

## **Accounts Report Pack**

### **AGENDA ITEM 39**

**Committee:** Policy Process & Revenue  
**Date of meeting:** 25<sup>th</sup> October 2021  
**Report by:** Jo O'Donoghue (Town Clerk and Responsible Finance Officer)  
**Dated:** 14/10/2021

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## Receipts for Month 6

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
<b>Balance Brought Fwd :</b>		<b>281,186.62</b>					<b>281,186.62</b>	
T3176	Banked: <b>01/09/2021</b>	<b>75.00</b>						
T3176	Blackwells	75.00			1301	130	75.00	Memorial
T3175	Banked: <b>02/09/2021</b>	<b>75.00</b>						
T3175	Blackwells	75.00			1301	130	75.00	Memorial
T3177	Banked: <b>02/09/2021</b>	<b>75.00</b>						
T3177	Blackwells	75.00			1300	130	75.00	Memorial
T3174	Banked: <b>07/09/2021</b>	<b>100.00</b>						
T3174	DT Turner	100.00			1300	130	100.00	Interment
T3171	Banked: <b>08/09/2021</b>	<b>250.00</b>						
T3171	Dignity	250.00			1300	130	250.00	Interment
T3173	Banked: <b>27/09/2021</b>	<b>910.00</b>						
T3173	Houghtons	910.00			1300	130	910.00	Interment
<b>Total Receipts for Month</b>		<b>1,485.00</b>	<b>0.00</b>	<b>0.00</b>			<b>1,485.00</b>	
<b>Cashbook Totals</b>		<b>282,671.62</b>	<b>0.00</b>	<b>0.00</b>			<b>282,671.62</b>	

## Payments for Month 6

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/09/2021	CWAC	BACS	510.00			4240	100	510.00	CPH 1/09 to 30/09
01/09/2021	Prism Ltd	BACS	132.65		22.11	4180	100	110.54	Phone charges
01/09/2021	CWAC	DD	125.00			4250	100	125.00	CPH
02/09/2021	Scottish Power	DD	13.00		2.17	4600	130	10.83	Cemetery
06/09/2021	Northwich Town Council	BACS	1,675.80			2021	170	1,675.80	July SLA
06/09/2021	Northwich Town Council	BACS	29.40		4.90	4600	130	24.50	Toilet cleaning
06/09/2021	Northwich Town Council	BACS	1,323.00		220.50	2021	170	1,102.50	SLA watering
06/09/2021	[REDACTED] Supplies	BACS	144.04		24.01	4550	130	120.03	Plaque
06/09/2021	[REDACTED]	BACS	81.00		13.50	4160	100	67.50	SmallPDF
06/09/2021	Bates Office Services Ltd	BACS	41.90		6.98	4160	100	34.92	Files & paper
06/09/2021	[REDACTED]	BACS	20.00			4990	100	20.00	Sympathy flowers
06/09/2021	[REDACTED]	BACS	9.50			4160	100	9.50	Batteries
06/09/2021	Frodsham Community Association	BACS	68.00			4823	100	68.00	Halloween room hire
06/09/2021	Rabbit Digital	BACS	120.00			4200	100	120.00	IT support
06/09/2021	Jo O'Donoghue	BACS	14.39			4060	100	14.39	Zoom 29-08 to 28/09
13/09/2021	[REDACTED] Youth Association	BACS	10,000.00			4519	100	10,000.00	Annual donation
15/09/2021	[REDACTED]	BACS	618.02			4000	100	618.02	Salary
15/09/2021	[REDACTED]	BACS	949.28			4000	100	949.28	Salary
15/09/2021	[REDACTED]	BACS	2,396.59			4000	100	2,396.59	Salary
15/09/2021	[REDACTED]	BACS	483.49			4000	100	483.49	Salary
15/09/2021	[REDACTED]	BACS	762.40			4000	100	762.40	Salary
15/09/2021	HMRC	BACS	1,637.08			4000	100	1,637.08	Staff pension
15/09/2021	Cheshire Pensions	BACS	1,340.61			4040	100	1,340.61	Pension
20/09/2021	B & M Waste Services	BACS	100.51		16.75	4560	130	83.76	Cemetery bin
27/09/2021	[REDACTED]	BACS	259.49			4210	100	259.49	IT support to 30/09
28/09/2021	[REDACTED]	BACS	148.40			4990	100	148.40	Flag and base
28/09/2021	CHALC	BACS	25.00			4070	100	25.00	Mtgs & procedures LB
28/09/2021	PKF LITTLEJOHN	BACS	768.00		128.00	4120	100	640.00	PKF LITTLEJOHN
28/09/2021	Northwich Town Council	BACS	235.20		39.20	4813	170	196.00	Strim mem & graffiti
28/09/2021	H & L Self Storage Ltd	BACS	91.80		15.30	4511	100	76.50	14/09 to 14/10
28/09/2021	Hawk Publications Ltd	BACS	306.00		51.00	4430	100	255.00	DESIGN & VOUCHERS
28/09/2021	Northwich Town Council	BACS	2,734.20		455.70	2021	170	2,278.50	SLA JUNE
28/09/2021	Northwich Town Council	BACS	2,851.80		475.30	2021	170	2,376.50	SLA AUGUST
28/09/2021	Hurst Joinery Ltd	BACS	366.00		61.00	4990	100	305.00	NOTICEBOARD REPAIRS
<b>Total Payments for Month</b>			30,381.55	0.00	1,536.42			28,845.13	
<b>Balance Carried Fwd</b>			252,290.07						
<b>Cashbook Totals</b>			282,671.62	0.00	1,536.42			281,135.20	

