

BOURN PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

May-16

Summary of previous month

Balance brought forward	£	73,214.36
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Adjustments

CHQ623	ADJUSTMENT	-0.20
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Credits

SCDC	PRECEPT	15599.50
BOXWORTH PM	TRAFFIC CONSULTANT	91.94
MADINGLEY PC	TRAFFIC CONSULTANT	42.47
LLOYDS BANK	INTEREST	1.24

Expenditure approved at last/previous meeting

SPANGLEFISH	WEB HOSTING	-29.95
PLAYSAFETY LTD	ROSPA INSPECTION	-210.00
MERRYBOURN CLUB	S137	-240.00
BOURN PCC	S137	-500.00
BOURN SCOUTS	S137	-500.00
CAM VALLEY FORUM	AFFILIATION FEE	-10.00

<i>Total Adjustments</i>	<u>14245.00</u>
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Balance revised after adjustments	<u><u>£87,459.36</u></u>
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Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Consolidated stock	-3,360.65	75.00	-3,435.65
Current Account	63,491.98	63,491.98	
Business Account	27,328.03	27,328.03	
Total	<u>87,459.36</u>	<u>90,895.01</u>	<u>0.00</u>

Expenditure for approval

		£
	SALARIES	135.92
ALARM MAINTENANCE	EMERGENCY LIGHTING	199.20
CANALBS	INTERNAL AUDIT 2016	152.02
CGM	GRASS CUTTING	864.00
LGS SERVICES	ADMIN SUPPORT	922.72

<i>Sub-total</i>	<u>2273.86</u>
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CARRY FORWARD	<u><u>85185.50</u></u>
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Gail Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting

BOURN PARISH COUNCIL CASH BOOK RECONCILIATION

FY ending 2016

Reconciliation from cash book

Balance b/f	59783.19
Receipts	48310.61
Payments (inc o/s at bank)	-32544.92
<u>Balance c/f</u>	<u>75548.88</u>

C/F	
CONSOL. STOCKS	75.00
CURRENT ACCT	52,130.85
30 DAY BUSINESS	27,326.79
O/S	-3983.76
	<u>75548.88</u>

B/F Bank & cash

Payments

Receipts	48310.61
	<u>108093.80</u>

C/F	75548.88
	<u>108093.80</u>

LG Banks
15/04/16

BOURN PARISH COUNCIL BUDGET

	4	2	3	4	Notes 2017
	APPROVED BUDGET FY2016	ACTUAL 31/03/2016	%	APPROVED BUDGET FY17	
RECEIPTS					
ADVERTISING					
AGENCY SERVICES Parish Paths					Earmarked reserves
GENERAL ADMIN					
Interest	15	14.63	98%	15	The Council should review interest received and consider if a higher interest savings account should be opened.
PRECEPT	31199	31199.00	100%	31199	
SPECIAL PROJECTS					
VILLAGE & ASSET MAINTENANCE (including utilities)	700	959.79	137%	700	FY15 payments high due to high estimated bill by swalec and the Council is £400+ in credit.
Release from the general reserves to balance the budget				5000	
MISC.					
TOTAL	31914	32173.42	101%	36914	

PAYMENTS					
ADVERTISING	150	105.00	70%	150	Website domain name, hosting Newsletters, Annual Reports
AGENCY SERVICES & GRANTS Parish Paths					Earmarked reserves
SALARIES	2152	2096.38	97%	2214	CPALC/SLCC Rate (approx.). The Council to consider if additional support might be required given the increasing workload.
GENERAL ADMIN					
Admin support	8736	7900.68	90%	8736	Fixed price contract 1/4/15 to 31/3/17 based on ave 10.5hpw
Misc gen admin Election costs	5500 0	3462.79	63% 0%	4700	Underspend on training could be put in an earmarked fund. No member training included in FY17 Elections in FY2018
SECTION 137	1390	1040.00	75%		PC to budget for S137 requests at Jan 2016 meeting. Decisions and payments made at April meeting.
SPECIAL PROJECTS Highways Broadway Public Open Space Safety surfacng	3000	601.45	20%	2500 4678	In FY2016 Smartwater signs and new notice board in Fox Road. Are there any special projects for FY2017. Examples of previous projects show for info only. move to Reserves FY17
VILLAGE & ASSETS MAINTENANCE					
Bus shelters, bins, mowers, play equipment etc.	1000	1987.06			In FY16 includes the annual maintenance for the interactive speed sign Contract price incl fertiliser and weed treatment £2371.47. Additional cuts of the jubilee Playing Fields to be paid for by the BSC. An additional amount for extra cutting included in budget.
POS grasscutting & landscaping & ditches	2700	1493.24	55%	2700	
Allotments	100	444.00		50	Rent £50. Any tree work required?
Street lighting	660	1342.78	203%	660	Estimated Pavilion Expenses (including Utilities) Legionella testing.
Pavillion, playing fields & tennis court etc	3000	3253.02	108%	3000	Any repairs
LOAN	3526	3525.80	100%	2526	Fixed ammout (due Sept and March)
CONTINGENCY (misc and for LDP support)				5000	Reserves to be used
TOTAL	31914	27252.20	85%	36914	

Reserves	BALANCE C/F	REC	SPENT	BALANCE C/F	
P3 FUND	893.49	361.00		1254.49	
PARISH PLAN	143.40			143.40	
YOUTH PROJECT	2615.02	890.02		3505.04	Is this still required or can it be seed funding for the neighbourhood plan?
SPECIAL PROJECTS speed reduction scheme/Riddy Lane play area	2437.70		388.75	2048.95	
SPECIAL PROJECTS Traffic/Highways	4095.56			4095.56	
PLAY EQUIPMENT maintenance fund	934.97			934.97	Can any of the works above be out of this fund?
SPECIAL PROJECT 2016 c/f				2398.55	
POS FUND Broadway	1486.59			10322.00	to be £10k+ at start of FY17
LDP response assistance	350.00			350.00	
S106 Caxton End	680.00			680.00	
Traffic Consultatnt Phase 3	0.00	870.59	1005.00	-134.41	At 14/1/16 Madingley and Caldecote outstanding
Solar Park S106	0.00	10000.00		10000.00	
Bourn 2 Run Bench	0.00	500.00	500.00	0.00	
GENERAL RESERVES	46146.46			39950.33	PC policy is that general reserves should be 1-1.5 annual expenditure
Total	59783.19	12621.61	1893.75	75548.88	

TOTAL RECEIPTS
TOTAL PAYMENTS

44795.03
29145.95

LG 8/10/16
15/10/16

Notes to the budget discussions

I anticipate that the current year budget should come in under budget especially gen admin and election costs and that there will be a carry forward to the general reserves.

The PC has committed itself to fund the moving of the signs in the Broadway this is still o/s (will be taken from contingency & reserves if CCC invoice). Also it is committed to the Minor Highways Improvement Scheme. Costs will need to be included.

Reserves will be just over 1+x annual expenditure when the remaining payments are made. Level of general reserves is to be reviewed at the meeting.

Baseline budget is £24021 (last year it was £25730 and the year before £28078). The Council needs to consider S137 & special projects etc.

Please complete the grey boxes S137 donations, plus any special projects such as an amount to support the parish plan projects or anything else that members might suggest

NB Increased expenditure over £50k will result in higher audit costs when added to column 4 less income will give you the precept for the year.

I will be at the meeting to answer questions and to guide you through the process. Members have previously been given the Practitioners Guide on Budget setting. If you require a copy please let me know.