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## New Alresford Town Council

### Bank - Cash and Investment Reconciliation as at 30 November 2020

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#### Confirmed Bank & Investment Balances

##### Bank Statement Balances

30/11/2020	Lloyds Current Account	205,801.08
31/08/2020	Petty Cash	160.55
30/11/2020	Deposit Account	297,844.65
31/08/2020	BB Rent Deposit	1,666.28

**505,472.56**

##### Other Cash & Bank Balances

**0.00**

**505,472.56**

##### All Cash & Bank Accounts

1	Current Account	205,801.08
2	Petty Cash	160.55
3	32 Day Notice	297,844.65
4	BB Rent Deposit	1,666.28
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>505,472.56</b>

## Detailed Balance Sheet - Excluding Stock Movement

Month 8 Date 30/11/2020

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
100	Debtors	1,747	
105	VAT Control Account	2,828	
200	Current Account	205,801	
210	32 Day Notice	297,845	
220	BB Rent Deposit	1,666	
250	Petty Cash	161	
	<b>Total Current Assets</b>		<b>510,048</b>
	<u>Current Liabilities</u>		
500	Creditors	5,427	
516	PAYE/NI Control	2,265	
520	Pension Control	318	
530	Bad Debt	113	
540	Allotment Membership Control	554	
550	The Arelebury Deposit Control	1,666	
	<b>Total Current Liabilities</b>		<b>10,344</b>
	<b>Net Current Assets</b>		<b>499,703</b>
	<b>Total Assets less Current Liabilities</b>		<b>499,703</b>
	<u>Represented by :-</u>		
300	Current Year Fund	177,683	
310	General Reserves	130,093	
320	EMR - Play Equipment Reserve	100,000	
322	EMR - 2020 Roof Reserve	35,000	
323	EMR - ARC Refurbishment	15,015	
325	EMR - CIL Major Projects	41,913	
	<b>Total Equity</b>		<b>499,703</b>

## Detailed Income &amp; Expenditure by Budget Heading 30/11/2020

Month No: 8

## 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 Full Council</u>								
1076 Precept	0	322,969	322,969	0			100.0%	
1085 VE Day grant	0	500	0	(500)			0.0%	
1090 Interest Received	24	198	1,900	1,702			10.4%	
1095 C19 Grant	0	13,591	0	(13,591)			0.0%	
1105 C19 Emergency Relief Grant	2,000	2,000	0	(2,000)			0.0%	
1120 CIL Receipts	0	0	3,000	3,000			0.0%	
1700 Exported Energy	0	3,280	0	(3,280)			0.0%	
1705 PWLB Repayment ARFC	0	2,000	2,000	0			100.0%	
<b>Full Council :- Income</b>	<b>2,024</b>	<b>344,539</b>	<b>329,869</b>	<b>(14,670)</b>			<b>104.4%</b>	<b>0</b>
4215 Advertising & Distribution	0	1,212	1,500	288		288	80.8%	
4700 Website	0	605	1,000	395		395	60.5%	
4705 Internal/External Audit Fees	0	(5,000)	3,100	8,100		8,100	(161.3%)	
4720 Bank/Other Charges	7	78	190	112		112	40.8%	
4725 Loan Repayments	0	15,617	31,235	15,618		15,618	50.0%	
4730 Grants	1,946	2,946	10,000	7,054		7,054	29.5%	
4735 Councillor's Training	0	0	1,320	1,320		1,320	0.0%	
4740 Consultancy/legal fees	0	2,786	2,000	(786)		(786)	139.3%	
4745 Community expenditure	100	119	700	582		582	16.9%	
4755 Parish in Bloom	0	25	1,000	975		975	2.5%	
4765 Town Calendar	0	0	1,000	1,000		1,000	0.0%	
4770 Town awards	0	0	500	500		500	0.0%	
4775 VE day anniversary	0	0	2,000	2,000		2,000	0.0%	
4780 Litter pick	0	0	500	500		500	0.0%	
4825 Covid 19 support	480	9,213	0	(9,213)		(9,213)	0.0%	
<b>Full Council :- Indirect Expenditure</b>	<b>2,533</b>	<b>27,600</b>	<b>56,045</b>	<b>28,445</b>	<b>0</b>	<b>28,445</b>	<b>49.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(509)</b>	<b>316,938</b>	<b>273,824</b>	<b>(43,114)</b>				
<u>200 Office</u>								
4000 Gross Wages	7,235	56,880	93,000	36,120		36,120	61.2%	
4020 Employer's NI	594	4,034	8,100	4,066		4,066	49.8%	
4030 Employer's Pension	975	7,702	12,100	4,398		4,398	63.7%	
4050 Staff Training	194	1,384	1,500	116		116	92.3%	
4055 Travelling Expenses	63	410	1,000	590		590	41.0%	
4060 Payroll Services	0	132	300	168		168	44.0%	
4070 Working From Home allowance	60	420	0	(420)		(420)	0.0%	
4200 General Office Expenses	0	213	1,000	787		787	21.3%	
4205 Telecoms	67	1,001	1,500	499		499	66.7%	
4210 Stationery	177	177	1,000	823		823	17.7%	

