

Shadingfield, Sotterley, Willingham & Ellough Joint Parish Council

Accounts for the year ending 31st March 2018

INCOME

EXPENDITURE

Date	Description	TOTAL	Date	Min. Ref	Payee	Description	Cheque No	Nett	VAT	TOTAL
1 29/04/2016	1st installment of precept	3600.78	1 21/04/2017		Shadingfield Abbey	Hire of Village Hall	100746	121.00	0.00	121.00
2 04/07/2017	S106 monies	1712.14	2 17/05/2017		SALC	Membership fee 2017/18	100747	241.16	0.00	241.16
3 27/09/2016	2nd instalment of precept	3600.78	3 17/05/2017		G Mead	Internal Audit Fee	100748	20.00	0.00	20.00
4 09/10/2017	Donation from Chapel Trust	253.00	4 21/06/2017		Waveney Norse	Bins emptying	100749	11.99	0.00	11.99
5 27/10/2017	CLL monies	1139.85	5 21/06/2017		J Armstrong	Clerk's pay Apr/Jun	100750	412.00	0.00	412.00
6 08/02/2018	Memorial stone fee	100.00	6 21/06/2017		HMRC	PAYE on clerk's pay Apr/Jun	100751	103.00	0.00	103.00
7 31/03/2018	Interest	0.63	7 19/07/2017		Vertas	Grass cutting 1st Quarter	100752	237.29	0.00	237.29
8 31/03/2018	Uncashed cheque 100744	11.99	8 27/07/2017		Archant	Advert for clerk vacancy	100753	172.20	0.00	172.20
			9 19/09/2017		Haywards United Farmers	Lawn mower for cemetery	100754	459.00	0.00	459.00
			10 19/09/2017		J Armstrong	Clerks pay Jul/Sept	100755	412.00	0.00	412.00
			11 19/09/2017		HMRC	PAYE on clerks pay Jul/Sept	100756	103.00	0.00	103.00
			12 19/09/2017		Ladywell Acc Services	PAYE admin fee 2017/18	100757	30.00	0.00	30.00
			13 19/09/2017		Waveney Norse	Bins emptying	100758	11.99	0.00	11.99
			14 19/09/2017		R J Porter	Chapel repairs	100759	253.00	50.60	303.60
			15 14/10/2017		CAS	Council insurance 2017/18	100760	595.53	0.00	595.53
			16 25/10/2017		Vertas	Grass cutting 2nd quarter	100761	197.73	39.55	237.28
			17 25/10/2017		Vertas	Grass cutting 3rd quarter	100762	197.73	39.55	237.28
			18 25/10/2017		BDO LLB	External audit fee	100763	36.00	0.00	36.00
			19 14/11/2017		CAS	Website hosting fee	100764	50.00	10.00	60.00
			20 14/11/2017		J Armstrong	Stationery	100765	51.99	0.00	51.99
			21 28/11/2017		J Armstrong	Clerk's pay Oct - November	100766	274.73	0.00	274.73
			22 28/11/2017		M Allen	Clerk's pay Nov - December	100767	274.73	0.00	274.73
			23 28/11/2017		HMRC	PAYE on Clerk's pay Oct - December	100768	137.20	0.00	137.20
			24 16/01/2018		Waveney Norse	Bin emptying Oct - December	100769	9.99	2.00	11.99
			25 22/02/2018		HMRC	PAYE on Clerk's pay	100770	103.00	0.00	103.00
			26 24/02/2018		Sign of the Times	Village sign	100771	4400.00	880.00	5280.00
			27 24/02/2018		M Allen	Clerk's pay	100772	412.00	0.00	412.00
			29 21/03/2018		Waveney District Council	planning application fee for village sign	100774	66.00	0.00	66.00
			30 21/03/2018		Vertas	Jan-March 2018 grounds	100775	197.73	39.55	237.28
			31 21/03/2018		M Allen	Clerk's expenses Nov - March	100776	191.11	0.00	191.11

TOTAL INCOME 10419.17

TOTAL 9783.10

1061.25

10844.35

Income -Expenditure

-425.16

Signed
Chairman

Signed
Clerk / RFO

Date

Minute Ref.

