

**Bank reconciliation & budget report Q1 2017/18**

RECEIPTS	Actual 2016/17	Budget 2017/18	Actual Q1 2017/18	Variance	Variance explanation
Precept	£ 6,618.00	£ 5,948.11	£ 5,948.11	100%	
Environmental Maintenance Grant	£ 1,660.00	£ 1,000.00	£ -	0%	Due Q2
Transparency Grant	£ -	£ -	£ 999.80		Grant for 2016/17 year credited late
VAT	£ 115.97		£ -		VAT is reclaimable so not included in budget
<b>TOTAL RECEIPTS</b>	<b>£ 8,393.97</b>	<b>£ 6,948.11</b>	<b>£ 6,947.91</b>	<b>100.00%</b>	<b>Note that env. maintenance grant still due</b>

PAYMENTS	Actual 2016/17	Budget 2017/18	Actual Q1 2017/18	Variance	
<b>Administrative &amp; Establishment Costs:</b>					
Clerk's Salary	£ 2,425.31	£ 2,449.62	£ 488.37	20%	Does not include Q1 PAYE which is paid start of Q2
Mileage	£ 126.00		£ 18.00		Mileage budgeted in office expenses
Office Expenses	£ 277.21	£ 300.00	£ 34.12	11%	Does not include mileage as this is reported separately
Training/AGM (Clerk/Councillors)	£ -	£ 175.00	£ -	0%	
Hire of meeting rooms	£ 180.00	£ 180.00	£ 180.00	100%	Paid upfront for the year
Audit (Internal & External)	£ 50.00	£ 60.00	£ 50.00	83%	Paid in full for the year, no price increase from last year
Insurance	£ 282.64	£ 300.00	£ -	0%	Due in September
Subscriptions & ICO registration	£ 188.62	£ 200.00	£ 142.56	71%	SALC paid annually upfront and ICO due to be paid
Election Costs	£ -	£ 100.00	£ -	0%	May be billed later in the year or next year
VAT	£ 48.33		£ 256.77		VAT is reclaimable so not included in budget
<b>Sub Total Admin &amp; Establishment</b>	<b>£ 3,578.11</b>	<b>£ 3,764.62</b>	<b>£ 1,169.82</b>	<b>31%</b>	
<b>Playing field</b>					
Grass cutting	£ 809.65	£ 842.03	£ -	0%	Paid in one payment in autumn
Maintenance / Inspections	£ 694.00	£ 550.00	£ 74.00	13%	Maintenance timing unpredictable
<b>Sub Total Playing Field</b>	<b>£ 1,503.65</b>	<b>£ 1,392.03</b>	<b>£ 74.00</b>	<b>5%</b>	
<b>Street Lighting Costs</b>					
Electricity	-£ 241.27	£ 43.46	£ 79.30	182%	Bill will reduce now LEDs installed
Maintenance / Inspections	£ 622.50	£ 48.00	£ -	0%	Maintenance will be minimal due to install of LEDs
<b>Sub Total Street Lighting</b>	<b>£ 381.23</b>	<b>£ 91.46</b>	<b>£ 79.30</b>	<b>87%</b>	
<b>Projects</b>					
LED lights	£ -	£ 1,200.00	£ 1,200.00	100%	Project completed
<b>Sub Total Projects</b>	<b>£ -</b>	<b>£ 1,200.00</b>	<b>£ 1,200.00</b>	<b>100%</b>	
<b>GRAND TOTAL PAYMENTS</b>	<b>£ 5,462.99</b>	<b>£ 6,448.11</b>	<b>£ 2,523.12</b>	<b>39%</b>	

FUNDS TO ADD TO RESERVES	Actual 2016/17	Budget 2016/17	Actual Q1 2017/18	Variance	
Computer equipment	£ 25.00	£ -	£ -		
Street lights	£ 10.37	£ -	£ -		
Playing field	£ 1,100.00	£ 500.00	£ 500.00	100%	Transferred start of year
Elections	£ -	£ -	£ -		
<b>TOTAL FUNDS TO ADD TO RESERVES</b>	<b>£ 1,135.37</b>	<b>£ 500.00</b>	<b>£ 500.00</b>	<b>100%</b>	

<b>TOTAL BUDGET REQUIREMENT</b>	<b>£ 6,598.36</b>	<b>£ 6,948.11</b>	<b>£ 3,023.12</b>		
<b>BUDGET DEFICIT/SURPLUS</b>	<b>-£ 1,795.61</b>	<b>£ -</b>	<b>-£ 3,924.79</b>		

RESERVES	Actual balance 31.3.17	Contributions 2017/18	Expenditure 2017/18	Reserves as at Q1 2017/18	Explanation
<b>Earmarked Reserves</b>					
Street lights	£ 209.95	£ -	£ -	£ 209.95	
Play area			£ 500.00	£ 500.00	
Elections	£ 100.00	£ -	£ -	£ -	Election fee may need to be paid this year
Computer equipment/transparency funding	£ 25.00	£ 999.80	£ -	£ 1,024.80	Transparency code funding
<b>Total Ringfenced Reserves</b>	<b>£ 334.95</b>	<b>£ 999.80</b>	<b>£ 500.00</b>	<b>£ 1,734.75</b>	
<b>General Reserves (balance less ringfenced reserves)</b>	<b>£ 3,869.06</b>			<b>£ 9,758.10</b>	
<b>Total Reserves</b>	<b>£ 4,204.01</b>			<b>£ 11,492.85</b>	

**BANK RECONCILIATION Q1 2017/18**

Balance b/fwd from 31st March 2017		£6,991.26
less payments		£2,523.12
add receipts		£6,947.91
<b>BALANCE AS PER CASHBOOK</b>		<b>£11,416.05</b>
Represented by bank balances	A/c no 01380554	£11,492.85
	<b>Total balances</b>	<b>£11,492.85</b>
Less unrepresented cheques & SO		£0.00
		<b>£0.00</b>
Add uncredited receipts		£0.00
<b>RECONCILED BALANCE</b>		<b>£11,492.85</b>

Prepared by R Turner  
Clerk/RFO  
30.06.2017

Approved by Council 03.07.2017  
Signed (Chairman)