

EARNLEY PARISH COUNCIL

Monthly Statement of Bank Accounts as at 31 January 2018

Balance brought forward 1st April 2017	£10,482.98	
Add Receipts	£17,940.50	£28,423.48
Less Payment	£15,127.19	
Balance		<u>£13,296.29</u>

Bank Accounts	Unity Account	£13,961.46	
			£13,961.46

Less unrepresented payments			
	Barclaycard	£97.96	
	West Sussex County Council Pension	£138.81	
300345	Citizen Advice Buerau	£100.00	
300346	East Wittering Youth Club	£100.00	
300347	Chichester District Council	£128.40	
300348	Manhood Mobility	£40.00	
300349	1st Responders	£40.00	
300350	Samaritians	20.00	
			<u>665.17</u>

add any monies not cleared

0

**RECONCILED BALANCE**

£13,296.29

Note: the stated balances include funds set aside for the following :  
Reserves:

Office Equipment	176	
Election Reserves	711	
Noticeboard Replacement	1605	
Bus Shelter Maintenance	0	
Road Signs	0	
		<u>£2,492.00</u>

The balance available for expenditure is therefore

£10,804.29

Prepared by Louise Chater

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**EARNLEY PARISH COUNCIL- EXPENDITURE BUDGET**  
As at 31 January 2018

	Code	Last Year Budget	Budget	Spent	Available	%Available	Comments
<b>General Administration</b>							
Insurance	1	300	300	323	(23)	-8%	113.17(f) No action
Audit Fees	2	225	125	202	(77)	-61%	89.17(f) No action
Data Protection	3	35	35	35	0	0%	
Councillors and Clerks training	4	500	300	246	54	18%	
Parish Council Newsletter	5	300	250	0	250	100%	
Office Telephone	6	100	120	98	22	18%	
Printing & Stationery	7	350	400	147	253	63%	
Room Hire & Hospitality	8	375	400	182	219	55%	
Office 365, Website and anti virus protect	9	150	150	141	9	6%	
NALCC, SALC & CALC Subscription	10	170	150	139	11	7%	
SLCC and Institute Membership	11	90	90	90	(0)	-1%	
Office Equipment	12	200	200	373	(173)	-86%	
		<u>2795</u>	<u>2520</u>	<u>1,976</u>	<u>544</u>	<u>22%</u>	
<b>Salaries &amp; Related Expenses</b>							
Clerks Salary (gross)	13	6554	6624	5,898	726	11%	
Transfer Salary/Pension to Fete Budget		0	0	(604)	604	#DIV/0!	
Ill Health Insurance	14			80	(80)	#DIV/0!	
office rent and broadband	15	220	220	183	37	17%	
pension payment	16	1423	1437	1,350	87	6%	
Payroll Services	17	65	75	73	2	3%	
Clerk Expenses	18	380	250	174	76	30%	
		<u>8,642</u>	<u>8606</u>	<u>7,153</u>	<u>1,453</u>	<u>17%</u>	
<b>Grants</b>							
Citizen's Advice Bureau LGA 1972 s142	19	100	100	100	0	0%	
Community Warden LG & Rating Act 1997 Part III S31.1(C)	20	350	350	350	0	0%	
Youth Club LG (MP) a 1976 s19	21	100	100	100	0	0%	
Manhood Penninsula Partnership	22		130	128	2	1%	
		<u>550</u>	<u>680</u>	<u>550</u>	<u>2</u>	<u>0%</u>	
<b>Power Of Well Being Grants</b>							
Participatory Funding & Emergent Requests	23	130	100	100	0	0%	
		<u>130</u>	<u>100</u>	<u>100</u>	<u>0</u>	<u>0%</u>	
<b>Public Areas</b>							
Street Lighting	24	200	100	0	100	100%	
Road Signs	25	865	250	0	250	100%	
Bus Shelter Maintenance	26	300	300	0	300	100%	
Bus Shelter Cleaning	27	300	150	0	150	100%	
Notice Boards Replacement	28	435	435	0	435	100%	
Notice Boards Maintenance	29	100	100	0	100	100%	
Parish Plan Reserves	30		1,400	0	1,400	100%	
		<u>2200</u>	<u>2,735</u>	<u>0</u>	<u>2,735</u>	<u>100%</u>	
Annual Parish Assembly	31	40	50	73	(23)	-47%	89.17(f) No Action
Councillors' Expenses	32	100	50	17	33	66%	
Sundry Expenses	33	100	150	168	(18)	-12%	
Election Reserve Fund	34	250	250	0	250	100%	
Flood Alleviation Scheme Loan (final payment April 2023)	35	568	568	568	(0)	-0%	
		<u>1058</u>	<u>1,068</u>	<u>827</u>	<u>241</u>	<u>23%</u>	
<b>TOTAL EXPENDITURE</b>		<u>15375</u>	<u>15,709</u>	<u>10,606</u>	<u>4,974</u>	<u>32%</u>	
<b>less not charged to precept</b>		<u>565</u>	<u>500</u>				
		<u>14810</u>	<u>15,209</u>				
<b>Less overspends - virements from reserves</b>							
<b>Original Approved Budget</b>		<u>14,810</u>	<u>15,209</u>				

