

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE OF KINVER PARISH COUNCIL HELD VIA ZOOM SOFTWARE AND VIA ZOOM AT 95 HIGH STREET, KINVER ON WEDNESDAY 21ST APRIL 2021

Councillors: D Light (Chairman), JK Hall (ex-officio), I G Sadler, BR Edwards (Vice Chairman), Mrs C Allen, S Anderson, P Wooddisse, H Williams and G Sisley attended via zoom.

1. APOLOGIES FOR ABSENCE

Councillor Miss V Webb was not in attendance.

2. DECLARATIONS OF PECUNIARY INTERESTS

None were declared.

3. MINUTES OF THE MEETING OF 17TH FEBRUARY 2021

The minutes of the meeting held on 17th February 2021 were approved and signed as a true record of that meeting.

4. To review the budget comparison for year ending 31st March 2021 (figures attached)

The budget comparison for year ended 31st March 2021 as attached as Appendix 1 to these minutes the figures were reviewed and noted.

5. To receive formally the year end accounts for April – March 2021 (figures attached)

The accounts as attached as Appendix 1 to these minutes: the figures were reviewed and noted.

It was **Resolved** to **Recommend** to the Parish Council that these year end accounts including the Internal Auditors report as set as Appendix 1 to these minutes be accepted. On a vote this was unanimous.

6. Reserves balances breakdown

Details are below of the reserves held as at 31st March 2021

	Actual Balance	Projected with funds used to reduce prece; 2021-22
Ear Marked Reserve funds	£44,268.66	£35,662.10
Play Area	£5,000.00	£5,000.00
Contingency	£3,500.00	£3,500.00
Election Expenses	£8,445.47	£8,445.47

Xmas Lights	£5,392.16	£5,392.16	
Neighbourhood Plan	£5,000.00	£5,000.00	
Future Council projects			underspend on budget for year end 31/3/21
	£0.00	£8,324.47	
Balance from Y/end 31/3/20	£13,797.21	£0.00	
Balance from Y/end 31/3/18	£3,133.42	£0.00	
Operating reserve fund	£37,533.09		

Any underspends for this financial year to 31st March 2021 to be put back in the Ear Marked reserve fund for future projects Reserve funds for future projects

7. Budget 2021/22 comparison

The budget comparison for 2021/22 is attached as appendix 3 to these minutes. This was noted. The Clerk will contact Barclays Bank to ask them to review the charges issued each month, now that the transactions have reduced on the account. It was agreed to keep this account open in-case it is required in the future.

8. Funding requests and items referred from the Parish Council

Bus Shelter – no further complaints have been received relating to the shelter being removed, apart from an update requested from the original resident that commented.

Leisure and Amenities Committee

17th March 2021

The following recommendations were made to the Council that

- a verge license when it is required is paid for by the Parish Council as a one off of £109.00.
- £100 is given to purchase the discs to sign the walking route.

On a vote these were agreed to be funded from the budget line 54/3.

9. Date of Next Meeting – Wednesday 23rd June 2021

10. Items for future agendas – van lease, Toilet re-opening

11. Exclusion of the press and public

The press and the public were excluded from the meeting as the item to be discussed related to staffing matters.

12. Update on the staffing matter discussed at the previous meeting

It was noted that some members of staff had not taken leave and been paid for it, and some had transferred their entitlement to be used over the next 2 years as per Government Covid Legislation. Members will receive a quarterly report from the Clerk on holidays taken by all staff members for information purposes only.

13. Recommendations to the Parish Council

It was **Resolved** to Recommend to the Parish Council that:-

- the year end accounts and associated papers as set as Appendix 1 to these minutes be accepted.
- a verge license when it is required is paid for by the Parish Council as a one off of £109.00.
- £100 is given to purchase the discs to sign the walking route.

