

Balance Sheet as at 28 February 19

31 March 2018

31 March 2019

31 March 2018		31 March 2019	
Current Assets			
3,097	Debtors	2,227	
1,844	VAT Control Account	1,485	
1,478	Prepayments	1,478	
96,373	Current Account	206,139	
100,011	32 Day Notice	100,641	
7	Petty Cash	278	
0	Cashbook Suspense	23	
0	Creditors	244	
86	PAYE/NI Control	0	
<u>202,895</u>		<u>312,515</u>	
202,895	Total Assets	312,515	
Current Liabilities			
4,323	Creditors	0	
2,091	Accruals	2,091	
0	PAYE/NI Control	1,732	
0	Pension Control	514	
<u>6,414</u>		<u>4,337</u>	
196,481	Total Assets Less Current Liabilities	308,178	
Represented By			
125,798	General Reserves	237,495	
10,000	EMR - Play Equipment Reserve	10,000	
1,000	EMR - Borehole	1,000	
5,000	EMR - Roof	5,000	
37,000	EMR - Office Refurbishment	37,000	
17,683	EMR - CIL Major Projects	17,683	
<u>196,481</u>		<u>308,178</u>	

The above statement represents fairly the financial position of the authority as at 28 February 19 and reflects its Income and Expenditure during the year.

Signed :
Chairman _____ Date : _____

Signed :
Responsible
Financial _____ Date : _____

**Bank Reconciliation Statement as at 28/02/2019
for Cashbook 1 - Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Current Account	28/02/2019	0	206,138.51
			<hr/> 206,138.51
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			206,138.51
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			206,138.51
		Balance per Cash Book is :-	206,138.51
		Difference is :-	0.00

**Bank Reconciliation Statement as at 28/02/2019
for Cashbook 3 - 32 Day Notice**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Deposit Account	28/02/2019	3	100,640.66
			<hr/> 100,640.66
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			100,640.66
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			100,640.66
		Balance per Cash Book is :-	100,640.66
		Difference is :-	0.00

Detailed Income & Expenditure by Budget Heading 28/02/2019

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Precept/Grants</u>								
1076 Precept	274,854	291,454	291,454	0			100.0%	
1077 Council Tax Support Grant	17,735	8,868	8,868	0			100.0%	
1090 Interest Received	11	630	0	(630)			0.0%	
Precept/Grants :- Income	292,600	300,952	300,322	(630)			100.2%	0
Movement to/(from) Gen Reserve	292,600	300,952						
<u>200</u> <u>Office</u>								
1900 Miscellaneous Income	185	0	0	0			0.0%	
Office :- Income	185	0	0	0				0
4000 Gross Wages	64,852	38,847	68,000	29,153		29,153	57.1%	
4020 Employer's NI	4,652	3,049	8,500	5,451		5,451	35.9%	
4030 Employer's Pension	7,759	5,566	7,000	1,434		1,434	79.5%	
4040 Locum Office Staff	0	9,786	0	(9,786)		(9,786)	0.0%	
4050 Staff Training	340	3,776	1,500	(2,276)		(2,276)	251.7%	
4055 Travelling Expenses	97	0	300	300		300	0.0%	
4060 Payroll Services	160	190	160	(30)		(30)	118.8%	
4065 Administration Fees	0	292	0	(292)		(292)	0.0%	
4200 General Office Expenses	415	461	500	39		39	92.1%	
4205 Telecoms	1,749	1,980	1,800	(180)		(180)	110.0%	
4210 Stationery	322	433	500	67		67	86.6%	
4211 Postage	219	0	100	100		100	0.0%	
4215 Advertising & Distribution	1,312	2,564	1,300	(1,264)		(1,264)	197.2%	
4220 Subscriptions	1,248	1,397	1,500	103		103	93.1%	
4225 Computing	9,355	6,424	4,500	(1,924)		(1,924)	142.7%	
4230 Licences	90	55	100	45		45	54.8%	
4235 Printer/Copier Costs	678	1,206	2,000	794		794	60.3%	
4240 Office Equipment	2,014	159	200	41		41	79.5%	
4245 Equipment	686	0	0	0		0	0.0%	
4315 Electricity	0	658	0	(658)		(658)	0.0%	
4330 Cleaning	78	150	0	(150)		(150)	0.0%	
4900 Miscellaneous Expenditure	55	0	0	0		0	0.0%	
Office :- Indirect Expenditure	96,082	76,992	97,960	20,968	0	20,968	78.6%	0
Movement to/(from) Gen Reserve	(95,897)	(76,992)						
<u>300</u> <u>Premises</u>								
1300 Main Hall Hire	5,439	3,837	2,000	(1,837)			191.8%	
1310 Meeting Room Hire	1,690	1,852	1,500	(352)			123.4%	
1320 Event Hire	540	581	0	(581)			0.0%	

