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**New Alesford Town Council**

**Bank - Cash and Investment Reconciliation as at 31 March 2019**

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	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	31/03/2019 Lloyds Current Account	192,835.90
2	31/03/2019 Petty Cash	29.68
3	31/03/2019 Deposit Account	100,700.67
		<b>293,566.25</b>
<u>Other Cash &amp; Bank Balances</u>		
	Cashbook Suspense	0.00
		<b>0.00</b>
		<hr/> <b>293,566.25</b> <hr/>
<u>All Cash &amp; Bank Accounts</u>		
1	Current Account	192,835.90
2	Petty Cash	29.68
3	32 Day Notice	100,700.67
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<hr/> <b>293,566.25</b> <hr/>

## Balance Sheet as at 31 March 2019

31 March 2018

31 March 2019

31 March 2018		31 March 2019	
	<b>Current Assets</b>		
3,097	Debtors	4,695	
1,844	VAT Control Account	2,198	
1,478	Prepayments	0	
96,373	Current Account	192,836	
100,011	32 Day Notice	100,701	
7	Petty Cash	30	
86	PAYE/NI Control	0	
<u>202,895</u>		<u>300,459</u>	
<u>202,895</u>	<b>Total Assets</b>	<u>300,459</u>	
	<b>Current Liabilities</b>		
4,323	Creditors	8,402	
2,091	Accruals	6,003	
0	PAYE/NI Control	1,732	
0	Pension Control	704	
0	Allotment Membership Control	88	
<u>6,414</u>		<u>16,929</u>	
<u>196,481</u>	<b>Total Assets Less Current Liabilities</b>	<u>283,530</u>	
	<b>Represented By</b>		
125,798	General Reserves	172,270	
10,000	EMR - Play Equipment Reserve	20,000	
1,000	EMR - 2020 Borehole Reserve	3,000	
5,000	EMR - 2020 Roof Reserve	15,000	
37,000	EMR - Office Refurbishment	37,000	
17,683	EMR - CIL Major Projects	36,260	
<u>196,481</u>		<u>283,530</u>	

The above statement represents fairly the financial position of the authority as at 31 March 2019 and reflects its Income and Expenditure during the year.

Signed :  
Chairman

Date : \_\_\_\_\_

Signed :  
Responsible  
Financial  
Officer

Date : \_\_\_\_\_

## Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
100	Debtors			4,694.60	
105	VAT Control Account			2,197.77	
200	Current Account			192,835.90	
210	32 Day Notice			100,700.67	
250	Petty Cash			29.68	
310	General Reserves				85,221.52
320	EMR - Play Equipment Reserve				20,000.00
321	EMR - 2020 Borehole Reserve				3,000.00
322	EMR - 2020 Roof Reserve				15,000.00
323	EMR - Office Refurbishment				37,000.00
325	EMR - CIL Major Projects				36,259.75
500	Creditors				8,401.85
510	Accruals				6,003.19
516	PAYE/NI Control				1,731.56
520	Pension Control				703.87
540	Allotment Membership Control				88.22
1076	Precept	100	Precept/Grants		291,454.00
1077	Council Tax Support Grant	100	Precept/Grants		8,868.00
1090	Interest Received	100	Precept/Grants		689.74
1120	CIL Receipts	700	Full Council		18,576.55
1300	Main Hall Hire	300	Premises		4,749.24
1310	Meeting Room Hire	300	Premises		2,601.93
1320	Event Hire	300	Premises		580.95
1400	Allotment Income	400	Environment		1,970.45
1500	Recreation Ground Hire	500	Recreation		466.67
1510	Sports Fees - Rugby	500	Recreation		501.00
1520	Tennis Rent	500	Recreation		125.00
1600	Hanging Basket Income	600	Economy & Tourism		5,142.00
1700	Exported Energy	700	Full Council		1,022.65
1701	Utilities Recharge	300	Premises		1,275.87
1705	PWLB Repayment ARFC	700	Full Council		2,000.00
1900	Miscellaneous Income	400	Environment		12.00
4000	Gross Wages	200	Office	44,390.98	
4000	Gross Wages	300	Premises	4,610.00	
4000	Gross Wages	400	Environment	6,401.70	
4020	Employer's NI	200	Office	3,523.86	
4030	Employer's Pension	200	Office	6,094.85	
4040	Locum Office Staff	200	Office	10,498.62	
4050	Staff Training	200	Office	4,360.95	
4055	Travelling Expenses	200	Office	83.95	
4060	Payroll Services	200	Office	190.00	
4200	General Office Expenses	200	Office	601.21	

## Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4205	Telecoms	200	Office	2,112.92	
4210	Stationery	200	Office	452.82	
4211	Postage	200	Office	27.38	
4215	Advertising & Distribution	200	Office	2,564.00	
4220	Subscriptions	200	Office	1,667.00	
4220	Subscriptions	500	Recreation	40.00	
4225	Computing	200	Office	6,423.69	
4230	Licences	200	Office	54.75	
4230	Licences	300	Premises	522.61	
4235	Printer/Copier Costs	200	Office	1,382.69	
4240	Office Equipment	200	Office	159.00	
4245	Equipment	300	Premises	336.95	
4245	Equipment	400	Environment	30.78	
4245	Equipment	500	Recreation	54.85	
4300	Water Rates	300	Premises	5,236.90	
4300	Water Rates	400	Environment	340.45	
4305	General Rates	300	Premises	8,400.00	
4310	Insurance	300	Premises	7,284.02	
4315	Electricity	300	Premises	5,171.51	
4315	Electricity	400	Environment	13.47	
4315	Electricity	500	Recreation	371.06	
4320	Gas	300	Premises	3,121.22	
4325	Repairs & Renewals	300	Premises	2,933.01	
4330	Cleaning	300	Premises	7,318.94	
4335	Contractual Maintenance	300	Premises	4,187.47	
4400	Public Lighting (PFI)	400	Environment	0.81	
4405	Environment Maintenance	400	Environment	1,331.73	
4406	Lengthsman	400	Environment	198.75	
4410	Allotments	400	Environment	5,197.54	
4415	Bus Shelters	400	Environment	370.00	
4425	SLR	400	Environment	2,688.92	
4440	Benches	400	Environment	630.00	
4445	Traffic	400	Environment	76.00	
4500	West Field Rent	500	Recreation	3,643.88	
4510	Park Benches	500	Recreation	1,250.00	
4515	Rubbish/Recycling	300	Premises	449.70	
4520	Groundsman's Report/Inspection	500	Recreation	1,239.00	
4525	Arlebury Park	500	Recreation	1,605.00	
4530	Grass Cutting/Strimming	500	Recreation	13,083.46	
4540	Stratton Bates Pavilion	500	Recreation	4,348.32	
4545	Memorial Gardens	500	Recreation	255.00	
4550	Playgrounds & Equipment	500	Recreation	1,702.17	

## Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4555	Tree/Hedge Management	500	Recreation	3,841.23	
4560	Petanque Ground	500	Recreation	260.00	
4575	Town Entry Planting	600	Economy & Tourism	303.95	
4605	Hanging Baskets	600	Economy & Tourism	10,512.00	
4610	Pocket Guide	600	Economy & Tourism	1,970.00	
4615	Inherent Projects	600	Economy & Tourism	968.05	
4625	Town Signage	600	Economy & Tourism	153.76	
4635	Christmas Tree LED Project	600	Economy & Tourism	1,000.00	
4700	Website	700	Full Council	279.66	
4705	Internal/External Audit Fees	700	Full Council	1,900.00	
4710	Residents' Audit Questions	700	Full Council	300.00	
4715	Accountancy Fees (Omega)	700	Full Council	3,123.00	
4720	Bank/Other Charges	700	Full Council	170.70	
4725	Loan Repayments	700	Full Council	38,040.15	
4730	Grants	700	Full Council	9,245.00	
4735	Councillor's Training	700	Full Council	290.00	
4900	Miscellaneous Expenditure	300	Premises	300.00	
4900	Miscellaneous Expenditure	700	Full Council	1,296.00	
<b>Trial Balance Totals :</b>				<b>553,446.01</b>	<b>553,446.01</b>
<b>Difference</b>				<b>0.00</b>	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2019

