

Financial Management Report – 22 May 2017

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 April 2017 – Summary

	Budget	April	Actual to date	Balance
Community	42,472	562.95	562.95	41,909
Cemetery	4,278	815.27	815.27	3,463
Environment	13,630	3,908.20	3,908.20	9,722
P&P	146,713	7,480.02	7,480.02	139,233
TOTAL	207,093	12,766.44	12,766.44	194,326.56
Capital/ Projects	40,500	0.00	0.00	40,500
Total Income	247,593	225,311.43	225,311.43	22,282

Key observations:

- In the first 1st month (8.4% of year) we have spent 6% of the expenditure budget & received 91% of income budget.
- Environment expenditure of £3,800 was for work carried out in March.
- Precept of £218,526 on the income sheet is made up of £211,397 precept and £7,129 Council Tax Reduction Scheme grant.

Income received under the 'Other' heading since 1 April 2016 - £0.

Bank Reconciliation

Bank Reconciliation	30/04/2017
Balance b/f	228,026.31
Plus Receipts	225,311.43
Less Payments	-14,194.61
Balance c/f	439,143.13

Bank Accounts

Bank of Scotland	200,918.57
Co-operative Instant Access	160,038.95
Co-operative Directplus	77,640.21
Less unpresented cheques	-900.60
Plus uncleared receipts	1,346.00
Petty Cash	100.00
	439,143.13

Budget Month: April 2017

Payments	Budget 2016/2017	Actual (to date)	Balance of Budget
Environment			
1. Maintenance	12,130.00	3,874.20	8,255.80
2. Publications			
Walks Leaflet	1,200.00	34.00	1,166.00
Other	0.00	0.00	0.00
3. Tree Planting	300.00	0.00	300.00
Environment Total	13,630.00	3,908.20	9,721.80
WW1 Committee	2,500.00	150.00	2,350.00
Community			
1. Maintenance	15,722.00	562.95	15,159.05
2. H&S	100.00	0.00	100.00
4. Street Furniture	2,000.00	0.00	2,000.00
5. Rent and Rates	1,200.00	0.00	1,200.00
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	12,000.00	0.00	12,000.00
Mayor's Fund		0.00	0.00
Community Total	42,472.00	562.95	41,909.05
Cemetery			
Rents, Rates & Services	2,248.00	815.27	1,432.73
Maintenance	2,030.00	0.00	2,030.00
Cemetery Total	4,278.00	815.27	3,462.73
P&P			
1. Advert	250.00	0.00	250.00
2. Rent/Service	14,220.00	1,360.33	12,859.67
Rates	10,768.00	893.80	9,874.20
3. Charges			
Bank	200.00	1.50	198.50
Audit	1,700.00	0.00	1,700.00
Insurance	2,000.00	0.00	2,000.00
4. Office Costs			
Postage	275.00	58.75	216.25
Stationery	1,050.00	61.97	988.03
Subs	1,950.00	0.00	1,950.00
Tel/ICT	4,500.00	292.65	4,207.35
5. Comms			
Newsletter	1,600.00	0.00	1,600.00
ATM	1,100.00	0.00	1,100.00
Website/Webcasts	5,000.00	120.00	4,880.00
Pub Cons	1,000.00	0.00	1,000.00
Promoting Frodsham	2,000.00	0.00	2,000.00
6. Chairman's Allowance	650.00	0.00	650.00
7. Training			
Staff	1,000.00	0.00	1,000.00

8. Expenses	Council	2,200.00	0.00	2,200.00
	Staff	685.00	45.38	639.62
	Council	250.00	0.00	250.00
9. Van, Fuel and Insurance		3,846.00	215.65	3,630.35
10. Salaries				
	Staff	66,151.00	4,261.99	61,889.01
	PCSO	11,918.00	0.00	11,918.00
11. Grants		10,000.00	0.00	10,000.00
12. Bookkeeping		2,400.00	168.00	2,232.00
P&P Total		146,713.00	7,480.02	139,232.98
CAPITAL PROGRAMME				
EARMARKED CAPITAL PROJECTS				
Play Areas		10,388.00	0.00	10,388.00
DISCRETIONARY CAPITAL PROJECTS				
Infrastructure and Street Scene		8,600.00	0.00	8,600.00
COMMUNITY AND DEMOCRATIC PROCESS				
Marshes Contingency		0.00	0.00	0.00
Neighbourhood Plan		8,060.00	0.00	8,060.00
Elections		8,100.00	0.00	8,100.00
ASSET RENEWAL FUND				
IT		1,352.00	0.00	1,352.00
Burial Ground		4,000.00	0.00	4,000.00
CAPITAL PROGRAMME TOTAL		40,500.00	0.00	40,500.00
VAT			1,278.17	-1,278.17
Total Payments		250,093.00	14,194.61	235,898.39
Receipts				
Precept		210,640.00	218,526.00	
Allotments		810.00	105.00	
Burial Fees		10,000.00	2,935.00	
CWAC & Lottery Grant		0.00	0.00	
Bank Interest		500.00	32.36	
CPH Income		2,000.00	262.40	
Castle Park Events		5,000.00	0.00	
Walk Book Sales		0.00	6.00	
WW1 Books & Bookmarks		0.00	0.00	
Adverts/Sponsorship		3,000.00	0.00	
Rent of Field		750.00	0.00	
Mayor's Fund		0.00	3,444.67	
Grants		5,388.00	0.00	
Other		9,505.00	0.00	
VAT		0.00	0.00	
Total Receipts		247,593.00	225,311.43	
RESERVES				
Contingency		27,500.00		
Working capital		33,000.00		
Total Reserves		60,500.00		

