

Accounts Report Pack – PPR Committee February 22nd 2021

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

Date: 12/02/2021

Contents

List of payments and receipts 1-01-2021 to 31-01-2021	Page 1
Bank reconciliation 31-01-2021 (Co-op c/a)	Page 3
Bank statement 31-01-2021 (Co-op c/a)	Page 4
Bank reconciliation 31-01-2021 (CCLA)	Page 5
Bank statement 31-01-2021 (CCLA)	Page 6
Detailed income and expenditure management report	Page 7

Date: 05/02/2021

Frodsham Town Council 2020/2021

Page: 26

Time: 11:16

Cashbook 1

User: JO

Current Bank A/c

For Month No: 10

Receipts for Month 10

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		182,982.54					182,982.54	
T3053	Banked: 04/01/2021	220.00						
T3053	DT Turner	220.00			1300	130	220.00	T3053
T3036	Banked: 12/01/2021	10.00						
T3036	Blackwells	10.00			1301	130	10.00	T3036
T3051	Banked: 13/01/2021	4,746.72						
T3051	CWAC	4,746.72			1990	100	4,746.72	Rec Jul-Sept CPH/R13
T3057	Banked: 14/01/2021	75.00						
T3057	Buckley Memorials	75.00			1301	130	75.00	T3057
T3054	Banked: 18/01/2021	440.00						
T3054	DT Turner	440.00			1300	130	440.00	T3054
T3058	Banked: 27/01/2021	880.00						
T3058	DT Turner	880.00			1300	130	880.00	T3058
Total Receipts for Month		6,371.72	0.00	0.00			6,371.72	
Cashbook Totals		189,354.26	0.00	0.00			182,982.54	

Date: 05/02/2021

Frodsham Town Council 2020/2021

Page: 27

Time: 11:16

Cashbook 1

User: JO

Current Bank A/c

For Month No: 10

Payments for Month 10

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>
04/01/2021	Prism Ltd	DD	132.65		22.11	4180	100	110.54	Phone charges
04/01/2021	CWAC	DD	125.00			4250	100	125.00	CPH rates
04/01/2021	Scottish Power	DD	10.00			4250	130	10.00	Cemetery power
04/01/2021	CWAC	DD	510.00		85.00	4240	100	425.00	CPH rent
14/01/2021	The Cottage Tea Shop	BACS	260.00			4513	100	260.00	vouchers x 26
14/01/2021	H E Coward LLP	BACS	2,140.00			4513	100	2,140.00	vouchers x 214
15/01/2021	Staff salary	BACS	632.92			4000	100	632.92	Staff Salary
15/01/2021	Staff salary	BACS	708.56			4000	100	708.56	Staff salary
15/01/2021	Staff salary	BACS	915.58			4000	100	915.58	Staff salary
15/01/2021	HMRC	BACS	1,511.56			4030	100	1,511.56	January payment
15/01/2021	Staff salary	BACS	2,343.00			4000	100	2,343.00	Staff salary
15/01/2021	Smith of Derby	BACS	1,684.80		280.80	8000	100	1,404.00	Town clock-glass & LED
15/01/2021	Cheshire Pensions	BACS	1,234.00			4040	100	1,234.00	December payment
15/01/2021	HMRC	BACS	708.56			4030	100	708.56	ERROR-OP-CORRECTION FEB
20/01/2021	B & M Waste Services	DD	115.68		19.28	4600	130	96.40	Cemetery waste
25/01/2021	Rabbit Digital	BACS	120.00			4200	100	120.00	December/2974
25/01/2021	Prism Ltd	DD	259.49		43.25	4180	100	216.24	IT services
25/01/2021	Rabbit Digital	BACS	120.00			4200	100	120.00	July/2914
Total Payments for Month			13,531.80	0.00	450.44			13,081.36	
Balance Carried Fwd			175,822.46						
Cashbook Totals			189,354.26	0.00	450.44			188,903.82	

**Bank Reconciliation Statement as at 31/01/2021
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/c Directplus	31/01/2021	703	175,822.46
			<u>175,822.46</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			175,822.46
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			175,822.46
		Balance per Cash Book is :-	175,822.46
		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 31 January 2021

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/01/21	Brought Forward			227,583.10	
04/01/21	Dividend reinvested		9.97	227,593.07	4
31/01/21	Carried Forward			227,593.07	4

Statement of Dividends paid during the month to 31 January 2021

Date	Receiving Account	Amount Paid £
04-01-21	Dividend reinvested	9.97

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



**Bank Reconciliation Statement as at 31/01/2021
for Cashbook 2 - Investment A/c CCLA**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Investment A/c CCLA	31/01/2021		227,593.07
			<u>227,593.07</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			227,593.07
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			227,593.07
		Balance per Cash Book is :-	227,593.07
		Difference is :-	0.00