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Precept/Grants</b>							
1076 Precept	291,454	291,454	0			100.0%	
1077 Council Tax Support Grant	8,868	8,868	0			100.0%	
1090 Interest Received	690	0	(690)			0.0%	
<b>Precept/Grants :- Income</b>	<b>301,012</b>	<b>300,322</b>	<b>(690)</b>			<b>100.2%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>301,012</b>						
<b>200 Office</b>							
4000 Gross Wages	44,391	68,000	23,609		23,609	65.3%	
4020 Employer's NI	3,524	8,500	4,976		4,976	41.5%	
4030 Employer's Pension	6,095	7,000	905		905	87.1%	
4040 Locum Office Staff	10,499	0	(10,499)		(10,499)	0.0%	
4050 Staff Training	4,361	1,500	(2,861)		(2,861)	290.7%	
4055 Travelling Expenses	84	300	216		216	28.0%	
4060 Payroll Services	190	160	(30)		(30)	118.8%	
4200 General Office Expenses	601	500	(101)		(101)	120.2%	
4205 Telecoms	2,113	1,800	(313)		(313)	117.4%	
4210 Stationery	453	500	47		47	90.6%	
4211 Postage	27	100	73		73	27.4%	
4215 Advertising & Distribution	2,564	1,300	(1,264)		(1,264)	197.2%	
4220 Subscriptions	1,667	1,500	(167)		(167)	111.1%	
4225 Computing	6,424	4,500	(1,924)		(1,924)	142.7%	
4230 Licences	55	100	45		45	54.8%	
4235 Printer/Copier Costs	1,383	2,000	617		617	69.1%	
4240 Office Equipment	159	200	41		41	79.5%	
<b>Office :- Indirect Expenditure</b>	<b>84,589</b>	<b>97,960</b>	<b>13,371</b>	<b>0</b>	<b>13,371</b>	<b>86.4%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(84,589)</b>						
<b>300 Premises</b>							
1300 Main Hall Hire	4,749	2,000	(2,749)			237.5%	
1310 Meeting Room Hire	2,602	1,500	(1,102)			173.5%	
1320 Event Hire	581	0	(581)			0.0%	
1701 Utilities Recharge	1,276	0	(1,276)			0.0%	
<b>Premises :- Income</b>	<b>9,208</b>	<b>3,500</b>	<b>(5,708)</b>			<b>263.1%</b>	<b>0</b>
4000 Gross Wages	4,610	5,200	590		590	88.7%	
4230 Licences	523	350	(173)		(173)	149.3%	
4245 Equipment	337	1,000	663		663	33.7%	
4300 Water Rates	5,237	2,900	(2,337)		(2,337)	180.6%	
4305 General Rates	8,400	8,382	(18)		(18)	100.2%	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2019

