

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 August 2016 – Summary

	Budget	1st qtr	July	Aug	Actual to date	Balance
Community	40,704	5,961.01	290.95	216.68	6,468.64	34,235
Cemetery	5,510	1,250.47	114.93	189.46	1,554.86	3,955
Environment	9,232	3,041.60	59.95	74.35	3,175.90	6,056
P&P	165,147	31,315.58	7,665.83	23,200.68	62,182.09	102,965
TOTAL	£220,593	41,568.66	8,131.66	23,681.17	£73,381.49	£147,212
Capital/ Projects	£41,500	662	3,744.17	2,683.50	£7,089.67	£34,410
Total Income	£247,593	230,585.66	908.52	1,830.24	£233,324.42	£14,269

Key observations:

- In the first 5 months (41.7% of year) we have spent 33.3% of the expenditure budget & received 94.2% of income budget.
- We have paid half year contribution to PCSO - £5,959 & grant to FYA - £8,000 out of P&P budget this month.
- An unexpected payment of £2,563.50 for second half of costs of running the elections in 2015 included in Capital/projects.

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

Date	Description	Amount
18/04/2016	Public - photocopying	3.50
18/04/2016	Cllr Poulton - Mayor Event	40.00
16/06/2016	Cllr Critchley - Mayor's Fund	450.00
10/06/2016	Cllr Wakefield - Cllr Badge	72.00
29/06/2016	GM Bondi - Badge	72.00
13/07/2016	Kash 22 Mayor's Charity	100.00
13/07/2016	Public Mayor's Charity Stall	30.00
19/08/2016	Donation Mayor's Charity	70.00
19/08/2016	Donation Mayor's Charity	300.00
		£1137.50

Bank Reconciliation

Bank Reconciliation 30/08/2016

Balance b/f	140,902.39
Plus Receipts	274,872.30
Less Payments	-85,087.75
Balance c/f	£330,686.94

Bank Accounts

Bank of Scotland	200,722.97
Co-operative Instant Access	50,008.86
Co-operative Directplus	80,280.11
Less unrepresented cheques	-425.00
Plus uncleared receipts	0.00
Petty Cash	100.00
	£330,686.94

Budget - Month: 31/08/16

Payments	Budget 2016/17	Actual (to date)	Balance of Budget
Environment			
1. Maintenance	7,000.00	2,617.66	4,382.34
2. Publications			
Walks Leaflet	700.00	206.84	493.16
Walks Book	0.00	0.00	0.00
Other	0.00	0.00	0.00
3. Tree Planting	300.00	0.00	300.00
Van, fuel & insurance	1,232.00	341.16	890.84
Environment Total	9,232.00	3,165.66	6,066.34
WW1 Committee	2,500.00	217.85	2,282.15
Community			
1. Maintenance	15,722.00	5,161.62	10,560.38
2. H&S	100.00	0.00	100.00
4. Street Furniture	1,000.00	930.00	70.00
5. Rent and Rates	1,200.00	25.60	1,174.40
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	0.00	8,000.00
Over 70's	10,000.00	0.00	10,000.00
Van, fuel & insurance	1,232.00	341.17	890.83
Community Total	40,704.00	6,458.39	34,245.61
Cemetery Sub-Committee			
Cemetery	0.00	0.00	0.00
Rents, Rates & Services	2,248.00	422.96	1,825.04
Maintenance	2,030.00	811.28	1,218.72
Van, fuel & insurance	1,232.00	341.11	890.89
Cemetery Total	5,510.00	1,575.35	3,934.65
P&P			
1. Advert	250.00	0.00	250.00
2. Rent/Service	13,220.00	5,495.55	7,724.45
Rates	12,768.00	4,671.20	8,096.80
3. Charges			
Bank	200.00	8.00	192.00
Audit	1,200.00	665.00	535.00
Insurance	2,865.00	1,961.43	903.57
4. Office Costs			
Postage	275.00	52.81	222.19
Stationery	850.00	563.09	286.91
Subs	1,850.00	1,800.31	49.69
Tel/ICT	3,000.00	600.00	2,400.00
5. Comms			
Newsletter	3,000.00	1,533.00	1,467.00
ATM	100.00	0.00	100.00
Website/Webcasts	8,000.00	620.00	7,380.00
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	265.00	-15.00

