

Financial Management Report – 22 October 2018

This pack contains:

Summary of expenditure
Key Observations
Breakdown of 'Other Income'
Bank Reconciliation

Bank statements
Detailed spend against budget
Monthly breakdown of payments & receipts
Detailed breakdown of payments & receipts

Accounts Analysis - Budget compared to Actuals to end of September 2018 – Summary

2019-19	Budget	1 Qtr	Jul&Aug	Sept	2 Qtr	Total	Balance
			2018	2018			
Environment	10,000.00	1,143.34	496.60	0.00	496.60	1,639.94	8,360.06
Community	73,600.00	6,914.41	9,355.23	1,376.07	10,731.30	17,645.71	55,954.29
Cemetery	7,400.00	1,807.20	1,135.20	850.95	1,986.15	3,793.35	3,606.65
Events	16,000.00	304.89	688.49	400.00	1,088.49	1,393.38	14,606.62
P&P	129,854.00	26,839.06	14,563.51	11,358.31	25,921.82	52,760.88	77,093.12

Capital/projects	88,300	52,367.14	270.00	2,394.75	2,664.75	55,031.89	33,268.11
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VAT		9,573.76	2,538.75	690.13	3,228.88	12,802.64	-12,802.64
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Total Payments	326,954	98,949.80	29,047.78	17,070.21	46,117.99	145,067.79	181,886.21
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Total Receipts	291,726	239,932.53	30,126.48	2,034.00	32,160.48	272,093.01	-19,632.99
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Key observations:

Receipts:

- Bank of Scotland have given us a credit after upholding a complaint made against them - £350.

Payments

- Refund of field rental after fun fair cancelled due to the field being too wet - £400.
- Defibrillator for District Taxis, which will be refunded by Love Frodsham - £1,038.
- Payment of External Auditors - £600+VAT.
- Repairs to Park Lane wall - £580.

Other Income - £8,623.10

To date we have received the following under the Other heading:

Voucher No	Date	Description	Other
T2548	13/04/2018	Radar Keys - Cemetery	4.00
T2549	13/04/2018	Allotment Fee - 3A plus NAA sub	5.00
T2550	13/04/2018	Allotment Fee - 1 plus NAA sub	5.00
T2551	13/04/2018	FoW coach fee walk 22	6.50
T2552	13/04/2018	Allotment Fee - 14 plus NAA sub	5.00
T2553	13/04/2018	Allotment Fee - 4 plus NAA sub	5.00
T2554	13/04/2018	Allotment Fee - 3 plus NAA sub	5.00
T2555	13/04/2018	Allotment Fee - 16 plus NAA sub	5.00
T2557	13/04/2018	CWAC Reception Costs	3,900.00
T2558	27/04/2018	Allotment Fee - 6B plus NAA sub	5.00
T2559	27/04/2018	Allotment Fee - 12 plus NAA sub	5.00
T2560	27/04/2018	Allotment Fee - 17 plus NAA sub	5.00
T2561	27/04/2018	Allotment Fee - 8 plus NAA sub	5.00
T2565	27/04/2018	Allotment Fee - 5 plus NAA sub	5.00
T2567	01/05/2018	Allotment Fee - 10 plus NAA sub	5.00
T2568	02/05/2018	Allotment Fee - 7 plus NAA sub	5.00
T2568	02/05/2018	Allotment Fee - 2 plus NAA sub	5.00
T2570	02/05/2018	Allotment Fee - 9 plus NAA sub	5.00

T2571	02/05/2018	Allotment Fee - 4 plus NAA sub	5.00
T2572	02/05/2018	Allotment Fee - 1 plus NAA sub	5.00
T2575	02/05/2018	Allotment Fee - 15 plus NAA sub	5.00
T2576	02/05/2018	Allotment Fee - 7 plus NAA sub	5.00
T2580	14/05/2018	Eventbrite - Coach Fares FoW	141.00
T2581	08/05/2018	Allotment Fee - 11 plus NAA sub	5.00
T2595	31/05/2018	Allotment Fee - 6 plus NAA sub	5.00
T2587	01/06/2018	Allotment Fee - 2 plus NAA sub	5.00
T2594	08/06/2018	Allotment Fee - 8 plus NAA sub	5.00
T2606	26/06/2018	Allotment Fee - 5 plus NAA sub	5.00
T2598	04/07/2018	Red Lion Bowling Club Rent	5.00
T2602	04/07/2018	Allotment Fee - 6A plus NAA sub	5.00
T2616	01/08/2018	CWAC - Reception Cost	4,091.60
T2646	27/09/2018	Bank of Scotland – credit ref complaint	350.00
			£8,623.10