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BRANCH : WARRINGTON                      0890536149310600                      PAGE 722  
 BIC : CPBKGB22                      IBAN : GB54CPBK08905361493106  
 TYPE : COMMUNITY DIR FRODSHAM TOWN COUNCIL                      15 SEP 21

Date	Description	Withdrawals	Deposits	Balance
31 AUG 21	BROUGHT FORWARD			281,186.62
01 SEP 21	DD CHESHIRE WEST AND 600788120	125.00		
01 SEP 21	DD TELECOMS TELE1035 204523	132.65		
01 SEP 21	DD CHESHIRE WEST FUND 215317 /2108241	510.00		280,418.97
02 SEP 21	DD SCOTTISHPOWER 54781325010	13.00		
02 SEP 21	BALACKWELLS S/C L NJ16032		75.00	
02 SEP 21	BALACKWELLS S/C [REDACTED]		75.00	
02 SEP 21	BALACKWELLS S/C L NJ16064		75.00	280,630.97
06 SEP 21	[REDACTED] FTC/T7458	9.50		
06 SEP 21	[REDACTED] T7468	14.39		
06 SEP 21	JENNY PENNY FTC/T7461	20.00		
06 SEP 21	BATES OFFICE SERVI SI521766/T7465	41.90		
06 SEP 21	FRODSHAM COMMUNITY Inv03508/T7466	68.00		
06 SEP 21	[REDACTED] T7481	81.00		
06 SEP 21	RABBIT 3064/T7464	120.00		
06 SEP 21	FIBROUS FUNERAL SU INV-2736/T7459	144.04		
06 SEP 21	NORTHWICH TOWN COU 5142	3,028.20		277,103.94
07 SEP 21	D T TURNER LTD [REDACTED]		100.00	277,203.94
08 SEP 21	000000 CREDIT 4444600064880001		250.00	277,453.94
13 SEP 21	FRODSHAM YOUTH ASS FTC/T7485	10,000.00		267,453.94
15 SEP 21	[REDACTED] FTC/T7477	483.49		
15 SEP 21	[REDACTED] FTC/T7474	618.02		
15 SEP 21	[REDACTED] FTC/T7478	762.40		
15 SEP 21	[REDACTED] FTC/T7475	949.28		
15 SEP 21	HMRC 709PA00115747	1,637.08		
15 SEP 21	[REDACTED] FTC/T7476	2,396.59		260,607.08S