## Detailed Income &amp; Expenditure by Budget Heading 30/11/2020

Month No: 8

## 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
4220 Subscriptions	0	1,828	2,200	372		372	83.1%	
4225 Computing	1,097	7,283	6,000	(1,283)		(1,283)	121.4%	
4235 Printer/Copier Costs	77	1,690	1,800	110		110	93.9%	
4240 Office Equipment	0	711	400	(311)		(311)	177.7%	
4715 Accountancy Fees (Omega)	0	826	2,000	1,174		1,174	41.3%	
Office :- Indirect Expenditure	<b>10,540</b>	<b>84,690</b>	<b>131,900</b>	<b>47,210</b>	<b>0</b>	<b>47,210</b>	<b>64.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(10,540)</b>	<b>(84,690)</b>	<b>(131,900)</b>	<b>(47,210)</b>				
<u>300 Premises</u>								
1300 Main Hall Hire	417	1,453	10,000	8,547			14.5%	
1310 Meeting Room Hire	0	0	3,500	3,500			0.0%	
1700 Exported Energy	0	0	5,000	5,000			0.0%	
1701 Utilities Recharge	834	2,456	5,700	3,244			43.1%	
1710 Car Park lease WCC	0	0	2,000	2,000			0.0%	
Premises :- Income	<b>1,251</b>	<b>3,909</b>	<b>26,200</b>	<b>22,291</b>			<b>14.9%</b>	<b>0</b>
4000 Gross Wages	692	5,538	8,250	2,712		2,712	67.1%	
4245 Equipment	70	1,200	1,500	300		300	80.0%	
4300 Water Rates	0	930	3,700	2,770		2,770	25.1%	
4310 Insurance	0	8,018	5,300	(2,718)		(2,718)	151.3%	
4315 Electricity	905	2,849	8,400	5,551		5,551	33.9%	
4320 Gas	22	725	4,300	3,575		3,575	16.9%	
4325 Repairs & Renewals	340	4,424	4,000	(424)		(424)	110.6%	
4330 Cleaning	435	1,400	1,200	(200)		(200)	116.7%	
4335 Water Maintenance	466	1,306	4,000	2,694		2,694	32.6%	
4340 Major Refurbishment	0	4,985	55,000	50,015		50,015	9.1%	4,985
4345 Electricity SB	17	89	400	311		311	22.1%	
4515 Rubbish/Recycling	35	573	800	227		227	71.7%	
4526 Car Park	0	0	5,000	5,000		5,000	0.0%	
4580 Health and Safety	0	0	5,000	5,000		5,000	0.0%	
Premises :- Indirect Expenditure	<b>2,983</b>	<b>32,037</b>	<b>106,850</b>	<b>74,813</b>	<b>0</b>	<b>74,813</b>	<b>30.0%</b>	<b>4,985</b>
<b>Net Income over Expenditure</b>	<b>(1,732)</b>	<b>(28,128)</b>	<b>(80,650)</b>	<b>(52,522)</b>				
6000 plus Transfer from EMR	0	4,985						
<b>Movement to/(from) Gen Reserve</b>	<b>(1,732)</b>	<b>(23,143)</b>						
<u>400 Environment</u>								
4000 Gross Wages	0	(0)	0	0		0	0.0%	
Environment :- Indirect Expenditure	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 30/11/2020

