

**BUXHALL PARISH COUNCIL Bank Reconciliation Year Ended 31 03 2021**

<b>Community Account</b>	Balance b/f 01.04.2020	£4,093.67
Less presented cheques		-£13,543.40
Transfer to Premium Account		-£85,000.00
Add receipts		£18,104.11
Transfer from Santander Bond (Capital only)		£85,000.00
Less unrepresented payments		
<b>Agreed to Bank Statement dated 28 09 2020</b>		<b>£8,654.38</b>

<b>Business Premium Account</b>	Balance b/f 01.04.2020	<b>£23,215.14</b>
Interest Santander Business Bond		£0.00
Interest: June 2020	£6.23	
07 09 2020	£27.02	
01-Dec-20	£0.00	
01-Mar-21	£0.00	£33.25
Capital transferred receipt from Bond		£85,000.00
Transferred to Nationwide Account as a test		-£1.00
Transferred remaining capital as agreed		-£49,999.00
<b>Agreed to Bank Statement dated 28 09 2020</b>		<b>£58,248.39</b>

<b>Nationwide Account</b>	Opening balance	<b>£0.00</b>
Transferred from Barclays Premium Account 27 08 2020		£1.00
Transferred remaining capital as agreed		£49,999.00
<b>No bank statement available from 26 08 2020</b>		<b>£50,000.00</b>

<b>Available Cash as at 29 08 2020</b>	
Business Bond	£0.00
Nationwide Account	£50,000.00
Community Account	£8,654.38
Business Premium Account	£58,248.39
<b>Total of cash and short term investments as at 29 08 20</b>	<b>£116,902.77</b>

**Cash Flow Forecast Year Ended 31 03 2021**

<b>Community Account</b>	£8,654.38
October payment	£1,003.88
receipts from Allotments o/s	£165.00
<b>Predicted cash in Community account</b>	<b>£7,815.50</b>

**Buxhall Parish Council Reserves as at 29 08 20**

**Reserves:-**

	Opening balance	Receipts	Transfers	Other receipts	Payments	Tranfers	Balance
Broadcast	-	-	-		-	-	-
CEP	75.00	-	-		-	-	75.00
Maintenance Reserve (Grass Cutting)	-	-	-		-	-	-
Capital Amenity Reserve	100,000.00	11,899.00	2,250.00		7,500.00	-	106,649.00
Asset Replacement Reserve	9,177.68	-	-		2,900.00	-	6,277.68
Election Reserve	895.22	-	-		-	-	895.22
General Reserve	2,160.91	6,205.11	-	33.25	3,143.40	2,250.00	3,005.87
							-
	<b>112,308.81</b>	18,104.11	2,250.00	33.25	13,543.40	2,250.00	<b>116,902.77</b>

**Represented by:-**

	Opening balance	Income in year	Trsf	Expenses in year	Transfers	Unpresented	Balance
Bank Acct ****2793	4,093.67	18,104.11	-	13,543.40	-	-	8,654.38
Bank Acct ****2785	23,215.14	33.25	85,000.00	-	50,000.00	-	58,248.39
Bond	85,000.00	-		-	85,000.00	-	-
Nationwide	-	-	50,000.00	-	-	-	50,000.00
	<b>112,308.81</b>	<b>18,137.36</b>	<b>135,000.00</b>	<b>13,543.40</b>	<b>135,000.00</b>	-	<b>116,902.77</b>