	Council	700.00	953.50	-253.50
8. Expenses				
	Staff	250.00	0.00	250.00
	Council	250.00	0.00	250.00
9. Regalia		0.00	0.00	0.00
10. Salaries				
	Staff	84,151.00	27,120.23	57,030.77
	PCSO	11,918.00	5,959.00	5,959.00
11. Grants		15,000.00	8,000.00	7,000.00
12. Bookkeeping		2,400.00	910.88	1,489.12
P&P Total		165,147.00	62,182.09	102,964.91
CAPITAL PROGRAMME				
EARMARKED CAPITAL PROJECTS				
	Play Areas	5,000.00	0.00	5,000.00
DISCRETIONARY CAPITAL PROJECTS				
	Land Bank / Burial ground purchase	0.00	0.00	0.00
	Infrastructure and Street Scene	5,000.00	3,541.67	1,458.33
COMMUNITY AND DEMOCRATIC PROCESS				
	Marshes Contingency	2,000.00	0.00	2,000.00
	Neighbourhood Plan	3,000.00	682.50	2,317.50
	Elections	5,500.00	2,760.50	2,739.50
	Promoting Frodsham	1,000.00	105.20	894.80
ASSET RENEWAL FUND				
	Xmas Lights	15,000.00	0.00	15,000.00
	IT	1,000.00	0.00	1,000.00
	Burial Ground	4,000.00	0.00	4,000.00
CAPITAL PROGRAMME TOTAL				
		41,500.00	7,089.87	34,410.13
VAT				
			4,398.54	-4,398.54
Total Payments				
		264,593.00	85,087.75	179,505.25
Receipts				
	Precept	210,640.00	210,640.00	
	Allotments	810.00	910.04	
	Burial Fees	10,000.00	8,090.00	
	CWAC & Lottery Grant	0.00	0.00	
	Bank Interest	500.00	238.92	
	CPH Income	2,000.00	1,982.00	
	Castle Park Events	5,000.00	0.00	
	Walk Book Sales	0.00	37.99	
	WW1 Books & Bookmarks	0.00	32.97	
	Adverts/Sponsorship	3,000.00	150.00	
	Rent of Field	750.00	600.00	
	New Homes Bonus	0.00	0.00	
	Grants	5,388.00	9,505.00	
	Other	9,505.00	1,137.50	
	VAT	0.00	41,547.88	
Total Receipts				
		247,593.00	274,872.30	
RESERVES				
	Contingency	13,000.00		
	Working capital	33,000.00		
Total Reserves				
		46,000.00		