Detailed Income & Expenditure by Budget Heading 28/02/2019

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1701 Utilities Recharge	513	1,023	0	(1,023)			0.0%	
1900 Miscellaneous Income	1,461	0	0	0			0.0%	
Premises :- Income	9,643	7,292	3,500	(3,792)			208.3%	0
4000 Gross Wages	3,105	4,015	5,200	1,185		1,185	77.2%	
4230 Licences	433	523	350	(173)		(173)	149.3%	
4245 Equipment	20	218	1,000	782		782	21.8%	
4300 Water Rates	2,845	5,237	2,900	(2,337)		(2,337)	180.6%	
4305 General Rates	8,155	8,400	8,382	(18)		(18)	100.2%	
4310 Insurance	5,956	5,806	8,000	2,194		2,194	72.6%	
4315 Electricity	3,459	3,397	3,000	(397)		(397)	113.2%	
4320 Gas	4,334	2,620	1,900	(720)		(720)	137.9%	
4325 Repairs & Renewals	9,765	2,616	2,000	(616)		(616)	130.8%	
4330 Cleaning	8,681	6,516	12,000	5,484		5,484	54.3%	
4335 Contractual Maintenance	6,899	3,462	5,000	1,538		1,538	69.2%	
4340 Refurbishment	0	0	37,000	37,000		37,000	0.0%	
4515 Rubbish/Recycling	552	315	750	435		435	42.0%	
4526 Car Park	255	0	0	0		0	0.0%	
4900 Miscellaneous Expenditure	290	300	300	0		0	100.0%	
Premises :- Indirect Expenditure	54,749	43,424	87,782	44,358	0	44,358	49.5%	0
Movement to/(from) Gen Reserve	(45,106)	(36,132)						
400 Environment								
1400 Allotment Income	1,936	1,976	2,000	24			98.8%	
1900 Miscellaneous Income	3	12	3	(9)			400.0%	
1910 Sale of Assets	500	0	0	0			0.0%	
Environment :- Income	2,439	1,988	2,003	15			99.2%	0
4000 Gross Wages	3,453	5,858	4,000	(1,858)		(1,858)	146.5%	
4245 Equipment	208	31	200	169		169	15.4%	
4300 Water Rates	1,399	97	1,100	1,003		1,003	8.8%	
4315 Electricity	356	0	0	0		0	0.0%	
4330 Cleaning	150	93	0	(93)		(93)	0.0%	
4400 Public Lighting (PFI)	187	100	400	300		300	25.0%	
4405 Environment Maintenance	130	549	1,000	451		451	54.9%	
4406 Lengthsman	267	199	600	401		401	33.1%	
4410 Allotments	1,640	(187)	1,000	1,187		1,187	(18.7%)	
4415 Bus Shelters	420	210	500	290		290	42.0%	
4425 SLR	733	590	1,000	410		410	59.0%	
4440 Benches	0	180	500	320		320	36.0%	
4445 Traffic	75	76	0	(76)		(76)	0.0%	

