

FRODSHAM TOWN COUNCIL

FINANCE REPORTS PACK

POLICY, PROCESS AND REVENUE COMMITTEE – 24<sup>TH</sup> AUGUST 2020

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This report pack contains:

Income and expenditure accounts	July 2020 ( <b>Income £1,510, expenditure £54,648.89</b> )
Bank statements & bank recs	Current Account Co-op July 2020 ( <b>Balance 31/01/2020 £229,519.45</b> )
	Instant Access Co-op July 2020 ( <b>Balance 31/07/2020 £25,199.09</b> )
	CCLA July 2020 ( <b>Balance 31/01/2020 £227,466.29</b> )

Detailed income & expenditure by budget headings as at month 4

*Please note that Co-op only provide a statement for the instant access account when there have been changes to the account.*

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2020

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Policy Process &amp; Revenue</u>								
1076 Precept	0	229,679	229,679	0			100.0%	
1090 Income - Interest	56	372	1,500	1,128			24.8%	
1110 Income - CHP	0	(143)	5,000	5,143			(2.9%)	
1890 Income - Allotments	0	0	927	927			0.0%	
1990 Income - Other	0	0	16,000	16,000			0.0%	
Policy Process & Revenue :- Income	<u>56</u>	<u>229,909</u>	<u>253,106</u>	<u>23,197</u>			<u>90.8%</u>	<u>0</u>
4000 Staff Salary	4,269	19,882	65,761	45,879	45,879	45,879	30.2%	
4030 PAYE and NI	1,336	3,881	4,190	309	309	309	92.6%	
4040 Pension	1,177	3,531	10,400	6,869	6,869	6,869	34.0%	
4070 Training - Staff	65	65	1,200	1,135	1,135	1,135	5.4%	
4090 Training - Councillor	0	0	1,000	1,000	1,000	1,000	0.0%	
4120 Audit Fees	0	(340)	1,500	1,840	1,840	1,840	(22.7%)	
4130 Professional Fees	0	(60)	2,000	2,060	2,060	2,060	(3.0%)	
4140 Subscriptions & Memberships	1,779	1,909	2,200	291	291	291	86.8%	
4150 Insurance	2,382	2,769	2,500	(269)	(269)	(269)	110.8%	
4160 Stationery	25	28	500	472	472	472	5.6%	
4170 Postage	0	0	150	150	150	150	0.0%	
4180 Telephone & Broadband	97	829	1,750	921	921	921	47.3%	
4190 Photocopier	0	128	720	592	592	592	17.8%	
4200 Website	120	432	1,500	1,068	1,068	1,068	28.8%	
4210 IT	219	877	2,750	1,873	1,873	1,873	31.9%	
4220 Grants Paid	0	0	10,000	10,000	10,000	10,000	0.0%	
4240 Rent	850	2,125	5,100	2,975	2,975	2,975	41.7%	
4250 Rates	125	373	1,500	1,128	1,128	1,128	24.8%	
4260 Pub Consultations	0	0	900	900	900	900	0.0%	
4270 Adverts	0	0	1,800	1,800	1,800	1,800	0.0%	
4430 Over 70s	0	430	0	(430)	(430)	(430)	0.0%	
4511 Storage Facility	77	306	1,102	796	796	796	27.8%	
4512 Vending Machine	0	0	500	500	500	500	0.0%	
4513 Over 70s	0	(430)	15,000	15,430	15,430	15,430	(2.9%)	
4514 Winter Gritting	0	0	1,000	1,000	1,000	1,000	0.0%	
4515 Allotments	0	107	1,000	893	893	893	10.7%	
4516 War Memorial Maintenance	0	0	1,000	1,000	1,000	1,000	0.0%	
4517 CCTV	4,500	4,500	5,000	500	500	500	90.0%	
4518 Community Safety	106	3,446	7,000	3,554	3,554	3,554	49.2%	
4519 Frodsham Youth Association	0	10,000	10,000	0	0	0	100.0%	
4612 Regalia	0	0	1,000	1,000	1,000	1,000	0.0%	
4613 Neighbourhood Plan	0	248	3,000	2,753	2,753	2,753	8.3%	
4735 Mayor Allowance	0	1,000	1,000	0	0	0	100.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2020

