

Financial Management Report

This pack contains:

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

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

Accounts Analysis - Budget compared to Actuals to end of October 2016 – Summary

	Budget	1st qtr	2 nd qtr	Oct	Actual to date	Balance
Community	40,704	5,950.76	3,500.23	327.83	9,778.82	30,925
Cemetery	5,510	1,270.96	912.35	951.26	3,134.57	2,375
Environment	9,232	3,031.36	1,876.71	297.05	5,205.12	4,027
P&P	165,147	31,315.58	43,004.90	12,628.10	86,948.58	78,198
TOTAL	220,593	41,568.66	49,294.19	14,204.24	105,067.09	129,730
Capital/Projects	41,500	662.20	7,037.67	3,889.33	11,589.20	29,911
Total Income	247,593	230,585.66	9,194.95	1,684.76	241,465.37	6,128

Key observations:

- In the first 7 months (58.3% of year) we have spent 44.5% of the expenditure budget & received 97.5% of income budget.
- Community spending will increase during 3rd qtr with Christmas Festival & Over 70s Vouchers.

Income received under the 'Other' heading since 1 April 2016 - £1205.50:

No	Date	Description	Other
T2070	18/04/2016	Public - photocopying	3.50
T2115	10/06/2016	Clr Wakefield - Badge	72.00
T2149	29/06/2016	GM Bondi - Badge	72.00
			147.50

No	Date	Description	Other
T2076	18/04/2016	Clr Poulton - Mayor Event	40.00
T2131	16/06/2016	Clr Critchley - Mayor's Fund	450.00
T2157	13/07/2016	Kash 22 Mayor's Charity	100.00
T2158	13/07/2016	Public Mayor's Charity Stall	30.00
T2180	19/08/2016	Donation to Mayor's Charity	70.00
T2183	19/08/2016	Donation to Mayor's Charity	300.00
T2190	23/09/2016	Donation to Mayor's Charity	18.00
T2203	23/09/2016	Donation to Mayor's Charity	50.00
T2209	14/10/2016	Mayor's Fund Busy Bees	75.00
T2215	14/10/2016	Mayor's Fund Mrs D Marsh	30.00
T2217	14/10/2016	Mayor's Fund Donation	25.00
T2218	28/10/2016	Rabbit Digital - MF Donation	50.00
T2224	28/10/2016	Mayor's Fund Donation	50.00
T2225	28/10/2016	Mayor's Fund Donation	60.00
			1,348.00

Bank Reconciliation

Bank Reconciliation	31/10/2016
Balance b/f	140,902.39
Plus Receipts	283,013.25
Less Payments	-123,932.39
Balance c/f	299,983.25

Bank Accounts

Bank of Scotland	200,768.36
Co-op Instant Access	50,033.01
Co-operative Directplus	54,878.29
Less unrepresented cheques	-6,976.41
Plus uncleared receipts	1,180
Petty Cash	100
	299,983.25

Budget – October 2016

Payments	Budget 2016/2017	Actual (to date)	Balance of Budget
Environment			
1. Maintenance	7,000.00	4,371.54	2,628.46
2. Publications			
Walks Leaflet	700.00	206.84	493.16
3. Tree Planting	300.00	0.00	300.00
Van, fuel & insurance	1,232.00	626.74	605.26
Environment Total	9,232.00	5,205.12	4,026.88
WW1 Committee	2,500.00	274.58	2,225.42
Community			
1. Maintenance	15,722.00	7,701.42	8,020.58
2. H&S	100.00	0.00	100.00
4. Street Furniture	1,000.00	1,090.00	-90.00
5. Rent and Rates	1,200.00	39.65	1,160.35
6. Xmas Lights	2,000.00	0.00	2,000.00
7. Celebrations			
NY Eve	1,450.00	0.00	1,450.00
Christmas Festival	8,000.00	21.00	7,979.00
Over 70's	10,000.00	300.00	9,700.00
Van, fuel & insurance	1,232.00	626.75	605.25
Community Total	40,704.00	9,778.82	30,925.18
Cemetery Sub-Committee			
Rents, Rates & Services	2,248.00	1,198.60	1,049.40
Maintenance	2,030.00	1,309.29	720.71
Van, fuel & insurance	1,232.00	626.68	605.32
Cemetery Total	5,510.00	3,134.57	2,375.43
P&P			
1. Advert	250.00	0.00	250.00
2. Rent/Service	13,220.00	7,994.47	5,225.53
Rates	12,768.00	6,539.20	6,228.80
3. Charges			
Bank	200.00	8.00	192.00
Audit	1,200.00	1,465.00	-265.00
Insurance	2,865.00	1,961.43	903.57
4. Office Costs			
Postage	275.00	96.91	178.09
Stationery	850.00	591.83	258.17
Subs	-1,850.00	1,855.31	-5.31
Tel/ICT	3,000.00	902.00	2,098.00
5. Comms			
Newsletter	3,000.00	1,533.00	1,467.00
ATM	100.00	0.00	100.00
Website/Webcasts	8,000.00	870.00	7,130.00
Pub Cons	1,000.00	0.00	1,000.00
Promotion	1,000.00	701.19	298.81
6. Chairman's Allowance	650.00	301.90	348.10
7. Training			
Staff	250.00	930.00	-680.00
Council	700.00	1,027.10	-327.10