Detailed Income & Expenditure by Budget Heading 28/02/2019

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4515 Rubbish/Recycling	11	0	0	0		0	0.0%	
9400 2020 Borehole Reserve	0	0	1,000	1,000		1,000	0.0%	
Environment :- Indirect Expenditure	9,030	7,795	11,300	3,505	0	3,505	69.0%	0
Movement to/(from) Gen Reserve	(6,591)	(5,807)						
500 Recreation								
1500 Recreation Ground Hire	1,228	2,968	500	(2,468)			593.5%	
1510 Sports Fees	0	0	500	500			0.0%	
1520 Tennis Rent	2,396	125	125	0			100.0%	
Recreation :- Income	3,624	3,093	1,125	(1,968)			274.9%	0
4220 Subscriptions	0	40	0	(40)		(40)	0.0%	
4245 Equipment	0	45	0	(45)		(45)	0.0%	
4315 Electricity	114	390	270	(120)		(120)	144.5%	
4330 Cleaning	377	0	4,000	4,000		4,000	0.0%	
4500 West Field Rent	0	3,644	3,600	(44)		(44)	101.2%	
4510 Park Benches	150	1,250	500	(750)		(750)	250.0%	
4520 Groundsman's Report/Inspection	1,262	1,026	1,400	374		374	73.3%	
4525 Arlebury Park	85	1,605	100	(1,505)		(1,505)	1605.0%	
4530 Grass Cutting/Strimming	13,166	13,083	16,880	3,797		3,797	77.5%	
4535 Skateboard Park	50	0	500	500		500	0.0%	
4540 Stratton Bates Pavilion	569	4,348	1,800	(2,548)		(2,548)	241.6%	
4545 Memorial Gardens	120	195	50	(145)		(145)	390.0%	
4550 Playgrounds & Equipment	3,455	1,361	9,000	7,639		7,639	15.1%	
4555 Tree/Hedge Management	1,292	3,791	2,000	(1,791)		(1,791)	189.6%	
4560 Petanque Ground	0	260	250	(10)		(10)	104.0%	
9500 Play Equipment Reserve	0	0	5,000	5,000		5,000	0.0%	
Recreation :- Indirect Expenditure	20,640	31,040	45,350	14,310	0	14,310	68.4%	0
Movement to/(from) Gen Reserve	(17,016)	(27,947)						
600 Economy & Tourism								
1600 Hanging Basket Income	5,079	5,142	5,200	58			98.9%	
Economy & Tourism :- Income	5,079	5,142	5,200	58			98.9%	0
4575 Town Entry Planting	0	304	500	196		196	60.8%	
4600 Millenium Trail	0	0	2,000	2,000		2,000	0.0%	
4605 Hanging Baskets	11,314	10,487	10,500	13		13	99.9%	
4610 Pocket Guide	0	1,970	1,170	(800)		(800)	168.4%	
4615 Inherent Projects	253	507	1,500	993		993	33.8%	
4625 Town Signage	812	154	0	(154)		(154)	0.0%	