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4800 Neighbourhood Plan	0	(98)	0	98		98	0.0%	
4810 Elections	0	0	5,000	5,000		5,000	0.0%	
4990 Sundries	393	1,252	0	(1,252)		(1,252)	0.0%	
Policy Process & Revenue :- Indirect Expenditure	<u>17,520</u>	<u>57,189</u>	<u>169,023</u>	<u>111,834</u>	<u>0</u>	<u>111,834</u>	<u>33.8%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(17,464)</u>	<u>172,719</u>						
<u>110 Community</u>								
4440 War Memorial	26,761	(23,586)	0	23,586		23,586	0.0%	
Community :- Indirect Expenditure	<u>26,761</u>	<u>(23,586)</u>	<u>0</u>	<u>23,586</u>	<u>0</u>	<u>23,586</u>		<u>0</u>
Movement to/(from) Gen Reserve	<u>(26,761)</u>	<u>23,586</u>						
<u>130 Cemetery</u>								
1300 Income - Burial Fees	1,360	7,340	13,000	5,660			56.5%	
1301 Income - Memorials	150	150	0	(150)			0.0%	
Cemetery :- Income	<u>1,510</u>	<u>7,490</u>	<u>13,000</u>	<u>5,510</u>			<u>57.6%</u>	<u>0</u>
4250 Rates	711	711	1,400	689		689	50.8%	
4550 Plaques & Memorials	0	0	200	200		200	0.0%	
4560 Waste Removal	0	388	1,080	692		692	35.9%	
4600 Utilities	106	211	600	389		389	35.2%	
4990 Sundries	995	1,192	400	(792)		(792)	298.1%	
Cemetery :- Indirect Expenditure	<u>1,813</u>	<u>2,503</u>	<u>3,680</u>	<u>1,177</u>	<u>0</u>	<u>1,177</u>	<u>68.0%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(303)</u>	<u>4,987</u>						
<u>140 Events</u>								
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%	
4730 Christmas Festival	0	0	6,000	6,000		6,000	0.0%	
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>84</u>	<u>19,050</u>	<u>18,966</u>	<u>0</u>	<u>18,966</u>	<u>0.4%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>(84)</u>						
<u>150 Capital</u>								
4570 Burial Ground Extension	545	10,483	0	(10,483)		(10,483)	0.0%	
Capital :- Indirect Expenditure	<u>545</u>	<u>10,483</u>	<u>0</u>	<u>(10,483)</u>	<u>0</u>	<u>(10,483)</u>		<u>0</u>
Movement to/(from) Gen Reserve	<u>(545)</u>	<u>(10,483)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2020

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>170 Amenities</u>								
4801 Contract No 1	0	4,813	24,300	19,487		19,487	19.8%	
4802 Contract No 2	0	0	10,000	10,000		10,000	0.0%	
4803 Play Areas	0	558	4,500	3,942		3,942	12.4%	
4804 Tree Works	0	0	2,000	2,000		2,000	0.0%	
4805 Hob Hey Wood	0	0	5,000	5,000		5,000	0.0%	
4806 Defibrillator Maintenance	954	954	2,000	1,046		1,046	47.7%	
4807 Relacement Tree Lights	0	0	10,000	10,000		10,000	0.0%	
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 Maintenance	0	100	6,000	5,900		5,900	1.7%	
<b>Amenities :- Indirect Expenditure</b>	<b>954</b>	<b>6,425</b>	<b>67,630</b>	<b>61,205</b>	<b>0</b>	<b>61,205</b>	<b>9.5%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(954)</b>	<b>(6,425)</b>						
<b>Grand Totals:- Income</b>	<b>1,566</b>	<b>237,399</b>	<b>266,106</b>	<b>28,707</b>			<b>89.2%</b>	
<b>Expenditure</b>	<b>47,593</b>	<b>53,098</b>	<b>259,383</b>	<b>206,285</b>	<b>0</b>	<b>206,285</b>	<b>20.5%</b>	
<b>Net Income over Expenditure</b>	<b>(46,026)</b>	<b>184,301</b>	<b>6,723</b>	<b>(177,578)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>(46,026)</b>	<b>184,301</b>						

## Receipts for Month 4

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		282,298.34					282,298.34	
533	Banked: 20/07/2020	1,070.00						
T3002	Buckley Memorials	75.00			1301	130	75.00	Interment
T3003	Rogers Masonary	75.00			1301	130	75.00	Memorial
T3005	Dignity Funerals	440.00			1300	130	440.00	Interment
T3006	Dignity Funerals	480.00			1300	130	480.00	Interment
T3009	Banked: 28/07/2020	440.00						
T3009	JWIFS	440.00			1300	130	440.00	Interment
<b>Total Receipts for Month</b>		1,510.00	0.00	0.00			1,510.00	
<b>Cashbook Totals</b>		<u>283,808.34</u>	<u>0.00</u>	<u>0.00</u>			<u>282,298.34</u>	

