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Month No: 10

Steyning Parish Council

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Detailed Income & Expenditure by Phased Budget Heading 01/02/2019

Committee Report

Finance & General Purposes Ctt101 Administration

1000 Donations Received	3,313	2,500	(813)	3,000			
1004 Reimbursed Charges & donations	0	170	170	200			
1076 Precept Received	248,489	248,489	0	248,489			110.4%
1077 CTB Grant	0	390	390	780			0.0%
1090 Bank Interest Received	193	100	(93)	125			154.1%
	251,995	251,649	(346)	252,594			99.8%

Administration :- Income

4000 Salaries	98,630	101,290	2,660	121,545	22,915		81.1%
4002 Printing, stationery, postage	1,618	2,500	882	3,000	1,382		53.9%
4003 Staff Ill Health Insurance	1,279	750	(529)	750	(529)		170.5%
4004 Telephones and Alarm	2,035	3,330	1,295	4,000	1,965		50.9%
4005 Insurance	5,848	8,300	2,452	8,300	2,452		70.5%
4006 Salaries Outsourcing	278	1,290	1,012	1,548	1,270		17.9%
4007 Data Protection	1,810	2,700	890	3,000	1,190		60.3%
4010 Audit Fees	(1,344)	1,420	2,764	1,420	2,764		(94.6%)
4016 Legal Fees/Elections	111	4,000	3,889	4,800	4,689		2.3%
4021 General Grants	740	1,670	930	2,000	1,260		37.0%
4025 CCTV Maintenance	83	3,540	3,457	4,250	4,167		2.0%

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Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
4030 Steyning in Bloom	3,734	4,250	517	4,250		517	87.8%
4032 Royal British Legion	0	400	400	400		400	0.0%
4033 Christmas Lights Grant	1,500	1,500	0	1,500		0	100.0%
4036 SALC NALC Subs	1,788	1,744	(44)	1,744		(44)	102.5%
4040 Town Clock	234	290	56	350		116	66.9%
4045 Misc & Petty Cash	785	350	(435)	350		(435)	224.2%
4047 Training	1,033	830	(203)	1,000		(33)	103.3%
4060 Chairman's Function	456	750	294	750		294	60.8%
4061 Councillors' Allowances	0	80	80	100		100	0.0%
4063 Legionnaires	2,333	830	(1,503)	1,000		(1,333)	233.3%
4070 Software Packages	1,154	1,500	346	1,500		346	76.9%
4071 ICT Equipment	0	1,170	1,170	1,400		1,400	0.0%
4072 Website Development	93	620	527	750		657	12.3%
4073 Neighbourhood Plan Exp	1,920	16,400	14,480	16,400		14,480	11.7%
4075 Isolation and Loneliness	0	830	830	1,000		1,000	0.0%
	126,117	162,334	36,217	187,107	0	60,990	67.4%
Administration :- Indirect Expenditure	125,878						
Movement to/(from) Gen Reserve							
Finance & Community Appendix							
4100 Neighbourhood Wardens	0	0	0	42,000		42,000	0.0%
4101 Swimming Pool	0	0	0	14,500		14,500	0.0%
	0	0	0	56,500	0	56,500	0.0%
Finance & Community Appendix :- Indirect Expenditure	0						
Movement to/(from) Gen Reserve							

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Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
103 <u>Youth Provision</u>							
4023 Youth Service	24,037	21,035	(3,002)	24,540		503	98.0%
Youth Provision :- Indirect Expenditure	<u>24,037</u>	<u>21,035</u>	<u>(3,002)</u>	<u>24,540</u>	<u>0</u>	<u>503</u>	<u>98.0%</u>
Movement to/(from) Gen Reserve	<u>(24,037)</u>						
Finance & General Purposes Ctt :- Income	251,995	251,649	(346)	252,594			99.8%
Expenditure	150,154	175,369	25,215	258,247	0	108,093	58.1%
Movement to/(from) Gen Reserve	<u>101,841</u>						