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4310 Insurance	7,284	8,000	716		716	91.1%	
4315 Electricity	5,172	3,000	(2,172)		(2,172)	172.4%	
4320 Gas	3,121	1,900	(1,221)		(1,221)	164.3%	
4325 Repairs & Renewals	2,933	2,000	(933)		(933)	146.7%	
4330 Cleaning	7,319	12,000	4,681		4,681	61.0%	
4335 Contractual Maintenance	4,187	5,000	813		813	83.7%	
4340 Refurbishment	0	7,000	7,000		7,000	0.0%	
4515 Rubbish/Recycling	450	750	300		300	60.0%	
4900 Miscellaneous Expenditure	300	300	0		0	100.0%	
<b>Premises :- Indirect Expenditure</b>	<b>49,872</b>	<b>57,782</b>	<b>7,910</b>	<b>0</b>	<b>7,910</b>	<b>86.3%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(40,664)</b>						
<b>400 Environment</b>							
1400 Allotment Income	1,970	2,000	30			98.5%	
1900 Miscellaneous Income	12	3	(9)			400.0%	
<b>Environment :- Income</b>	<b>1,982</b>	<b>2,003</b>	<b>21</b>			<b>99.0%</b>	<b>0</b>
4000 Gross Wages	6,402	4,000	(2,402)		(2,402)	160.0%	
4245 Equipment	31	200	169		169	15.4%	
4300 Water Rates	340	1,100	760		760	30.9%	
4315 Electricity	13	0	(13)		(13)	0.0%	
4400 Public Lighting (PFI)	1	400	399		399	0.2%	
4405 Environment Maintenance	1,332	1,000	(332)		(332)	133.2%	
4406 Lengthsman	199	600	401		401	33.1%	
4410 Allotments	5,198	1,000	(4,198)		(4,198)	519.8%	
4415 Bus Shelters	370	500	130		130	74.0%	
4425 SLR	2,689	1,000	(1,689)		(1,689)	268.9%	
4440 Benches	630	500	(130)		(130)	126.0%	
4445 Traffic	76	0	(76)		(76)	0.0%	
9400 2020 Borehole Reserve	0	1,000	1,000		1,000	0.0%	
<b>Environment :- Indirect Expenditure</b>	<b>17,280</b>	<b>11,300</b>	<b>(5,980)</b>	<b>0</b>	<b>(5,980)</b>	<b>152.9%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(15,298)</b>						
<b>500 Recreation</b>							
1500 Recreation Ground Hire	467	500	33			93.3%	
1510 Sports Fees - Rugby	501	500	(1)			100.2%	
1520 Tennis Rent	125	125	0			100.0%	
<b>Recreation :- Income</b>	<b>1,093</b>	<b>1,125</b>	<b>32</b>			<b>97.1%</b>	<b>0</b>
4220 Subscriptions	40	0	(40)		(40)	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2019

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4245 Equipment	55	0	(55)		(55)	0.0%	
4315 Electricity	371	270	(101)		(101)	137.4%	
4330 Cleaning	0	4,000	4,000		4,000	0.0%	
4500 West Field Rent	3,644	3,600	(44)		(44)	101.2%	
4510 Park Benches	1,250	500	(750)		(750)	250.0%	
4520 Groundsman's Report/Inspection	1,239	1,400	161		161	88.5%	
4525 Arlebury Park	1,605	100	(1,505)		(1,505)	1605.0%	
4530 Grass Cutting/Strimming	13,083	16,880	3,797		3,797	77.5%	
4535 Skateboard Park	0	500	500		500	0.0%	
4540 Stratton Bates Pavilion	4,348	1,800	(2,548)		(2,548)	241.6%	
4545 Memorial Gardens	255	50	(205)		(205)	510.0%	
4550 Playgrounds & Equipment	1,702	9,000	7,298		7,298	18.9%	
4555 Tree/Hedge Management	3,841	2,000	(1,841)		(1,841)	192.1%	
4560 Petanque Ground	260	250	(10)		(10)	104.0%	
9500 Play Equipment Reserve	0	5,000	5,000		5,000	0.0%	
<b>Recreation :- Indirect Expenditure</b>	<b>31,694</b>	<b>45,350</b>	<b>13,656</b>	<b>0</b>	<b>13,656</b>	<b>69.9%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(30,601)</b>						
<b>600 Economy &amp; Tourism</b>							
1600 Hanging Basket Income	5,142	5,200	58			98.9%	
<b>Economy &amp; Tourism :- Income</b>	<b>5,142</b>	<b>5,200</b>	<b>58</b>			<b>98.9%</b>	<b>0</b>
4575 Town Entry Planting	304	500	196		196	60.8%	
4600 Millenium Trail Flier	0	2,000	2,000		2,000	0.0%	
4605 Hanging Baskets	10,512	10,500	(12)		(12)	100.1%	
4610 Pocket Guide	1,970	1,170	(800)		(800)	168.4%	
4615 Inherent Projects	968	1,500	532		532	64.5%	
4625 Town Signage	154	0	(154)		(154)	0.0%	
4635 Christmas Tree LED Project	1,000	1,000	0		0	100.0%	
<b>Economy &amp; Tourism :- Indirect Expenditure</b>	<b>14,908</b>	<b>16,670</b>	<b>1,762</b>	<b>0</b>	<b>1,762</b>	<b>89.4%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(9,766)</b>						
<b>700 Full Council</b>							
1120 CIL Receipts	18,577	0	(18,577)			0.0%	
1700 Exported Energy	1,023	3,000	1,977			34.1%	
1705 PWLB Repayment ARFC	2,000	2,000	0			100.0%	
<b>Full Council :- Income</b>	<b>21,599</b>	<b>5,000</b>	<b>(16,599)</b>			<b>432.0%</b>	<b>0</b>
4700 Website	280	2,500	2,220		2,220	11.2%	
4705 Internal/External Audit Fees	1,900	3,000	1,100		1,100	63.3%	