Payments August 2016

A	B	C	D	E	BI	BJ	BK
Chq No	Date	Min Book	To Whom Paid	Description	Net Total	VAT	Total
6							
136	01/08/2016	T5046	CWAC	Office Rent - August 16	833.33	166.67	1,000.00
137	03/08/2016	T5047	F.Y.A.	Grant	8,000.00		8,000.00
138	206529	T5048	CWAC	Election recharge	2,563.50		2,563.50
139	206530	T5049	Bates	Stationery	14.57	2.91	17.48
140	206531	T505	United Utilities	Water supply - Ashton Drive	12.32		12.32
141	206532	T5053	Medhurst Ltd	Comp services/Website July 16	156.00	31.20	187.20
142	206533	T5054	Hoey Ainscough	Council Training - complaints	663.50	120.00	783.50
143	206534	T5055	United Utilities	Water supply - Cemetry	60.10		60.10
144	206535	T5057	J. Prescott	Bookkeeping	202.12		202.12
145	206536	T5058	Mid-Cheshire Footpath Society	Subscription	8.00		8.00
146	206537	T5059	Gill Hesketh	Neighbourhood Plan work	120.00		120.00
147	206538	T5060	Lambdrake Ltd	Fuel	53.67	10.73	64.40
148	206539	T5061	Rabbit Digital	Comp Service July 16	120.00		120.00
149	206540	T5062	B&M Waste Services	Cemetry Bin empty	48.00	9.60	57.60
150	206541	T5063	Canda Copying Ltd	Copies	19.73	3.68	23.41
151	206542	T5064	CHALC	Councillor Training	60.00		60.00
152	206543	T5065	Cheshire Constabulary	PCSO - April 16 - September 16	5,959.00		5,959.00
153	206544	T5066	Mid Cheshire Gnd M'nance	Bench removal	50.00	10.00	60.00
154	BACS	T5069	Salaries	Salary Month 5	3,970.96		3,970.96
159	BACS	T5074	HMRC	PAYE & NIC Month 5	1,052.00		1,052.00
160	BACS	T5075	Cheshire Pensions	Pension Month 5	732.89		732.89
161	DD	T5079	Co-operative Bank	Transaction charge	1.50		1.50
162	DD	T5080	CWAC	Rates - Ground Floor	605.00		605.00
163	DD	T5081	CWAC	Rates - Conference Room	329.00		329.00
164	206545	T5067	Private & Ind Cleaning Services	Lock up 21/6/16	35.00	7.00	42.00
165	206546	T5068	Heisby & Longden	Storage July	60.00	12.00	72.00
166	206547	T5076	FT Allotment Assoc	Annual Fee	110.00		110.00
167	206548	T5077	Cosign Ltd	4 signs	80.00	16.00	96.00
168	DD	T5082	Citroen	Van Lease Payment	169.40	33.89	203.29
169	DD	T5084	Canda Copying Ltd	Rental	93.08	23.51	116.59
170	DD	T5085	Scottish Power	Cemetry August 16	7.00		7.00
171	DD	T5086	Co-operative Bank	Stop Charge	5.00		5.00
172	206549	T5078	Heisby & Longden	Storage August	60.00	12.00	72.00
173	206550	T5083	CHALC	H. Catt Training	15.00		15.00
174	206551	T5087	CHALC	J.C. and M.P. Training	60.00		60.00
175	BACS	T5107	CWAC	Re-imbursment of o/payment CPR1/046	35.00		35.00
529				Total	26,364.67	459.19	26,823.86

Receipts August 2016

Voucher r.No.	Date	Description	Precept		Burial		CWAC & Lottery Grant		Bank Interest		CPH Income		Castle Park Events Sponsor		Walk Book Sales		Rent of Field		New Home Bonus		Grants		Other		VAT Refund		Total	
			Alotments	Fees	Grant	Bank	Interest	Income	Events	Sponsor	Book	Sales	Field	Bonus	Grants	Other	VAT	Refund	Total									
T2164	01/08/2016	Castle Park Arts Ctre									14.00																	14.00
T2169	01/08/2016	Dignity		200.00																								200.00
T2170	01/08/2016	Buckley Memorials		65.00																								65.00
T2171	01/08/2016	DT Turner		470.00																								470.00
T2172	01/08/2016	DT Turner		200.00																								200.00
T2176	01/08/2016	CWAC - Room Hire 43									53.00																	53.00
T2179	19/08/2016	NC Harris Memorial Wall		190.00																								190.00
T2180	19/08/2016	Donation Mayor's Charity																										70.00
T2181	19/08/2016	Blackwell's CAFAM 109		65.00																								65.00
T2182	19/08/2016	T. Burgess Room Hire									35.00																	35.00
T2183	19/08/2016	Donation Mayor's Charity																										300.00
T2173	01/08/2016	Public - WW1 book																										10.99
T2185	05/08/2016	Co-operative Bank								6.89																		6.89
T2187	28/08/2016	CWAC - Room Hire 104									40.00																	40.00
T2188	28/08/2016	CWAC - Room Hire 109									17.50																	17.50
T2192	18/08/2016	NBG Room Hire 110									65.00																	65.00
T2193	09/08/2016	Bank of Scotland								27.86																		27.86
Total			0.00	1,190.00	0.00	0.00	34.75	224.50	0.00	0.00	224.50	0.00	0.00	0.00	0.00	0.00	10.99	0.00	0.00	0.00	0.00	370.00	0.00	0.00	0.00	1,830.24		