

Newnham Parish Council - AUDIT SHEET

2020/21 Bank Reconciliation

| Receipts and payments summary | | |
|-------------------------------|--------------------------------------|------------------|
| 1 | Balance Brought Forward from 2019/20 | £5,779.37 |
| 2 | Plus Income | £14,054.71 |
| 3 | Plus Lengthsman income | £16,500.00 |
| 4 | Less Expenditure | £11,727.22 |
| 5 | Less L/M Expenditure | £16,500.00 |
| 6 | Balance to take over to 2021/22 | £8,106.86 |
| Reconciliation | | |
| 7 | Bus Inst Access / Savings Account | £7,224.19 |
| 8 | Current / Treasurers Account | £132.67 |
| 9 | TOTAL BANK ACCOUNTS | £7,356.86 |
| 10 | Plus Income outstanding (LM VAT) | £750.00 |
| 11 | Balance to take over to 2021/22 | £8,106.86 |

June James, Chairman

..... Date 28th April 2021

Susan Turner, RFO

..... Date 28th April 2021

Miss S. Turner

Last logged on 27 March 21 at 03:17 PM

Parish Council of Newnham

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BUS BANK INSTANT 30-90-53 07467381
PARISH COUNCIL OF NEWNHAM

£ 7,224.19 Balance

0.01 % gross Interest rate

£7,224.19 Available funds: ?

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| DATE ▲ | DESCRIPTION | TYPE ? | IN (£) | OUT (£) | BALANCE (£) |
|-----------|---|--------|--------|----------|-------------|
| 11 Mar 21 | PARISH COUNCIL OF 309053 00320598 | TFR | | 700.00 | 7,224.19 |
| 09 Mar 21 | INTEREST (GROSS) | | 0.08 | | 7,924.19 |
| 08 Mar 21 | PARISH COUNCIL OF 309053 00320598 06MAR21 | TFR | | 1,300.00 | 7,924.11 |
| 01 Mar 21 | PARISH COUNCIL OF 309053 00320598 28FEB21 | TFR | | 1,000.00 | 9,224.11 |

Miss S. Turner
Last logged on 27 March 21 at 03:17 PM

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TREASURERS ACCOUNT 30-90-53 00320598
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PARISH COUNCIL OF NEWNHAM
£ 132.67 Current balance

£132.67 Available funds [?](#)

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[<](#) [Feb](#) [Mar](#) [Apr](#) [>](#) **All transactions**

All transactions

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| DATE ▲ | DESCRIPTION | TYPE ? | IN (£) | OUT (£) | BALANCE (£) |
|-----------|---|--------|--------|----------|-------------|
| 29 Mar 21 | PREMIER GROUNDS AN | SO | | 1,300.00 | 132.67 |
| 29 Mar 21 | ROY WOOD 400000000738790666 M20-21-466-MAR 070116 10 27MAR21 15:29 | FPO | | 50.00 | 1,432.67 |

Newnham Parish Council

2020 - 2021 Significant Variations: AUDIT SHEET

Difference between current and previous year greater than both 10% and £100 in Section 1, boxes 2, 3, 4, 5, 6, 9 and 10

| Item | Previous Yr Parish C 2019/2020 | Previous Yr Lengthsman (HCC) 19/20 | Previous Year 2019/20 Total | Current Yr Parish C 2020/2021 | Current Yr Lengthsman (HCC) 20/21 | Current Year 2020/21 Total | Difference | Diff % |
|--|--------------------------------------|--|-----------------------------------|-------------------------------------|---|-------------------------------|------------|---------|
| 1 Balance Brought Forward | £2,077.96 | | £2,077.96 | £5,779.37 | | £5,779.37 | £3,701.41 | 178.13% |
| 2 Annual Precept | £9,862.00 | | £9,862.00 | £10,845.00 | | £10,845.00 | £983.00 | 9.97% |
| 3 Total Other Receipts | £5,797.81 | £16,900.00 | £22,697.81 | £3,209.71 | £19,500.00 | £22,709.71 | £11.90 | 0.05% |
| 4 Staff Costs | £3,711.00 | | £3,711.00 | £4,320.00 | | £4,320.00 | £609.00 | 16.41% |
| 5 Loan interest/capital repayments | £0.00 | | £0.00 | £0.00 | | £0.00 | £0.00 | NA |
| 6 Total other payments (excl salaries) | £8,247.40 | £16,900.00 | £25,147.40 | £7,407.22 | £19,500.00 | £26,907.22 | £1,759.82 | 7.00% |
| 7 Balance carried forward | £5,779.37 | | £5,779.37 | £8,106.86 | | £8,106.86 | £2,327.49 | 40.27% |
| 8 Cash & short term investments | £5,779.37 | | £5,779.37 | £8,106.86 | | £8,106.86 | £2,327.49 | 40.27% |
| 9 Fixed assets & long term assets | £13,188.00 | | £13,188.00 | £0.00 | | £13,396.85 | £208.85 | 1.58% |
| 10 Total borrowings | £0.00 | | £0.00 | £0.00 | | £0.00 | £0.00 | 0 |
| 11 Trust funds | NA | | NA | NA | | NA | NA | NA |