	A	B	C	D	E	BI	BJ	BK
6	Chq No	Date	Min Book	Payments April 2017 To Whom Paid	Description	Net Total	VAT	Total
7	206764	05/04/2017	T5378	Petty Cash	Postage	58.75		58.75
8	206764	05/04/2017	T5401	Petty Cash	Stationery	18.00		18.00
9	206764	05/04/2017	T5402	Petty Cash	Stationery	3.99		3.99
10	D/D	01/04/2017	T5389	CWAC	Rent April	833.33	166.67	1,000.00
11	206765	05/04/2017	T5404	Bates Office Services Ltd	Archive Boxes	39.98	8.00	47.98
12	206769	05/04/2017	T5405	Peter Quick	Padlock & Keys	37.95		37.95
13	206768	05/04/2017	T5406	Cosign Sign Maker	Signs Memorial Gates	130.00	26.00	156.00
14	206767	05/04/2017	T5407	J. Prescott	Bookkeeping	168.00		168.00
15	206766	05/04/2017	T5408	Fibrous	Memorial Plaque	97.13	19.43	116.56
16	206770	05/04/2017	T5409	Rabbit Digital	Comp Service March 17	120.00		120.00
17	206772	12/04/2017	T5410	Old Vicarage Tree Surgery	Manley Road Copse Trees	3,800.00	760.00	4,560.00
18	206774	12/04/2017	T5415	Lambdrake Ltd	Van Fuel March 17	45.83	9.17	55.00
19	206775	12/04/2017	T5416	Diane Malley	Payroll Services 17/18	147.00		147.00
20	206777	20/04/2017	T5417	Digital Impressions	FoW leaflets balance	23.00		23.00
21	206779	20/04/2017	T5418	The Play Inspection Company	Play Area Inspections	325.00	65.00	390.00
22	D/D	14/04/2017	T5419	PSA Finance/Citroen	Van Lease Payment	169.82	33.97	203.79
23	D/D	20/04/2017	T5420	B&M Waste Services	Cemetry Bin empty	48.00	9.60	57.60
24	206780	20/04/2017	T5421	Slater & Gordon	Legal Advice Forest Hills	320.00	64.00	384.00
25	D/D	14/04/2017	T5422	Helsby & Longden	Storage April	60.00	12.00	72.00
26	D/D	03/04/2017	T5423	Scottish Power	Cemetry April 17	6.04	0.96	7.00
27	206781	20/04/2017	T5424	R. Gleave & Sons Ltd	Gate	70.00		70.00
28	BACS	11/04/2017	T5425	Salaries	Salary Month 1	2,968.04		2,968.04
32	BACS	11/04/2017	T5429	HMRC	PAYE & NIC Month 1	694.77		694.77
33	BACS	11/04/2017	T5430	Cheshire Pensions	Pension Month 1	599.18		599.18
34	D/D	13/04/2017	T5432	Prism	Telephone	122.88	24.58	147.46
35	206776	12/04/2017	T5433	Norley Village News	FoW Advert	11.00		11.00
36	206782	20/04/2017	T5434	FH Brundle	Galvanised Mesh HHW	74.20	14.84	89.04
37	206783	20/04/2017	T5435	J Rawson & Sons	War Memorial letters	150.00	30.00	180.00
38	D/D	05/04/2017	T5436	Co-operative Bank	Bank charge	1.50		1.50
39	D/D	01/04/2017	T5438	CWAC	Rates - Conference Room	315.80		315.80
40	D/D	01/04/2017	T5439	CWAC	Rates - Ground Floor	578.00		578.00
41	BACS	26/04/2017	T5403	H. Catt	Expenses	45.38		45.38
42	D/D	26/04/2017	T5444	Prism	IT Services	169.77	33.95	203.72
43	206784	01/04/2017	T5437	CWAC	Cemetry Rates	664.10		664.10
44					TOTAL	12,916.44	1,278.17	14,194.61

Receipts April 2017

Voucher No	Date	Description	Precept	Allotments	Burial Fees	Bank Interest	CPH Income	Walk Book Sales	Mayor's Fund	Total
T2340	05/04/2017	DT Turner			1,700.00					1,700.00
T2341	04/04/2017	CWAC - Room Hire 155					40.00			40.00
T2342	06/04/2017	CWAC - Precept	218,526.00							218,526.00
T2344	13/04/2017	Mayor's Fund - Ceilidh							2,172.00	2,172.00
T2345	13/04/2017	CWAC - Room Hire 163					40.00			40.00
T2346	18/04/2017	CWAC - Room Hire 164					40.00			40.00
T2347	24/04/2017	Cheshire East - Rm Hire					142.40			142.40
T2348	27/04/2017	Allotment Fee - L 1		35.00						35.00
T2349	27/04/2017	DT Turner			800.00					800.00
T2350	27/04/2017	DT Turner			370.00					370.00
T2351	27/04/2017	Blackwell's Stonecraft			65.00					65.00
T2352	27/04/2017	Allotment Fee - 3 A		35.00						35.00
T2353	27/04/2017	Allotment Fee - 8		35.00						35.00
T2354	27/04/2017	Walk Book Sales						6.00		6.00
T2357	26/04/2017	Street Collection							119.61	119.61
T2361	24/04/2017	Fundraising							1,153.06	1,153.06
T2362	05/04/2017	Co-operative Bank				5.94				5.94
T2366	10/04/2017	Bank of Scotland				26.42				26.42
		TOTAL	218,526.00	105.00	2,935.00	32.36	262.40	6.00	3,444.67	225,311.43