

## Upton Bishop Parish Council

### Financial report

For the period 1 April 2019 to 29 February 2020

	Receipts & payments	B/forward from 19/20	Estimate to end of year	Less: VAT	Income & expenditure	Budget	Variance	Note
Precept	8,864	-	-	-	8,864	8,864	-	
Bank interest	4	-	1	-	5	-	5	
VAT refund	22	(22)	-	-	-	-	-	
<b>Income</b>	<b>8,890</b>	<b>(22)</b>			<b>8,869</b>	<b>8,864</b>	<b>5</b>	
Salaries	3,454	-	534	-	3,988	3,928	(60)	
Temporary clerk cover	1,200	-	-	(200)	1,000	1,270	270	The actual cost of cover was less than the budget
Recruitment	240	-	-	(40)	200	200	-	
Clerk's expenses	245	-	52	(11)	286	151	(135)	Budget didn't include mileage & office costs
Payroll bureau	85	-	40	(15)	110	80	(30)	
Training	-	-	-	-	-	180	180	
Highways and footpaths	2,802	-	1,024	-	3,826	3,426	(400)	Payments included last year's costs
IT costs	208	-	529	(23)	714	748	34	
Subscriptions	538	-	-	(84)	454	503	49	
Insurance	358	-	(60)	-	298	358	60	
Room hire	380	-	70	-	450	313	(137)	Number of additional meetings in first half of year
Audit	288	-	100	(48)	340	240	(100)	Payments were for last year; this year is accrued
Election	-	-	250	-	250	600	350	Election was uncontested so cost will be less
Loan repayment	2,880	(2,880)	-	-	-	-	-	
Loan interest	558	-	96	-	654	-	(654)	Interest not separated in budget
Contingency	-	-	-	-	-	1,200	1,200	Contingency not used
<b>Total expenditure</b>	<b>13,237</b>	<b>(2,880)</b>	<b>2,635</b>	<b>(421)</b>	<b>12,571</b>	<b>13,197</b>	<b>626</b>	
<b>Net income/(expenditure)</b>	<b>(4,347)</b>				<b>(3,702)</b>	<b>(4,333)</b>	<b>631</b>	
Bank balances brought forward	10,068							
Bank balances carried forward	<u>5,721</u>							
<b>Neighbourhood Development Plan</b>								
Income	-	5,880	-	-	5,880	5,880	-	Grant received last year
Expenditure								
Consultancy	(3,247)	-	(1,967)	124	(5,090)	(4,974)	(116)	
Printing and stationery	(450)	-	-	12	(438)	(500)	62	
Room hire	(162)	-	(48)	-	(210)	(278)	68	
Miscellaneous	(20)	-	-	-	(20)	(20)	-	
<b>Surplus/(deficit)</b>	<b>(3,879)</b>	<b>5,880</b>		<b>136</b>	<b>122</b>	<b>108</b>	<b>14</b>	
Bank reserve balances b/forward	5,816							
Bank reserve balances c/forward	<u>1,937</u>							



**Upton Bishop Parish Council**  
**Cash flow statement**  
**29 February 2020**

	Actual											year to date	Forecast Mar-20	Projection for year
	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20			
Precept	4,432	-	-	-	-	4,432	-	-	-	-	-	8,864	-	8,864
Interest receivable	-	-	1	-	-	1	-	-	2	-	-	4	-	4
VAT refund	-	-	-	22	-	-	-	-	-	-	-	22	-	22
<b>Income</b>	<b>4,432</b>	<b>-</b>	<b>1</b>	<b>22</b>	<b>-</b>	<b>4,433</b>	<b>-</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>8,890</b>	<b>-</b>	<b>8,890</b>
Salaries	242	182	-	-	352	528	486	405	392	475	392	3,454	392	3,846
Temporary clerk cover	-	-	-	-	1,200	-	-	-	-	-	-	1,200	-	1,200
Recruitment	-	-	-	-	-	-	240	-	-	-	-	240	-	240
Clerk's expenses	-	15	-	-	70	-	35	25	26	48	26	245	26	271
Payroll bureau	-	-	-	-	-	-	38	-	-	47	-	85	-	85
Training	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Highways and footpaths	660	220	-	642	-	-	512	256	-	512	-	2,802	256	3,058
IT costs	-	55	-	17	8	8	88	8	8	8	8	208	8	217
Subscriptions	538	-	-	-	-	-	-	-	-	-	-	538	-	538
Insurance	-	-	358	-	-	-	-	-	-	-	-	358	-	358
Room hire	-	72	-	121	-	-	96	-	-	91	-	380	-	380
Audit	-	-	-	-	240	-	-	-	48	-	-	288	-	288
Election	-	-	-	-	-	-	-	-	-	-	-	-	250	250
<b>General expenditure</b>	<b>1,440</b>	<b>545</b>	<b>358</b>	<b>780</b>	<b>1,870</b>	<b>536</b>	<b>1,495</b>	<b>694</b>	<b>474</b>	<b>1,181</b>	<b>426</b>	<b>9,799</b>	<b>932</b>	<b>10,731</b>
PWB loan repayment	-	-	-	1,719	-	-	-	-	1,719	-	-	3,438	-	3,438
<b>Total expenditure</b>	<b>1,440</b>	<b>545</b>	<b>358</b>	<b>2,499</b>	<b>1,870</b>	<b>536</b>	<b>1,495</b>	<b>694</b>	<b>2,193</b>	<b>1,181</b>	<b>426</b>	<b>13,237</b>	<b>932</b>	<b>14,169</b>
<b>Net income/(expenditure)</b>	<b>2,992</b>	<b>(545)</b>	<b>(357)</b>	<b>(2,477)</b>	<b>(1,870)</b>	<b>3,897</b>	<b>(1,495)</b>	<b>(694)</b>	<b>(2,191)</b>	<b>(1,181)</b>	<b>(426)</b>	<b>(4,347)</b>	<b>(932)</b>	<b>(5,279)</b>
Bank balances brought forward	10,068	13,060	12,516	12,158	9,682	7,811	11,708	10,213	9,519	7,328	6,147	10,068	5,263	10,068
Bank balances carried forward	13,060	12,516	12,158	9,682	7,811	11,708	10,213	9,519	7,328	6,147	5,721	5,721	4,331	4,789
<b>Neighbourhood Development Plan</b>														
NDP consultancy	-	-	747	-	-	299	-	-	-	2,202	-	3,247	800	4,047
NDP printing and stationery	-	-	-	-	-	-	450	-	-	-	-	450	-	450
NDP Room hire	-	102	-	16	-	-	28	-	-	16	-	162	-	162
NDP miscellaneous	-	-	-	20	-	-	-	-	-	-	-	20	-	20
<b>NDP expenditure</b>	<b>-</b>	<b>102</b>	<b>747</b>	<b>36</b>	<b>-</b>	<b>299</b>	<b>478</b>	<b>-</b>	<b>-</b>	<b>2,218</b>	<b>-</b>	<b>3,879</b>	<b>800</b>	<b>4,679</b>
Bank reserve balances b/forward	5,816	5,816	5,714	4,967	4,931	4,931	4,633	4,155	4,155	4,155	1,937	5,816	1,341	5,816
Bank reserve balances c/forward	5,816	5,714	4,967	4,931	4,931	4,633	4,155	4,155	4,155	1,937	1,937	1,937	541	1,137