Box 4 Staff Costs

Explanation for variation of £609.00 16.41%

Clerk's salary increase as agreed Parish Council meeting of July 2019

June James, Chairman Date 28th April 2021

Susan Turner, RFO Date 28th April 2021

NEWNHAM PARISH COUNCIL - EXPENDITURE 2020/21 - YEAR END

| Date | Supplier | Description | Cheque No | No | Fin / Admin | Salary | Expenses | Returned funds | Villager | GREEN | Maintenance | Community | Projects | VAT | Total | |
|----------|----------------------|--------------------------------|-----------|----|-------------|----------------|------------------|----------------|--------------|----------------|------------------|----------------|------------------|----------------|----------------|-------------------|
| 28/04/20 | Clerk | Salary April 2020(old rate) | SO | 1 | | £309.25 | | | | | | | | | £309.25 | |
| 28/05/20 | Clerk | Salary May 2020(old rate) | SO | 2 | | £309.25 | | | | | | | | | £309.25 | |
| 28/05/20 | The Villager | Villager 2019-20 | 769 | 3 | | | | | £659.50 | | | | | | £659.50 | |
| 28/05/20 | Assert Property Serv | Bus shelter - new shingles | 770 | 4 | CANCELLED | | | | | | | | | | | |
| 28/05/20 | St for HALC/NALC | HALC (incl NALC) subs | 771 | 5 | £272.03 | | | | | | | | | | £272.03 | |
| 28/05/20 | Roy Wood | Moles Dec2019-May2020 | 772 | 6 | | | | | | £300.00 | | | | | £300.00 | |
| 28/05/20 | PGGM | Green May & June cuts | 774 | 7 | CANCELLED | | | | | | | | | | | |
| 28/05/20 | ST forBHIM | PC Insurance | 775 | 8 | £375.86 | | | | | | | | | | £375.86 | |
| 03/06/20 | PGGM | Green May cut | 776 | 9 | | | | | | £130.00 | | | | £26.00 | £156.00 | |
| 08/06/20 | C Herdman | SSEN grant for PPE | 777 | 10 | | | | | | | | £2,000.00 | | | £2,000.00 | |
| 29/06/20 | Clerk | Salary June 2020(old rate) | SO | 11 | | £309.25 | | | | | | | | | £309.25 | |
| 07/07/20 | PGGM | July cut + dispose green waste | 778 | 12 | | | | | | £117.08 | | | | £23.42 | £140.50 | |
| 07/07/20 | Roy Wood | Moles June-July2020 | 779 | 13 | | | | | | £100.00 | | | | | £100.00 | |
| 28/07/20 | Clerk | Salary July 2020(old rate) | SO | 14 | | £309.25 | | | | | | | | | £309.25 | |
| 28/08/20 | Clerk | Salary August 2020(old rate) | SO | 15 | | £309.25 | | | | | | | | | £309.25 | |
| 02/09/20 | Roy Wood | Moles Aug-Sept2020 | 780 | 16 | | | | | | £100.00 | | | | | £100.00 | |
| 21/09/20 | PGGM | Disposal waste Green | 781 | 17 | | | | | | £116.25 | | | | £23.25 | £139.50 | |
| 28/09/20 | Clerk | Salary Sept 2020(old rate) | SO | 18 | | £309.25 | | | | | | | | | £309.25 | |
| 28/10/20 | Clerk | Salary Oct2020(old rate) | SO | 19 | | £309.25 | | | | | | | | | £309.25 | |
| 30/11/20 | Clerk | Salary Nov-2020(old rate) | SO | 20 | | £309.25 | | | | | | | | | £309.25 | |
| 29/12/20 | Clerk | Salary Dec 2020(old rate) | SO | 21 | | £309.25 | | | | | | | | | £309.25 | |
| 28/01/20 | Clerk | Salary Jan 2021(old rate) | SO | 22 | | £309.25 | | | | | | | | | £309.25 | |
| 10/02/21 | Clerk | Salary catch-up £50.75 x12 | BACs | 23 | | £609.00 | | | | | | | | | £609.00 | |
| 10/02/21 | PGGM 778 | Bus shelter materials 788 | BACs | 24 | | | | | | | £52.00 | | | £10.40 | £62.40 | |
| 10/02/21 | Assert Property Serv | Bus shelter - new shingles | BACs | 25 | | | | | | | £70.00 | | | £14.00 | £84.00 | |
| 10/02/21 | Roy Wood | Moles Oct to JAN 2021 | BACs | 26 | | | | | | £200.00 | | | | | £200.00 | |
| 10/02/21 | ST for AB tools | Refelctors for TC posts | BACs | 27 | | | | | | | | | £70.83 | £14.17 | £85.00 | |
| 10/02/21 | ST FOR HWT | Green wildlife plan | BACs | 28 | | | | | | £100.00 | | | | | £100.00 | |
| 10/02/21 | ST for Amacoam | Hi viz jackets 3x5 | BACs | 29 | | | | | | | | £29.97 | | £6.00 | £35.97 | |
| 10/02/21 | ST for Helping hands | Litter pickers x 12 | BACs | 30 | | | | | | | | £178.88 | | £35.78 | £214.66 | |
| 10/02/21 | PKF Littlejohn | External Audit | BACs | 31 | £200.00 | | | | | | | | | £40.00 | £240.00 | |
| 10/02/21 | ST-LandReg | Deeds OppeGdn, Woodlands | BACs | 32 | £12.00 | | | | | | | | | | £12.00 | |
| 10/02/21 | PGGM | Digger & skip Kingsbridge | BACs | 33 | | | | | | | | | £461.00 | £92.20 | £553.20 | |
| 11/02/21 | Peter Brown | Internatl audit | BACs | 34 | £50.00 | | | | | | | | | | £50.00 | |
| 01/03/21 | PGGM | 889-Ditching Tilney Lane | BACs | 35 | | | | | | £688.00 | | | | £137.60 | £825.60 | |
| 01/03/21 | Roy Wood | Moles Feb 2021 | BACs | 36 | | | | | | £50.00 | | | | | £50.00 | |
| 01/03/21 | Clerk | Salary Feb 2021(old rate) | SO | 37 | | £309.25 | | | | | | | | | £309.25 | |
| 11/03/21 | JJ for Old House | Voucher - appreciation | BACs | 38 | | | | | | £100.00 | | | | | £100.00 | |
| 11/03/21 | ST for Boston Seeds | Bulbs for Green-ClrStill-Grant | BACs | 39 | | | | | | | | | £237.49 | £47.51 | £285.00 | |
| 11/03/21 | Clerk | Allowable expenses | BACs | 40 | | | £216.00 | | | | | | | | £216.00 | |
| 11/03/20 | Clerk | Salary March 2021(old rate) | BACs | 41 | | £309.25 | | | | | | | | | £309.25 | |
| 29/03/20 | Roy Wood | Moles March 2021 | BACs | 42 | | | | | | £50.00 | | | | | £50.00 | |
| | | | | | | | | | | | | | | | | |
| | Totals: | | | | | £909.89 | £4,320.00 | £216.00 | £0.00 | £659.50 | £2,051.33 | £122.00 | £2,208.85 | £769.32 | £470.33 | £11,727.22 |