## Detailed Income &amp; Expenditure by Budget Heading 31/03/2019

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4710 Residents' Audit Questions	300	250	(50)		(50)	120.0%	
4715 Accountancy Fees (Omega)	3,123	500	(2,623)		(2,623)	624.6%	
4720 Bank/Other Charges	171	300	129		129	56.9%	
4725 Loan Repayments	38,040	38,038	(2)		(2)	100.0%	
4730 Grants	9,245	8,000	(1,245)		(1,245)	115.6%	
4735 Councillor's Training	290	500	210		210	58.0%	
4900 Miscellaneous Expenditure	1,296	0	(1,296)		(1,296)	0.0%	
<b>Full Council :- Indirect Expenditure</b>	<b>54,645</b>	<b>53,088</b>	<b>(1,557)</b>	<b>0</b>	<b>(1,557)</b>	<b>102.9%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(33,045)</b>						
<b>800 Facilities &amp; Projects</b>							
9800 2020 Roof Reserve	0	5,000	5,000		5,000	0.0%	
<b>Facilities &amp; Projects :- Indirect Expenditure</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0.0%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>						
<b>Grand Totals:- Income</b>	<b>340,036</b>	<b>317,150</b>	<b>(22,886)</b>			<b>107.2%</b>	
<b>Expenditure</b>	<b>252,987</b>	<b>287,150</b>	<b>34,163</b>	<b>0</b>	<b>34,163</b>	<b>88.1%</b>	
<b>Net Income over Expenditure</b>	<b>87,049</b>	<b>30,000</b>	<b>(57,049)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>87,049</b>						

**New Alresford Town Council**

**Income and Expenditure Account for Year Ended 31 March 2019**

31 March 2018		31 March 2019
	<b>Operating Income</b>	
292,600	Precept/Grants	301,012
185	Office	0
9,643	Premises	9,208
2,439	Environment	1,982
3,624	Recreation	1,093
5,079	Economy & Tourism	5,142
15,044	Full Council	21,599
236	Facilities & Projects	0
115	ARC	0
<u>328,965</u>	<b>Total Income</b>	<u>340,036</u>
	<b>Running Costs</b>	
96,082	Office	84,589
54,749	Premises	49,872
9,030	Environment	17,280
20,640	Recreation	31,694
12,380	Economy & Tourism	14,908
51,822	Full Council	54,645
1,247	ARC	0
<u>245,949</u>	<b>Total Expenditure</b>	<u>252,987</u>
	<b>General Fund Analysis</b>	
93,586	Opening Balance	125,798
328,965	Plus : Income for Year	340,036
<u>422,552</u>		<u>465,834</u>
245,949	Less : Expenditure for Year	252,987
<u>176,602</u>		<u>212,847</u>
50,804	Transfers TO / FROM Reserves	40,577
<u>125,798</u>	<b>Closing Balance</b>	<u>172,270</u>

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<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR - Play Equipment Reserve	10,000.00	10,000.00	20,000.00
321 EMR - 2020 Borehole Reserve	1,000.00	2,000.00	3,000.00
322 EMR - 2020 Roof Reserve	5,000.00	10,000.00	15,000.00
323 EMR - Office Refurbishment	37,000.00		37,000.00
325 EMR - CIL Major Projects	17,683.20	18,576.55	36,259.75
330 EMR - ARC Early Year Deficit	0.00		0.00
340 EMR - Borehole - Not in Use	0.00	0.00	0.00
	<u>70,683.20</u>	<u>40,576.55</u>	<u>111,259.75</u>