Appendix 1 to the minutes of the Finance and General Purposes Committee meeting held on the 21st April 2021

Budget Comparison 2020/2021

PARISH COUNCIL INCOME					
		BUDGET	ACTUAL	BALANCE	%
		INC 20/21	INCOME	REMAINING	RECEIVED
10	PRECEPT	144709.00	144709.00	0.00	100.00
14	BURIAL FEES	10225.00	13711.00	3486.00	134.09
15	TOILETS HIGH STREET	1000.00	50.00	-950.00	5.00
16	DONATIONS	300.00	7330.50	7030.50	2443.50
19	SUNDRIES	150.00	2643.21	2493.21	1762.14
22	INTEREST ON NEW RESERVES ACC AT WBROM	30.00	30.47	0.47	101.57
23	INTEREST BATH BUILDING SOCIETY	100.00	93.17	-6.83	93.17
24	POLICE OFFICE RENT	4000.00	4000.00	0.00	100.00
		160514.00	172567.35	12053.35	107.51
EXPENDITURE FOR PARISH					
		BUDGET	ACTUAL	BALANCE	%
		EXP 20/21	EXP.	REMAINING	SPENT
57	BARCLAYS BANK CHARGES	0.00	58.50	-13.00	
50	GENERAL ADMIN				
50/1	GA TELEPHONE	2100.00	1202.04	897.96	57.24
50/2	GA STATIONARY	2850.00	2367.61	482.39	83.07
50/3	GA GENERAL INSURANCE	1940.00	1971.03	-31.03	101.60
50/4	GA RATES BURIAL GROUND AND WATER RATES	1200.00	1984.22	-784.22	165.35
50/5	GA OFFICE ELECTRICITY & GAS	1700.00	1530.07	169.93	90.00
50/6	GA AUDIT	850.00	850.00	0.00	100.00
50/7	GA CHAIRMAN'S ALLOWANCE	500.00	500.00	0.00	500.00
50/9	GA STAFF TRAINING EXPENSES	100.00	330.66	-230.66	301.00
50/25	GA MEMBERS EXPENSES	200.00	190.00	10.00	95.00
50/47	GA COMPUTER SUPPORT SERVICES / OFFICE EQUIP (2010)	2300.00	2182.56	117.44	94.89
50/48	GA PHOTOCOPIER	240.00	240.00	0.00	100.00
	TOTAL FOR ADMINISTRATION	13980.00	13348.19	631.81	95.48
EXPENDITURE FOR PARISH					
		BUDGET	ACTUAL	BALANCE	%
		EXP 20/21	EXP.	REMAINING	SPENT
52	MAINTENANCE				
52/1	MAINTENANCE TOILETS	2500.00	1470.54	1029.46	58.82
52/6	MAINTENANCE MISC.	6500.00	5452.39	1047.61	83.88
52/7	MAINTENANCE GRASS CUTTING	3000.00	2251.54	748.46	75.05
52/26	MAINTENANCE PLAY AREA	2000.00	986.00	1014.00	49.30
	MAINTENANCE TOTAL	14000.00	10160.47	3839.53	72.57
54	GRANTS & SUBS EXTERNAL	2020-21			

54/1	PARISH COUNCIL SUBSCRIPTIONS	500.00	403.00	97.00	80.60
54/2	SPCA & LCR	700.00	707.00	-7.00	101.00
54/3	GRANTS	5434.00	10069.40	-4635.40	185.30
	GRANTS & SUBS TOTAL	6634.00	11179.40	-4545.40	168.52
55	CAR PARK RENTAL	1450.00	875.00	575.00	60.34
57	CHRISTMAS LIGHTS	4500.00	3847.60	652.40	85.50
58	VEHICLES				
58/1	LEASING	3500.00	3897.98	-397.98	111.37
58/2	FUEL	1400.00	1073.32	326.68	76.67
58/4	INSURANCE FOR VEHICLE	1050.00	1234.97	-184.97	117.62
	TOTAL FOR VEHICLES	5950.00	6206.27	-256.27	104.31
60	CONTINGENCIES	0.00	3633.40	-3633.40	
62	HEALTH AND SAFETY AUDIT	0.00	184.00	-184.00	
63'	PROJECTS FOR COMMUNITY FUNDED BY RENT	4000.00	172.14	3827.86	4.30
100	WAGES / SALARIES				
103/1	SALARIES NET inc pen/Tax/NI/	81400.00	82679.43	-1279.43	101.57
103/3	EMPLOYERS NATIONAL INS.	7000.00	7099.69	-99.69	101.42
103/5	EMPLOYERS PENSION	18000.00	22141.27	-4141.27	123.01
103/6	OPENING TOILETS	1100.00	0.00	1100.00	0.00
	TOTAL WAGES	107500.00	111920.39	-4420.39	104.11
101/9	ELECTION EXPENSES	1500.00	0.00	1500.00	0.00
105	SOLICITORS FEES	1000.00	600.00	400.00	60.00
104	NEIGHBOURHOOD PLAN	0.00	2057.52	-2057.52	
	TOTAL EXPENDITURE	160514.00	164242.88	-3728.88	102.32
	TOTAL INCOME	160514.00	172567.35	-12053.35	107.51
	TOTAL NET BALANCE	0.00	8324.47	-8324.47	

Notes

54/3	GRANTS	5434.00	10069.40	-4635.40	185.30
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EV points purchased from this budget line and have been part funded from a grant in the donations line on the income

104	NEIGHBOURHOOD PLAN	0.00	2057.52	-2057.52	
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Funded fully from a grant shown in the income.