| NEWNHAM Y/E & BUDGET | | <u>20/21</u> <u>Year End</u> | <u>20/21</u> <u>budget</u> <u>Jan2020</u> | <u>21/22</u> <u>budget</u> <u>DEC2020</u> |
|---------------------------------|---------------------------------|---------------------------------|---|---|
| <u>Item</u> | <u>19/20 Year</u> <u>End</u> | | | |
| Precept | £9,862.00 | £10,845.00 | £10,845.00 | £11,929.00 |
| Covid-SSEN Clubro | | £2,000.00 | | |
| Grass cutting grant | £339.00 | £342.00 | £342.00 | £345.00 |
| Elaine grant | £500.00 | £350.00 | £1,000.00 | £500.00 |
| Insurance bus shelt | £3,500.00 | | | |
| NGPA Contribution | | | | |
| Interest | £2.36 | £3.49 | £2.00 | £1.00 |
| Returned funds | £331.00 | | | |
| LM income | £200.04 | £200.00 | £200.00 | £200.00 |
| VAT reclaim | £925.41 | £314.22 | £1,000.00 | £1,000.00 |
| | | | | |
| Total Income | £15,659.81 | £14,054.71 | £13,389.00 | £13,975.00 |
| | | | | |
| Expenses | £216.00 | £216.00 | £400.00 | £400.00 |
| Finance / Admin | £1,269.18 | £909.89 | £1,200.00 | £1,000.00 |
| Training | £160.00 | | £200.00 | £200.00 |
| Salary | £3,711.00 | £4,320.00 | £4,320.00 | £4,320.00 |
| Capital | | | | |
| Maintenance | £242.04 | £122.00 | £500.00 | £1,000.00 |
| Clubroom | | | | |
| PROJECTS' | | | £2,000.00 | £3,000.00 |
| Community/litter-pick | | £208.85 | | |
| NewnhamRd signs | | £70.83 | £1,000.00 | £1,000.00 |
| Project- Barracks | | £461.00 | | |
| Covid - SSEN-PPE | | £2,000.00 | | |
| Project -Green planting | | £237.49 | | |
| Project - bus shelter | £3,000.00 | | | |
| Project - planters | £904.00 | | | |
| Project - noticeboard | | | | |
| Green | £874.99 | £2,051.33 | £1,300.00 | £1,300.00 |
| Villager | £626.78 | £659.50 | £659.50 | £500.00 |
| VAT | £954.41 | £470.33 | £1,000.00 | £1,000.00 |
| LM hours over 16/17 | | | | |
| Total Expenditure | £11,958.40 | £11,727.22 | £12,579.50 | £13,720.00 |
| | | | | |
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| | | | | |
| | | | | |
| SURPLUS/DEFECIT | £3,701.41 | £2,327.49 | £809.50 | £255.00 |
| BALANCE TO T/O | £5,779.37 | £8,106.86 | £6,588.87 | £8,361.86 |

