

REPORT 20-120 FINANCE

Contents of Finance Report – NOVEMBER 2020

Page 2 and 3: FINANCIAL STATEMENT. A record of Expenditure and Income (Inc. VAT) up until the end of November 2020, shown against Budget headings in right hand column.

Bank Reconciliation and a separate summary of Income and Expenditure for the Parish Newsletter.
Total Funds held at end of NOVEMBER 2020 **£1,341,596.07**

Page 4: A list of Receipts for the month of November 2020.

Page 5: A list of Cheque Payments in November 2020. Staff names redacted.

Page 6: A list of Debit Card purchases and Direct Debits in November 2020.

Page 7: A list of Cheque Payments in **DECEMBER** 2020 for approval of the Council. Staff names redacted.

Page 8: FINANCIAL RESERVES STATEMENT. A Summary of Earmarked and Restricted Reserves held at the end of November 2020.
Total Earmarked and Restricted Reserves **£1,240,165.18**.

Page 9: TREASURY DEPOSIT REPORT. A summary of funds on Fixed Term Deposit and in a 32-Day Notice Account. Account numbers redacted.
Total funds held on Deposit on 30 November **£1,225,198.28**. Balance held in current accounts.

Laverstock & Ford Parish Council Financial Statements											
EXPENDITURE	EXP B/F	VAT	Oct	VAT	Nov	VAT	Dec	VAT	Total VAT	Total EXP	Budget
ADMINISTRATION											
Salaries Gross inc NI	31710.39	0.00	5860.02		5602.15				0.00	43172.56	67000
Mileage	511.21	0.00	93.73		111.60				0.00	716.54	1000
Office Sundries & Expenses	1576.79	37.97	581.24	44.05	340.60	32.99			115.01	2498.63	3000
Equipment	425.00	70.80							70.80	425.00	2000
Professional Fees	445.20	74.20	396.00	66.00					140.20	841.20	5500
Subscriptions	1562.88	238.98			36.00				238.98	1598.88	1700
Insurance	1468.69	0.00							0.00	1468.69	1650
Grants	850.00	0.00	600.00						0.00	1450.00	7031
Newsletter	3543.67	0.00			1588.00				0.00	5131.67	8904
OS Community Centre	1792.66	0.00							0.00	1792.66	1900
Neighbourhood Plan	6374.34	1048.00							1048.00	6374.34	5000
Training	467.86	65.00	350.00		218.93	36.49			101.49	1036.79	1000
Councillor Expenses	25.99	0.00							0.00	25.99	500
Business Development	1502.40	250.40	960.00	160.00					410.40	2462.40	20000
Total Administration	52257.08	1785.35	8840.99	270.05	7897.28	69.48	0.00	0.00	2124.88	68995.35	126185.00
ENVIRONMENT											
Bins & Litter	5283.28	880.54	660.37	110.06	660.37	110.06			1100.66	6604.02	8090.00
Grass Cutting & POS Maint.	10069.36	1678.22	2935.33	489.22	2449.33	408.22			2575.66	15454.02	23000.00
Trees	1524.00	254.00	1125.00		462.00	77.00			331.00	3111.00	2500.00
Bus Shelters	12890.40	2148.40	284.92	47.49					2195.89	13175.32	19206.00
Play Parks-Maint. & Insp.	7442.95	1240.49	456.00	76.00	5185.12	864.19			2180.68	13084.07	10000.00
Highways & SIDs	0.00	0.00							0.00	0.00	5000.00
WC Play Areas	0.00	0.00							0.00	0.00	120000.00
Salisbury City Cemetery	4104.00	0.00							0.00	4104.00	4250.00
Asset Replacement	898.00	149.67							149.67	898.00	50000.00
Castle Hill Country Park	199167.01	33036.33	725066.89	1856.24					34892.57	924233.90	0.00
Community Farm Support	10000.00	0.00							0.00	10000.00	10000.00
Misc.	5836.09	654.81	669.54	111.59					766.40	6505.63	0.00
Total Environment	257215.09	40042.46	731198.05	2690.60	8756.82	1459.47	0.00	0.00	44192.53	997169.96	252046.00
S106 Capital Expenditure	0.00	0.00							0.00	0.00	
CIL	0.00	0.00							0.00	0.00	
TOTAL EXPENDITURE	309472.17	41827.81	740039.04	2960.65	16654.10	1528.95	0.00	0.00	46317.41	1066165.31	378231.00