**BUXHALL PARISH COUNCIL Current Account Expenses and Income against Budget 2020/21**

<b>PAYMENTS</b>	<b>Actual 2020/21</b>	<b>Budget 2020/21</b>	<b>Available 2020/21</b>	<b>Actual 2019/20</b>	<b>Actual 2018/19</b>	<b>Actual 2017/18</b>
Administration expenses ie stationery	£141.05	£94.37	-£46.68	£244.14	£108.09	£164.85
Allotment Water	£0.00	£100.00	£100.00	£130.63	£171.48	£76.10
Allotments	£0.00	£55.00	£55.00	£55.00	£0.00	£0.00
<b>Asset replacement</b>	<b>£2,900.00</b>	<b>£932.92</b>	<b>-£1,967.08</b>	<b>£1,715.83</b>	<b>£0.00</b>	<b>£0.00</b>
Audit	£100.00	£110.00	£10.00	£109.45	£318.45	£100.00
Bin Emptying	£102.60	£107.10	£4.50	£105.00	£90.00	£90.00
Buxhall Broadcast	£0.00	£250.00	£250.00	£500.00	£0.00	£250.00
Car Park	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Clerks Expenses	£47.10	£132.12	£85.02	£122.67	£177.81	£0.00
Clerk Salary	£1,364.00	£2,777.68	£1,413.68	£2,542.02	£2,379.53	£2,319.07
Election	£0.00	£100.00	£100.00	£104.78	£0.00	£0.00
Footpaths	£363.52	£370.79	£7.27	£363.52	£727.04	£0.00
Hire of Hall	£25.00	£152.50	£127.50	£187.50	£162.50	£152.50
ICO Data Protection Fee	£0.00	£40.00	£40.00	£40.00	£40.00	£35.00
Insurance	£0.00	£280.39	£280.39	£293.21	£348.16	£352.39
Miscellaneous	£25.00	£0.00	-£25.00	£1,011.83	£42.80	£155.00
<b>NEW Playfield equipment</b>	<b>£2,500.00</b>	<b>£0.00</b>	<b>-£2,500.00</b>	<b>£81.13</b>	<b>£0.00</b>	<b>£53.75</b>
Playfield Maintenance	£14.18	£100.00	£85.82	£0.00	£108.89	£47.53
Playingfield Electric	£76.99	£177.96	£100.97	£128.82	£220.60	£169.22
Playingfield grass cutting	£0.00	£428.40	£428.40	£420.00	£0.00	£400.00
S137	£0.00	£100.00	£100.00	£0.00	£0.00	£0.00
Subscriptions	£184.97	£186.29	£1.32	£229.47	£179.08	£174.60
Training	£0.00	£250.00	£250.00	£245.99	£60.00	£228.99
Transfer from reserves	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Website	£0.00	£51.00	£51.00	£0.00	£50.00	£50.00
<b>VAT expenditure</b>	<b>£5,698.99</b>	<b>£0.00</b>	<b>-£5,698.99</b>	<b>£794.35</b>	<b>£243.28</b>	<b>£196.60</b>
<b>Total Payments</b>	<b>£13,543.40</b>	<b>£6,796.52</b>	<b>£ (6,746.88)</b>	<b>£ 9,425.34</b>	<b>£ 5,427.71</b>	<b>£ 5,015.60</b>

<b>RECIEPTS</b>	<b>Actual 2020/21</b>	<b>Budget 2020/21</b>	<b>Available 2020/21</b>	<b>Actual 2019/20</b>	<b>Actual 2018/19</b>	<b>Actual 2017/2018</b>
Allotment Rents	£330.00	£345.00	-£15.00	£365.00	£355.00	£355.00
Misc Receipts	£30.50	£0.00	£30.50	£133.33	£10.00	£0.00
Transfer from reserves (Santander Bond)	£0.00	£1,733.82	-£1,733.82	£0.00	£0.00	£0.00
Insurance Claim	£0.00	£0.00	£0.00	£636.39	£0.00	£0.00
Interest	£432.56	£0.00	£432.56	£11.38	£0.00	£768.75
MSDC Grant Asset Replacement	£2,500.00	£0.00	£2,500.00	£3,725.00	£0.00	£250.00
Precept	£4,617.70	£4,617.70	£0.00	£4,119.21	£4,023.50	£4,002.00
National Lottery Grant	£9,399.00	£0.00	£9,399.00	£0.00	£0.00	£0.00
Transparency Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£473.25
CC Grant Asset replacement	£0.00	£0.00	£0.00	£1,500.00	£0.00	£0.00
VAT recovered	£794.35	£0.00	£794.35	£243.28	£196.60	£1,266.80
Water recovered	£0.00	£100.00	-£100.00	£120.47	£171.57	£98.81
<b>Total Receipts</b>	<b>£18,104.11</b>	<b>£6,796.52</b>	<b>£11,307.59</b>	<b>£10,854.06</b>	<b>£4,756.67</b>	<b>£7,214.61</b>