## Payments for Month 4

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/07/2020	Prism Ltd	DD	116.09		19.35	4180	100	96.74	Phone services
01/07/2020	CWAC	DD	125.00			4250	100	125.00	Rates Castle Park
01/07/2020	Scottish Power	DD	10.00			4600	130	10.00	Cemetery power
01/07/2020	CWAC	DD	510.00		85.00	4240	100	425.00	Rent - CPH
08/07/2020	Zurich Insurance	BACS	2,382.18			4150	100	2,382.18	Annual payment
15/07/2020	[REDACTED]	BACS	586.08			4000	100	586.08	FTC-SALARY
15/07/2020	[REDACTED]	BACS	898.38			4000	100	898.38	FTC-SALARY
15/07/2020	[REDACTED]	BACS	546.68			4000	100	546.68	FTCT-SALARY
15/07/2020	[REDACTED]	BACS	2,238.12			4000	100	2,238.12	FTC-SALARY
15/07/2020	HMRC	BACS	1,336.49			4030	100	1,336.49	JUNE
15/07/2020	Cheshire Pensions	BACS	1,177.09			4040	100	1,177.09	JUNE
15/07/2020	[REDACTED]	BACS	77.99			4990	100	77.99	FTC-EXP-MONITOR
15/07/2020	Rabbit Digital	BACS	120.00			4200	100	120.00	June website
15/07/2020	SLCC	BACS	309.00			4140	100	309.00	Clerk-Membership
15/07/2020	Walker Conservation	BACS	31,045.60		5,174.27	4440	110	25,871.33	War memorial final invoice
15/07/2020	Peter Cope MRICS	BACS	1,068.00		178.00	4440	110	890.00	QS War Memorial final
15/07/2020	Pear Technology	BACS	1,194.00		199.00	4990	130	995.00	Cemetery mapping
15/07/2020	Main Street Community Church	BACS	300.00			4990	100	300.00	COVID-19 (ERROR ON REF 7012)
15/07/2020	CHALC	BACS	1,470.04			4140	100	1,470.04	Annual subscription
16/07/2020	[REDACTED]	BACS	24.99			4160	100	24.99	FTC-EXP-keyboard
16/07/2020	SLCC Enterprises Ltd	BACS	78.00		13.00	4070	100	65.00	Training-JO/LK
16/07/2020	H & L Self Storage Ltd	BACS	91.80		15.30	4511	100	76.50	14/07-14/08
16/07/2020	Community Heartbeat	BACS	1,144.80		190.80	4806	170	954.00	5 x defib batteries
16/07/2020	SETON	BACS	126.55		21.09	4518	100	105.46	5 x handihoops/gloves CA
16/07/2020	SETON	BACS	-126.55		-21.09	4518	100	-105.46	Litter pick equipment
16/07/2020	SETON	BACS	126.66		21.11	4518	100	105.55	Litter pick equipment
16/07/2020	B & M Waste Services	DD	115.68		19.28	4600	130	96.40	Cemetery waste
23/07/2020	Harrison Design Development	BACS	654.00		109.00	4570	150	545.00	Burial Ground
23/07/2020	CWAC	BACS	510.00		85.00	4240	100	425.00	CPH rent
23/07/2020	CWAC	BACS	711.15			4250	130	711.15	Cemetery rates
23/07/2020	CWAC	BACS	5,400.00		900.00	4517	100	4,500.00	CCTV year 1
23/07/2020	Robert Gleave and Sons	BACS	17.98		3.00	4990	100	14.98	Security tape
27/07/2020	Prism Ltd	BACS	263.09		43.85	4210	100	219.24	IT services
<b>Total Payments for Month</b>			<b>54,648.89</b>	<b>0.00</b>	<b>7,055.96</b>			<b>47,592.93</b>	
<b>Balance Carried Fwd</b>			<b>229,159.45</b>						
<b>Cashbook Totals</b>			<b>283,808.34</b>	<b>0.00</b>	<b>7,055.96</b>			<b>276,752.38</b>	

