

**GREAT WITCHINGHAM PARISH COUNCIL**

**Finance Officer's Report for Council Meeting – 14 January 2021**

**Account – Transactions for period from 1 April 2020.**

**Bank Statement to 5 January 2021**

| <b>Receipts</b>                        | <b>£</b>        | <b>Payments</b>                | <b>£</b>        |
|----------------------------------------|-----------------|--------------------------------|-----------------|
| Precept                                | 11046.00        | Admin Expenses (incl training) | 653.82          |
| Donations/Grants                       | 0.00            | Insurance & Subscriptions      | 605.47          |
| Other                                  | 11366.86        | Grants/Donations               | 0.00            |
| CIL                           10245.59 |                 | Village Maintenance            | 187.20          |
| Shortfall restricted grant   71.27     |                 | Play area                      | 1081.68         |
| CIL                           1050.00  |                 | S137                           | 18.00           |
|                                        |                 | E'ee Contractual Payments      | 6246.89         |
|                                        |                 | VAT - Current                  | 234.64          |
| VAT reclaim                            | 790.56          | VAT - Fund                     | 0.00            |
|                                        |                 | RESTRICTED GRANT Covid-19      | 1071.27         |
| <b>Receipts – Current A/C</b>          | <b>23203.42</b> | <b>Payments – Current A/C</b>  | <b>10098.97</b> |
|                                        |                 |                                |                 |
| A/C Interest                           | 4.13            |                                |                 |
| <b>Receipts – Reserve A/C</b>          | <b>4.13</b>     | <b>Payments – Reserve A/C</b>  | <b>0.00</b>     |
|                                        |                 |                                |                 |
| A/C Interest                           | 5.92            |                                |                 |
| Fundraising                            | 0.00            |                                |                 |
| <b>Receipts – Fund A/C</b>             | <b>5.92</b>     | <b>Payments – Fund A/C</b>     | <b>0.00</b>     |
|                                        |                 |                                |                 |
| <b>Total – Receipts</b>                | <b>23213.47</b> | <b>Total – Payments</b>        | <b>10098.97</b> |
|                                        |                 |                                |                 |

|                                    | <b>Current</b>  | <b>Reserve</b>  | <b>Fund</b>       |
|------------------------------------|-----------------|-----------------|-------------------|
|                                    | <b>£</b>        | <b>£</b>        | <b>£</b>          |
| Balances b/fwd at 1 April 2020**   | 1523.45         | 6843.93         | 12989.97          |
| <b>ADD</b> receipts                | 23203.42        | 4.13            | 5.92              |
| <b>SUBTRACT</b> payments           | 10098.97        | 0.00            | 0.00              |
| <b>Plus</b> unpresented cheques    | 548.75          | 0.00            | 0.00              |
| <b>Less</b> uncashed receipts      | 0.00            | 0.00            | 0.00              |
| Bank to Bank T/F CIL               | (10245.59)      | 0.00            | 10245.59          |
| Bank to Bank T/F 2020 Reserves     | (900.00)        | 900.00          | 0.00              |
| Bank to Bank T/F CIL               | (1050.00)       | 1050.00         | 1050.00/(1050.00) |
| Bank to Bank T/F Notice board held | (150.00)/150.00 | 150.00/(150.00) | 0.00              |

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**STATEMENT should be                   £2981.06                   £8798.06                   £23241.48**

