

FINANCE REPORTS PACK

TOWN COUNCIL MEETING 25 November 2019

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This report pack contains:

Income and expenditure accounts	October 2019
Bank statements & bank recs	Current Account Co-op October 2019
	Instant Access Co-op October 2019
	CCLA October 2019
Detailed income & expenditure by budget headings as at month 7	

*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 18/11/2019

Month No: 7

## 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 &amp; Process</u>								
1076 Precept	0	269,066	269,066	0			100.0%	
1090 Income - Interest	201	1,111	500	(611)			222.1%	
1100 Income - Grants & Donation	0	8,087	32,376	24,289			25.0%	
1110 Income - CHP	858	4,213	3,000	(1,213)			140.4%	
1420 Income - Walk Book	0	1	0	(1)			0.0%	
1460 Income - Silver Sunday	325	775	0	(775)			0.0%	
1990 Income - Other	0	4,487	16,000	11,513			28.0%	
Policy & Process :- Income	<u>1,383</u>	<u>287,740</u>	<u>320,942</u>	<u>33,202</u>			<u>89.7%</u>	<u>0</u>
4000 Staff Salary	3,645	33,671	90,837	57,166		57,166	37.1%	
4030 PAYE and NI	3,793	13,793	0	(13,793)		(13,793)	0.0%	
4040 Pension	1,336	9,350	0	(9,350)		(9,350)	0.0%	
4060 Expenses - Staff Other	15	150	0	(150)		(150)	0.0%	
4070 Training - Staff	0	440	1,200	760		760	36.7%	
4080 Chairman's Allowance	0	(100)	1,000	1,100		1,100	(10.0%)	
4090 Training - Councillor	0	767	400	(367)		(367)	191.8%	
4110 Bank Charges	0	0	25	25		25	0.0%	
4120 Audit Fees	0	0	1,500	1,500		1,500	0.0%	
4130 Professional Fees	0	1,926	0	(1,926)		(1,926)	0.0%	
4140 Subscriptions & Memberships	60	3,756	2,000	(1,756)		(1,756)	187.8%	
4150 Insurance	0	2,322	2,300	(22)		(22)	100.9%	
4160 Stationery	79	158	1,000	842		842	15.8%	
4170 Postage	0	96	150	54		54	64.1%	
4180 Telephone & Broadband	97	805	1,750	945		945	46.0%	
4190 Photocopier	0	309	0	(309)		(309)	0.0%	
4200 Website	120	792	1,500	708		708	52.8%	
4210 IT	216	1,464	1,750	286		286	83.7%	
4220 Grants Paid	0	0	6,000	6,000		6,000	0.0%	
4240 Rent	425	3,443	5,100	1,657		1,657	67.5%	
4250 Rates	123	859	1,500	642		642	57.2%	
4260 Pub Consultations	0	0	500	500		500	0.0%	
4270 Adverts	0	0	300	300		300	0.0%	
4310 Fuel	43	365	1,500	1,135		1,135	24.4%	
4420 Xmas Lights	0	440	0	(440)		(440)	0.0%	
4735 Mayor Allowance	162	427	1,000	573		573	42.7%	
4990 Sundries	1,163	2,428	0	(2,428)		(2,428)	0.0%	
Policy & Process :- Indirect Expenditure	<u>11,277</u>	<u>77,662</u>	<u>121,312</u>	<u>43,650</u>	<u>0</u>	<u>43,650</u>	<u>64.0%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(9,894)</u>	<u>210,077</u>						