**Buxhall Parish Council Clerks Hours 7 September 2020**

Hourly Rate: 2020 / 21 £ 11.30

<b>Week Commencing</b>	<b>Details</b>		
07 09 20	Contracted hours	4	£ 45.20
14 09 20	Contracted hours	4	£ 45.20
21 09 20	Contracted hours	4	£ 45.20
28 09 20	Contracted hours	4	£ 45.20
05 10 20	Contracted hours	4	£ 45.20
			<b>£226.00</b>

Hourly rate increased 07 09 20 fromn £11.00 per hour to £11.30 from 1 April 2020

Number of hours worked from 1 April 2020

108

Increase of 30 pence per hour

0.30

**£ 32.40****TOTAL SALARY PAYMENT****£258.40**

<b>Date</b>	<b>Expense</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
07 10 20	To Buxhall for Agenda delivery	£ 3.60	£ -	£ 3.60
	<b>TOTAL TRAVEL COSTS</b>	<b>£ 3.60</b>	<b>£ -</b>	<b>£ 3.60</b>
	Office costs paid to date	37.50		
	Office costs awarded at £5 per week for 26 weeks	130.00		
	Office costs			
	Difference now due	<b>£ 92.50</b>	£ -	<b>£ 92.50</b>
	Printer inc carriage	£ 153.94		£ 153.94
	<b>TOTAL OFFICE EXPENSES</b>	<b>£153.94</b>	£ -	<b>£153.94</b>
	<b>TOTAL</b>	<b>£250.04</b>	<b>£ -</b>	<b>£250.04</b>

**Total payment****£508.44**

Buxhall Parish Council - Payments 14 October 2020

Expenditure	SO/Internet	Payee	Net	VAT	Total	Power	Invoice number	Notes
Salary			£ 258.40	£ -	£ 258.40			
Expenses	Internet	Tina Newell	£ 250.04	£ -	£ 250.04	LGA 1972 S112 2		Clerks salary and expenses
Electricity	Internet	E-on	£ 14.15	£ 0.71	£ 14.86		H109C49899	August bill
Electricity	Internet	E-on	£ 17.51	£ 0.88	£ 18.39		H10A5154E6	4th October 2020
Play Equipment	Internet	Kompan	tbc	tbc	tbc		tbr	I have put the invoice in query since 26 08 20
Web site hosting	internet	One Suffolk	£ 50.00	£ 10.00	£ 60.00		551852	Annual fee
Insurance renewal	internet	CAS	£ 402.19	£ -	£ 402.19		tbr	
			£ 992.29	£ 11.59	£1,003.88			

This is a schedule provided at the time of the agenda. Invoices received after may be offered for payment at the meeting.