Bank Reconciliation

Bank Accounts	
Bank of Scotland	202,183.98
Co-operative Instant Access	120,070.39
Co-operative Directplus	62,586.05
Less unpresented cheques	-4,162.20
Plus uncleared receipts	0.00
	<u>380,678.22</u>

Bank Reconciliation	30/09/2018
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Balance b/f	253,653.00
Plus Receipts	272,093.01
Less Payments	-145,067.79
Balance c/f	<u>380,678.22</u>

Your account statement
Statement sheet number: **36**
Issue date: **28 September 2018**
Page: **1 of 2**

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FRODSHAM TOWN COUNCIL
TOWN CLERK
CASTLE PARK HOUSE
CASTLE PARK
FRODSHAM
WA6 6SB

Write to us at:
Bank of Scotland
PO Box 1000
BX2 1LB

Call us on: **0345 300 0268** (from UK)
+44 131 549 8724 (from Overseas)

Visit us online: www.bankofscotland.co.uk

Your branch: **CENTRAL BANKING BR**
Sort code: **12-20-29**
Account number: **06074162**
BIC: **BOFSGB21281**
IBAN: **GB40 BOFS 1220 2906 0741 62**

CORP BESP CALL ACC
FRODSHAM TOWN COUNCIL

Account Summary

Balance On 31 August 2018	£201,719.03
Total Paid In	£464.95
Total Paid Out	£0.00
Balance On 27 September 2018	£202,183.98

Account Activity

Date	Payment type	Details	Transactions (£)	Balance (£)
31 Aug 18		BALANCE BROUGHT FORWARD		201,719.03
10 Sep 18		INTEREST (GROSS) T2645	114.95 CR	201,833.98
27 Sep 18	Transfer	RP13597307 CREDIT REF COMPLAINT T2646	350.00 CR	202,183.98

BALANCE @ 30/7/18 201639.48 -
 - " - 31/8/18 201719.03

 79.55 GROSS INTEREST AUGUST. T2646
 BANK STATEMENT FOR END AUGUST NOT RECEIVED

Messages

For important information about compensation arrangements, please refer to the back of this statement.

M3289TONLP7

PGIT04F0000000

D3289T0005B

Accounts Information > Transactions > Print Preview

Transactions

Account 0890536149310650
Date From: 01/04/2018 To: 30/09/2018

Date	Description	Bank Reference	Customer Reference	Credit	Debit	Additional Information	Running Balance
05/04/2018	Bank Credit Interest			9.06			10,070.39
01/06/2018	Transfer In	EP1815248147646	FRODSHAM TOWN COUN	150,000.00		08905361493106	160,070.39
22/06/2018	Book Transfer	EP1817348562189	FRODSHAM TOWN COUN		40,000.00	08905361212028	120,070.39
Balance @ 30/9/18							

Back

phone 03457 213 213

MRS H CATT

Frodsham Town Council
Castle Park House
Castle Park
Frodsham Cheshire
WA6 6SB

M2002/J1036852000

14100

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
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Account title
RODISHAM TOWN COUNCIL