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Steyning Parish Council

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Bank Reconciliation up to 01/02/2019 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
03/04/2018	310513	1,219.40			1,219.40	☐	Horsham District Council - Trade Waste
16/04/2018	310542	10.79			10.79	☐	George Ross
10/09/2018	10667	90.00			90.00	☐	Flash trash recycling
05/12/2018	310753	47.94		47.94		R ☒	SHS
10/12/2018	310759	16.76		16.76		R ☒	PiP Services
18/12/2018	310760	155.00		155.00		R ☒	Ofcom
18/12/2018	310763	1,313.20		1,313.20		R ☒	Buxtons n sons - STEYNING CENTRE CURTAINS
01/01/2019	BP		68.40	68.40		R ☒	Receipt(s) Banked
02/01/2019	310765	1,200.00		1,200.00		R ☒	TSS - LEGIONNAIRES TESTING
02/01/2019	310766	37.31		37.31		R ☒	EDF
02/01/2019	936	936.00		936.00		R ☒	HDC - RATES
02/01/2019	DR	25.00		25.00		R ☒	Petty cash
02/01/2019	310767	248.25		248.25		R ☒	Business stream
01/2019	310768	1,701.44		1,701.44		R ☒	West sussex cc - PENSION SCHEME
02/01/2019	310769	1,472.88		1,472.88		R ☒	HMRC - PAYE
03/01/2019	CR		72.00	72.00		R ☒	Receipt(s) Banked
03/01/2019	CR		16.00	16.00		R ☒	Receipt(s) Banked
03/01/2019	CR		365.92	365.92		R ☒	Receipt(s) Banked
03/01/2019	CR		238.08	238.08		R ☒	Receipt(s) Banked
03/01/2019	18/231		53.46	53.46		R ☒	Receipt(s) Banked
03/01/2019	18/232		605.50	605.50		R ☒	Receipt(s) Banked - ROOM HIRE (VARIOUS)
06/01/2019	VIS	38.84		38.84		R ☒	Site lock
07/01/2019	310771	7,167.14		7,167.14		R ☒	Horsham Matters - YOUTH SERVICE PROVISION
07/01/2019	310772	168.72		168.72		R ☒	overline
07/01/2019	310773	75.60		75.60		R ☒	Bunces
07/01/2019	310775	150.33		150.33		R ☒	PiP Services
07/01/2019	310776	38.27		38.27		R ☒	George Rose
07/01/2019	310777	1,197.96		1,197.96		R ☒	British Gas - STEYNING CENTRE 3 MONTH SUPPLY
07/01/2019	310778	47.94		47.94		R ☒	shs
07/01/2019	310779	221.00		221.00		R ☒	Clare Austin
07/01/2019	310780	7,167.14			7,167.14	☐	horsham matters
07/01/2019	310781	107.00		107.00		R ☒	south coast vending
07/01/2019	310782	160.00		160.00		R ☒	TSs
07/01/2019	CR		103.18	103.18		R ☒	Receipt(s) Banked
07/01/2019	CR		129.16	129.16		R ☒	Receipt(s) Banked
08/01/2019	CR	1.06		1.06		R ☒	HSBC
08/01/2019	DR	189.12		189.12		R ☒	Unpaid cheque
09/01/2019	18/233		372.96	372.96		R ☒	Receipt(s) Banked
09/01/2019	18/234		763.89	763.89		R ☒	Receipt(s) Banked - } ROOM HIRE
09/01/2019	18/235		581.87	581.87		R ☒	Receipt(s) Banked - } VARIOUS
10/01/2019	310763	0.10		0.10		R ☒	Buxton
12/01/2019	CR		72.00	72.00		R ☒	Receipt(s) Banked
12/01/2019	CR		34.70	34.70		R ☒	Receipt(s) Banked
14/01/2019	310783	133.72		133.72		R ☒	Business stream - water
14/01/2019	310784	324.43		324.43		R ☒	KCS
14/01/2019	310785	168.00			168.00	☐	Steyning Com Orchard
14/01/2019	310786	364.36		364.36		R ☒	SCS
14/01/2019	Cr		97.68	97.68		R ☒	Receipt(s) Banked

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Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
14/01/2019	CR		34.39	34.39		R ☒	Receipt(s) Banked
15/01/2019	18/236		510.92	510.92		R ☒	Receipt(s) Banked - ROOM HIRE
15/01/2019	18/237		80.00	80.00		R ☒	Receipt(s) Banked - VARIOUS (V)
15/01/2019	18/228		1,769.89	1,769.89		R ☒	Receipt(s) Banked - ROOM HIRE (V)
16/01/2019	310787	1,206.04		1,206.04		R ☒	Laser electric - STEYNING CENTRE
16/01/2019	310788	147.89		147.89		R ☒	Laser electric - ELECTRIC BILL
16/01/2019	310789	92.24		92.24		R ☒	Business stream - water
16/01/2019	310790	2,186.87		2,186.87		R ☒	DJFlynn - STREET CLEANING
16/01/2019	310971	134.01		134.01		R ☒	business - water - BINS.
17/01/2019	310792	395.00		395.00		R ☒	Wests
17/01/2019	CR		27.98	27.98		R ☒	Receipt(s) Banked
17/01/2019	CR		12.00	12.00		R ☒	Receipt(s) Banked
17/01/2019	CR		726.12	726.12		R ☒	Receipt(s) Banked - ROOM HIRE (V)
19/01/2019	CR		141.84	141.84		R ☒	Receipt(s) Banked
21/01/2019	DR	31.57		31.57		R ☒	HSBC
22/01/2019	TFR		25,000.00	25,000.00		R ☒	Receipt(s) Banked - TRANSFER
22/01/2019	CR		50.40	50.40		R ☒	Receipt(s) Banked
22/01/2019	CR		15.00	15.00		R ☒	Receipt(s) Banked
23/01/2019	CR		159.60	159.60		R ☒	Receipt(s) Banked
24/01/2019	CR		57.00	57.00		R ☒	Receipt(s) Banked
25/01/2019	CR		51.59	51.59		R ☒	Receipt(s) Banked
28/01/2019	BP	6,392.64		6,392.64		R ☒	Staff Various - SALARY
28/01/2019	18/239		134.00	134.00		R ☒	Receipt(s) Banked - PAYMENTS.
29/01/2019	CR		81.90	81.90		R ☒	Receipt(s) Banked
29/01/2019	CR		13.99	13.99		R ☒	Receipt(s) Banked
30/01/2019	CR		50.04	50.04		R ☒	Receipt(s) Banked
31/01/2019	CR		117.16	117.16		R ☒	Receipt(s) Banked
01/02/2019	CR		180.24	180.24		R ☒	Receipt(s) Banked
		<u>36,780.96</u>	<u>32,788.86</u>				

Item 7.3

CURRENT RESERVES

(Available to be Earmarked and not including £80K emergency Funds)

£100,095.00

Earmarked Reserves for this year - 2018/19

- **£1,400** Neighbourhood plan additional expenditure
- **£35,000** Playground development at Fletchers Croft
- **£12,114** Chairs for the Steyning Centre ?

Earmarked Reserves for the Next Financial Year – 2019 / 20

- **£2,500** Building Asset Assessment
- **£15,000** Neighbourhood Plan Max additional expenditure
- **£12,000** CCTV installation ?
- **£ ?** Further Playground developments – Hopefully WMT funding

Maximum Potential Earmarked Reserves - £78,012.00

(This figure does not take into account this year's Financial Year End Balance)