Laverstock & Ford Parish Council Financial Statements											
INCOME	INC B/F	VAT	Oct	VAT	Nov	VAT	Dec	VAT	Total VAT	Total INC	Budget
Precept	187179.00	0.00								187179.00	187179.00
Lease and Site Rental	2905.32	0.00								2905.32	5790.00
VAT Recovery	71530.46	0.00								71530.46	16000.00
Newsletter Advertising	3965.28	0.00	138.88							4104.16	5000.00
WC Play Areas Transfer	0.00	0.00								0.00	6000.00
CIL	16587.12	0.00								16587.12	1407.00
S106	0.00	0.00								0.00	0.00
Interest	711.53	0.00	65.75		61.27					838.55	15000.00
OS Community Centre Rent	1897.68	0.00								1897.68	1900.00
Miscellaneous inc Grants	4225.91	0.00			679.00					4904.91	0.00
TOTAL INCOME	289002.30	0.00	204.63	0.00	61.27	0.00	0.00	0.00	0.00	289947.20	238276.00
RECONCILIATION											
FROM FINANCIAL STATEMENTS			FROM BANK STATEMENTS				PARISH NEWSLETTER SUMMARY				
				Trustee		3276.51				Net Precept	3904.00
Year End Bank Reconciliation		2117814.18		Instant		113781.65				Expenses	5131.67
Total Income 2019/20		289947.20		FTD 1		508112.00				Income	4104.16
Total Expenditure 2019/20		1066165.31		32-Day		717086.28				B/F 2018-19	-773.15
										Balance	2103.34
Total		1341596.07									
				Unpresented Chqs		660.37					
				Total		1341596.07					
Colour Codes											
Fixed Amounts											
From Bank Statements/Rec.											
From Financial Statement											
TOTALS											

Councillor (Finance)

RECEIPTS				MONTH	NOVEMBER 2020						
Date	How	From	Reason	POS	Precept	Interest	Newslett.	Misc.	CIL	VAT	Total
Total Receipts Brought Forward				11198.88	187179.00	777.28	4104.16	6123.59	8293.56	71530.46	289206.93
24-Nov-20	BACS	Tina Rees	Bench Donation					279.00			279.00
26-Nov-20	BACS	Wiltshire Council	CATG Grant	400.00							400.00
9-Nov-20	BACS	Lloyds	Instant AC Interest			3.40					3.40
30-Nov-20	BACS	Lloyds 32-day AC	Interest			57.87					57.87
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TOTAL RECEIPTS NOVEMBER 2020			740.27								
Total Receipts Carried Forward				11598.88	187179.00	838.55	4104.16	6402.59	8293.56	71530.46	289947.20

