

SOUTHWATER PARISH COUNCIL



PUBLIC PACK FINANCE AND GENERAL PURPOSE MEETING

12th APRIL 2017



Clerk: Mrs.C.M.Tobin
Cert.Ed.L.Pol.,

SOUTHWATER PARISH COUNCIL

Beeson House,
26 Lintot Square,
Fairbank Road,
Southwater,
West Sussex
RH13 9LA



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You are hereby **SUMMONED** to the **FINANCE & GENERAL PURPOSES COMMITTEE** of the Parish Council, which will be held **Beeson House, Lintot Square, Southwater, West Sussex on Wednesday, 12th April, 2017 at 7.30 pm.**, when the following business will be considered and transacted.

Catherine Tobin
Clerk to the Council

5th April, 2017

A G E N D A

1. **PUBLIC PARTICIPATION** - to receive, note and act upon if considered necessary by Council comments made by members of the public.
2. **APOLOGIES** - to receive both apologies and reasons for absence.
3. **DECLARATIONS OF INTEREST** - to receive any declarations of Members interests.
4. **CHAIRMAN'S ANNOUNCEMENTS** – to receive any Chairman's announcements.
5. **CORRESPONDENCE** - to receive a list of correspondence from the Clerk's Office.
6. **MINUTES** – to discuss, comment and approve the minutes of:-
 - Finance & General Purpose Meeting held on Wednesday, 8th March 2017.
7. **ACCOUNTS & FINANCIAL MATTERS** - to discuss and where necessary, agree the accounts including bank reconciliations and current financial position of the council as at 12th April, 2017.
8. **PAYMENTS SCHEDULE** - to discuss and approve a payment schedules to 12th April, 2017.
9. **PURCHASE OF IPADS FOR USE BY PARISH COUNCIL MEMBERS** - to receive a report on the current position.
10. **LEISURE CENTRE GYM PROVISION** - to receive a report in relation to the proposal that the Parish Council terminate its existing lease with a view to purchasing at the end of April, the equipment at a cost of £5895+VAT.
11. **INTERNAL AUDITOR APPOINTMENT AND TENDER FOR 2017/2020** – to receive a report from the Clerk in relation to the tenders received in relation to the

appointment of a new Internal Auditor to oversee the audit process in accordance with Regulations.

12. **PARISH ONLINE MAPPING SYSTEM** – to receive a report on the potential benefits of using this free resource to the Parish Council, this being funded by WSCC; this being in addition to the PEAR Software already purchased.
13. **LEISURE CENTRE MANAGER’S REPORT TO MARCH 2017**– to discuss and comment upon the Leisure Centre Manager’s report.
14. **POLICING MATTERS RELATING TO SOUTHWATER PARISH AREA** - to discuss matters relating to crime and disorder/anti social behaviour in Southwater.
15. **COUNCIL PREMISES & LAND**** - to receive reports from Officers in relation to Easteds Barn (external lighting quotations), Public Open Space and play areas in relation to proposals for the future management of such land under the management of the Parish Council.
16. **POTENTIAL DISCUSSIONS IN RELATION TO LAND TO BE ACQUIRED FOR THE FUTURE PROVISION OF SPORTING ACTIVITIES**** – to receive a report in relation to the potential to put an option on land for the future provision of sport activities within Southwater.
17. **PERSONNEL, PENSIONS & TRAINING**** - to discuss, comment upon proposed training events for Councillors and any staff/pension related matters.
18. **DATE OF NEXT MEETING - 10th May 2017**

****The press and public may be excluded from discussions in relation to these items due to these being considered of a confidential, contractual or exempt nature**

ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND AND ARE WELCOME AT MEETINGS

**PAYMENTS FOR APPROVAL
SINCE LAST COUNCIL MEETING**

**WEDNESDAY
12th April 2017**

	£	£
BACS Payments	4,387.09	
Cheque Payments	0.00	
Petty Cash	0.00	
Sub Total Payments		<u>4,387.09</u>
Direct Debits Paid	1,539.37	
Other Total Payments		<u>1,539.37</u>
GRAND TOTAL FOR APPROVAL		<u><u>5,926.46</u></u>