**Bank Reconciliation Statement as at 31/07/2020  
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	31/07/2020	693	229,519.45
			<u>229,519.45</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
04/02/2020 207369 Top Marks-Over 70s		360.00	
			<u>360.00</u>
			229,159.45
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			229,159.45
		<b>Balance per Cash Book is :-</b>	<b>229,159.45</b>
		<b>Difference is :-</b>	<b>0.00</b>

701-0890536149310600-170720-005433.1403.txt

BRANCH : WARRINGTON 0890536149310600  
 BIC : CPBKGB22 IBAN : GB54CPBK08905361493106  
 TYPE : COMMUNITY DIR FRODSHAM TOWN COUNCIL

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16 JUL 20

Date	Description	Withdrawals	Deposits	Balance
01 JUL 20	DD CHESHIRE WEST AND 600788120	125.00		
01 JUL 20	DD TELECOMS TELE1035 157705	116.09		
01 JUL 20	DD SCOTTISHPOWER 54781325010	10.00		
01 JUL 20	DD CHESHIRE WEST FUND 215317	510.00		281,897.25
08 JUL 20	ZURICH MUNICIPAL 3647008	2,382.18		279,515.07
13 JUL 20	[REDACTED] FTC SALARY	898.38		278,616.69
14 JUL 20	WALKER CONSERVATIO 117	25,871.33		252,745.36
15 JUL 20	CHES ASSOC OF TOWN FRODSHAM TOWN COUN	1,470.04		
15 JUL 20	[REDACTED] FTC-EXP	77.99		
15 JUL 20	RABBIT 2898	120.00		
15 JUL 20	Main Street Commun FTC-COVID-19	300.00		
15 JUL 20	SLCC MEM229525	309.00		
15 JUL 20	[REDACTED]	546.68		
15 JUL 20	[REDACTED] FTC-SALARY	586.08		
15 JUL 20	PETER COPE MRICS 1824	1,068.00		
15 JUL 20	HMRC 709PA00115747	1,336.49		
15 JUL 20	[REDACTED] FTC-SALARY	2,238.12		
15 JUL 20	WALKER CONSERVATIO 117	5,174.27		
15 JUL 20	PEAR TECHNOLOGY 127392	1,194.00		
15 JUL 20	CHESHIRE PENSIONS 9852093	1,177.09		237,147.60
16 JUL 20	[REDACTED] FTC-EXP	24.99		
16 JUL 20	H&L STORAGE LTD 4659	91.80		
16 JUL 20	COMMUNITY HEARTBEA 6318	1,144.80		
16 JUL 20	SLCC ENTERPRISES L 132062	78.00		
16 JUL 20	SETON 9303175581	126.66		235,681.35



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BRANCH : WARRINGTON 0890536149310600

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BIC : CPBKGB22 IBAN : GB54CPBK08905361493106

TYPE : COMMUNITY DIR FRODSHAM TOWN COUNCIL

31 JUL 20

Date	Description	Withdrawals	Deposits	Balance
20 JUL 20	DD BAGNALL & MORRIS W F568FRODSHAM	115.68		
20 JUL 20	000000 CREDIT 4403100087880001		1,070.00	236,635.67
23 JUL 20	HARRISON DESIGN DE 044-1819	654.00		
23 JUL 20	ROBERT GLEAVE & SO 1188	17.98		
23 JUL 20	CHESHIRE WEST AND 600336103	711.15		
23 JUL 20	CHESHIRE WEST AND 71200151	5,400.00		
23 JUL 20	CHESHIRE WEST AND 78665507	510.00		229,342.54
27 JUL 20	DD PRISM BUSINESS DEV PRSM3947 125651	263.09		229,079.45
28 JUL 20	JACQUELINE WILSON JWIFS-WRIGHT BOA		440.00	229,519.45

**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 July 2020

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/07/20	Brought Forward			227,409.85	
01/07/20	Dividend reinvested		56.44	227,466.29	4
31/07/20	Carried Forward			227,466.29	4

Statement of Dividends paid during the month to 31 July 2020

Date	Receiving Account	Amount Paid £
01-07-20	Dividend reinvested	56.44

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](http://www.ccla.co.uk)

Bank Reconciliation Statement as at 31/07/2020  
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	31/07/2020		227,466.29
			<u>227,466.29</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			227,466.29
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			227,466.29
		Balance per Cash Book is :-	227,466.29
		Difference is :-	0.00