Receipts October 2016

Description	CWAC &										VAT Refund	Total				
	Precept	Allotments	Burial Fees	Lottery Grant	Bank Interest	CPH Income	Castle Park Events	Adverts/Sponsorship	Walk Book Sales	WW1 Books & Bookmarks			Rent of Field	New Home Bonus	Grants	Other
Mayor's Fund Busy Bees														75.00		75.00
Flourish Room Hire						35.00										35.00
CWAC - Room Hire 116						15.00										15.00
S. Snowdon - Room Hire						30.00										30.00
CWAC - Room Hire 117						55.00										55.00
Cheshire East Room Hire						75.00										75.00
Mayor's Fund Mrs D Marsh														30.00		30.00
Mayor's Fund Donation														25.00		25.00
Co-operative Bank					4.04											4.04
Public - Walk Book									1.00							1.00
Rabbit - MF Donation														50.00		50.00
Trefoil Guild - Room Hire						20.00										20.00
DT Turner			200.00													200.00
DT Turner			800.00													800.00
Mayor's Fund Donation														50.00		50.00
Mayor's Fund Donation														60.00		60.00
Cheshire East Room Hire						110.00										110.00
Co-operative Bank					24.15											24.15
Bank of Scotland					25.57											25.57
Total	0.00	0.00	1,000.00	0.00	53.76	340.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	290.00	0.00	1,684.76

Payments October 2016

	A	B	C	D	E	BI	BJ	BK
6	Chq No	Date	Min Book	To Whom Paid	Description	Net Total	VAT	Total
221	DD	01/10/2016	T5120	CWAC	Office Rent October 16	833.33	166.67	1,000.00
222	206584	10/10/2016	T5136	Medhurst Ltd	Comp services/Website Sept 16	156.00	31.20	187.20
223	206585	10/10/2016	T5137	Rostons	Peggin out	405.00	81.00	486.00
224	206582	10/10/2016	T5138	BDO	Review of Annual Return	800.00	160.00	960.00
225	206583	10/10/2016	T5139	Mr K Crouch	WW1 costs	19.95		19.95
226	206586	10/10/2016	T5140	SLCC	Training - Town Clerk	145.00	29.00	174.00
227	206587	10/10/2016	T5141	J. Prescott	Bookkeeping	181.12		181.12
228	206588	10/10/2016	T5142	Gill Hesketh	Neighbourhood Plan work	150.00		150.00
229	BACS	11/10/2016	T5143	Salaries	Salary Month 7	2,562.10		2,562.10
232	BACS	11/10/2016	T5146	Cheshire Pensions	Pension Month 7	391.18		391.18
233	BACS	11/10/2016	T5147	HMRC	PAYE & NIC Month 7	486.37		486.37
234	206593	10/10/2016	T5149	Rabbit Digital	Website Work Sept 16	120.00		120.00
235	206592	14/10/2016	T5150	Peter Vickery	Neighbourhood Plan Stationery	32.00	6.40	38.40
236	206591	14/10/2016	T5151	Lambdrake Ltd	Fuel Van & Strimmer	103.67	20.73	124.40
237	206590	14/10/2016	T5152	B&M Waste Services	Cemetery Bin empty	48.00	9.60	57.60
238	206589	14/10/2016	T5153	United Utilities	Water supply - Ashton Drive	14.05		14.05
239	DD	03/10/2016	T5154	Scottish Power	Cemetery Oct 16	5.51	1.49	7.00
240	206594	17/10/2016	T5155	CWAC	Rates - cemetery 2nd half	653.00		653.00
241	206595	17/10/2016	T5156	Groundwork CLM Ltd	Churchfield Play Area	3,707.33	741.47	4,448.80
242	DD	14/10/2016	T5157	Citroen	Van Lease Payment	169.82	33.97	203.79
243	206602	17/10/2016	T5158	Fibrous	Plaque Cundy	97.13	19.43	116.56
244	DD	01/10/2016	T5165	CWAC	Rates - Ground Floor	605.00		605.00
245	DD	01/10/2016	T5166	CWAC	Rates - Conference Room	329.00		329.00
246	20661	27/10/2016	T5159	Helsby & Longden	Storage October	60.00	12.00	72.00
247	206599	27/10/2016	T5160	R. Gleave & Sons Ltd	Wood Treatment	16.72	3.34	20.06
248	206598	27/10/2016	T5161	United Utilities	Water supply - Cemetery	63.24		63.24
249	206597	27/10/2016	T5162	Cheshire Constabulary	PCSO - October 16-March 17	5,959.00		5,959.00
529					Total	18,113.52	1,316.30	19,429.82