PROPOSED PAYMENT OF INVOICES DUE BY 30 APRIL 2017

Purchase Ledger

Pay By BACS

<u>Invoice Date</u>	<u>Invoice No</u>	<u>Ref No</u>	<u>A/C Code</u>	<u>Date Due</u>	<u>Amount</u>	<u>Discount</u>	<u>Amount Due</u>
24/03/2017	24MARCH17	LUNCHEON	BEEV1037	31/03/2017	60.00	0.00	60.00
			Total John Beever		60.00	0.00	60.00
29/03/2017	401873609		CANUK003	29/04/2017	771.91	0.00	771.91
			Total Canon UK Ltd		771.91	0.00	771.91
29/03/2017	28-16/17		CARD1049	05/04/2017	272.40	0.00	272.40
			Total David Carden		272.40	0.00	272.40
28/02/2017	HRS/235432		CITY313	30/03/2017	38.45	0.00	38.45
			Total City Electrical Factors Ltd		38.45	0.00	38.45
28/03/2017	1703/001	ZUMBA	COOTE1187	25/04/2017	100.00	0.00	100.00
			Total Jenny Coote		100.00	0.00	100.00
28/03/2017	521841		COX1213	28/03/2017	358.80	0.00	358.80
			Total Cox Skips Ltd		358.80	0.00	358.80
23/03/2017	44/106386		CP051	30/03/2017	106.24	0.00	106.24
30/03/2017	44/106418		CP051	06/04/2017	71.95	0.00	71.95
			Total CP Office Supplies		178.19	0.00	178.19
25/03/2017	25MARCH17	REFUND-CP	CP115	08/04/2017	50.00	0.00	50.00
			Total Vicky Shelley		50.00	0.00	50.00
31/03/2017	2APRIL2017	REFUND-CP	CP1152	14/04/2017	50.00	0.00	50.00
			Total Laura Townsend		50.00	0.00	50.00
31/03/2017	3APRIL17	REFUND-CP	CP1164	14/04/2017	100.00	0.00	100.00
			Total Vivienne Childs		100.00	0.00	100.00
31/03/2017	2APRIL17	REFUND-CP	CP1177	14/04/2017	50.00	0.00	50.00
			Total Mr & Mrs Myskow		50.00	0.00	50.00
31/03/2017	31MARCH	LUNCHEON	FOOD126	14/04/2017	246.00	0.00	246.00
31/03/2017	31MARCH+	LUNCHEON	FOOD126	14/04/2017	162.00	0.00	162.00
31/03/2017	31MARCH-		FOOD126	14/04/2017	-246.00	0.00	-246.00
			Total Food For Thought		162.00	0.00	162.00
23/03/2017	07/269362		GRE093	22/04/2017	64.32	0.00	64.32
			Total Greenham		64.32	0.00	64.32
23/03/2017	6264611		HDCINC042	28/03/2017	292.50	0.00	292.50
			Total Horsham District Council		292.50	0.00	292.50
24/03/2017	343966FS		INTSERV938	21/04/2017	387.76	0.00	387.76
24/03/2017	343974FS		INTSERV938	21/04/2017	258.00	0.00	258.00
24/03/2017	343975FS		INTSERV938	21/04/2017	90.00	0.00	90.00
			Total Interserve Fire Services Ltd		735.76	0.00	735.76
21/03/2017	0364/0155552		JEW260	20/04/2017	74.06	0.00	74.06

PROPOSED PAYMENT OF INVOICES DUE BY 30 APRIL 2017

Purchase Ledger

Pay By BACS

<u>Invoice Date</u>	<u>Invoice No</u>	<u>Ref No</u>	<u>A/C Code</u>	<u>Date Due</u>	<u>Amount</u>	<u>Discount</u>	<u>Amount Due</u>
			Total Graham Jewson Ltd		74.06	0.00	74.06
10/03/2017	G5101615		KCCL130	31/03/2017	686.70	0.00	686.70
			Total Kent County Council Laser		686.70	0.00	686.70
29/03/2017	35603		PYZ064	28/04/2017	24.00	0.00	24.00
			Total Pyzer Cleaning Services		24.00	0.00	24.00
30/03/2017	4852		SHRED1212	13/04/2017	318.00	0.00	318.00
			Total Shredded Neat Limited		318.00	0.00	318.00
TOTAL OF PROPOSED PAYMENTS - BY BACS					4,387.09	0.00	4,387.09