Financial Summary - Cashbook

Summary between 01/04/20 and 31/03/21 inclusive. Includes due and unpaid transactions.

Balances at the start of the year

Ordinary Accounts

.BARCLAYS BANK	£7,074.16
.COOPERATIVE BANK C & I	£8,349.91
Bath Building Society	£37,533.09
Reserves West Bromwich	£30,471.05
Total	£83,428.21

RECEIPTS	Net	Vat	Gross
Council	£181,110.48	£0.00	£181,110.48
Total Receipts	£181,110.48	£0.00	£181,110.48
PAYMENTS	Net	Vat	Gross
Council	£166,047.68	£7,184.61	£173,232.29
Total Payments	£166,047.68	£7,184.61	£173,232.29

Closing Balances

Ordinary Accounts

.BARCLAYS BANK	£904.23
.COOPERATIVE BANK C & I	£8,476.78
Bath Building Society	£37,626.26
Reserves West Bromwich	£44,299.13
Total	£91,306.40

Signed

Chair

Clerk / Responsible Financial Officer

Financial Budget Comparison

Comparison between 01/04/20 and 31/03/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/20

		2020/2021	Actual Net	Balance
INCOME				
Council				
13	INTEREST BATH BUILDING SOCIETY	£100.00	£93.17	-£6.83
22	INTEREST WEST BROM ACCOUNT - CHARITY ACC	£30.00	£30.47	£0.47
30	Burial Fees - Co-Op bank account	£10,225.00	£13,711.00	£3,486.00
31	Toilet Income - Co-Op bank account	£1,000.00	£50.00	-£950.00
32	Donations - Co-Op bank	£300.00	£7,330.50	£7,030.50
33	Precept - Co-Op Bank Account	£144,709.00	£144,709.00	£0.00
34	Sundries - Co-Op Bank Account	£150.00	£2,643.21	£2,493.21
35	Police Office Rent - Co-Op Bank Account	£4,000.00	£4,000.00	£0.00
Total Income		£160,514.00	£172,567.35	£12,053.35
EXPENDITURE				
Council				
57	BARCLAYS BANK CHARGES	£0.00	£58.50	-£58.50
104	NEIGHBOURHOOD PLAN	£0.00	£2,057.52	-£2,057.52
110	General Administration - Co-Op Bank Account			
110/1	Telephone	£2,100.00	£1,202.04	£897.96
110/2	Stationary	£2,850.00	£2,367.61	£482.39
110/3	General Insurance	£1,940.00	£1,971.03	-£31.03
110/4	Rates	£1,200.00	£1,984.22	-£784.22
110/5	Office Electricity and Gas	£1,700.00	£1,530.07	£169.93
110/6	Audit	£850.00	£850.00	£0.00
110/7	Chairman's Allowance	£500.00	£500.00	£0.00
110/8	Staffing Training Expenses	£100.00	£330.66	-£230.66
110/9	Members Expenses	£200.00	£190.00	£10.00
110/10	Computer Support Services	£2,300.00	£2,182.56	£117.44
110/11	Photocopier	£240.00	£240.00	£0.00
110	Total	£13,980.00	£13,348.19	£631.81
111	Maintenance - Co-Op Bank Account			
111/1	Maintenance Toilets	£2,500.00	£1,470.54	£1,029.46
111/2	Maintenance Misc	£6,500.00	£5,452.39	£1,047.61
111/3	Grass Cutting	£3,000.00	£2,251.54	£748.46
111/4	Play Area	£2,000.00	£986.00	£1,014.00
111	Total	£14,000.00	£10,160.47	£3,839.53
112	Car Park Rental - Co-Op Bank Account	£1,450.00	£875.00	£575.00
113	Christmas Illuminations - Co-Op Bank Account	£4,500.00	£3,847.60	£652.40
114	Contingencies - Co-Op Bank	£0.00	£3,633.40	-£3,633.40