Sort code
089053

Account number
61493106 00

Statement date
28 September 2018

Statement number
639

Page number
1 of 1

Statement opening balance
68,194.55

Money out
7,040.50

Money in
1,432.00

Statement closing balance
62,586.05

International Bank
Account Number

GB54 CPBK 0890 5361 4931 06

Bank Identification Code
CPBK GB22

Deposits into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

For more information on eligible deposits please refer to www.FSCS.org.uk

14 SEP 18	OPENING BALANCE			68,194.55
14 SEP 18	MRS T WOOD salary	319.53		
14 SEP 18	M MORAN salary	595.08		
14 SEP 18	MRS J BOWE salary	676.44		
14 SEP 18	MS E KENNY Salary	701.67		
14 SEP 18	HMRC 709PA001157471906	936.72		
14 SEP 18	MRS H E CATT salary	1,301.81		
14 SEP 18	CHESHIRE PENSIONS 9852093 Sept	876.81		
14 SEP 18	NEW CHESHIRE EAST BLANKS		30.00	62,816.49
19 SEP 18	CHESHIRE WEST AND BLANKS		42.00	62,858.49
20 SEP 18	DD BAGNALL & MORRIS W F568FRODSHAM T6182	72.67		
20 SEP 18	000000 CREDIT		1,270.00	64,055.82
21 SEP 18	DD WATER PLUS 4075954477	70.33		
21 SEP 18	207156	156.92		
21 SEP 18	CHESHIRE WEST AND BLANKS		90.00	63,918.57
24 SEP 18	207154	720.00		63,198.57
25 SEP 18	DD PRISM BUSINESS DEV PRSM3947 69376	246.88		
25 SEP 18	DD LAND REGISTRY 9243906	11.00		62,940.69
26 SEP 18	L D RIMMER Refund mower fuel	30.07		
26 SEP 18	J M PRESCOTT 3/9/18	115.50		62,795.12
27 SEP 18	ROBERT GLEAVE & SO 26123	16.17		
27 SEP 18	BATES OFFICE SERVI SI882436	24.90		
27 SEP 18	HAWK PUBLISHING LT 916761	168.00		62,586.05
Statement closing balance				62,586.05

Abbreviations: S Sub Total (Intermediate Balance) OD Overdrawn Balance OD/S Overdrawn Intermediate Balance NSTF Non Sterling Transaction Fee. Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

① As you may be aware, on 2 August 2018 the Bank of England announced an increase in the Bank of England base rate from 0.50% to 0.75%. As a result existing Overdrafts that are currently linked to the Bank of England base rate will have increased in line with this change.

With effect from Wednesday 22nd August we will be introducing some important changes in line with the industry which will significantly speed up our processing of cheques. To find out how these will impact you, please refer to our website at www.co-operativebank.co.uk/cheque-imaging

Budget

Month:

Sep-18

Payments	Budget 2018/2019	Actual (to date)	Balance of Budget
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Environment			
1. Maintenance	10,000	1,639.94	8,360.06
3. Tree Planting	0	0.00	0.00
Other	0	0.00	0.00
Environment Total	10,000	1,639.94	8,360.06

Community			
1. Maintenance	16,000	10,513.92	5,486.08
2. H&S	100	28.90	71.10
4. Street Furniture	1,500	0.00	1,500.00
5. Rent and Rates	1,500	1,177.42	322.58
6. Xmas Lights	2,500	0.00	2,500.00
Over 70's	12,000	140.00	11,860.00
War Memorial	40,000	5,785.47	34,214.53
Community Total	73,600	17,645.71	55,954.29

Cemetery			
Rents, Rates & Services	6,000	2,501.52	3,498.48
Maintenance	1,400	1,291.83	108.17
Cemetery Total	7,400	3,793.35	3,606.65

Promoting Frodsham	3,450	900.00	2,550.00
Town Meetings	500	60.00	440.00
Festival of Walks	1,000	246.48	753.52
Remembrance Service	300	0.00	300.00
Christmas Festival	8,000	54.99	7,945.01
NY Eve	2,000	0.00	2,000.00
Sponsorship Fund	750	131.91	618.09
Events Total	16,000	1,393.38	14,606.62

P&P			
1. Advert	100	0.00	100.00
2. Rent/Service	14,000	4,112.07	9,887.93
Rates	9,000	720.00	8,280.00
3. Charges			
Bank	25	0.00	25.00
Audit	1,500	1,356.00	144.00
Insurance	2,300	2,141.92	158.08
4. Office Costs			
Postage	200	36.86	163.14
Stationery	1,000	527.28	472.72
Subs	2,000	1,948.54	51.46
Tel/ICT	4,000	1,885.10	2,114.90
5. Comms			
Website/Podcasts	2,000	720.00	1,280.00
Pub Cons	500	0.00	500.00
6. Chairman's Allowance	1,000	1.87	998.13