Month No: 8

## 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>450 Recreation and Environment</b>								
1400 Allotment Income	22	1,998	2,400	402			83.3%	
1405 Allotment water recharge	10	915	0	(915)			0.0%	
1500 Recreation Ground Hire	78	102	500	398			20.4%	
1510 Sports Fees - Rugby	0	500	500	0			100.0%	
1520 Tennis Rent	0	125	125	0			100.0%	
1530 Sports Fees - Football	225	225	300	75			75.0%	
1540 Tree Donation	0	333	0	(333)			0.0%	
1550 Co-op Skate Park grant	946	1,243	0	(1,243)			0.0%	
<b>Recreation and Environment :- Income</b>	<b>1,281</b>	<b>5,442</b>	<b>3,825</b>	<b>(1,617)</b>			<b>142.3%</b>	<b>0</b>
4000 Gross Wages	679	5,429	8,000	2,571		2,571	67.9%	
4220 Subscriptions	0	0	40	40		40	0.0%	
4245 Equipment	0	60	200	140		140	30.1%	
4300 Water Rates	0	962	1,000	38		38	96.2%	
4405 Open Space Maintenance	0	1,879	3,000	1,121		1,121	62.6%	
4410 Allotments	0	721	1,000	280		280	72.1%	
4420 Dog/Dual bins	0	(3,600)	4,000	7,600		7,600	(90.0%)	
4500 West Field Rent	0	3,836	3,825	(11)		(11)	100.3%	
4510 Park Benches	0	20	2,050	2,030		2,030	1.0%	
4520 Play Area Inspection	0	0	500	500		500	0.0%	
4530 Grass Cutting/Strimming	792	6,339	14,300	7,961		7,961	44.3%	
4535 Skateboard Park	2,050	23	500	477		477	4.6%	
4550 Playgrounds & Equipment	16	300	7,000	6,700		6,700	4.3%	
4552 Playground Redevelopment	1,512	1,873	100,000	98,127		98,127	1.9%	
4555 Tree/Hedge Management	480	1,370	5,000	3,630		3,630	27.4%	
4655 Environment Nudge Projects	0	0	1,500	1,500		1,500	0.0%	
4665 Stratton Bates car park extens	0	0	20,000	20,000		20,000	0.0%	
<b>Recreation and Environment :- Indirect Expenditure</b>	<b>5,529</b>	<b>19,212</b>	<b>171,915</b>	<b>152,703</b>	<b>0</b>	<b>152,703</b>	<b>11.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(4,248)</b>	<b>(13,770)</b>	<b>(168,090)</b>	<b>(154,320)</b>				
<b>600 Economy &amp; Tourism</b>								
1600 Hanging Basket Income	0	4,648	6,000	1,353			77.5%	
<b>Economy &amp; Tourism :- Income</b>	<b>0</b>	<b>4,648</b>	<b>6,000</b>	<b>1,353</b>			<b>77.5%</b>	<b>0</b>
4575 Town Entry Planting	221	265	500	235		235	53.0%	
4605 Hanging Baskets	0	13,087	13,650	563		563	95.9%	
4610 Pocket Guide	0	0	1,200	1,200		1,200	0.0%	
4635 Christmas Tree LED Project	0	0	1,000	1,000		1,000	0.0%	
4640 Millenium Trail maintenance	0	490	500	10		10	98.0%	
4645 Town Schemes Support	165	610	1,700	1,090		1,090	35.9%	

## Detailed Income &amp; Expenditure by Budget Heading 30/11/2020

Month No: 8

## 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
4660 Town Centre Rejuvenation	0	960	2,500	1,540		1,540	38.4%	
4670 Telephone Kiosk	120	120	2,000	1,880		1,880	6.0%	
4785 Town events	0	641	5,000	4,359		4,359	12.8%	
<b>Economy &amp; Tourism :- Indirect Expenditure</b>	<b>506</b>	<b>16,174</b>	<b>28,050</b>	<b>11,877</b>	<b>0</b>	<b>11,877</b>	<b>57.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(506)</b>	<b>(11,526)</b>	<b>(22,050)</b>	<b>(10,524)</b>				
<u>700 Full Council</u>								
1120 CIL Receipts	0	(2)	0	2			0.0%	
1700 Exported Energy	0	(800)	0	800			0.0%	
<b>Full Council :- Income</b>	<b>0</b>	<b>(802)</b>	<b>0</b>	<b>802</b>				<b>0</b>
<b>Net Income</b>	<b>0</b>	<b>(802)</b>	<b>0</b>	<b>802</b>				
<u>900 Planning</u>								
4400 Electricity - Public Lighting	0	(47)	400	447		447	(11.8%)	
4406 Lengthsman	0	0	800	800		800	0.0%	
4415 Bus Shelters	0	(216)	600	816		816	(36.1%)	
4425 SLR and traffic calming	0	18	10,500	10,482		10,482	0.2%	
4440 Benches	0	585	1,000	415		415	58.5%	
4790 Design Statement	0	0	10,000	10,000		10,000	0.0%	
4795 Sun Lane presentations	0	0	1,000	1,000		1,000	0.0%	
4810 Street cleaning	0	0	5,000	5,000		5,000	0.0%	
4815 West Street path widening	0	0	36,000	36,000		36,000	0.0%	
4820 Bike Racks	0	0	1,000	1,000		1,000	0.0%	
<b>Planning :- Indirect Expenditure</b>	<b>0</b>	<b>340</b>	<b>66,300</b>	<b>65,960</b>	<b>0</b>	<b>65,960</b>	<b>0.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(340)</b>	<b>(66,300)</b>	<b>(65,960)</b>				
<b>Grand Totals:- Income</b>	<b>4,556</b>	<b>357,736</b>	<b>365,894</b>	<b>8,158</b>			<b>97.8%</b>	
<b>Expenditure</b>	<b>22,090</b>	<b>180,053</b>	<b>561,060</b>	<b>381,007</b>	<b>0</b>	<b>381,007</b>	<b>32.1%</b>	
<b>Net Income over Expenditure</b>	<b>(17,534)</b>	<b>177,683</b>	<b>(195,166)</b>	<b>(372,849)</b>				
plus Transfer from EMR	0	4,985						
<b>Movement to/(from) Gen Reserve</b>	<b>(17,534)</b>	<b>182,668</b>						