Detailed Income & Expenditure by Budget Heading 05/02/2021

Month No: 10

Income & Expenditure to date

	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	0	537	1,500	963			35.8%	
1110 Income - CHP	0	53	5,000	4,948			1.1%	
1890 Income - Allotments	0	0	927	927			0.0%	
1990 Income - Other	4,747	6,284	16,000	9,716			39.3%	
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	4,747	242,792	253,106	10,314			95.9%	0
4000 Staff Salary	4,600	47,491	65,761	18,270		18,270	72.2%	
4030 PAYE and NI	2,220	12,464	4,190	(8,274)		(8,274)	297.5%	
4040 Pension	1,234	12,500	10,400	(2,100)		(2,100)	120.2%	
4070 Training - Staff	0	395	1,200	805		805	32.9%	
4080 Chairman's Allowance	0	30	0	(30)		(30)	0.0%	
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	0	170	500	330		330	34.1%	
4170 Postage	0	30	150	120		120	19.7%	
4180 Telephone & Broadband	327	1,858	1,750	(108)		(108)	106.2%	
4190 Photocopier	0	323	720	398		398	44.8%	
4200 Website	240	912	1,500	588		588	60.8%	
4210 IT	0	2,163	2,750	587		587	78.6%	
4220 Grants Paid	0	0	20,000	20,000		20,000	0.0%	
4240 Rent	425	4,250	5,100	850		850	83.3%	
4250 Rates	125	1,123	1,500	378		378	74.8%	
4260 Pub Consultations	0	0	900	900		900	0.0%	
4270 Adverts	0	0	1,800	1,800		1,800	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	2,400	2,215	15,000	12,785		12,785	14.8%	
4514 Winter Gritting	0	0	1,000	1,000		1,000	0.0%	
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%	

Detailed Income & Expenditure by Budget Heading 05/02/2021

Month No: 10

Income & Expenditure to date

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4519 Frodsham Youth Association	0	10,000	10,000	0		0	100.0%	
4612 Regalia	0	0	1,000	1,000		1,000	0.0%	
4613 Neighbourhood Plan	0	248	3,000	2,753		2,753	8.3%	
4735 Mayor Allowance	0	1,030	1,000	(30)		(30)	103.0%	
4800 Neighbourhood Plan	0	23	0	(23)		(23)	0.0%	
4810 Elections	0	0	5,000	5,000		5,000	0.0%	
4990 Sundries	0	1,333	0	(1,333)		(1,333)	0.0%	
8000 Town Clock	1,404	2,289	0	(2,289)		(2,289)	0.0%	
Policy Process & Revenue :- Indirect Expenditure	12,975	116,803	179,023	62,220	0	62,220	65.2%	0
Movement to/(from) Gen Reserve	(8,228)	125,989						
<u>110 Community</u>								
4440 War Memorial	0	25,948	0	(25,948)		(25,948)	0.0%	
Community :- Indirect Expenditure	0	25,948	0	(25,948)	0	(25,948)		0
Movement to/(from) Gen Reserve	0	(25,948)						
<u>130 Cemetery</u>								
1300 Income - Burial Fees	1,540	19,980	13,000	(6,980)			153.7%	
1301 Income - Memorials	85	965	0	(965)			0.0%	
Cemetery :- Income	1,625	20,945	13,000	(7,945)			161.1%	0
4250 Rates	10	1,432	1,400	(32)		(32)	102.3%	
4320 Maintenance	0	123	0	(123)		(123)	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	96	622	600	(22)		(22)	103.7%	
4990 Sundries	0	1,783	400	(1,383)		(1,383)	445.7%	
Cemetery :- Indirect Expenditure	106	4,521	3,680	(841)	0	(841)	122.9%	0
Movement to/(from) Gen Reserve	1,519	16,424						
<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%	

Detailed Income & Expenditure by Budget Heading 05/02/2021

Month No: 10

Income & Expenditure to date

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
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%	
4750 Sponsorship Fund	0	0	1,000	1,000		1,000	0.0%	
Events :- Indirect Expenditure	<u>0</u>	<u>804</u>	<u>19,050</u>	<u>18,246</u>	<u>0</u>	<u>18,246</u>	<u>4.2%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>(704)</u>						
<u>150 Capital</u>								
4570 Burial Ground Extension	0	11,458	0	(11,458)		(11,458)	0.0%	
Capital :- Indirect Expenditure	<u>0</u>	<u>11,458</u>	<u>0</u>	<u>(11,458)</u>	<u>0</u>	<u>(11,458)</u>		<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>(11,458)</u>						
<u>170 Amenities</u>								
4801 Contract No 1	0	14,613	24,300	9,687		9,687	60.1%	
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	0	385	5,000	4,615		4,615	7.7%	
4806 Defibrillator Maintenance	0	992	2,000	1,008		1,008	49.6%	
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	0	0	2,000	2,000		2,000	0.0%	
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	<u>0</u>	<u>28,416</u>	<u>67,630</u>	<u>39,214</u>	<u>0</u>	<u>39,214</u>	<u>42.0%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>(28,416)</u>						
<hr/>								
Grand Totals:- Income	6,372	263,837	266,106	2,269			99.1%	
Expenditure	13,081	187,950	269,383	81,433	0	81,433	69.8%	
Net Income over Expenditure	<u>(6,710)</u>	<u>75,887</u>	<u>(3,277)</u>	<u>(79,164)</u>				
Movement to/(from) Gen Reserve	<u>(6,710)</u>	<u>75,887</u>						