7. Training & Expenses				
	Staff	1,250	727.86	522.14
	Council	400	145.00	255.00
9. Van, Fuel and Insurance		1,500	1,126.26	373.74
10. Salaries				
	Staff	67,579	34,073.85	33,505.15
Regalia		7,500	0.00	7,500.00
11. Grants		12,000	2,300.00	9,700.00
12. Bookkeeping		2,000	938.27	1,061.73
P&P Total		129,854	52,760.88	77,093.12

CAPITAL				
EARMARKED CAPITAL PROJECTS				
Play Areas		36,000	36,375.00	-375.00
Van purchase		0	0.00	0.00
Infrastructure and Street Scene		1,000	1,038.00	-38.00
Xmas Lights		5,000	0.00	5,000.00
IT		1,000	301.75	698.25
Burial Ground		15,000	0.00	15,000.00

PROJECTS				
Neighbourhood Plan		3,000	1,555.00	1,445.00
Elections		5,500	3,962.14	1,537.86
FYA		8,000	10,000.00	-2,000.00
WW1		1,800	1,800.00	0.00
Community Safety		12,000	0.00	12,000.00

CAPITAL PROGRAMME	88,300	55,031.89	33,268.11
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VAT		12,802.64	-12,802.64
Total Payments	325,154	145,067.79	192,888.85

Receipts			
Precept		215,033	215,033.00
Allotments		810	837.46
Burial Fees		15,000	7,660.00
CWAC & Lottery Grant		4,753	4,753.00
Bank Interest		250	472.92
CPH Income		3,000	4,269.50
Walk Book Sales		0	5.00
Rent of Field		600	300.00
Ear-marked Resve Play Area		36,000	0.00
Grants		0	9,795.00
Other		16,280	8,623.10
VAT		0	20,344.03
Total Receipts		291,726	272,093.01

RESERVES		
Contingency		15,000.00
Working capital		30,000.00
Total Reserves		45,000.00

Payments Sept 18

	A	B	C	D	E	BH	BI	BJ
5	Chq No	Date	Min Book	To Whom Paid		Net Total	VAT	Total
194	BACS	04/09/2018	T6099	R. Gleaves & Sons Ltd	Misc Renewals	49.05	9.82	58.87
195	BACS	07/09/2018	T6100	Community Heartbeat Trust	Defib Maintenance	1,038.00		1,038.00
196	BACS	07/09/2018	T6104	Canda Copying Ltd	Copies	55.12	11.02	66.14
197	207147	10/09/2018	T6107	JH Tech Support	Neighbourhood Plan Website	325.00		325.00
198	STO	07/09/2018	T6110	Rabbit Digital	Website August 18	120.00		120.00
199	DD	09/09/2018	T6117	Applegreen t/a Petrogas	Fuel Van	41.10	8.22	49.32
200	BACS	11/09/2018	T6119	L. Kenny	Expenses	57.05	4.99	62.04
201	207154	11/09/2018	T6120	PKF Littlejohn	External Audit	600.00	120.00	720.00
202	BACS	11/09/2018	T6121	Gill Hesketh	Neighbourhood Plan	150.00		150.00
203	BACS	11/09/2018	T6122	H. Catt	Expenses	44.00		44.00
204	BACS	14/09/2018	T6123	Salaries	Salary Month 6	4,151.41		4,151.41
210	BACS	14/09/2018	T6129	HMRC	PAYE & NIC Month 6	936.72		936.72
211	BACS	14/09/2018	T6130	Cheshire Pensions	Pensions Month 6	876.81		876.81
212	BACS	11/09/2018	T6131	H. Catt	Repayment of DVLA Vehicle Tax for Van	250.00		250.00
213	207156	11/09/2018	T6132	Whaton's Lake Garage	Van Service and MOT	137.43	19.49	156.92
214	BACS	13/09/2018	T6133	UK Vending Ltd	Coffee Maching	301.75	60.35	362.10
215	BACS	13/09/2018	T6134	Zurich Municipal	Motor Insurance - Van	431.46		431.46
216	207149	24/09/2018	T6112	Frodsham Silver Band	Grant	500.00		500.00
217	207150	24/09/2018	T6113	North Cheshire Rail Users Group	Grant	200.00		200.00
218	207151	24/09/2018	T6114	Frodsham & District Photo. Society	Grant	500.00		500.00
219	207152	24/09/2018	T6115	What's Cooking Frodsham	Grant	400.00		400.00
220	207153	24/09/2018	T6116	Overton Memorial Hall Rec. Club	Grant	700.00		700.00
221	BACS	13/09/2018	T6135	Northwich Town Council	Watering of Hanging Baskets August 18	1,102.50	220.50	1,323.00
222	BACS	13/09/2018	T6136	Northwich Town Council	Additional Watering	24.50	4.90	29.40
223	207157	12/09/2018	T6137	The National Allotment Society	Subscription	55.00	11.00	66.00
224	207158	12/09/2018	T6138	Waterplus	Water - Ashton Drive	12.63		12.63
225	DD	21/09/2018	T6139	Waterplus	Water - Cemetry	70.33		70.33
226	207159	21/09/2018	T6140	Mr RG Ireland	Park Lane Wall	580.00		580.00
227	DD	01/09/2018	T6142	CWAC	Office Rent Sept 18	425.00	85.00	510.00
228	BACS	07/09/2018	T6143	Silcocks	Refund - Deposit Field Hire	400.00		400.00
229	207160	21/09/2018	T6145	CWAC	Cemetry Rates half year	684.00		684.00
230	DD	01/09/2018	T6146	CWAC	Office Rates	120.00		120.00
231	207162	21/09/2018	T6150	CPRE	Subscription	36.00		36.00
232	BACS	26/09/2018	T6144	J. Prescott	Bookkeeping	115.50		115.50
233	BACS	27/09/2018	T6147	Bates Office Services Ltd	Stamp	20.75	4.15	24.90
234	BACS	27/09/2018	T6148	R. Gleaves & Sons Ltd	Silicone/Mastic/Milliput	13.48	2.69	16.17