EARNLEY PARISH COUNCIL

Monthly Statement of Bank Accounts as at 28 February 2018

Balance brought forward 1st April 2017	£10,482.98	
Add Receipts	£59,814.18	£70,297.16
Less Payment	£15,135.89	
Balance		<u>£55,161.27</u>

Bank Accounts	Unity Account	£55,181.27	
			£55,181.27

Less unrepresented payments

300350	Samaritians	20.00	<u>20.00</u>
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add any monies not cleared

0

**RECONCILED BALANCE**

£55,161.27

Note: the stated balances include funds set aside for the following :  
Reserves:

Office Equipment	176	
Election Reserves	711	
Noticeboard Replacement	1605	
Bus Shelter Maintenance	0	
Road Signs	0	
Flood Alleviation	41873.68	
		<u>£44,365.68</u>

The balance available for expenditure is therefore

£10,795.59

Prepared by Louise Chater

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**EARNLEY PARISH COUNCIL- EXPENDITURE BUDGET**  
**As at 28 February 2018**

	Code	Last Year Budget	Budget	Spent	Available	%Available	Comments
<b>General Administration</b>							
Insurance	1	300	300	323	(23)	-8%	113.17(f) No action
Audit Fees	2	225	125	202	(77)	-61%	89.17(f) No action
Data Protection	3	35	35	35	0	0%	
Councillors and Clerks training	4	500	300	246	54	18%	
Parish Council Newsletter	5	300	250	0	250	100%	
Office Telephone	6	100	120	105	15	12%	
Printing & Stationery	7	350	400	147	253	63%	
Room Hire & Hospitality	8	375	400	182	219	55%	
Office 365, Website and anti virus protect	9	150	150	141	9	6%	
NALCC, SALC & CALC Subscription	10	170	150	139	11	7%	
SLCC and Institute Membership	11	90	90	90	(0)	-1%	
Office Equipment	12	200	200	373	(173)	-86%	
		<u>2795</u>	<u>2520</u>	<u>1,983</u>	<u>537</u>	<u>21%</u>	
<b>Salaries &amp; Related Expenses</b>							
Clerks Salary (gross)	13	6554	6624	5,898	726	11%	
Transfer Salary/Pension to Fete Budget		0	0	(604)	604	#DIV/0!	
Ill Health Insurance	14			80	(80)	#DIV/0!	
office rent and broadband	15	220	220	183	37	17%	
pension payment	16	1423	1437	1,350	87	6%	
Payroll Services	17	65	75	73	2	3%	
Clerk Expenses	18	380	250	174	76	30%	
		<u>8,642</u>	<u>8606</u>	<u>7,153</u>	<u>1,453</u>	<u>17%</u>	
<b>Grants</b>							
Citizen's Advice Bureau LGA 1972 s142	19	100	100	100	0	0%	
Community Warden LG & Rating Act 1997 Part III S31.1(C)	20	350	350	350	0	0%	
Youth Club LG (MP) a 1976 s19	21	100	100	100	0	0%	
Manhood Penninsula Partnership	22		130	128	2	1%	
		<u>550</u>	<u>680</u>	<u>550</u>	<u>2</u>	<u>0%</u>	
<b>Power Of Well Being Grants</b>							
Participatory Funding & Emergent Requests	23	130	100	100	0	0%	
		<u>130</u>	<u>100</u>	<u>100</u>	<u>0</u>	<u>0%</u>	
<b>Public Areas</b>							
Street Lighting	24	200	100	0	100	100%	
Road Signs	25	865	250	0	250	100%	
Bus Shelter Maintenance	26	300	300	0	300	100%	
Bus Shelter Cleaning	27	300	150	0	150	100%	
Notice Boards Replacement	28	435	435	0	435	100%	
Notice Boards Maintenance	29	100	100	0	100	100%	
Parish Plan Reserves	30		1,400	0	1,400	100%	
		<u>2200</u>	<u>2,735</u>	<u>0</u>	<u>2,735</u>	<u>100%</u>	
Annual Parish Assembly	31	40	50	73	(23)	-47%	89.17(f) No Action
Councillors' Expenses	32	100	50	17	33	66%	
Sundry Expenses	33	100	150	168	(18)	-12%	
Election Reserve Fund	34	250	250	0	250	100%	
Flood Alleviation Scheme Loan (final payment April 2023)	35	568	568	568	(0)	-0%	
		<u>1058</u>	<u>1,068</u>	<u>827</u>	<u>241</u>	<u>23%</u>	
<b>TOTAL EXPENDITURE</b>		<u>15375</u>	<u>15,709</u>	<u>10,614</u>	<u>4,967</u>	<u>32%</u>	
<b>less not charged to precept</b>		<u>565</u>	<u>500</u>				
		<u>14810</u>	<u>15,209</u>				
<b>Less overspends - virements from reserves</b>							
<b>Original Approved Budget</b>		<u>14,810</u>	<u>15,209</u>				