Detailed Income & Expenditure by Budget Heading 28/02/2019

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4635 Christmas Tree Project	0	1,000	1,000	0		0	100.0%	
Economy & Tourism :- Indirect Expenditure	12,380	14,421	16,670	2,249	0	2,249	86.5%	0
Movement to/(from) Gen Reserve	(7,301)	(9,279)						
<u>700 Full Council</u>								
1120 CIL Receipts	11,599	18,577	0	(18,577)			0.0%	
1700 Exported Energy	3,410	0	3,000	3,000			0.0%	
1705 PWLB Repayment ARFC	0	0	2,000	2,000			0.0%	
1900 Miscellaneous Income	36	0	0	0			0.0%	
Full Council :- Income	15,044	18,577	5,000	(13,577)			371.5%	0
4300 Water Rates	1,420	0	0	0		0	0.0%	
4700 Website	182	280	2,500	2,220		2,220	11.2%	
4705 Internal/External Audit Fees	2,439	550	3,000	2,450		2,450	18.3%	
4710 Residents' Audit Questions	0	0	250	250		250	0.0%	
4715 Accountancy Fees	1,050	3,123	500	(2,623)		(2,623)	624.6%	
4720 Bank/Other Charges	211	146	300	154		154	48.8%	
4725 Loan Repayments	38,038	38,040	38,038	(2)		(2)	100.0%	
4730 Grants	7,818	9,245	8,000	(1,245)		(1,245)	115.6%	
4735 Councillor's Training	605	290	500	210		210	58.0%	
4900 Miscellaneous Expenditure	60	0	0	0		0	0.0%	
Full Council :- Indirect Expenditure	51,822	51,674	53,088	1,414	0	1,414	97.3%	0
Movement to/(from) Gen Reserve	(36,778)	(33,098)						
<u>800 Facilities & Projects</u>								
1900 Miscellaneous Income	236	0	0	0			0.0%	
Facilities & Projects :- Income	236	0	0	0				0
9800 2020 Roof Reserve	0	0	5,000	5,000		5,000	0.0%	
Facilities & Projects :- Indirect Expenditure	0	0	5,000	5,000	0	5,000		0
Movement to/(from) Gen Reserve	236	0						
<u>900 ARC</u>								
1900 Miscellaneous Income	32	0	0	0			0.0%	
1910 Sale of Assets	83	0	0	0			0.0%	
ARC :- Income	115	0	0	0				0
4900 Miscellaneous Expenditure	1,247	0	0	0		0	0.0%	
ARC :- Indirect Expenditure	1,247	0	0	0	0	0		0
Movement to/(from) Gen Reserve	(1,132)	0						

Detailed Income & Expenditure by Budget Heading 28/02/2019

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	328,965	337,043	317,150	(19,893)			106.3%	
Expenditure	245,949	225,346	317,150	91,804	0	91,804	71.1%	
Net Income over Expenditure	<u>83,016</u>	<u>111,697</u>	<u>0</u>	<u>(111,697)</u>				
Movement to/(from) Gen Reserve	<u>83,016</u>	<u>111,697</u>						

New Alresford Town Council**Income and Expenditure Account for Year Ended 28 February 2019**

31 March 2018		28 February 2019
	Operating Income	
292,600	Precept/Grants	300,952
185	Office	0
9,643	Premises	7,292
2,439	Environment	1,988
3,624	Recreation	3,093
5,079	Economy & Tourism	5,142
15,044	Full Council	18,577
236	Facilities & Projects	0
115	ARC	0
<u>328,965</u>	Total Income	<u>337,043</u>
	Running Costs	
96,082	Office	76,992
54,749	Premises	43,424
9,030	Environment	7,795
20,640	Recreation	31,040
12,380	Economy & Tourism	14,421
51,822	Full Council	51,674
1,247	ARC	0
<u>245,949</u>	Total Expenditure	<u>225,346</u>
	General Fund Analysis	
93,586	Opening Balance	125,798
328,965	Plus : Income for Year	337,043
<u>422,552</u>		<u>462,841</u>
245,949	Less : Expenditure for Year	225,346
<u>176,602</u>		<u>237,495</u>
50,804	Transfers TO / FROM Reserves	0
<u>125,798</u>	Closing Balance	<u>237,495</u>