## Detailed Income &amp; Expenditure by Budget Heading 18/11/2019

Month No: 7

## 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
<b>110 Community</b>								
1100 Income - Grants & Donation	0	1,000	0	(1,000)			0.0%	
1410 Income - Allotments	0	927	810	(117)			114.5%	
Community :- Income	0	1,927	810	(1,117)			238.0%	0
4240 Rent	500	2,100	1,000	(1,100)		(1,100)	210.0%	
4250 Rates	0	0	1,000	1,000		1,000	0.0%	
4320 Maintenance	408	6,758	16,000	9,242		9,242	42.2%	
4400 H & S	0	0	250	250		250	0.0%	
4410 Street Furniture	0	18	1,000	982		982	1.8%	
4420 Xmas Lights	0	4,345	750	(3,595)		(3,595)	579.3%	
4430 Over 70s	360	374	12,000	11,626		11,626	3.1%	
4440 War Memorial	23,579	25,719	115,710	89,991		89,991	22.2%	
4600 Utilities	0	25	0	(25)		(25)	0.0%	
4990 Sundries	0	613	0	(613)		(613)	0.0%	
Community :- Indirect Expenditure	24,846	39,952	147,710	107,758	0	107,758	27.0%	0
Movement to/(from) Gen Reserve	(24,846)	(38,024)						
<b>120 Environment</b>								
1990 Income - Other	0	478	0	(478)			0.0%	
Environment :- Income	0	478	0	(478)				0
4320 Maintenance	0	441	10,000	9,559		9,559	4.4%	
Environment :- Indirect Expenditure	0	441	10,000	9,559	0	9,559	4.4%	0
Movement to/(from) Gen Reserve	0	37						
<b>130 Cemetery</b>								
1300 Income - Burial Fees	310	13,003	10,000	(3,003)			130.0%	
1301 Income - Memorials	75	840	0	(840)			0.0%	
Cemetery :- Income	385	13,843	10,000	(3,843)			138.4%	0
4240 Rent	0	0	6,000	6,000		6,000	0.0%	
4250 Rates	700	1,399	0	(1,399)		(1,399)	0.0%	
4320 Maintenance	601	761	2,000	1,239		1,239	38.0%	
4550 Plaques & Memorials	0	106	0	(106)		(106)	0.0%	
4560 Waste Removal	0	381	0	(381)		(381)	0.0%	
4600 Utilities	116	245	0	(245)		(245)	0.0%	
4990 Sundries	0	298	0	(298)		(298)	0.0%	
Cemetery :- Indirect Expenditure	1,417	3,190	8,000	4,810	0	4,810	39.9%	0
Movement to/(from) Gen Reserve	(1,032)	10,653						

## Detailed Income &amp; Expenditure by Budget Heading 18/11/2019

Month No: 7

## 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
<b>140 Events</b>								
1450 Income - Xmas market	660	1,035	0	(1,035)			0.0%	
1470 Xmas donations	3,200	3,200	0	(3,200)			0.0%	
1990 Income - Other	150	150	0	(150)			0.0%	
Events :- Income	<u>4,010</u>	<u>4,385</u>	<u>0</u>	<u>(4,385)</u>				<u>0</u>
4240 Rent	0	77	0	(77)		(77)	0.0%	
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%	
4730 Christmas Festival	0	1,401	6,000	4,599		4,599	23.4%	
4740 NY Eve	0	0	2,250	2,250		2,250	0.0%	
4750 Sponsorship Fund	0	209	0	(209)		(209)	0.0%	
4990 Sundries	0	77	0	(77)		(77)	0.0%	
Events :- Indirect Expenditure	<u>0</u>	<u>1,764</u>	<u>10,050</u>	<u>8,286</u>	<u>0</u>	<u>8,286</u>	<u>17.6%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>4,010</u>	<u>2,621</u>						
<b>150 Capital</b>								
4210 IT	0	0	1,000	1,000		1,000	0.0%	
4280 Infrastructure & Street Scene	0	0	1,000	1,000		1,000	0.0%	
4420 Xmas Lights	0	0	5,000	5,000		5,000	0.0%	
4570 Burial Ground Extension	0	3,020	45,000	41,980		41,980	6.7%	
4760 Play areas	80	160	0	(160)		(160)	0.0%	
Capital :- Indirect Expenditure	<u>80</u>	<u>3,180</u>	<u>52,000</u>	<u>48,820</u>	<u>0</u>	<u>48,820</u>	<u>6.1%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(80)</u>	<u>(3,180)</u>						
<b>160 Projects</b>								
1440 Income - Mayor Fund	0	(500)	0	500		500	0.0%	
Projects :- Direct Expenditure	<u>0</u>	<u>(500)</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>500</u>		<u>0</u>
4800 Neighbourhood Plan	130	818	1,000	183		183	81.8%	
4810 Elections	0	0	10,000	10,000		10,000	0.0%	
4820 FYA	0	10,000	10,000	0		0	100.0%	
4830 WW1	0	0	680	680		680	0.0%	
4840 Community Safety	0	0	4,000	4,000		4,000	0.0%	
Projects :- Indirect Expenditure	<u>130</u>	<u>10,818</u>	<u>25,680</u>	<u>14,863</u>	<u>0</u>	<u>14,863</u>	<u>42.1%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(130)</u>	<u>(10,318)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 18/11/2019