Shadingfield, Sotterley, Willingham and Ellough Parish Council
Accounts for the year ending 31st March 2018

	2016/17	2017/18	Balance Sheet	2016/17	2017/18
2060.00	2231.66				
920.64	949.13		Balance brought forward	18038.13	20743.22
71.96	35.97				
234.27	241.16		(+) Income	7808.47	10419.17
20.00	56.00				
110.00	121.00		(-) Expenditure	5103.38	10844.35
650.32	595.53				
28.00	30.00		Balance as at 31st March	20743.22	20318.04
86.91	243.10				
9.60	0.00				
720.00	459.00		Represented by		
0.00	303.60				
131.68	0.00		Cash at bank		
60.00	60.00		Current Account	19906.25	19684.83
0.00	5346.00		Savings Account	935.86	936.49
	172.20		(-) Cheques not yet presented	98.89	303.28
5103.38	10844.35		Balance at 31st March	20743.22	20318.04

Signed _____
Clerk / RFO

Minute Ref. _____

Shadingfield, Sotterley, Willingham and Ellough Parish Council
Accounts for the year ending 31st March 2018

RECONCILLATION

Balances as at 31st March 2017

Balance brought forward at 1st April 2016
Add receipts
Subtract Payments

Balance at 31st March 2017
Represented by
Current Account at 31st March 2017
Business saver Account as 31st March 2017
subtract cheques not yet presented

Balances as at 31st March 2017

Balances as at 31st March 2018

Balance brought forward at 1st April 2017
Add receipts
Subtract payments

Balance at 31st March 2018

Represented by

Current Account as at 31st March 2018
Saver account as at 31st March 2018
Subtract cheques not yet presented

Balance at 31st March 2018

Signed
Chairman

Date

Signed
Clerk / RFO

Minute Ref.

18038.13
7808.47
5103.38

20743.22

19906.25
935.86
98.89

20743.22

20743.22
10419.17
10844.35

20318.04

19684.83
936.49
303.28

20318.04

Shadingfield, Sotterley, Willingham and Ellough Parish Council
Accounts for the year ending 31st March 2018

Income and Expenditure Analysis for 2017/18

Income/Receipts for 2017/18

Precept 7201.56
Cemetery Income 100
Interest 0.63
S106 monies 1712.14
CIL monies 1139.85
Donation 253.00
Uncashed Cheque 11.99

Total Income / receipts 10419.17

Expenditure for 2017/18

Clerk's Salary 2231.66
Playingfield grass cutting 949.13
Playingfield maintenance 35.97
Membership fees 241.16
Audit Costs 56.00
Hire of Hall 121.00
Council Insurance 595.53
Accountancy Services (PAYE) 30.00
Stationery, Postage, Clerks's expenses 243.10
Miscellaneous 0.00
Cemetery Maintenance & equipment 459.00
Chapel Repairs 303.60
VAS signs and posts 0.00
Website costs 60.00
Village sign 5346.00
Recruitment 172.20

TOTAL

10844.35

Income / Expenditure

-425.18

Signed
Chairman

Date

Signed
Clerk RFO

Minute Ref.

Shadingfield, Sotterley, Willingham and Ellough Parish Council
Budget forecast for the year ending 31st March 2018

		Balance Sheet		
		2015/16	2016/17	2017/18
Balance brought forward		13273.24	18038.13	20945.39
(+) Income		9972.30	7800.49	7400.49
(-) Expenditure		5207.41	4893.23	6520.00
Balance as at 31st March		18038.13	20945.39	21825.88

2015/16	2016/17	2017/18
2060.00	2060.00	2060.00
868.52	920.64	1000.00
87.34	50.00	50.00
227.00	234.27	240.00
0.00	0.00	0.00
135.00	20.00	25.00
110.00	110.00	120.00
612.01	650.32	690.00
0.00	0.00	0.00
28.00	28.00	35.00
59.86	100.00	100.00
100.00	???	???
505.68	0.00	0.00
18.00	0.00	0.00
0.00	0.00	0.00
105.00	720.00	200.00
0.00	0.00	0.00
0.00	0.00	0.00
0.00	0.00	0
291.00	0.00	0
		2000.00

5207.41 4893.23 6520.00

Shadingfield, Sotterley, Willingham and Ellough Parish Council
Budget forecast for the year ending 31st March 2018

		EXPENDITURE		
		2015/16	2016/17	2017/18
Precept		7200.00	7400.00	7400.00
Cemetery Income		100.00	375.00	???
Interest		0.49	0.49	0.49
Grants		0.00	0.00	0.00
VAT Reclaim		2671.81	0.00	0.00
Section 106 claim		0.00	0.00	0.00
Donation		0.00	0.00	0.00
other			25.00	0.00
Clerk's Salary				7400.00
Playingfield grass cutting				???
Playingfield maintenance				0.49
Membership fees				0.00
Playground Annual Inspection				0.00
Audit Costs				0.00
Hire of Hall				0.00
Council Insurance				0.00
Chapel Insurance				0.00
Accountancy Services (PAYE)				28.00
Stationery and Postage				59.86
Donations				100.00
Election Expenses				505.68
Course fees				18.00
Miscellaneous				0.00
Cemetery Maintenance				105.00
War Memorial				0.00
VAS signs and posts				0.00
Maintenance				0.00
Walk leaflets for Sotterley				0
Neighbourhood plan				0
TOTAL		9972.30	7800.49	7400.49
Income - Expenditure		4764.89	2907.26	880.49

TOTAL