\*\* INCLUDES RESTRICTIVE GRANT £1000

**Patricia Kirby Clerk & RFO**

## Great Withingham Parish Council - DRAFT budget 2021/2022

| Actual          | INCOME                             | Description                             | Budget          | Actual/Committed | Predicted to    | Estimated     |                                             |
|-----------------|------------------------------------|-----------------------------------------|-----------------|------------------|-----------------|---------------|---------------------------------------------|
| 2019/2020       |                                    |                                         | 2020/2021       | to 31/12/2020    | 31/03/2021      | 2021/2022     |                                             |
| 11000.00        | <b>PRECEPT</b>                     | BDC Precept                             | 11046.00        | 11046.00         | 11046.00        | see below     |                                             |
| 0.00            |                                    | Shortfall - self funded                 | 1590.00         | 0.00             | 813.17          |               |                                             |
| <b>11000.00</b> |                                    | <b>PRECEPT/SELF FUND TOTAL</b>          | <b>12636.00</b> | <b>11046.00</b>  | <b>11859.17</b> |               | <b>MATCHES TOTAL NET EXPENDITURE</b>        |
|                 | <b>Category</b>                    |                                         |                 |                  |                 |               |                                             |
| 4147.67         | <b>Donations/Grants</b>            | Play Area Equipment Project FUND        |                 |                  |                 |               | Raised Income/donations held in FUND A/C    |
| 2128.40         | <b>Other</b>                       | CIL                                     | 0.00            | 11295.59         | 11295.59        | 0.00          |                                             |
| 3342.00         |                                    | Bus shelter insurance claim             |                 |                  |                 |               |                                             |
|                 |                                    | NCF Covid -19 Grant                     |                 |                  |                 |               | Removed from Budget process                 |
|                 |                                    | Notice board                            | 0.00            | 0.00             | 0.00            | 150.00        |                                             |
| 0.00            |                                    | Parish Partnership Scheme               | 0.00            | 0.00             | 0.00            | 0.00          | Declined 19/20 & 20/21 & 21/22              |
| 5.16            | <b>Bank Interest</b>               | Reserve A/C                             | 4.00            | 4.13             | 4.20            | 2.00          | 2 March - 1 March                           |
| 19.24           |                                    | Fund A/C                                | 15.00           | 5.92             | 5.10            | 3.00          | 2 March - 1 March                           |
| <b>9642.47</b>  |                                    | <b>INCOME TOTAL</b>                     | <b>19.00</b>    | <b>11305.64</b>  | <b>11304.89</b> | <b>155.00</b> |                                             |
|                 | <b>EXPENDITURE</b>                 |                                         |                 |                  |                 |               |                                             |
|                 | <b>Category</b>                    |                                         |                 |                  |                 |               |                                             |
| 0.00            | <b>Administration</b>              | General Reserve reimbursement FUND      | 500.00          | 500.00           | 500.00          | 100.00        | FUND from 1 April 2019 to Min £5000         |
| 120.29          |                                    | Room hire                               | 200.00          | 0.00             | 66.00           | 200.00        | Incl 7 Parish Chairs meets contribution     |
| 25.00           |                                    | Internal audit                          | 50.00           | 0.00             | 30.00           | 40.00         | Always paid in next financial year          |
| 0.00            |                                    | Chairman/Councillor expenses            | 50.00           | 0.00             | 0.00            | 50.00         |                                             |
| 168.05          |                                    | Clerk/Cllr Consumable admin exps        | 160.00          | 287.26           | 300.00          | 350.00        | Incls use of Personal IT @ 80% work hours   |
| 0.00            |                                    | External Audit                          | 200.00          | 0.00             | 0.00            | 200.00        | Always paid in next financial year          |
| 0.00            |                                    | Parish Council By-Election FUND         | 200.00          | 200.00           | 200.00          | 50.00         | FUND from 1 April 2019 to Min £2500         |
| 0.00            |                                    | Parish Council Ordinary Election        | 0.00            | 0.00             | 0.00            | 0.00          | May 19 uncontested. Next due May 2023       |
| 56.00           |                                    | Payroll Service (invoiced Sept)         | 60.00           | 60.00            | 60.00           | 100.00        | Service ceases 2021. New provision required |
| 0.00            |                                    | Contingency                             | 50.00           | 0.00             | 0.00            | 50.00         |                                             |
| 166.50          | <b>Training</b>                    | Members & Staff                         | 200.00          | 200.00           | 200.00          | 100.00        | FUND from 1 April 2020 to a Min £500        |
| 323.10          | <b>Insurance and Subscriptions</b> | Annual Insurance (June)                 | 400.00          | 351.21           | 351.21          | 400.00        |                                             |
| 152.81          |                                    | NALC (May)                              | 155.00          | 152.64           | 152.64          | 155.00        |                                             |
| 52.00           |                                    | SLCC (Sept)                             | 60.00           | 53.68            | 53.68           | 85.00         | Share with SALWPC                           |
| 35.00           |                                    | Data Protection (March)                 | 35.00           | 0.00             | 35.00           | 35.00         | Reduction for DD payment                    |
| 0.00            |                                    | Website Domain registry (Aug - 5 years) | 0.00            | 47.94            | 47.94           | 0.00          | 5 year payment to 8/25                      |



**Precept Calculation**

|                                          |              | £          |
|------------------------------------------|--------------|------------|
| Total Net Expenditure Estimate 2021-2022 |              | 13325.00   |
| Less - difference between 2020-2021      |              |            |
| Net Estimate Expenditure &               | 12636.00     |            |
| Net Predicted Expenditure                | 11860.00 R/O | (776.00)   |
| Precept Requirement                      |              | = 12549.00 |

**Precept £12549 = INCREASE over 2020/2021 Band D 15.54%. Precept increase over 20/21 = 13.61%**

20/21 Tax base = 239 properties Band D £46.22

21/22 Tax base = 235 properties Band D £53.40 DIFF £7.18pa (0.13p per week)

Removal of the churchyard grounds contribution reduces the Total Net Expenditure Estimate 2021-2022 to £12625 less difference between Net estimate & Net predicted of £776 gives a precept requirement of £11849

**Precept £11849 = INCREASE over 2020/2021 Band D 9.10%. Precept increase over 20/21 = 7.27%**

20/21 Tax base = 239 properties Band D £46.22

21/22 Tax base = 235 properties Band D £50.42 DIFF £4.20pa (0.08p per week)

