

# Monthly Finance Report

2021/22

Staverton Parish Council

All figures net of VAT

## A. EXPENDITURE FROM PRECEPT

### Parish Property Costs

	Apr £	May £	Jun £	Jul £	Aug £	Sep £	Oct £	Nov £	Dec £	Jan £	Feb £	Mar £	YTD £	Budget £	Spent %	Remain £	NOTES
Building insurance													-	427	0%	427	Actual budget = 427.50 (affects rounding)
Playgrounds: inspct etc													-	440	0%	440	
Grass cut - PlayGr etc													-	1,665	0%	1,665	Note £185 of Budget = P3 work
Lengthsman services													-	1,263	0%	1,263	
	-	-	-	-	-	-	-	-	-	-	-	-	-	3,795	0%	3,795	

### Donations & Subscriptions

SLCC - advice to clerk													-	130	0%	130	
DALC - advice to council		156											156	160	98%	4	
Parish News subs													-	13	0%	13	
TRAYE		500											500	500	100%	0	
S137/Grants Awarded													-	900	0%	900	
	-	656	-	-	-	-	-	-	-	-	-	-	656	1,703	39%	1,047	

### Administration Costs

Public liability / Bank		553											553	559	99%	6	
Clerk Salary Costs	572	549											1,120	7,485	15%	6,365	
Pension - SPC Conts	141	164											306	1,580	19%	1,274	
Mileage Exp - Clerk													-	400	0%	400	
Clerk home office charge	26	26											52	312	17%	260	
Phone/Internet													-	0		0	
Stationery, postage etc	49	41											90	240	37%	150	
HR support													-	0		0	
Audits / payroll costs	81												81	401	20%	320	
Rents for meetings													-	120	0%	120	
Chair's allowance													-	160	0%	160	
Councillors expenses													-	50	0%	50	
	869	1,332	-	-	-	-	-	-	-	-	-	-	2,202	11,307	19%	9,105	

### Miscellaneous

Contingency		56											56	1,150	5%	1,094	
Communication expenses													-	75	0%	75	
	56	-	-	-	-	-	-	-	-	-	-	-	56	1,225	5%	1,169	

### Total External Expenditure

	925	1,988	-	-	-	-	-	-	-	-	-	-	2,914	18,030	16%	15,116	
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### Transfers to Reserves

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	YTD	Budget	Spent	Remain	
IT fund													-	0		0	
Unspent Lengthsman budget													-	0		0	
Election reserve													-	510	0%	510	
Training fund													-	0		0	
Playground fund													-	615	0%	615	
Tree survey reserve (3 yrs)													-	0		0	
Phone Box / Defibrill Maint													-	130	0%	130	
	0	0	0	0	0	0	0	0	0	0	0	0	0	1,255	0%	1,255	

### LESS Income

Allotment admin charge													0	260	0%	260	
Misc income													0	0		0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	260	0%	260	

### Net Expenditure from Precept

	925	1,988	0	0	0	0	0	0	0	0	0	0	2,914	19,025	15%	16,111	
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## B. RESERVES BALANCES, EXPENDITURE AND ADDITIONS

RESERVES MOVEMENTS (Income positive, spend negative)  
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Forecast Forecast

	Opening balance £	Apr £	May £	Jun £	Jul £	Aug £	Sep £	Oct £	Nov £	Dec £	Jan £	Feb £	Mar £	Tot Inc - spend £	Y/E transfers £	Closing balance £
<b>1. Ring-fenced A/Cs</b>																
<b>Allotment account</b>																
- Income														0		
- Spending														0		
<b>Balance</b>	<b>2,582</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>2,582</b>
<b>P3 Reserves</b>																
- Income			1000											1,000		
- Spending														0		
<b>Balance</b>	<b>2,109</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>		<b>3,109</b>
<b>Climate Action</b>																
- Income			300											300		
- Spending			-50.4											-50		
<b>Balance</b>	<b>100</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250</b>		<b>350</b>
<b>Neighbourhood Plan</b>																
- Income														0		
- Spending		-2,847	-32.34											-2,879		
<b>Balance</b>	<b>3,258</b>	<b>-2,847</b>	<b>-32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-2,879</b>		<b>379</b>
<b>Totals</b>	<b>8,049</b>	<b>-2,847</b>	<b>968</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,879</b>		<b>6,419</b>

## 2. PC Reserves

### a) Specific Reserves

Election reserve	3,059													0.00	510	3,569
Maintenance reserve	1,000													0.00	0	1,000
Lengthsman reserve	1,023													0.00	0	1,023
Playground fund	1,215													0.00	615	1,830
IT fund	590													0.00	0	590
Training fund	580													0.00	0	580
Tree survey fund	400													0.00	0	400
Phone box & defib maint	258													0.00	130	388
TRAYE	225		-225											-225.00	0	0
Legal reserve	300													0.00	0	300
Locum clerk reserve	296													0.00	0	296
Villages in Action	400													0.00	0	400
Transp Fund for IT equip	508													0.00	0	508
<b>Total specific reserves</b>	<b>9,854</b>	<b>0</b>	<b>-225</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-225</b>	<b>1,255</b>	<b>10,884</b>

towards triannual survey

For 4 year batt change

Grant originally £400 for training/£100 for scanner DID NOT

### b) General reserve

<b>Total PC Reserves</b>	<b>23,044</b>	<b>0</b>	<b>-500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-500</b>	<b>1,255</b>	<b>23,799</b>
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Percentage of budget

121%

125%

<b>Overall Total</b>	<b>31,092</b>	<b>-2,847</b>	<b>468</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-2,379</b>	<b>1,255</b>	<b>30,218</b>
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## C. Grant / External Funding

### Grant or external funding received

Riverford Donation														0		
														0		
														0		
														0		
<b>Spending Grant funding</b>																
Riverford Grant Awards		-600	-300											-900		
														0		
														0		
														0		
		-600	-300	0	0	0	0	0	0	0	0	0	0	-900		
<b>Grant funding balance</b>	<b>Opening 1,040</b>	<b>-600</b>	<b>-300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-900</b>	<b>Closing 140</b>	

(Op bal is £40 SCLF Grant rem re Feasibility Study and £1000 Riverford Grant)

100 Riverford (after 20/21 allocs made)  
40 SCLF re Feasibility Study