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BRANCH : WARRINGTON                      0890536149310600                      PAGE 723  
 BIC : CPBKGB22                      IBAN : GB54CPBK08905361493106  
 TYPE : COMMUNITY DIR FRODSHAM TOWN COUNCIL                      30 SEP 21

Date	Description	Withdrawals	Deposits	Balance
15 SEP 21	BROUGHT FORWARD			260,607.08
15 SEP 21	CHESHIRE PENSIONS 9852093	1,340.61		259,266.47
20 SEP 21	DD BAGNALL & MORRIS W F568FRODSHAM	100.51		259,165.96
27 SEP 21	DD PRISM BUSINESS DEV PRSM3947 168887	259.49		
27 SEP 21	HOUGHTONS FUNERAL [REDACTED]		910.00	259,816.47
28 SEP 21	CHES ASSOC OF TOWN 2021/289/T7492	25.00		
28 SEP 21	HAWK PUBLISHING LT 917289/T7491	306.00		
28 SEP 21	H&L STORAGE LTD 7379/T7482	91.80		
28 SEP 21	[REDACTED] FTC/T7455	148.40		
28 SEP 21	NORTHWICH TOWN COU 5253/T7483	235.20		
28 SEP 21	HURST JOINERY LTD 7888/T7487	366.00		
28 SEP 21	PKF LITTLEJOHN SB20213393	768.00		
28 SEP 21	NORTHWICH TOWN COU 5068/T7489	2,734.20		
28 SEP 21	NORTHWICH TOWN COU 5227/T7488	2,851.80		252,290.07



**Bank Reconciliation Statement as at 11/10/2021  
for Cashbook 1 - Current Bank A/c**

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<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/c Directplus	30/09/2021	723	252,290.07
			<hr/> 252,290.07
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			252,290.07
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			252,290.07
		<b>Balance per Cash Book is :-</b>	<b>252,290.07</b>
		<b>Difference is :-</b>	<b>0.00</b>



**Bank Reconciliation Statement as at 11/10/2021  
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	30/09/2021		227,641.98
			<u>227,641.98</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			227,641.98
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			227,641.98
		<b>Balance per Cash Book is :-</b>	<b>227,641.98</b>
		<b>Difference is :-</b>	<b>0.00</b>

## 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 30 September 2021

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/09/21	Brought Forward			227,637.33	
01/09/21	Dividend reinvested		4.65	227,641.98	4
30/09/21	Carried Forward			227,641.98	4

### Statement of Dividends paid during the month to 30 September 2021

Date	Receiving Account	Amount Paid £
01-09-21	Dividend reinvested	4.65

**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 22/09/2021  
for Cashbook 3 - Instant Access A/c**

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<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Instant Access A/c	30/09/2021	286	25,291.50
			<hr/> 25,291.50
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			25,291.50
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			25,291.50
		<b>Balance per Cash Book is :-</b>	<b>25,291.50</b>
		<b>Difference is :-</b>	<b>0.00</b>