Month No: 7

## 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
Grand Totals:- Income	5,778	308,373	331,752	23,379			93.0%	
Expenditure	37,750	136,507	374,752	238,245	0	238,245	36.4%	
<b>Net Income over Expenditure</b>	<u>(31,972)</u>	<u>171,866</u>	<u>(43,000)</u>	<u>(214,866)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>(31,972)</u>	<u>171,866</u>						

Bank Reconciliation Statement as at 05/11/2019  
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	31/10/2019	672	243,882.49
			<u>243,882.49</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			243,882.49
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			243,882.49
		Balance per Cash Book is :-	243,882.49
		Difference is :-	0.00

**MS J O'DONOGHUE**  
 Frodsham Town Council  
 Castle Park House  
 Castle Park  
 Frodsham Cheshire  
 WA6 6SB

M587/J1084371000

14100

## Community Directplus Account

### Summary

Account title  
**FRODSHAM TOWN COUNCIL**

Sort code  
**088053**

Account number  
**61493106 00**

Statement date  
**15 October 2019**

Statement number  
**670**

Page number  
**1 of 1**

Statement opening balance  
**281,351.79**

Money out  
**9,699.01**

Money in  
**634.60**

Statement closing balance  
**272,287.28 S**

International Bank Account Number  
 GB54 CPBK 0590 5361 4931 06

Bank Identification Code  
 CPBK GB22

Deposits\* into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

\*For more information on eligible deposits please refer to www.FSCS.org.uk

Date	Description	Money out	Money in	Balance
<b>30 SEP 19</b>	<b>OPENING BALANCE</b>			<b>281,351.79</b>
1 OCT 19	DD CHESHIRE WEST AND 600788120	123.00		
1 OCT 19	DD APPLGREEN PLC DD 111005222	20.64		
1 OCT 19	DD TELECOMS TELE1035 132761	116.10		
1 OCT 19	DD SCOTTISHPOWER 54781325010	10.00		
1 OCT 19	DD CHESHIRE WEST FUND 215317	510.00		280,572.05
7 OCT 19	N C HOMECARE LIMIT HOME INSTEAD		250.00	280,822.05
8 OCT 19	CHESHIRE WEST AND BLANKS		42.00	280,864.05
9 OCT 19	PO CREDIT		150.00	
9 OCT 19	POWERS & TILTMAN L POWERS & TILTMAN		75.00	281,089.05
10 OCT 19	JO O'DONOGHUE FRODSHAM TC	14.90		
10 OCT 19	MID CHESHIRE GROUN SI-3384	60.00		
10 OCT 19	FRODSHAM COMMUNITY FRODSHAM TC	60.00		
10 OCT 19	BATES OFFICE SERVI SI161972	80.71		
10 OCT 19	MS G S HESHKETH FRODSHAM TC	120.00		
10 OCT 19	NORTHWICH TOWN COU 3789	441.00		
10 OCT 19	HARRISON DESIGN DE 007-1819	3,483.00		
10 OCT 19	CHESHIRE WEST AND BLANKS		62.50	276,891.94
14 OCT 19	DD WATER PLUS 4075954477	36.66		
14 OCT 19	ZAMORA A E FCM Zamora		55.00	276,910.28
15 OCT 19	DD APPLGREEN PLC DD 111005222	26.45		
15 OCT 19	[REDACTED] FRODSHAM TC	583.41		
15 OCT 19	[REDACTED] FRODSHAM TC	683.64		
15 OCT 19	[REDACTED] FRODSHAM TC	840.68		
15 OCT 19	[REDACTED] FRODSHAM TC	876.02		
15 OCT 19	HMRC 709PA00115747	1,612.80		272,287.28 S
<b>Statement closing balance</b>				<b>272,287.28 S</b>