DIRECT DEBITS PAID FROM ACCOUNT

since last meeting

£

De Landen Landen 30.03.17

1,539.37

TOTAL TRANSFERS

1,539.37

Outstanding Balances by Due Date as at : 31/03/2017

A/C Code	Customer Name	Balance	Current	Up To 30 Days	Up To 60 Days	Up To 90 Days	On A/c Pymnts
AGE910	AGE UK HORSHAM	448.70	448.70	0.00	0.00	0.00	0.00
ANDR227	ANDREWS	16.50	0.00	16.50	0.00	0.00	0.00
ANS1140	ANSELL	16.50	0.00	16.50	0.00	0.00	0.00
APP339	APPLEO	296.28	296.28	0.00	0.00	0.00	0.00
ATHOME109	AT HOME	153.08	153.08	0.00	0.00	0.00	0.00
BATT1117	BATTEN	16.50	0.00	16.50	0.00	0.00	0.00
BLOW226	BLOWER	16.50	0.00	16.50	0.00	0.00	0.00
BOWD208	BOWDEN	16.50	0.00	16.50	0.00	0.00	0.00
BRIG218	BRIGGSL	16.50	0.00	16.50	0.00	0.00	0.00
BRINE1195	BRINE	32.92	32.92	0.00	0.00	0.00	0.00
BROWN1120	BROWN	16.50	0.00	16.50	0.00	0.00	0.00
BUCK211	RESPONDERS	26.78	26.78	0.00	0.00	0.00	0.00
BUCK251	BUCKLAND D	16.50	0.00	16.50	0.00	0.00	0.00
BURT579	BURTNSHW	33.00	0.00	33.00	0.00	0.00	0.00
BUT2013	BUTLER	33.00	0.00	33.00	0.00	0.00	0.00
CAILES149	CAILES	45.90	45.90	0.00	0.00	0.00	0.00
CALLA098	CALLAGHAN	16.50	0.00	16.50	0.00	0.00	0.00
CHESWOR9	CHESWORTH ROVERS FC	180.25	180.25	0.00	0.00	0.00	0.00
CHOW690	CHOWGUN	16.50	0.00	16.50	0.00	0.00	0.00
COLL1203	COLLINGWOOD	16.50	0.00	16.50	0.00	0.00	0.00
CP0069	BANDARA	26.50	0.00	26.50	0.00	0.00	0.00
CUNN252	CUNNING	16.50	0.00	16.50	0.00	0.00	0.00
CURT1118	CURTIS	16.50	0.00	16.50	0.00	0.00	0.00
D2ASS110	D2ASSOCS	578.71	154.72	423.99	0.00	0.00	0.00
DANT429	DON ANTHONY	41.15	41.15	0.00	0.00	0.00	0.00
DAVEY087	DAVEY	16.50	0.00	16.50	0.00	0.00	0.00
DEIGHT275	DEIGHTON	16.50	0.00	16.50	0.00	0.00	0.00
DEM930	DEMENTIA	305.56	305.56	0.00	0.00	0.00	0.00
DEV1115	DEVANEY	16.50	0.00	16.50	0.00	0.00	0.00
DOUG495	DOUGLAS	26.50	0.00	26.50	0.00	0.00	0.00
EDEN767	EDEN B	16.50	0.00	16.50	0.00	0.00	0.00
ELIM995	ELIM CHURCH FC	103.00	103.00	0.00	0.00	0.00	0.00
ELS186	ELSDEN	339.64	339.64	0.00	0.00	0.00	0.00
FAB	JASON BERRY	123.45	123.45	0.00	0.00	0.00	0.00
FIRE1208	FIRE RISK UK LTD	11.74	11.74	0.00	0.00	0.00	0.00
FLYNN1184	ALEX FLYNN	61.20	61.20	0.00	0.00	0.00	0.00
FOS822	FOSSICK	16.50	0.00	16.50	0.00	0.00	0.00
FOX973	FOX M	16.50	0.00	16.50	0.00	0.00	0.00
FOX977	FOX N	16.50	0.00	16.50	0.00	0.00	0.00
GILB1125	GILBERT	16.50	0.00	16.50	0.00	0.00	0.00
GILL1123	GILLARD	16.50	0.00	16.50	0.00	0.00	0.00
GKR193	GKR	167.70	167.70	0.00	0.00	0.00	0.00
HAN699	HANDLEY	16.50	0.00	16.50	0.00	0.00	0.00
HARD1121	HARDING	16.50	0.00	16.50	0.00	0.00	0.00
HDC042	HORSHAM DC	2,105.24	2,105.24	0.00	0.00	0.00	0.00
HIN280	TIM HINTON	8.23	32.92	0.00	0.00	0.00	-24.69
Sub Total C/Fwd		5,544.53	4,630.23	938.99	0.00	0.00	-24.69

Outstanding Balances by Due Date as at : 31/03/2017

A/C Code	Customer Name	Balance	Current	Up To 30 Days	Up To 60 Days	Up To 90 Days	On A/c Pymnts
	Sub Total B/Fwd	5,544.53	4,630.23	938.99	0.00	0.00	-24.69
HJUDO524	HORS JUDO	538.44	282.04	256.40	0.00	0.00	0.00
HORFCYOU	HORFCYOUTH	206.00	206.00	0.00	0.00	0.00	0.00
HOUS205	HOUSE J	16.50	0.00	16.50	0.00	0.00	0.00
HUD1116	HUDSON	16.50	0.00	16.50	0.00	0.00	0.00
INGYM698	INFINGYMN	1,883.53	1,883.53	0.00	0.00	0.00	0.00
JOY1204	JOY	26.50	0.00	26.50	0.00	0.00	0.00
KATH876	BRIGGS	214.20	214.20	0.00	0.00	0.00	0.00
LAVR685	LAVERC	16.50	0.00	16.50	0.00	0.00	0.00
LEW362	LEWIS	16.50	0.00	16.50	0.00	0.00	0.00
LRBC	LRBC	49.38	0.00	49.38	0.00	0.00	0.00
MADILL1051	MADILL	65.84	32.92	32.92	0.00	0.00	0.00
MAIN985	MAINSTONE	41.15	41.15	0.00	0.00	0.00	0.00
MARION	RICHARDSON	-8.00	0.00	0.00	0.00	-8.00	0.00
MART006	MARTIN	16.50	0.00	16.50	0.00	0.00	0.00
MCDONN912	MCDONNELL	16.50	0.00	16.50	0.00	0.00	0.00
MERR1200	MERRITT	32.92	24.69	8.23	0.00	0.00	0.00
MOOR220	MOOREY	33.00	0.00	33.00	0.00	0.00	0.00
MORR1126	MORRIS	16.50	0.00	16.50	0.00	0.00	0.00
MOSEY 1186	MOSEY	183.60	183.60	0.00	0.00	0.00	0.00
MSA939	MSA	188.92	188.92	0.00	0.00	0.00	0.00
MURPHY 113	MURPHY	41.15	41.15	0.00	0.00	0.00	0.00
NCT 1101	NCT1101	195.51	163.46	32.05	0.00	0.00	0.00
NEWELL993	NEWELL	16.50	0.00	16.50	0.00	0.00	0.00
NSSA272	NORTH SUSSEX	103.00	103.00	0.00	0.00	0.00	0.00
OAKL745	OAKLAND	188.22	188.22	0.00	0.00	0.00	0.00
PEACH979	PEACH	191.25	191.25	0.00	0.00	0.00	0.00
PRO835	PROBUS	43.52	43.52	0.00	0.00	0.00	0.00
QUIG235	QUIGLEY	16.50	0.00	16.50	0.00	0.00	0.00
RIC1157	RICHARDSON	469.56	469.56	0.00	0.00	0.00	0.00
RICH570	RICHARD	16.50	0.00	16.50	0.00	0.00	0.00
ROBER994	ROBERTS JM	16.50	0.00	16.50	0.00	0.00	0.00
ROOK239	ROOK J	16.50	0.00	16.50	0.00	0.00	0.00
ROSEB746	ROSEBUILD	825.60	237.41	588.19	0.00	0.00	0.00
SAM1194	SAMBROOK	38.46	25.64	12.82	0.00	0.00	0.00
SART600	SOUTH ART	128.20	128.20	0.00	0.00	0.00	0.00
SBRI261	SOUTH BRIDGE	191.88	191.88	0.00	0.00	0.00	0.00
SOC190	TINYSOCCERSTARS	91.80	91.80	0.00	0.00	0.00	0.00
SOUBAD271	SOUTH BAD	277.80	277.80	0.00	0.00	0.00	0.00
SOUBO183	SOUTH BOWLS	1,264.47	973.55	290.92	0.00	0.00	0.00
SOUTH976	SOUTH-BERRIMAN	257.50	257.50	0.00	0.00	0.00	0.00
STRAN714	STRANKS	16.50	0.00	16.50	0.00	0.00	0.00
STRO689	STRONACH	16.50	0.00	16.50	0.00	0.00	0.00
STUR005	STURT	16.50	0.00	16.50	0.00	0.00	0.00
SXPOL172	SUSSEX POLICE	1,483.36	705.60	777.76	0.00	0.00	0.00
	Sub Total C/Fwd	15,038.79	11,776.82	3,294.66	0.00	-8.00	-24.69