## Detailed Income &amp; Expenditure by Budget Heading 11/10/2021

Month No: 6

## 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	174,764	174,764	0			100.0%	
1090 Income - Interest	0	34	500	466			6.8%	
1890 Income - Allotments	0	1,251	927	(324)			135.0%	
1990 Income - Other	0	(3,326)	3,000	6,326			(110.9%)	
7000 Income - CIL	0	0	3,000	3,000			0.0%	
9000 Income - Reception Services (C	0	4,675	0	(4,675)			0.0%	
9010 Grants Received	0	30,000	0	(30,000)			0.0%	
<b>Policy Process &amp; Revenue :- Income</b>	<b>0</b>	<b>207,399</b>	<b>182,191</b>	<b>(25,208)</b>			<b>113.8%</b>	<b>0</b>
4000 Staff Salary	6,847	29,842	45,000	15,158		15,158	66.3%	
4030 PAYE and NI	0	7,160	13,000	5,840		5,840	55.1%	
4040 Pension	1,341	7,614	15,000	7,386		7,386	50.8%	
4060 Expenses - Staff Other	14	108	0	(108)		(108)	0.0%	
4070 Training - Staff	25	289	1,200	911		911	24.1%	
4090 Training - Councillor	0	140	1,000	860		860	14.0%	
4120 Audit Fees	640	(292)	1,500	1,792		1,792	(19.4%)	
4130 Professional Fees	0	(320)	2,000	2,320		2,320	(16.0%)	
4140 Subscriptions & Memberships	0	1,762	2,200	438		438	80.1%	
4150 Insurance	0	2,764	2,800	36		36	98.7%	
4160 Stationery	112	194	200	6		6	96.8%	
4170 Postage	0	0	150	150		150	0.0%	
4180 Telephone & Broadband	111	670	2,000	1,330		1,330	33.5%	
4190 Photocopier	0	292	720	428		428	40.5%	
4200 Website	120	720	1,500	780		780	48.0%	
4210 IT	259	2,127	2,750	623		623	77.3%	
4211 IT archives	0	0	1,000	1,000		1,000	0.0%	
4220 Grants Paid	0	200	10,000	9,800		9,800	2.0%	
4240 Rent	510	3,735	5,100	1,365		1,365	73.2%	
4250 Rates	125	748	1,500	753		753	49.8%	
4260 Pub Consultations	0	0	900	900		900	0.0%	
4270 Adverts	0	75	100	25		25	75.0%	
4430 Over 70s	255	365	0	(365)		(365)	0.0%	
4511 Storage Facility	77	383	1,000	618		618	38.3%	
4513 Over 70s	0	(380)	15,000	15,380		15,380	(2.5%)	
4514 Winter Gritting	0	0	1,000	1,000		1,000	0.0%	
4515 Allotments	0	1,251	1,000	(251)		(251)	125.1%	
4516 War Memorial Maintenance	0	123	1,000	878		878	12.3%	
4517 CCTV	0	4,563	4,500	(63)		(63)	101.4%	
4518 Community Safety	0	0	7,000	7,000		7,000	0.0%	
4519 Frodsham Youth Association	10,000	10,000	10,000	0		0	100.0%	

