 4423100065880001		480.00	175,426.34
08 FEB 21	MS E KENNY EXP-KEY	3.25		
08 FEB 21	BATES OFFICE SERVI SI412061	6.60		
08 FEB 21	JO O'DONOGHUE ZOOM X 7	100.73		
08 FEB 21	CANDA COPYING LTD FRODSHAM TOWN COUN	116.59		
08 FEB 21	RABBIT 2983	120.00		
08 FEB 21	H E COWARD LLP T7232	1,430.00		
08 FEB 21	NORTHWICH TOWN COU 4706	1,675.80		
08 FEB 21	NORTHWICH TOWN COU 4575	2,310.30		
08 FEB 21	CANDA COPYING LTD 420798	116.59		
08 FEB 21	CANDA COPYING LTD 420799	26.03		169,520.45
11 FEB 21	KPS ARCHITECTS LTD 2012/A/03	84.86		
11 FEB 21	THE COMMUNITY HEAR 7475	154.80		
11 FEB 21	NORTHWICH TOWN COU 4758	2,206.50		
11 FEB 21	KDE LTD INV/1591176	4,285.93		
11 FEB 21	Smith of Derby 0000117394	180.00		
11 FEB 21	THE CHRISTMAS DECO 20185642	2,145.00		
11 FEB 21	BB ONLINE UK LTD 556369	192.36		160,271.00
12 FEB 21	CHESHIRE WEST		4,746.72	165,017.72

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BRANCH : WARRINGTON

0890536149310600

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BIC : CPBKGB22

IBAN : GB54CPBK08905361493106

TYPE : COMMUNITY DIR FRODSHAM TOWN COUNCIL

23 FEB 21

Date	Description	Withdrawals	Deposits	Balance
15 FEB 21	FRODSHAM COFFEE SH OVER 70S/T7224	30.00		
15 FEB 21	4TH FRODSHAM SCOUT OVER 70S/T7214	80.00		
15 FEB 21	THE VINTAGE TEASHO OVER70S/T7225	210.00		
15 FEB 21	DEVONSHIRE BAKERY OVER 70S/T7240	340.00		
15 FEB 21		622.28		
15 FEB 21		719.22		
15 FEB 21	HMRC 709PA00115747	802.80		
15 FEB 21		915.58		
15 FEB 21	THE FEEFEES OF FR FTC TOWNFIELD LANE	1,100.00		
15 FEB 21		2,343.20		
15 FEB 21	CHESHIRE PENSIONS 9852093	1,234.00		156,620.64
16 FEB 21	KATES CLOSET EP21047N7879017	130.00		
16 FEB 21	BROWSERS BAZAAR	10.00		
16 FEB 21	4TH FRODSHAM SCOUT	80.00		
16 FEB 21	HOME 7 BEAUTY	180.00		
16 FEB 21	BALACKWELLS S/C L GC/SE MORTON BYRD		75.00	156,295.64
22 FEB 21	DD BAGNALL & MORRIS W F568FRODSHAM	93.50		
22 FEB 21	D.G.Baines Memoria Newport CAFAM143		10.00	
22 FEB 21	D.G.Baines Memoria Oldham memorial		75.00	156,287.14
23 FEB 21	FRODSHAM & DISTRIC	200.00		
23 FEB 21	FRODSHAM MANOR PTA FTC/T7252	410.00		
23 FEB 21	4 SEASONS 4 FOOD L FTC/7254	510.00		
23 FEB 21	ROBERT GLEAVE & SO 1953/T7253	602.06		
23 FEB 21	GIRLGUIDING FRODSH FTC/T7249	900.00		
23 FEB 21	FRODSHAM & DISTRIC		200.00	153,865.08

701-0890536149310600-270221-012016.14132.txt

BRANCH : WARRINGTON 0890536149310600 PAGE 706
BIC : CPBKGB22 IBAN : GB54CPBK08905361493106
TYPE : COMMUNITY DIR FRODSHAM TOWN COUNCIL 26 FEB 21

Date	Description	Withdrawals	Deposits	Balance
24 FEB 21	KDE LTD INV/1597720	78.14		
24 FEB 21	ZURICH CHARITIES I XOA1220656883	99.31		
24 FEB 21	FRODSHAM COMMUNITY OVER 70/T7256	100.00		153,587.63
25 FEB 21	DD PRISM BUSINESS DEV PRSM3947 146200	255.89		153,331.74

Date: 17/03/2021

Frodsham Town Council 2020/2021

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Time: 10:21

**Bank Reconciliation Statement as at 28/02/2021
for Cashbook 2 - Investment A/c CCLA**

User: JO

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Investment A/c CCLA	28/02/2021		227,600.07
			<u>227,600.07</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			227,600.07
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			227,600.07
		Balance per Cash Book is :-	227,600.07
		Difference is :-	0.00

STATEMENT

Ms J O'Donoghue
Frodsham Town Council
Castle House
Castle Park
FRODSHAM
WA6 6SB
UK

CLIENT: FRODSHAM TOWN COUNCIL

ACCOUNT NAME:

ACCOUNT NUMBER: 0126850001PC

Statement at 28 February 2021

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/02/21	Brought Forward			227,593.07	
01/02/21	Dividend reinvested		7.00	227,600.07	4
28/02/21	Carried Forward			227,600.07	4

Statement of Dividends paid during the month to 28 February 2021

Date	Receiving Account	Amount Paid £
01-02-21	Dividend reinvested	7.00

**From May 2020, prices and yields
for CCLA's Funds will no longer
appear in the Financial Times. To
view the fund prices and yields,
please visit www.ccla.co.uk**