Finance and General Purposes Committee Minutes 21/4/21

Account				
115	Vehicles - C0- Op Bank Account			
115/1	Leasing	£3,500.00	£3,897.98	-£397.98
		2020/2021	Actual Net	Balance
115/2	Fuel	£1,400.00	£1,073.32	£326.68
115/3	Insurance	£1,050.00	£1,234.97	-£184.97
115	Total	£5,950.00	£6,206.27	-£256.27
116	Health and Safety - Co-Op Bank Account	£0.00	£184.00	-£184.00
117	Grans Subs Co-Op Bank Account			
117/1	Parish Councils Subs	£500.00	£403.00	£97.00
117/2	SPCA / LCR	£700.00	£707.00	-£7.00
117/3	Grants	£5,434.00	£10,069.40	-£4,635.40
117	Total	£6,634.00	£11,179.40	-£4,545.40
118	Election Expenses - Co-Op Bank Account	£1,500.00	£0.00	£1,500.00
119	Wages/Salaries - Co-Op Bank Account			
119/1	Salaries	£81,400.00	£82,679.43	-£1,279.43
119/2	Employers NI	£7,000.00	£7,099.69	-£99.69
119/3	Employers Pension	£18,000.00	£22,141.27	-£4,141.27
119/4	Toilets	£1,100.00	£0.00	£1,100.00
119	Total	£107,500.00	£111,920.39	-£4,420.39
120	Community Projects - Co-Op Bank Account	£4,000.00	£172.14	£3,827.86
121	Legal Fees - Co-Op Bank Account	£1,000.00	£600.00	£400.00
	Total Expenditure	£160,514.00	£164,242.88	-£3,728.88
	Total Income	£160,514.00	£172,567.35	£12,053.35
	Total Expenditure	£160,514.00	£164,242.88	-£3,728.88
	Total Net Balance	£0.00	£8,324.47	

preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		Yes means that this authority
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	/		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	/		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	/		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	/		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	/		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	/		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	/		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	/		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable, in our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DATE

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

SIGNATURE REQUIRED

SIGNATURE REQUIRED

EXTERNAL AUDITORS' NAME, FIRM, REGISTRATION NUMBER

Section 2 – Accounting Statements 2020/21 for

KINVER PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	69364	83098	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	144709	144709	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	25113	27858	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	100838	111920	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	∅	∅	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	55250	52322	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	83098	91423	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	83428	89210	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	750871	750871	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	∅	∅	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		X	

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

DATE

I confirm that these Accounting Statements were approved by this authority on this date:

SIGNATURE

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Internal Audit Report 2020/21

KINVER PARISH COUNCIL

kinverparish.com WEBSITE ADDRESS

During the financial year ended 31 March 2021, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2020/21 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2019/20, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2019/20 AGAR tick "not covered")	✗		✓
L. If the authority has an annual turnover not exceeding £25,000, it publishes information on a website/webpage up to date at the time of the internal audit in accordance with the Transparency code for smaller authorities.			✓
M. The authority, during the previous year (2019-20) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2019/20 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

13 04 2021

Name of person who carried out the internal audit

MRS RUTA PULLAPUDATOR

Signature of person who carried out the internal audit

R. Pullapudator

Date

13 04 2021

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Appendix 3 to the minutes of the Finance and General Purposes Committee meeting held on the 21st April 2021

Budget 2021/22

	PARISH COUNCIL INCOME	BUDGET	BUDGET	PROPOSED	COMMENTS
		INCOME	INCOME	INC	
		2019-20	2020/21	2021/22	
10	PRECEPT	144709.00	144709.00	134709.00	Reduced by 6.9%
11	BALANCE FROM UNCOMMITTED RESERVE FUND	0.00	0.00	16904.00	To use uncommitted reserves held in the West Brom account from year end 2018 and 2020
14	BURIAL FEES	10225.00	10225.00	10225.00	
15	TOILETS HIGH STREET	1200.00	1000.00	500.00	Reduced as only 1 toilet open
16	DONATIONS	300.00	300.00	300.00	
19	SUNDRIES	0.00	150.00	0.00	
22	INTEREST ON NEW RESERVES ACC AT WBROM	10.00	30.00	30.00	
23	INTEREST BATH BUILDING SOCIETY	250.00	100.00	100.00	
24	POLICE OFFICE RENT	4000.00	4000.00	4000.00	
		160694.00	160514.00	166768.00	