## Detailed Income &amp; Expenditure by Budget Heading 11/10/2021

Month No: 6

## 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
4600 Utilities	0	53	0	(53)		(53)	0.0%	
4612 Regalia	0	95	1,000	905		905	9.5%	
4613 Neighbourhood Plan	0	0	3,000	3,000		3,000	0.0%	
4735 Mayor Allowance	0	0	1,000	1,000		1,000	0.0%	
4810 Elections	0	0	5,000	5,000		5,000	0.0%	
4823 Room hire	68	418	0	(418)		(418)	0.0%	
4990 Sundries	473	1,075	0	(1,075)		(1,075)	0.0%	
4992 20% contingency EMR	0	0	50,000	50,000		50,000	0.0%	
8000 Town Clock	0	0	1,000	1,000		1,000	0.0%	
Policy Process & Revenue :- Indirect Expenditure	<b>20,977</b>	<b>75,772</b>	<b>211,120</b>	<b>135,348</b>	<b>0</b>	<b>135,348</b>	<b>35.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(20,977)</b>	<b>131,627</b>	<b>(28,929)</b>	<b>(160,556)</b>				
<u>130 Cemetery</u>								
1300 Income - Burial Fees	1,335	9,835	18,000	8,165			54.6%	
1301 Income - Memorials	150	1,155	1,000	(155)			115.5%	
Cemetery :- Income	<b>1,485</b>	<b>10,990</b>	<b>19,000</b>	<b>8,010</b>			<b>57.8%</b>	<b>0</b>
4210 IT	0	85	0	(85)		(85)	0.0%	
4250 Rates	0	1,422	1,450	28		28	98.1%	
4320 Maintenance	0	440	2,000	1,560		1,560	22.0%	
4550 Plaques & Memorials	120	240	0	(240)		(240)	0.0%	
4560 Waste Removal	84	180	1,080	900		900	16.7%	
4600 Utilities	35	498	600	102		102	83.0%	
4900 Cemetery EMR	0	0	20,000	20,000		20,000	0.0%	
4990 Sundries	0	160	400	240		240	39.9%	
Cemetery :- Indirect Expenditure	<b>239</b>	<b>3,025</b>	<b>25,530</b>	<b>22,505</b>	<b>0</b>	<b>22,505</b>	<b>11.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,246</b>	<b>7,965</b>	<b>(6,530)</b>	<b>(14,495)</b>				
<u>140 Events</u>								
4700 Town Meetings	0	0	200	200		200	0.0%	
4710 Festival of Walks	0	40	1,500	1,460		1,460	2.7%	
4720 Remembrance Sunday	0	0	350	350		350	0.0%	
4722 Halloween	0	0	1,000	1,000		1,000	0.0%	
4730 Christmas Festival	0	0	10,000	10,000		10,000	0.0%	
4740 NY Eve	0	0	5,000	5,000		5,000	0.0%	
4757 Post Covid Event	0	0	6,500	6,500		6,500	0.0%	
Events :- Indirect Expenditure	<b>0</b>	<b>40</b>	<b>24,550</b>	<b>24,510</b>	<b>0</b>	<b>24,510</b>	<b>0.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(40)</b>	<b>(24,550)</b>	<b>(24,510)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 11/10/2021

Month No: 6

## 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>								
2021 Grounds Maintenance SLA 2021	7,433	16,274	35,329	19,055		19,055	46.1%	
4803 Play Area repairs/refurb	0	343	20,000	19,657		19,657	1.7%	
4804 Tree Works	0	810	2,000	1,190		1,190	40.5%	
4805 Hob Hey Wood	0	4,800	5,100	300		300	94.1%	
4806 Defibrillator Maintenance	0	81	2,000	1,919		1,919	4.0%	
4807 Replacement Lights	0	0	12,000	12,000		12,000	0.0%	
4808 Bulbs	0	0	100	100		100	0.0%	
4809 Rent & Rates	0	0	2,000	2,000		2,000	0.0%	
4811 Street Furniture	0	0	2,000	2,000		2,000	0.0%	
4812 Xmas Light Bulbs	0	0	750	750		750	0.0%	
4813 Additional grounds maint	196	196	0	(196)		(196)	0.0%	
4814 Manley Road Copse	0	516	2,000	1,484		1,484	25.8%	
4815 Marshlands	0	0	2,000	2,000		2,000	0.0%	
4990 Sundries	0	325	0	(325)		(325)	0.0%	
4991 Memorial path EMR	0	475	30,000	29,525		29,525	1.6%	
Amenities :- Indirect Expenditure	<u>7,629</u>	<u>23,820</u>	<u>115,279</u>	<u>91,459</u>	<u>0</u>	<u>91,459</u>	<u>20.7%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(7,629)</u>	<u>(23,820)</u>	<u>(115,279)</u>	<u>(91,459)</u>				
Grand Totals:- Income	<b>1,485</b>	<b>218,389</b>	<b>201,191</b>	<b>(17,198)</b>			<b>108.5%</b>	
Expenditure	<b>28,845</b>	<b>102,657</b>	<b>376,479</b>	<b>273,822</b>	<b>0</b>	<b>273,822</b>	<b>27.3%</b>	
<b>Net Income over Expenditure</b>	<u>(27,360)</u>	<u>115,731</u>	<u>(175,288)</u>	<u>(291,019)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>(27,360)</u>	<u>115,731</u>						