## List of Payments made between 01/11/2020 and 30/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/11/2020	HMRC	BACS	2,824.15		NI Oct 2020
03/11/2020	Hampshire Pension	BACS	368.99		Pension Oct 2020
03/11/2020	NEST	DD	1,252.26		Pension Oct 2020
04/11/2020	grenke	868	92.42		Phone lease Nov 2020
04/11/2020	Mint Signs & Graphics Ltd	829	384.72		poppy signs
04/11/2020	Viking	830	31.63		Foam wash
04/11/2020	Friends of Sun Hill Junior Sch	BACS	1,000.00		Grant
04/11/2020	Busy Bees pre school	BACS	946.20		Grant
09/11/2020	Technique Limited	Nov	86.40		PSTN line 12 months
09/11/2020	Zoom	DD	14.39		Virtual conferencing
12/11/2020	Cathedral Hygiene	869	249.55		Annual sanitary collection
12/11/2020	Scandor Landscape Contractors	828	950.88		Grass cutting Oct 2020
12/11/2020	Biffa Municipal Ltd	834	33.94		Recycling service 24/10-20/11
12/11/2020	Surrey Hills Solicitors	837	870.00		Stratton Bates charity legal f
12/11/2020	Society of Local Council Clerk	838	90.00		Virtual confenrece x 3
12/11/2020	Direct Cleaning Services	870	80.00		October window cleaning
12/11/2020	Anita Wade	862	221.00		Bulb and perennial planting
12/11/2020	Splash Clean	833	120.00		Office cleaning
16/11/2020	Smartest Energy	865&866	968.68		Elec SB Oct 2020
16/11/2020	ID mobile	DD	8.20		Mobile phone monthly chrg
17/11/2020	Technique Limited	Nov2	108.00		Telephone support contract
17/11/2020	Lloyds bank	DD	6.50		Service charge
19/11/2020	Retro Cleaning Company Ltd	889	240.00		Mistakedly credited on 23 Oct
20/11/2020	Circlenet LLP	890	58.19		Phone call Oct 2020
20/11/2020	Contract Natural Gas Ltd	891	22.88		Gas Oct20 (after actual readin
25/11/2020	Indigo Press	DEBIT	197.40		Banners
26/11/2020	DEOS	835&836	171.82		Hand wipes
26/11/2020	Technique Limited	877&878	1,208.26		Mic Off 365 Business Essential
26/11/2020	Society of Local Council Clerk	876	118.80		ILCA fees
26/11/2020	Chris MatthewsTree care Servic	875	480.00		Removal of fallen & dead trees
26/11/2020	Cleeve Construction Ltd	874	2,460.00		Drainage and fence removal
26/11/2020	R P Gardening	858	960.00		3 days weeding and repainting
26/11/2020	Hanging Garden	832	740.16		Maintenance and winter plantin
26/11/2020	Surrey Hills Solicitors	831	1,500.00		FOI legal fees
26/11/2020	Phase Technology Ltd	873	219.60		Abnormal results AP
26/11/2020	Vision electrical contracting	872	408.00		Repairs to water vessel
26/11/2020	Solent road markings	871	576.00		Road markings
30/11/2020	Employees	BACS	6,718.98		Employee wages
30/11/2020	Richard Steele	CHEQUE	100.00		Donation to memorial fund
30/11/2020	NEST	DD	1,083.04		Pension Dec 2020
<b>Total Payments</b>			<b>27,971.04</b>		