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTF** Non Sterling Transaction Fee. Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

phone 03457 213 213

**MS J O'DONOGHUE**  
Frodsham Town Council  
Castle Park House  
Castle Park  
Frodsham Cheshire  
WA6 6SB

MM71/J1005423000

14100

## Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title <b>FRODSHAM TOWN COUNCIL</b>	15 OCT 19	OPENING BALANCE			272,287.28
Sort code <b>089053</b>	15 OCT 19	[REDACTED] FRODSHAM TC	2,180.21		
Account number <b>61493106 00</b>	15 OCT 19	CHESHIRE PENSIONS 9852093	1,335.69		
Statement date <b>23 October 2019</b>	15 OCT 19	VIVO CARE CHOICES CPR1/336 VIVO		40.00	268,811.38
Statement number <b>671</b>	16 OCT 19	CHESHIRE WEST AND BLANKS		32.00	268,843.38
Page number <b>1 of 1</b>	17 OCT 19	000000 CREDIT 4375400937880000		130.00	
Statement opening balance <b>272,287.28</b>	17 OCT 19	C Burgess FROD POD XMAS SPON		100.00	
Money out <b>30,822.84</b>	17 OCT 19	KPD SERV LTD KPD FROD XMAS		200.00	269,273.38
Money in <b>718.00</b>	18 OCT 19	CHESHIRE WEST AND BLANKS		51.00	
Statement closing balance <b>242,182.44</b>	18 OCT 19	MARCH P&M FCM MARCH		55.00	269,379.38
International Bank Account Number GB54 CPBK 0890 5361 4931 06	21 OCT 19	DD BAGNALL & MORRIS W F568FRODSHAM	83.18		
Bank Identification Code CPBK GB22	21 OCT 19	STOCKTON K FCM STOCKTON		55.00	269,351.20
	22 OCT 19	ZURICH MUNICIPAL 39697362	446.98		268,904.22
	23 OCT 19	BATES OFFICE SERVI S1170230	7.19		
	23 OCT 19	BATES OFFICE SERVI S1170229	7.19		
	23 OCT 19	CWAC LEISURE CIC 32142	10.00		
	23 OCT 19	MID CHESHIRE GROUND T6672	12.00		
	23 OCT 19	KDE LTD INV1565035	54.00		
	23 OCT 19	H&L STORAGE LTD 3130	91.80		
	23 OCT 19	RABBIT 2774	120.00		
	23 OCT 19	ORBIT NEWS LTD 43230	360.00		
	23 OCT 19	NORTHWICH TOWN COU 3822	649.20		
	23 OCT 19	WALKER CONSERVATIO 71	24,811.40		
	23 OCT 19	HAWK PUBLISHING LT 917010	300.00		
	23 OCT 19	LITE 930932	354.00		
	23 OCT 19	DAVIES REJ FCM Davies		55.00	242,182.44
	<b>Statement closing balance</b>				<b>242,182.44</b>

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTF** Non Sterling Transaction Fee. Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