	EXPENDITURE FOR PARISH	BUDGET EXP	BUDGET EXP	PROPOSED	
		2019-20	2020-21	EXP. 21/22	
49'	BARCLAYS BANK CHARGES	0.00	0.00	78.00	£6.50 per month charge
50	GENERAL ADMIN				
50/1	GA TELEPHONE	2100.00	2100.00	2100.00	
50/2	GA STATIONARY	3950.00	2850.00	2850.00	
50/3	GA GENERAL INSURANCE	3500.00	1940.00	2100.00	Increased as we have claimed this year
50/4	GA RATES BURIAL GROUND AND WATER RATES	500.00	1200.00	2300.00	Increased based on this years exp.
50/5	GA OFFICE ELECTRICITY & GAS	1500.00	1700.00	1700.00	
50/6	GA AUDIT	850.00	850.00	850.00	
50/7	GA CHAIRMAN'S ALLOWANCE	500.00	500.00	500.00	
50/9	GA STAFF TRAINING EXPENSES	100.00	100.00	100.00	
50/25	GA MEMBERS EXPENSES	200.00	200.00	200.00	
50/47	GA COMPUTER SUPPORT SERVICES / OFFICE EQUIP (2010)	2300.00	2300.00	2300.00	
50/48	GA PHOTOCOPIER	240.00	240.00	240.00	
50/51	GA ADVERTISING	0.00	0.00	0.00	
	TOTAL FOR ADMINISTRATION	15740.00	13980.00	15240.00	
52	MAINTENANCE				
52/1	MAINTENANCE TOILETS	2500.00	2500.00	2500.00	
52/6	MAINTENANCE MISC.	6500.00	6500.00	6500.00	
52/7	MAINTENANCE GRASS CUTTING	4240.00	3000.00	3500.00	
52/26	MAINTENANCE PLAY AREA	2000.00	2000.00	2000.00	

	MAINTENANCE TOTAL	15240.00	14000.00	14500.00	
54	GRANTS & SUBS EXTERNAL				
54/1	PARISH COUNCIL SUBSCRIPTIONS	500.00	500.00	500.00	
54/2	SPCA & LCR	700.00	700.00	700.00	
54/3	GRANTS	8389.00	5434.00	5000.00	
	GRANTS & SUBS TOTAL	9589.00	6634.00	6200.00	
55	CAR PARK RENTAL	575.00	1450.00	1400.00	
57	CHRISTMAS LIGHTS	4500.00	4500.00	4500.00	
58	VEHICLES				INC DUE TO LEASE
58/1	LEASING	3500.00	3500.00	4500.00	ENDING IN Nov. 21
58/2	FUEL	1400.00	1400.00	1400.00	
58/4	INSURANCE FOR VEHICLE	1050.00	1050.00	1200.00	
	TOTAL FOR VEHICLES	5950.00	5950.00	7100.00	
	EXPENDITURE FOR PARISH	BUDGET	BUDGET	PROPOSED	
		EXPENDITURE	EXPENDITURE	EXP.	
		2019-20	2020-21	2021/22	
60	CONTINGENCIES	0.00	0.00	0.00	
62	HEALTH AND SAFETY AUDIT	0.00	0.00	250.00	Full audit due next year
63'	PROJECTS FOR COMMUNITY FUNDED BY RENT	4000.00	4000.00	4000.00	
100	WAGES / SALARIES				
103/1	SALARIES NET inc pen/Tax/Ni/	79000.00	81400.00	83900.00	Increased by 3%
103/3	EMPLOYERS NATIONAL INS.	6000.00	7000.00	6850.00	Increased by 3%
103/5	EMPLOYERS PENSION	17000.00	18000.00	21000.00	Increased by 3%
103/6	OPENING TOILETS	1100.00	1100.00	1150.00	Increased by 3%
	TOTAL WAGES	103100.00	107500.00	112900.00	
101/9	ELECTION EXPENSES	1000.00	1500.00	0.00	No additional funds required as earmarked funds are adequate
105	SOLICITORS FEES	1000.00	1000.00	600.00	Reduced as this is the basic retainer charge
	TOTAL EXPENDITURE	160694.00	160514.00	166768.00	
	TOTAL INCOME	160694.00	160514.00	166768.00	
	TOTAL NET BALANCE	0.00	0.00	0.00	