## Purchase Ledger for Month No 8

## Order by Ref No

## Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
18/11/2020	CRMARCH	861	DEOS	DEOS	-213.13	-42.62	-255.75	4330	300	-213.13	CN as order entered twice
15/10/2020	OCT 2020	862	ANITA WADE	AW001	221.00	0.00	221.00	4575	600	221.00	Bulb and perennial planting
25/11/2020	00337	863	FERIA	FERIA	1,511.66	302.33	1,813.99	4552	450	1,511.66	Tasks 6 and 7 plus expenses
18/11/2020	52408	864	TECHNIQUE	TEC001	90.00	18.00	108.00	4225	200	90.00	Laftop fix
03/11/2020	2133538	865	SMARTEST	SMARTEST	905.30	45.35	950.65	4315	300	905.30	Electricity AP Oct 2020
03/11/2020	2133990	866	SMARTEST	SMARTEST	17.17	0.86	18.03	4345	300	17.17	Elec SB Oct 2020
17/11/2020	4190	867	HALC	HAL001	95.00	19.00	114.00	4050	200	95.00	Health and saftey training
01/11/2020	0000446569/2020	868	GRENKE	GRENKE	77.02	15.40	92.42	4235	200	77.02	Phone lease Nov 2020
01/10/2020	1281467	869	CATHEDRAL HYGIENE	CATHYIE	207.96	41.59	249.55	4330	300	207.96	Annual sanitary collection
14/10/2020	ARELBU0004	870	DIRECT CLEANING	DIR001	80.00	0.00	80.00	4330	300	80.00	October window cleaning
26/10/2020	2718	871	SOLENT	SOLENT	480.00	96.00	576.00	4825	100	480.00	Road markings
08/11/2020	0179	872	VISION	VISION	340.00	68.00	408.00	4325	300	340.00	Repairs to water vessel
05/11/2020	17591	873	PHASE	PT001	183.00	36.60	219.60	4335	300	183.00	Abnormal results AP
23/11/2020	02145	874	CLEEVE	CCL001	2,050.00	410.00	2,460.00	4535	450	2,050.00	Drainage and fence removal
23/11/2020	1238	875	CMAT	CMAT	480.00	0.00	480.00	4555	450	480.00	Removal of fallen & dead trees
19/11/2020	QL199242	876	SLCC	SLC001	99.00	19.80	118.80	4050	200	99.00	ILCA fees
04/11/2020	52271	877	TECHNIQUE	TEC001	368.48	73.70	442.18	4225	200	368.48	Symantec email protect
04/11/2020	52272	878	TECHNIQUE	TEC001	638.40	127.68	766.08	4225	200	638.40	Mic Off 365 Business Essential
10/11/2020	17985	879	PHASE	PT001	54.00	10.80	64.80	4335	300	54.00	Oct monitoring
10/11/2020	17973	880	PHASE	PT001	88.78	17.76	106.54	4335	300	88.78	Oct water mon AP
20/11/2020	514T35545	881	BIFFA	BIF001	35.35	7.07	42.42	4515	300	35.35	Recycling 25/11-25/12/20
23/11/2020	00172534	882	DEOS	DEOS	3.50	0.70	4.20	4210	200	3.50	Punchpockets
30/11/2020	17986	883	PHASE	PT001	52.00	10.40	62.40	4335	300	52.00	Nov monitoring SB
30/11/2020	17974	884	PHASE	PT001	88.00	17.60	105.60	4335	300	88.00	Nov monitoring AP
30/11/2020	3387	885	SPLASH	SPLASH	160.00	0.00	160.00	4330	300	160.00	4x cleaning 7-28/11
30/11/2020	17709	886	SCANDOR	SCANDOR	792.40	158.48	950.88	4530	450	792.40	Grounds maintenance Nov 2020
23/11/2020	00172533	887	DEOS	DEOS	173.47	10.68	184.15	4210	200	173.47	Stamps and USB
30/11/2020	12651	888	MINT	MIN001	120.00	24.00	144.00	4670	600	120.00	Sign for phone kiosk



## PURCHASE LEDGER INVOICE LISTING

## Purchase Ledger for Month No 8

## Order by Ref No

## Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/10/2020	OCT BILL (1672)	889	RETRO	RET001	200.00	40.00	240.00	4330	300	200.00	Mistakenly credited on 23 Oct
22/11/2020	12628	890	CIRCLE CLOUD	CIRCLECLOU	48.49	9.70	58.19	4205	200	48.49	Phone call Oct 2020
31/10/2020	006720	891	CNG	CNG001	21.79	1.09	22.88	4320	300	21.79	Gas Oct20 (after actual readin
<b>TOTAL INVOICES</b>					<b>9,468.64</b>	<b>1,539.97</b>	<b>11,008.61</b>			<b>9,468.64</b>	