Earnley Parish Council  
Payment Schedule

Agenda Item 3.18(b)

15 March 2018	Net	VAT	Total		
<b>Direct Debit</b>					
Anvil Mobile	23.06	4.61	27.67		Invoice date 9/03/18
<b>Standing Order</b>					
West Sussex County Council					
Pension Fund	138.81		138.81		Pension contribution month 12
<b>Direct Payment</b>					authorisation code
Mrs Louise Chater	449.76		449.76		Salary month 12
HMRC	152.40	0.00	152.40		PAYE fourth quarter
<b>Cheque Payment</b>					cheque No
<b>Procurement Card</b>					
Office Outlet	29.12	5.82	34.94		stationery
	<b>793.15</b>	<b>10.43</b>	<b>803.58</b>		

Earnley Parish Council  
Payment Schedule

Agenda Item 3.18(b)

07 March 2018	Net	VAT	Total		
<b>Direct Debit</b>					
Anvil Mobile	7.25	1.45	8.70		Invoice date 9/02/18
Barclaycard	48.72		48.72		Statement date 21 February 2018
<b>Standing Order</b>					
West Sussex County Council					
Pension Fund	138.81		138.81		Pension contribution month 11
<b>Direct Payment</b>					authorisation code
Mrs Louise Chater	449.76		449.76		Salary month 11
SSALC Ltd	72.00	14.40	86.40		Invoice No 11676 & 11651
Parish Magazine Printing	33.80		33.80		Winter newsletter & flood Newsletter
CS Design	41.99		41.99		Website hosting fee
EWBPC	57.50		57.50		Invoice No 462 & 480
Mrs Louise Chater	42.28		42.28		expenses and back pay
<b>Cheque Payment</b>					cheque No
<b>Procurement Card</b>					
Tesco	30.00		30.00		Nokia Phone
	<b>922.11</b>	<b>15.85</b>	<b>937.96</b>		

**Virements**

**Agenda Item 39.18(4)**

<b>Item</b>	<b>Code</b>	<b>amount</b>	<b>action</b>
Street Lighting	24	100	Vire to new reserve
Road Signs	25	250	Vire to dedicated reserve
Bus Shelter Maintenance	26	300	Vire to dedicated reserve
Bus Shelter Cleaning	27	150	Vire to Bus Shelter Maintenance Reserve
Notice Boards Replacement	28	435	Vire to dedicated reserve
Notice Boards Maintenance	29	100	Vire to Notice Board Replacement Reserve
Parish Plan Projects Reserve	30	1400	Vire to new reserve
Election Reserve Fund	34	250	Vire to dedicated reserve