Payments Sept 18

	A	B	C	D	E	BH	BI	BJ
235	DD	13/09/2018	T6149	Helsby & Longden	Storage Sept 18	76.50	15.30	91.80
236	BACS	27/09/2018	T6151	Hawk Publications	Over 70's Vouchers	140.00	28.00	168.00
237	DD	29/09/2018	T6152	Prism	Telephone	96.61	19.32	115.93
238	DD	30/09/2018	T6153	Applegreen t/a Petrogas	Fuel Van	35.53	7.11	42.64
239	BACS	26/09/2018	T6154	Applegreen t/a Petrogas	Fuel Mower - refund to L. Rimmer	25.06	5.01	30.07
240	DD	03/09/2018	T6155	Scottish Power	Cemetery Sept 18	11.00		11.00
241	DD	25/09/2018	T6158	Prism	IT Services	205.73	41.15	246.88
242	DD	10/09/2018	T6171	Land Registry	Application charges - 6/9/18	78.00		78.00
243	DD	25/09/2018	T6172	Land Registry	Application charges -21/9/18	11.00		11.00
244	BACS	26/09/2018	T6173	J. Prescott	Bookkeeping	115.50		115.50
245	DD	20/09/2018	T6182	B&M Waste Services	Cemetery Bin Empty August 18	60.56	12.11	72.67
246				TOTAL		16,380.08	690.13	17,070.21

Receipts Sept 18

Voucher No	Date	Description	Burial Fees	Bank Interest	CPH Income	Other	Total
T2638	11/09/2018	CWAC - Room Hire 241			57.50		57.50
T2639	14/09/2018	Cheshire East - Room Hire 266			30.00		30.00
T2640	19/09/2018	CWAC - Room Hire 270			90.00		90.00
T2641	17/09/2018	CWAC - Room Hire 268			42.00		42.00
T2633	14/09/2018	Laurence Jones - Allen	470.00				470.00
T2634	14/09/2018	Blackwell's Stonecraft Ltd	65.00				65.00
T2635	14/09/2018	Dignity Funerals Ltd	200.00				200.00
T2636	14/09/2018	Buckley Memorials Ltd	65.00				65.00
T2637	14/09/2018	Knox & Sons Ltd	470.00				470.00
T2644	01/09/2018	Bank of Scotland - August Interest		79.55			79.55
T2645	10/09/2018	Bank of Scotland		114.95			114.95
T2646	27/09/2018	Bank of Scotland - credit ref complaint				350.00	350.00
		TOTAL	1,270.00	194.50	219.50	350.00	2,034.00