Deposits into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

\*For more information on eligible deposits please refer to www.FSCS.org.uk



**MS J O'DONOGHUE**  
 Frodsham Town Council  
 Castle Park House  
 Castle Park  
 Frodsham Cheshire  
 WA6 6SB

M1018/J1088463000

14100

## Community Directplus Account

**Summary**      **Date**      **Description**      **Money out**      **Money in**      **Balance**

Account title  
**FRODSHAM TOWN COUNCIL**

Sort code  
**089053**

Account number  
**61493106 00**

Statement date  
**31 October 2019**

Statement number  
**672**

Page number  
**1 of 1**

Statement opening balance  
**242,182.44**

Money out  
**2,524.95**

Money in  
**4,226.00**

Statement closing balance  
**243,882.49**

International Bank Account Number  
 GB54 CPBK 0890 5301 4931 06

Bank Identification Code  
 CPBK GB22

Date	Description	Money out	Money in	Balance
23 OCT 19	OPENING BALANCE			242,182.44
24 OCT 19	WALKERS NURSERY 1444	48.00		
24 OCT 19	HAWK PUBLISHING LT 917024	114.00		242,020.44
25 OCT 19	DD PRISM BUSINESS DEV PRSM3947 102526	259.49		
25 OCT 19	KEELY OLIVERS CAT 0065	35.00		
25 OCT 19	Allons Dry C Promotion		100.00	241,825.95
28 OCT 19	LIAM JONES FTC-EXP	31.85		
28 OCT 19	LIAM JONES FTC-EXP	42.99		
28 OCT 19	PO CREDIT		1,000.00	
28 OCT 19	J Ankers FCM Ankers		55.00	
28 OCT 19	ASHTON HSE L ASHTON HOUSE		300.00	243,106.11
29 OCT 19	FRODSHAM GOLF CLUB FRODSHAM TC	500.00		
29 OCT 19	CHESHIRE WEST AND 600336103	700.00		241,906.11
30 OCT 19	LIAM JONES FTC-EXP	52.50		
30 OCT 19	ROBINSON-COLLIN VE FCM ROBINSON-COLLI		55.00	
30 OCT 19	CHESHIRE WEST AND BLANKS		630.00	242,538.61
31 OCT 19	207330 0009563356870000	40.00		
31 OCT 19	207331 0009563629870000	40.00		
31 OCT 19	L D RIMMER FTC	661.12		
31 OCT 19	000000 CREDIT 4376800869880000		1,865.00	
31 OCT 19	S Linfoot FCM LINFOOT		55.00	
31 OCT 19	BRAY & FINNE FCMbray		55.00	
31 OCT 19	RIDICULOUSLY RICH FCM FORTUNE		55.00	
31 OCT 19	Hindley Sharon FCM HINDLEY		55.00	243,882.49
<b>Statement closing balance</b>				<b>243,882.49</b>

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTI\*** Non Sterling Transaction Fee. Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

Deposits\* into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

\*For more information on eligible deposits please refer to www.FSCS.org.uk

Bank Reconciliation Statement as at 05/11/2019  
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	31/10/2019		226,487.03
			<u>226,487.03</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			226,487.03
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			226,487.03
		Balance per Cash Book is :-	226,487.03
		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 October 2019

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/10/19	Brought Forward			226,349.17	
01/10/19	Dividend reinvested		137.86	226,487.03	4
31/10/19	Carried Forward			226,487.03	4

Statement of Dividends paid during the month to 31 October 2019

Date	Receiving Account	Amount Paid £
01-10-19	Dividend reinvested	137.86

Bank Reconciliation Statement as at 05/11/2019  
for Cashbook 3 - Instant Access A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Instant Access A/c	31/10/2019		25,199.09
			<u>25,199.09</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			25,199.09
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			25,199.09
		Balance per Cash Book is :-	25,199.09
		Difference is :-	0.00

Accounts Information > Transactions > Print Preview

**Transactions**

Account 0890536149310650

Date From: 01/10/2019 To: 31/10/2019

Date	Description	Bank Reference	Customer Reference	Credit	Debit	Additional Information	Running Balance
04/10/2019	Bank Credit Interest			62.67			25,199.09

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