CHEQUE PAYMENTS				Month	NOVEMBER 2020						
Date	No:	Payee	Particulars	POS	Office	Grants	Misc	Newslett.	NPSG	VAT	Total
Total Payments Brought Forward				929856.07	49685.44	11450.00	4104.00	3543.67	6083.57	44788.46	1049511.21
16-Nov-20	2953		Salary & OT		2531.38						2531.38
16-Nov-20	2954		Salary & OT		1577.12						1577.12
16-Nov-20	2955	HMRC	Paye & NI		1397.10						1397.10
16-Nov-20	2956		Expenses Oct		47.97						47.97
16-Nov-20	2957		Expenses Oct		103.78						103.78
16-Nov-20	2958	Hurdcott Landscape	Inv. 6517 & 6530	2041.11						408.22	2449.33
16-Nov-20	2959	Idverde Ltd	Contract	550.31						110.06	660.37
16-Nov-20	2960	Alvian Ltd	Play Area work	3149.58						629.92	3779.50
16-Nov-20	2961	Playsafety Ltd	Annual Inspections	1171.35						234.27	1405.62
16-Nov-20	2962	Jam Print	PN184 x 4500					1088.00			1088.00
16-Nov-20	2963	J L Brain	Edit PN184					500.00			500.00
16-Nov-20	2964	Ockenden Tree	Ash Riverbourne	385.00						77.00	462.00
16-Nov-20	2965	N Baker	Engraving		60.00						60.00
16-Nov-20	2966	Wiltshire Wildlife	Membership Fee		36.00						36.00
16-Nov-20	2967	WALC	Webinar Training		150.00					30.00	180.00
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TOTAL CHEQUES NOVEMBER 2020			16278.17								0.00
Total Payments Carried Forward				937153.42	55588.79	11450.00	4104.00	5131.67	6083.57	46277.93	1065789.38

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Councillor (Finance)

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DEBIT CARD & DIRECT DEBIT PAYMENTS				Month	NOVEMBER 2020						
Date	Payee	Particulars	POS	Office	Grants	Misc	Newslett.	NPSG	VAT	Total	
Total Payments Brought Forward			937153.42	55588.79	11450.00	4104.00	5131.67	6083.57	46277.93	1065789.38	
9-Nov-20	CD	Viking	Stationery		183.21				32.99	216.20	
9-Nov-20	CD	Indeed	Job Advertising		15.25					15.25	
20-Nov-20	DD	Nest	Pension		96.55					96.55	
24-Nov-20	CD	NALC	Web Event		32.44				6.49	38.93	
1-Dec-20	CD	Land Registry	Plan 3 Duck Lane		3.00					3.00	
1-Dec-20	CD	Land Registry	1 St Andrews		6.00					6.00	
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TOTAL DEBIT CARD & DD NOV 2020		375.93									
Total Payments Carried Forward			937153.42	55925.24	11450.00	4104.00	5131.67	6083.57	46317.41	1066165.31	

CHEQUE PAYMENTS				Month	DECEMBER 2020						
Date	No:	Payee	Particulars	POS	Office	Grants	Misc	Newslett.	NPSG	VAT	Total
Total Payments Brought Forward				937153.42	55925.24	11450.00	4104.00	5131.67	6083.57	46317.41	1066165.31
14-Dec-20	2968		Salary & OT		2531.38						2531.38
14-Dec-20	2969		Salary & OT		1522.75						1522.75
14-Dec-20	2970	HMRC	PAYE & NI		1358.70						1358.70
14-Dec-20	2971		Expenses Nov		35.94						35.94
14-Dec-20	2972		Expenses Nov		116.38						116.38
14-Dec-20	2973	Hurdcott Landscapes	Contract & Vars	1541.11						308.22	1849.33
14-Dec-20	2974	Idverde Ltd	Contract	643.39						128.68	772.07
14-Dec-20	2975	PKF Littlejohn LLP	Annual Return Fee		1300.00					260.00	1560.00
14-Dec-20	2976	Wessex Fencing Ltd	Gates Pheasant Dr	2150.00						430.00	2580.00
14-Dec-20	2977	Newsquest Media	Job Ads		2300.00					460.00	2760.00
14-Dec-20	2978	C S Durnford	Street Names	360.00							360.00
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TOTAL CHEQUES DECEMBER 2020			15446.55								0.00
Total Payments Carried Forward				941847.92	65090.39	11450.00	4104.00	5131.67	6083.57	47904.31	1081611.86