Outstanding Balances by Due Date as at : 31/03/2017

A/C Code	Customer Name	Balance	Current	Up To 30 Days	Up To 60 Days	Up To 90 Days	On A/c Pymnts
	Sub Total B/Fwd	15,038.79	11,776.82	3,294.66	0.00	-8.00	-24.69
T HAY	HAYWARD	16.50	0.00	16.50	0.00	0.00	0.00
THAKE1171	THAKENHAM	231.75	128.75	103.00	0.00	0.00	0.00
TURNW1119	TURNWELL	16.50	0.00	16.50	0.00	0.00	0.00
ULDER247	ULDERIGO	16.50	0.00	16.50	0.00	0.00	0.00
WALL221	WALLISK	16.50	0.00	16.50	0.00	0.00	0.00
WEI259	WEIGHT W	329.44	329.44	0.00	0.00	0.00	0.00
WHIT1128	WHITTAKER J	16.50	0.00	16.50	0.00	0.00	0.00
WHIT212	WHITE I	16.50	0.00	16.50	0.00	0.00	0.00
WHITK250	WHITTAKER	33.00	0.00	33.00	0.00	0.00	0.00
WIL759	WILSONK	33.00	0.00	33.00	0.00	0.00	0.00
WILLI370	WILLIAMS	16.50	0.00	16.50	0.00	0.00	0.00
WSCC187	WSCC ADULT	65.32	80.32	0.00	-15.00	0.00	0.00
WSCL173	WSCCLIB	583.43	0.00	583.43	0.00	0.00	0.00
WSCLIBELEC	WSXLIBELEC	665.83	665.83	0.00	0.00	0.00	0.00
YOUNG242	YOUNG A	16.50	0.00	16.50	0.00	0.00	0.00
Total Sales Ledger No 1		17,112.56	12,981.16	4,179.09	-15.00	-8.00	-24.69
TOTAL SALES LEDGER BALANCES		17,112.56	12,981.16	4,179.09	-15.00	-8.00	-24.69

Southwater Parish Council 2016/17

Bank - Cash and Investment Reconciliation as at 31 March 2017

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	Bank Account 1	500.00
2	Bank Account 2	57,536.17
3	Bank Account 3 14 Days	377.47
4	Bank Account 4	500.00
5	Brittania Investment a/c	0.00
6	Petty Cash Leisure Centre	60.46
6	Petty Cash - Youth Club Manage	244.79
6	Petty Cash - Office	348.30
7	Lloyds Bank Account	0.00
8	Virgin Money Bank Account	201,391.49
9	Natwest Bank	0.00
10	Special Int Bearing - Natwest	0.00
11	Lloyds Current	30,306.73
		291,265.41
<u>Other Bank & Cash Balances</u>		
	Petty Cash Suspense	0.00
	Cash Book Suspense	0.00
		0.00
		291,265.41
<u>Unpresented Payments</u>		
1	25/01/2017 307860	50.00
1	31/03/2017 BACS Pymnt	18,576.28
1	31/03/2017 307869	214.69
		18,840.97
		272,424.44
<u>Receipts not on Bank Statement</u>		
1	25/03/2017	42.80
1	28/03/2017	72.38
1	28/03/2017	242.25
1	30/03/2017	71.00
1	31/03/2017	428.47
1	31/03/2017	156.80
1	31/03/2017	17.70
6	14/03/2017	50.00
		1,081.40
Closing Balance		273,505.84
<u>All Cash & Bank Accounts</u>		
	Bank Account 1	-17,309.57
	Bank Account 2	57,536.17
	Bank Account 3	377.47
	Bank Account 4	500.00
	Lloyds Current	306.73
	Brittania Investment Account	0.00
	Petty Cash	703.55
	Lloyds Bank Account	0.00