BURKHALL PARISH COUNCIL Year Ended 31st March 2021

													Receipts						Payments										
Invoice date	Date Paid/Received	Date cleared bank	Invoice No	Invoice Ref	Cheque No	Payer	Payee/Recipient	Precept P/A Ref	Payment P/A Ref	Notes	VAT Reg. No	Total Receipt	Total Payment	Gross	VAT	Net	Allocation Points	Misc Receipts	Santander Bond	Insurance Claim	Interest	National Lottery	MDC Grant Asset Replacement	Precept	Transparency Grant	IC Grant Asset replacement	VAT recovered	Water recovered	
		14/04/20				National Lottery Grant	MSDC			Grant for village hall	-	9,999.00											9,999.00						
01/03/20	08/03/20	13/03/20				Misc Receipts																		2,300.85					
01/03/20	08/03/20	08/03/20	87 & 76	80520023		Internet	Burkhal Village Hall		P71	Bank fees			25.00	25.00	-	25.00													
08/03/20	08/03/20	08/03/20				Internet	One Report		P72	Clubs Reports			200.00	200.00	-	200.00													
13/02/20	08/03/20	20/04/20	110852	80520018		Internet	Westwales		P73	5G - shared facility for past 14th	773 3588 74		3,460.00	3,460.00	-	3,460.00													
		27/04/20				Internet	MDC			Reimbursement for P/A balance			2,500.00												2,500.00				
		02/05/20				Internet	Burkhal Parish Council		P84	Balance			38.00					38.00											
		08/03/20				Internet	Government		P75	Grant and interest			432.00								432.00								
		07/05/20				Charities	MDC		P76	Reimbursement for P/A			2,000.00	2,000.00	-	2,000.00													
		15/03/20				Internet	One Report		P78	Print reports			252.00	252.00	-	252.00													
		20/05/20				Internet	HMRC		P88	VAT Return 2019/20			794.38														794.38		
		11/06/20				Internet	Burkhal Parish Council		P86	Charities																			
						Internet	D Chamberlain		P12	D Chamberlain			60.00																
						Internet	One Report		P96				418.20	418.20	-	418.20													
						Internet	Rose Brown		P98				100.00	100.00	-	100.00													
						Internet	One		P102				48.13	48.13	-	48.13													
						Internet	Roseal Olive Supplies		P111				75.30	75.30	-	75.30													
		18/07/20					B. Barnaby		P81	Balance			60.00																
							EALC		P12	Subscription 2021			184.81	184.81	-	184.81													
							Linda		P13	Balance			6.96	6.96	-	6.96													
							Jim Rowland		P14	Clubs reports and expenses			227.77	227.77	-	227.77													
							J. Cross		P82	Balance			20.00																
							C. Jones		P15	Balance			10.00																
							K. Morgan		P16	Balance	100 0000 00		3,000.00	3,000.00	-	3,000.00													
							A. Wilson		P17	Balance			30.00																
							D. Johnson		P18	Reimburse for 4 new			438.22	438.22	-	438.22													
							Jim Rowland		P17	Clubs wages and expenses			381.46	381.46	-	381.46													
							One		P16	Parish hall electricity, gas & water	552 1073 89		39.75	39.75	-	39.75													
08/08/2020	08/08/2020	08/08/2020				Internet	MDC		P19	See explanation	100 1000 01		123.12	123.12	-	123.12													
08/07/2020	11/08/20	08/09/20				Internet	MDC		P13	Recept 001/01			2,928.53																
<b>TOTAL</b>												<b>18,194.11</b>	<b>13,543.40</b>	<b>13,543.40</b>	<b>5,699.50</b>	<b>7,844.41</b>	<b>308.00</b>	<b>38.30</b>				<b>432.00</b>	<b>9,999.00</b>	<b>2,500.00</b>	<b>4,917.72</b>			<b>794.38</b>	