Purchase Ledger for Month No 12

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
11/03/2019	004719		CNG	CNG001	476.38	95.27	571.65	4320	300	476.38	Gas February 2019
25/03/2019	7165		TICHBORNE	TIC001	250.00	0.00	250.00	4410	400	250.00	Rent for allot 0918-0319
01/03/2019	31597		SERVICEMASTER	SER001	577.90	115.58	693.48	4330	300	577.90	Cleaning ARC Feb 2019
17/03/2019	1658751		DUAL ENERGY	DUA001	524.85	104.97	629.82	4315	300	524.85	Electricity ARC Feb 2019
05/03/2019	1659296		DUAL ENERGY	DUA001	18.19	0.91	19.10	4315	300	18.19	Elec Stratton Bates Feb 19
28/02/2019	SLH/26/2019		SUE HOBBS	SH001	155.00	0.00	155.00	4040	200	155.00	Locum services Feb 2019
09/01/2019	7062		PHASE	PT001	52.16	10.43	62.59	4335	300	52.16	Water mon Jan SB
09/01/2019	6676		PHASE	PT001	88.06	17.61	105.67	4335	300	88.06	Water mon Jan AP
22/02/2019	6677		PHASE	PT001	88.06	17.61	105.67	4335	300	88.06	Water mon Feb AP
22/02/2019	7063		PHASE	PT001	52.16	10.43	62.59	4335	300	52.16	Water mon Feb SB
26/02/2019	456822		KROWMARK	KROWMARK	9.45	1.89	11.34	4245	500	9.45	Gloves Bill
22/02/2019	425T18959		BIFFA	BIF001	74.95	14.99	89.94	4515	300	74.95	Trade waste March 2019
14/02/2019	670/JB		PETER BRIDGES	BRI001	1,101.88	0.00	1,101.88	4325	300	60.00	Gritting Arlebury Car Park
								4550	500	35.00	Lubricate all Play equipment
								4555	500	50.00	Storage of tree guards
								4545	500	40.00	Clean Lynch gate
								4405	400	750.00	Rejuvenate footpath Memorial G
								4520	500	90.00	Groundsan Report x 3
								4425	400	76.88	Changing batteries SLR
08/03/2019	01473		TELECALL	TEL001	20.26	4.05	24.31	4205	200	20.26	Phone Feb 2019
12/03/2019	12319BUS		DIRECT CLEANING	DIR001	160.00	0.00	160.00	4415	400	160.00	Window cleaning bus stops
12/03/2019	12319AP		DIRECT CLEANING	DIR001	75.00	0.00	75.00	4330	300	75.00	WEindow cleaning Alrebury Park
TOTAL INVOICES					3,724.30	393.74	4,118.04			3,724.30	
VAT ANALYSISCODE F @ 5.00%					18.19	0.91	19.10				

Purchase Ledger for Month No 12

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
			VAT ANALYSISCODE	OTS @ 0.00%	1,741.88	0.00	1,741.88				
			VAT ANALYSISCODE	S @ 20.00%	1,964.23	392.83	2,357.06				
			TOTALS		<u>3,724.30</u>	<u>393.74</u>	<u>4,118.04</u>				

Purchase Ledger for Month No 12

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
15/02/2019	2019/02		RHEWITT	RHEWITT	300.00	0.00	300.00	4335	300	300.00	Fire Risk Assessment 2019
07/03/2019	149325		NAKEDGRAPE	NAKEDGRAPE	40.00	8.00	48.00	4900	700	40.00	Wine for Meet the Cllr Event
06/03/2019	245		JPREFRIGERATION	JPREFRIGER	157.78	0.00	157.78	4325	300	157.78	Repair to bottle cooler in bar
11/03/2019	SINV00140015	X1053901	DEOS	DEOS	66.30	13.26	79.56	4200	200	66.30	Water x 6
11/03/2019	SINV 00140015	SORD00137384	DEOS	DEOS	18.19	3.64	21.83	4210	200	18.19	Box Files x 5
TOTAL INVOICES					<u>582.27</u>	<u>24.90</u>	<u>607.17</u>			<u>582.27</u>	
					VAT ANALYSISCODE	OTS @ 0.00%	457.78	0.00	457.78		
					VAT ANALYSISCODE	S @ 20.00%	124.49	24.90	149.39		
TOTALS					<u>582.27</u>	<u>24.90</u>	<u>607.17</u>				

Schedule of additional Payments 27 February 2019 - 19 March 2019

Payments authorised by Clerk

28-Feb-19 Technique £14.12 Underpayment for September 2018

Schedule of contracted payments (not on Purchase Ledger)

08-Mar-19 Technique £84.71 Monthly payment for Internet

14-Mar-19 Technique £108 Monthly payment for IT phone support

Schedule of all other payments

27-Feb-19 Nest £1,062.53 Pension contri (backdated to Oct 2018)

28-Jan-19 Employee wages £4,724.69 Wages February 2019

04-Mar-19 Hampshire Pensions £513.67 Pension contribution for February 2019

04-Mar-19 HMRC £1,732.36 NI contribution for February 2019

19-Mar Lloyds £16.22 Bank charge