Southwater Parish Council 2016/17

Bank - Cash and Investment Reconciliation as at 31 March 2017

<u>Account Description</u>	<u>Balance</u>
Virgin Money Bank Account	201,391.49
Natwest Bank	0.00
Special Int Bearing - Natwest	0.00
Other Bank & Cash Balances	0.00
Total Bank & Cash Balances	<u>243,505.84</u>

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Full Council/F & GP								
<u>101</u>	<u>Parish Council General</u>							
4000	Salaries	13,616	156,134	172,000	15,866		15,866	90.8 %
4001	Employers National Insurance	1,012	11,494	9,650	-1,844		-1,844	119.1 %
4002	Employers Pension Contribution	3,896	43,558	37,848	-5,710		-5,710	115.1 %
4003	Staff Mileage/Expenses	16	986	1,750	764		764	56.3 %
4004	Pension Health Liability Insur	215	2,167	0	-2,167		-2,167	0.0 %
4030	Training/Courses	69	1,705	3,000	1,295		1,295	56.8 %
4031	Election Costs	0	0	4,000	4,000		4,000	0.0 %
4070	Uniform	0	0	26	26		26	0.0 %
4080	Health & Safety	0	119	350	231		231	34.1 %
4123	Street Lighting	0	2,852	5,000	2,148	309	1,839	63.2 %
4130	Insurance	0	12,781	17,340	4,559		4,559	73.7 %
4155	Cleaning Materials	0	0	500	500		500	0.0 %
4156	Litter Equipment	0	0	392	392		392	0.0 %
4175	Maintenance	0	0	500	500		500	0.0 %
4180	Improvement Projects	0	-20,300	3,000	23,300		23,300	-676.7
4235	War Memorial Maintenance	0	0	500	500		500	0.0 %
4240	Grass Cutting	1,323	7,265	13,390	6,125		6,125	54.3 %
4245	Allotments Costs	0	68	2,500	2,432		2,432	2.7 %
4270	Litter Bins	398	2,434	2,856	422		422	85.2 %
4275	Dog Bins	200	1,224	1,428	204		204	85.7 %
4400	Printing & Stationery	1,205	4,063	5,100	1,037		1,037	79.7 %
4405	Photocopier Costs	0	2,436	2,346	-90		-90	103.8 %
4415	Marketing	0	957	4,080	3,123		3,123	23.4 %
4420	Newsletter	588	2,444	3,315	871		871	73.7 %
4425	Communications & Consultancy	3,130	16,322	7,500	-8,822		-8,822	217.6 %
4440	Telephone	105	3,762	1,873	-1,890		-1,890	200.9 %
4455	Postage	252	877	500	-377		-377	175.5 %
4460	Subscriptions	0	3,050	3,000	-50		-50	101.7 %
4480	Computing Costs	160	4,931	3,500	-1,431		-1,431	140.9 %
4500	Chairmans Allowance	0	470	300	-170		-170	156.7 %
4520	Members Travel & Subsistance	0	0	500	500		500	0.0 %
4550	Bank Charges	95	1,295	0	-1,295		-1,295	0.0 %
4555	Legal Expenses	0	6,210	4,000	-2,210		-2,210	155.3 %
4570	Internal Audit	0	357	1,500	1,143		1,143	23.8 %
4580	External Audit	0	1,300	2,000	700		700	65.0 %
4585	Professional Fees	22	3,226	1,530	-1,696		-1,696	210.9 %
4600	Christmas Expenses	0	3,807	1,000	-2,807	3,418	-6,225	722.5 %
4730	Licences	0	0	1,000	1,000		1,000	0.0 %

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4750	Catering Costs	47	432	500	68		68	86.5 %
4800	Grants - Community	0	25,277	20,000	-5,277		-5,277	126.4 %
4916	Community Events	0	0	1,550	1,550		1,550	0.0 %
4925	Bus Shelter	0	428	117	-311		-311	366.0 %
	Parish Council General :- Expenditure	26,350	304,134	341,241	37,106	3,727	33,379	90.2 %
1080	Allotment Lettings	0	1,228	927	301			132.5 %
1270	Christmas Income	0	5,083	2,500	2,583			203.3 %
1410	Catering Income	0	6	500	-494			1.2 %
1510	Nuthurst Parish Council	0	0	1,950	-1,950			0.0 %
1700	Grants Received	0	17,506	16,000	1,506			109.4 %
1800	Miscellaneous Income	17	208	6,700	-6,492			3.1 %
1870	Interest Received	0	2,643	0	2,643			0.0 %
1900	Precept Received	0	324,468	0	324,468			0.0 %
1901	Precept Grant	0	4,633	4,633	0			100.0 %
1924	Community Events	0	0	1,800	-1,800			0.0 %
	Parish Council General :- Income	17	355,775	35,010	320,765			1016.2
	Net Expenditure over Income	26,333	-51,641	306,231	357,872			
102	<u>Parish Office/Beeson House</u>							
4000	Salaries	732	8,261	0	-8,261		-8,261	0.0 %
4001	Employers National Insurance	4	4	0	-4		-4	0.0 %
4003	Staff Mileage/Expenses	0	25	0	-25		-25	0.0 %
4105	HDC Service Charge	0	-10,000	0	10,000		10,000	0.0 %
4110	Rates	0	19,803	12,000	-7,803		-7,803	165.0 %
4122	Electricity	2,876	7,003	10,404	3,401		3,401	67.3 %
4130	Insurance	0	1,083	5,202	4,119		4,119	20.8 %
4140	Sinking Fund	0	6,575	0	-6,575		-6,575	0.0 %
4197	Beeson House External Charges	0	764	0	-764		-764	0.0 %
4198	Beeson House Internal Charges	567	10,403	0	-10,403		-10,403	0.0 %
4300	D2 Rental Costs	0	2,340	2,600	260		260	90.0 %
4302	Oakland Ins Servs Rental Costs	0	3,015	3,350	335		335	90.0 %
4303	Rose Building Serv Rental Cost	0	3,600	4,000	400		400	90.0 %
4304	Sussex Police Rental Costs	0	2,876	3,195	319		319	90.0 %
4312	Youth Club Rental Costs	0	7,635	7,635	0		0	100.0 %
4318	Beeson House Service Charge	0	14,868	0	-14,868		-14,868	0.0 %
4319	D2 Service Charge Costs	0	0	1,031	1,031		1,031	0.0 %
4320	MSA Service Charge Costs	0	0	1,812	1,812		1,812	0.0 %
4321	Oakland Ins Service Charge Cos	0	0	1,286	1,286		1,286	0.0 %
4322	Rose Build Service Charge Cost	0	0	1,961	1,961		1,961	0.0 %