TRUE  
13,543.40

100924.56  
10024.56



**BUXHALL PARISH COUNCIL Asset Register Year Ending 31 03 2021**  
**Position as at 29 August 2020**

Ref	Description	Location	Date Acquired	Acquisition value b/f	Custodian	Date Disposed	Disposal/Discharge	Additions in year	Insurance Value 2019/20	Insurance Value 29 08 2021
1	Purchase of 5 acre field	Mill Road	1978	£ 2,500.00	PC				£ 1.00	£ 1.00
2	Car Park Light	Mill Road	1994	£ 59.00	PC	*				£ -
3	Meter Box and Consumer Unit	Mill Road	1999	£ 375.00	PC	*				£ -
4	Hard Surface Play Area	Mill Road	2002	£ 6,309.00	PC	*				£ -
5	Northern Boundary Fence	Mill Road	2009	£ 1,805.00	PC	*				£ -
6	Car Park Resurfacing	Mill Road		£ 920.72	PC	*				£ -
7	Level off Car Park	Mill Road		£ 300.00	PC	*				£ -
8	Swing Seats	Mill Road		£ 336.35	PC	?????			£ 354.85	£ -
9	Slide	Mill Road	1978		PC				£ 1,000.00	£ 1,000.00
10	Climbing Frame	Mill Road	1980	£ 2,436.00	PC	30 07 20	£ 2,436.00		£ 1,284.99	£ -
11	Climbing Frame	Mill Road	1979		PC	30 07 20	£ -		£ 1,284.99	£ -
12	Swings	Mill Road	1994	£ 1,220.00	PC				£ 1,287.10	£ 1,287.10
13	Wooden Play Frame	Mill Road	2001	£ 22,982.00	PC	30 07 20	£ 22,982.00		£ 24,246.01	£ -
14	Double Bay swing unit	Mill Road	2011	£ 2,120.00	PC				£ 2,236.60	£ 2,236.60
15	2 acres allotment land	Mill/Brettenham Road	1898	£ 1.00	PC				£ 1.00	£ 1.00
16	Buxhall Village Sign	Junction of Brettenham Road	2001	£ 6,383.00	PC				£ 6,765.98	£ 6,765.98
17	Seat and Plaque	Playing field	1979	£ 464.00	PC				£ 500.00	£ 500.00
18	Seat	Playing field	2004	£ 696.00	PC				£ 737.76	£ 737.76
19	Seat	Edmunds Road	2003	£ 696.00	PC				£ 737.76	£ 737.76
20	Seat	Edmunds Road	2003	£ 464.00	PC				£ 491.84	£ 491.84
21	Buxhall Name sign	Verge nr Pie Hatch	1995	£ 232.00	PC				£ 245.92	£ 245.92
22	Noticeboard	Village Hall	2003	£ 115.00	PC				£ 600.00	£ 600.00
23	Litter Bin	Mill Road at Playing Field next to play area	2004	£ 67.00	PC	*				
24	Litter Bin	Mill Road at Playing Field	2007	£ 102.00	PC	*				
25	Litter Bin	Edmunds Rd at Junc with Mill Rd			PC	*				
26	Seat	St Mary's Church	2015	£ 1.00	PC				£ 500.00	£ 500.00
	Defibrillator	Village Hall	13 09 2016						£ -	£ -
	Defibrillator Cabinet	Village Hall	13 09 2016		Gifted to VHC 2017/250				£ -	£ -
27	Radarlux VAS	Shared	18 06 16	£ 1,193.79	Councillor Basham				£ 3,000.00	£ 3,000.00
28	Filing cabinet	Chairman	01 01 2000		Chairman	*			£ -	£ -
29	Filing cabinet	Clerks office	01 05 2019		Clerk	31 03 2020			£ -	£ -
30	Laptop	Member of public	15 07 2016	£ 403.35	Clr Hicks				£ 450.00	£ 99.95
31	Scanner	Clerks office	15 07 2016	£ -	Clerk	31 03 2020			£ -	£ -
32	MacBook	Clerks office	06 2019	£ 670.00	Clerk				£ 670.00	£ 949.00
33	SID Westcotec	Clr Basham	02 2020	£ 2,900.00	Councillor Basham				£ 2,900.00	£ 2,900.00
34	Overhead Ladders	Playing field	30 07 2020					£ 2,383.00		£ 2,383.00
35	Stepping pots x 2	Playing field	30 07 2020					£ 560.00		£ 560.00
36	Trail (6 x stretch posts, stepping pod and balance beam)	Playing field	30 07 2020					£ 1,338.02		£ 1,338.02
37	Multi-unit	Playing field	30 07 2020					£ 16,287.00		£ 16,287.00
38	Horse springer	Playing field	30 07 2020					£ 558.00		£ 558.00
39	Bobcat springer	Playing field	30 07 2020					£ 880.00		£ 880.00
40	Inclusive Carousel	Playing field	30 07 2020					£ 6,650.00		£ 6,650.00
41	Fairytale seesaw	Playing field	30 07 2020					£ 3,647.00		£ 3,647.00
42	Cable way and platform	Playing field	30 07 2020					£ 11,201.00		£ 11,201.00
43	Musical pipes panel	Playing field	30 07 2020					£ 1,344.00		£ 1,344.00
44	Tractor and trailer	Playing field	30 07 2020					£ 2,654.15		£ 2,654.15
45	Toddler train and carriage	Playing field	30 07 2020					£ 4,629.00		£ 4,629.00
46	Bench with backrest x 2	Playing field	30 07 2020					£ 1,195.20		£ 1,195.20
47	Steel picnic table	Playing field	30 07 2020					£ 1,170.84		£ 1,170.84
48	Wheelchair accessible picnic table	Playing field	30 07 2020					£ 1,365.29		£ 1,365.29
49	Safety Surfacing	Playing field	30 07 2020					£ 21,274.97		£ 21,274.97
	Printer HP Officejet Pro 7720	Clerks Office	02 10 2020		Clerk			£ 124.99		£ 124.99
	<b>TOTALS</b>			<b>£ 55,751.21</b>			<b>£ 25,418.00</b>	<b>£ 77,137.47</b>	<b>£ 49,295.80</b>	<b>£ 99,316.37</b>

\* considered too low a value or a item not at risk  
Reconciliation

Acquisition	£	55,751.21
Add additions	£	77,137.47
Less disposals	£	(25,418.00)
Difference in Acquisition to Insurance	£	(8,279.30)
	£	99,191.38