Newnham Parish Council

SUPPORTING STATEMENTS AND NOTES

ATTACHED TO THE RECEIPTS AND PAYMENTS ACCOUNT – 2020/21

Assets register 2020/21

| | |
|--|---|
| a. 2020/21 - Assets purchased | 12 x litterpickers, 15 x HiViz Jackets = £208.85 |
| b. 2019/20 - Assets purchased / upgraded | NONE |
| c. 2018/19 - Assets purchased / upgraded | 2 x Noticeboard Newnham Green Bus Shelter Water End (insurance claim) Bench Newnham Green – timber replaced / renovated |
| d. 2018/19 – Assets disposed of | Bus Shelter Water End - damaged beyond repair Small noticeboard Water End bus shelter |
| e. 2017/18 – Assets disposed of | Noticeboard Green – (destroyed car accident) |

f. 2016/17 - Assets purchased / upgraded Mower

| g. Assets held 31ST MARCH 2021 | | Date purchased/ renovated | SUMS INSURED 2021 | |
|--------------------------------|--|------------------------------|-------------------|------------|
| VEHICLE | 1 Mower | 2016 | £1,100.00 | £1,500.00 |
| | | | | |
| | | | Audit value | |
| STREET FURNITURE | 1 Bus shelters - Water End | 2019 | £3,500.00 | £4,000.00 |
| | 2 x Planters | 2019 | £904.00 | £1,000.00 |
| | 1 English Oak / concrete bench on Green | renovated 2018 | £569.00 | £1,000.00 |
| | 2 medium metal notice board (Green) | 2018 | £127.00 | |
| | 1 large metal notice board (Clubroom) | 2007 | £735.00 | £1,000.00 |
| | 1 map board with posts (Green) | 2007 | £700.00 | £1,000.00 |
| | 1 map board (storage-clerk) | 2007 | £350.00 | |
| | 4 Bus shelters | pre 2000 | £4,467.00 | £14,600.00 |
| | 2 wooden benches – Green / Old School Rd | pre 2000 | £1.00 | £1,400.00 |
| | | | | £24,000.00 |
| OFFICE EQUIP | 2 small steel filing cabinets - Clubroom | pre 2000 | £210.00 | |
| | 1 Dell laptop and software - obsolete | 2008 | £0.00 | |
| | 1 Projector and screen - Clubroom | 2008 | £525.00 | |
| GENERAL EQUIP | 12 x Litterpickers | 2021 | £178.88 | |
| | 15 x HiViz Jackets | 2021 | £29.97 | |
| | TOTAL | | £13,396.85 | |

| | |
|-----------------------------|---------------------------------|
| Borrowings | None |
| Leases | None |
| Debts outstanding | None |
| Receipts outstanding | £235.75 Balance NGPA account |
| | £185.11 VAT reclaimed 2nd April |
| Tenancies | None |

S137 Payments S137 Local Government Act 1972 provides for Parish Councils to spend a sum per head of electorate for benefit of residents of the Parish on projects not specifically authorised by other powers.

| | | | |
|----------------|-------|-----|-----------|
| S137 allowance | £8.32 | 494 | £4,110.08 |
|----------------|-------|-----|-----------|

S137 Payments 2020/21

| | | | |
|-----------------------------------|--------------|-------|------------------|
| SEEN Covid Community Grant | Chq 777 | 10 | £2,000.00 |
| HivViz jackets and litter pickers | | 29+30 | £208.85 |
| | TOTAL | | £2,208.85 |

Advertising and Publicity None