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
4323	Sussex Police Service Chg Cost	0	0	2,593	2,593	2,593	0.0 %	
4324	WSCC Library Service Chg Costs	0	0	12,930	12,930	12,930	0.0 %	
4325	Lower Office1 Service Chg Cost	0	0	635	635	635	0.0 %	
4326	Upper Office1 Service Chg Cost	0	0	1,407	1,407	1,407	0.0 %	
4327	Upper Office2 Service Chg Cost	0	0	1,372	1,372	1,372	0.0 %	
4328	Upper Office3 Service Chg Cost	0	0	1,209	1,209	1,209	0.0 %	
4329	Upper Office4 Service Chg Cost	0	0	763	763	763	0.0 %	
4330	ParishCouncil Service Chg Cost	0	0	23,498	23,498	23,498	0.0 %	
4555	Legal Expenses	0	3,760	0	-3,760	-3,760	0.0 %	
4585	Professional Fees	0	750	0	-750	-750	0.0 %	
4730	Licences	0	146	0	-146	-146	0.0 %	
	Parish Office/Beeson House :- Expenditure	4,178	82,910	98,883	15,973	0	15,973	83.8 %
1000	Hall Hires	445	6,569	11,220	-4,651		58.5 %	
1410	Catering Income	0	0	150	-150		0.0 %	
1500	Recharge - Library	2,600	14,250	0	14,250		0.0 %	
1502	Recharge - Youth Club	0	-691	0	-691		0.0 %	
1503	Recharge - Sussex Police	818	3,532	0	3,532		0.0 %	
1504	Recharge - Oakland Ins Servs	481	2,170	0	2,170		0.0 %	
1505	Recharge - D 2 Associates Ltd	387	1,731	0	1,731		0.0 %	
1506	PC Rents	0	-1,625	0	-1,625		0.0 %	
1507	HDC service charge	932	2,841	0	2,841		0.0 %	
1508	PC service charge	0	0	4,335	-4,335		0.0 %	
1509	Recharge - Rose Building Servs	691	2,594	0	2,594		0.0 %	
1514	Recharge - MSA	614	3,537	0	3,537		0.0 %	
1515	Recharge - At Home Estate Ag	467	1,783	0	1,783		0.0 %	
1516	D2 Rent Received	217	2,167	2,600	-433		83.3 %	
1517	MSA Rent Received	514	4,628	6,171	-1,543		75.0 %	
1518	Oakland Ins Servs Rent Receive	279	2,792	3,350	-558		83.3 %	
1519	Rose Building Servs Rent Recd	333	3,333	4,000	-667		83.3 %	
1520	Sussex Police Rent Received	799	3,195	3,195	0		100.0 %	
1522	Lower Office 1Rent Received	0	0	2,167	-2,167		0.0 %	
1523	At Home Estates Rent Received	250	2,022	4,788	-2,766		42.2 %	
1524	Upper Office 2 Rent Received	0	0	4,667	-4,667		0.0 %	
1525	Upper Office 3 Rent Received	0	0	4,112	-4,112		0.0 %	
1526	Upper Office 4 Rent Received	0	0	2,599	-2,599		0.0 %	
1528	Youth Club Rent Received	0	0	7,635	-7,635		0.0 %	
1529	Youth Club Office Rent Receive	0	0	1,552	-1,552		0.0 %	
1530	Lobby/Store Rent Received	0	0	1,728	-1,728		0.0 %	
1535	D2 Service Charges Received	0	0	1,031	-1,031		0.0 %	
1536	MSA Service Charges Received	0	0	1,813	-1,813		0.0 %	