FINANCIAL RESERVES STATEMENT- NOVEMBER 2020					Allocated or	
Source	Amount	Date	20th	Spend	Write down	Balance
					30-Nov-20	30-Nov-20
EARMARKED RESERVES						
Bus Shelters	19907.50	25-Sep-20		11527.26		8380.24
S137 Grant Funds	6031.60	1-Apr-20		1450.00		4581.60
Community Farm Support	10000.00	25-Sep-20		10000.00		0.00
Asset Replacement	68632.44	25-Sep-20		2667.33		65965.11
Wiltshire Council Play Areas	126000.00	25-Sep-20				126000.00
CIL	47380.88	13-Jul-20		10213.59		37167.29
Wessex Water Compensation	1400.00	18-Jan-19				1400.00
RESTRICTED RESERVES						
LAV Duck Lane Maintenance	88500.00	28-May-12	4425.00	13108.28	37243.75	38147.97
LAV Duck Lane Index (Maint.)	22125.00	11-May-15	1106.25	140.00	6084.38	15900.63
LAV Whitebridge Maint.	11450.00	26-Jul-10	572.50	5200.21	6249.79	0.00
OS Pheasant Drive LAP (Maint)	13185.00	11-Jun-13	659.25	6785.50	4889.44	1510.06
OS AOS Maintenance	25285.53	23-Jun-16	1264.28		5583.89	19701.64
OS AOS Extra Funds	2000.00	23-Jun-16		1344.62		655.38
OS AOS LEAP Maintenance	30852.09	23-Jun-16	1542.60	802.00	6813.15	23236.94
OS Area 10 YAOR	62352.97	23-Jun-16		12352.97	50000.00	50000.00
OS Area 9A/9B YAOR	44817.76	25-Jan-18		14572.06		30245.70
OS Local Centre YAOR	19429.56	27-Jun-19				19429.56
OS MOD Maintenance	33805.61	27-Sep-16	1690.28	779.00	4929.98	28096.63
OS MOD NEAP Maintenance	77769.80	22-Nov-16	3888.49	5961.20	12637.59	59171.01
OS MOD Sport Wall Maint.	14085.77	22-Nov-16	704.29		2288.94	11796.83
OS SWALE Maintenance	118323.30	2-Aug-18	5916.17		13804.39	104518.92
OS SWALE LAP Maintenance	15089.57	2-Aug-18	754.48		817.35	14272.22
OS SWALE Extra Funds	3000.00	31-Aug-18		1464.83		1535.17
LH Area K Robinson Grove M	38918.30	9-Jul-18	1945.92		4540.47	34377.83
LH Area G Hannah Way M	17655.52	16-Aug-19	882.78		1103.47	16552.05
LH Area A COS	396520.14	16-Aug-19				396520.14
BD CP Contribution	632910.85	20-Mar-19		618153.69		14757.16
BD CP Main. Open Space Cont.	713929.47	20-Mar-19		713929.47		0.00
BD CP Main. Play Space Cont.	126770.48	20-Mar-19	6338.52	2042.17	10564.21	114164.10
LAV NHLF 1	37620.00	2-Mar-20		37620.00		0.00
LOCALITY NP GRANT	2081.00	7-Sep-20	Returned 0.00	0		2081.00
TOTAL EARMARKED and RESTRICTED RESERVES						1240165.18

Treasury Deposit Report 2020-11 Redacted.xlsx

LAVERSTOCK & FORD PARISH COUNCIL										
TREASURY DEPOSIT REPORT			NOVEMBER 2020							
Type	Reference	Value Date	Invested	Withdrawn	Balance	Term	Matures	Rate %	Interest	Interest
										Final Paid
Fixed Term		8-Apr-20	£508,112.00			343	17-Mar-21	0.30		£1,432.46
32-Day		Invested BF			£1,425,812.88					
		4-Aug-20		£713,929.47	£711,883.41					
									Month	
32-Day monthly Statement			Balance	Invested	Total Interest				Interest	
		Interest BF			£5,145.00					
		30-Nov-20	£717,086.28	£711,883.41	£5,202.87				£57.87	£5,202.87
Total Funds on Deposit			£1,225,198.28					TOTAL INTEREST		£6,635.33