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1537	Oakland Ins Service Charge Rec	0	0	1,287	-1,287			0.0 %
1538	Rose Building Service Chgs Rec	0	0	1,961	-1,961			0.0 %
1539	Sussex Police Service Chgs Rec	0	0	2,593	-2,593			0.0 %
1540	WSCC Library Service Chgs Recd	0	0	12,930	-12,930			0.0 %
1541	Lower Office 1 Service Chg Rec	0	0	635	-635			0.0 %
1542	At Home Estates Serv Chgs Recd	0	254	1,407	-1,153			18.0 %
1543	Upper Office2 Service Chg Recd	0	0	1,372	-1,372			0.0 %
1544	Upper Office3 Service Chg Recd	0	0	1,209	-1,209			0.0 %
1545	Upper Office4 Service Chg Recd	0	0	763	-763			0.0 %
1546	Parish Council Service Chg Rec	0	0	13,608	-13,608			0.0 %
1547	Youth Club Service Chgs Recd	0	0	8,925	-8,925			0.0 %
1548	Youth Club Office Serv Chg Rec	0	0	456	-456			0.0 %
1549	Lobby/Store Service Chgs Recd	0	0	508	-508			0.0 %
	Parish Office/Beeson House :- Income	9,827	55,081	114,766	-59,685			48.0 %
	Net Expenditure over Income	-5,649	27,829	-15,883	-43,713			
105	<u>Leisure Centre & Gym</u>							
4000	Salaries	9,384	98,606	106,128	7,522		7,522	92.9 %
4001	Employers National Insurance	658	7,064	6,739	-325		-325	104.8 %
4002	Employers Pension Contribution	2,077	29,660	23,348	-6,312		-6,312	127.0 %
4003	Staff Mileage/Expenses	0	187	800	613		613	23.3 %
4030	Training/Courses	0	415	1,200	785	40	745	37.9 %
4070	Uniform	0	176	204	28		28	86.3 %
4080	Health & Safety	0	509	612	103		103	83.1 %
4110	Rates	0	22,862	22,997	135		135	99.4 %
4115	Water & Sewage	0	-1,672	1,353	3,025		3,025	-123.6 %
4120	Gas	1,305	6,277	6,630	353		353	94.7 %
4122	Electricity	248	5,631	7,650	2,019		2,019	73.6 %
4155	Cleaning Materials	259	3,470	3,500	30		30	99.2 %
4157	Refuse Collection	0	1,574	900	-674		-674	174.8 %
4160	Window Cleaning	70	245	286	41		41	85.8 %
4175	Maintenance	1,449	10,692	20,000	9,308	45	9,263	53.7 %
4177	Fire & Smoke Alarm	323	746	1,500	754		754	49.7 %
4178	CCTV	0	0	1,000	1,000		1,000	0.0 %
4180	Improvement Projects	0	0	33,823	33,823		33,823	0.0 %
4400	Printing & Stationery	28	158	1,000	842		842	15.8 %
4405	Photocopier Costs	0	258	638	380		380	40.4 %
4415	Marketing	110	2,017	4,080	2,063		2,063	49.4 %
4430	Holiday Club	0	510	300	-210		-210	170.0 %
4440	Telephone	9	885	969	84		84	91.3 %

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4455	Postage	0	72	255	183		183	28.2 %
4480	Computing Costs	0	680	1,500	820		820	45.4 %
4550	Bank Charges	82	886	1,500	614		614	59.1 %
4585	Professional Fees	0	2,185	0	-2,185		-2,185	0.0 %
4600	Christmas Expenses	0	28	0	-28		-28	0.0 %
4690	Junior Coaching	0	96	0	-96		-96	0.0 %
4691	Coaching Instruction	160	6,500	12,536	6,036	375	5,661	54.8 %
4692	Sports Equipment	320	16,510	19,380	2,870		2,870	85.2 %
4700	Bar Purchases	0	4,105	4,284	179		179	95.8 %
4730	Licences	0	2,054	2,800	746		746	73.4 %
4740	Archery Expenditure	0	239	663	424		424	36.0 %
4750	Catering Costs	65	440	6,000	5,560		5,560	7.3 %
	Leisure Centre & Gym :- Expenditure	16,547	224,063	294,574	70,511	460	70,051	76.2 %
1000	Hall Hires	6,711	69,064	73,440	-4,376			94.0 %
1005	Memberships	75	1,645	0	1,645			0.0 %
1010	Gym Fees	6,085	76,790	86,000	-9,210			89.3 %
1011	Inductions	180	1,920	2,448	-528			78.4 %
1092	Sports Equipment Income	0	0	104	-104			0.0 %
1300	Junior Coaching	314	2,099	6,854	-4,756			30.6 %
1301	Coaching Instruction	1,272	12,772	18,000	-5,228			71.0 %
1400	Function Income	0	0	3,745	-3,745			0.0 %
1410	Catering Income	0	0	9,988	-9,988			0.0 %
1420	Bar Income	713	7,551	7,803	-252			96.8 %
1425	Holiday Club	0	699	1,530	-831			45.7 %
1427	Archery Income	69	876	5,875	-5,000			14.9 %
1800	Miscellaneous Income	8	53	30,000	-29,947			0.2 %
	Leisure Centre & Gym :- Income	15,428	173,467	245,788	-72,321			70.6 %
	Net Expenditure over Income	1,119	50,596	48,786	-1,810			
<u>110</u>	<u>Easteds Barn</u>							
4000	Salaries	288	1,790	0	-1,790		-1,790	0.0 %
4001	Employers National Insurance	4	4	0	-4		-4	0.0 %
4003	Staff Mileage/Expenses	25	150	0	-150		-150	0.0 %
4080	Health & Safety	0	13	0	-13		-13	0.0 %
4110	Rates	0	1,428	1,694	266		266	84.3 %
4115	Water & Sewage	0	246	220	-25		-25	111.6 %
4120	Gas	79	-262	1,040	1,302		1,302	-25.2 %
4122	Electricity	129	513	624	111		111	82.2 %
4155	Cleaning Materials	428	878	936	58		58	93.8 %

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4175	Maintenance	20	339	510	171		171	66.6 %
4177	Fire & Smoke Alarm	75	851	255	-596		-596	333.6 %
4440	Telephone	0	268	204	-64		-64	131.2 %
4585	Professional Fees	0	450	0	-450		-450	0.0 %
4730	Licences	0	70	0	-70		-70	0.0 %
	Easteds Barn :- Expenditure	1,049	6,738	5,484	-1,254	0	-1,254	122.9 %
1000	Hall Hires	1,343	12,072	20,000	-7,928			60.4 %
1800	Miscellaneous Income	0	-15	31	-46			-48.1 %
	Easteds Barn :- Income	1,343	12,057	20,031	-7,975			60.2 %
	Net Expenditure over Income	-294	-5,319	-14,547	-9,228			
<u>120</u>	<u>Church Lane</u>							
4110	Rates	0	617	0	-617		-617	0.0 %
4122	Electricity	0	172	0	-172		-172	0.0 %
4425	Communications & Consultancy	0	350	0	-350		-350	0.0 %
4555	Legal Expenses	0	5,264	0	-5,264		-5,264	0.0 %
4585	Professional Fees	0	3,830	0	-3,830		-3,830	0.0 %
	Church Lane :- Expenditure	0	10,233	0	-10,233	0	-10,233	
	Net Expenditure over Income	0	10,233	0	-10,233			
	Full Council/F & GP :- Expenditure	48,124	628,079	740,182	112,103	4,187	107,915	85.4 %
	Income	26,615	596,380	415,595	180,785			143.5 %
	Net Expenditure over Income	21,509	31,699	324,587	292,887			

Ringfenced

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>901</u>	<u>Ringfenced</u>							
4900	Youth Ringfenced	293	1,512	0	-1,512		-1,512	0.0 %
4902	Easteds Barn Ringfenced	760	1,043	0	-1,043	450	-1,493	0.0 %
4904	Public Open Space	404	5,959	0	-5,959	22,963	-28,922	0.0 %
4905	Village/Railway Signs	0	75	0	-75		-75	0.0 %
4906	Skateboard Park Ringfenced	0	1,154	0	-1,154		-1,154	0.0 %
4909	Young @ Heart Ringfenced	0	222	0	-222		-222	0.0 %
4910	Neighbourhood Plan	0	4,731	0	-4,731		-4,731	0.0 %
4911	MUGA Ringfenced	0	821	0	-821		-821	0.0 %
4922	Luncheon Club	272	2,401	0	-2,401		-2,401	0.0 %
4924	Roundabouts R/F	1,844	1,844	1,250	-594		-594	147.5 %
4927	Tesco Woodland Project	1,903	2,975	0	-2,975	1,903	-4,879	0.0 %
4928	Grant WSCC (youth)	0	1,180	3,400	2,220	1,216	1,004	70.5 %
	Ringfenced :- Expenditure	5,475	23,917	4,650	-19,267	26,532	-45,799	1084.9 %

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1910	Income Youth Ringfenced	449	4,554	0	4,554			0.0 %
1911	Income Little Barn Owls	0	8,150	0	8,150			0.0 %
1919	Income - Young at Heart	91	377	0	377			0.0 %
1921	Income MUGA R/F	1,266	9,354	0	9,354			0.0 %
1928	Income Luncheon Club	210	1,771	0	1,771			0.0 %
1931	Roundabouts R/F	0	5,700	0	5,700			0.0 %
1937	Tesco Woodland Project	0	7,500	0	7,500			0.0 %
	Ringfenced :- Income	2,016	37,406	0	37,406			
	Net Expenditure over Income	3,459	-13,490	4,650	18,140			
	Ringfenced :- Expenditure	5,475	23,917	4,650	-19,267	26,532	-45,799	1084.9
	Income	2,016	37,406	0	37,406			0.0 %
	Net Expenditure over Income	3,459	-13,490	4,650	18,140			

Detailed Balance Sheet (Including Stock Movement)

Month No: 12

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<u>Current Assets</u>				
100	Trade Debtors	17,113	0	17,113
102	Sundry Debtors	1,870	0	1,870
120	VAT Control	-5,910	0	-5,910
130	Prepayments & Accrued Income	-5	0	-5
200	Bank Account 1	-17,310	0	-17,310
201	Bank Account 2	57,536	0	57,536
202	Bank Account 3	377	0	377
203	Bank Account 4	500	0	500
205	Lloyds Current	307	0	307
220	Petty Cash	704	0	704
222	Virgin Money Bank Account	201,391	0	201,391
Total Current Assets		256,573	0	256,573
<u>Current Liabilities</u>				
500	Trade Creditors	2,663	0	2,663
530	Accruals & Other Creditors	1,500	0	1,500
566	Damage Deposit	515	0	515
568	Key Deposit	60	0	60
Total Current Liabilities		4,738	0	4,738
Net Current Assets		251,835	0	251,835
Total Assets less Current Liabilities		251,835	0	
<u>Represented By :-</u>				
300	Current Year Fund	-18,209	-305,584	287,375
310	General Fund	36,766	0	36,766
320	Earmarked Reserves	233,279	0	233,279
Total Equity		251,835	-305,584	557,419