

TRIMLEY ST MARTIN PARISH COUNCIL

2015/2016 ACCOUNTS

Income

Income										
				Precept	Grants	VAT Refund	Bank Interest	Other Interest	Other	TOTAL
Date	Reference	From	In Respect of							
01/04/2015	DD	SCDC	Precept	£ 12,250.00	£ 413.98					£ 12,663.98
07/04/2015	DD	HM Treasury 2.5 stocks	interest					£ 0.45		£ 0.45
23/04/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.48			£ 0.48
24/04/2015	DD	HMRC	VAT Refund			£ 4,273.76				£ 4,273.76
23/05/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.47			£ 0.47
23/06/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.48			£ 0.48
06/07/2015	DD	HM Treasury 2.5 stocks	interest					£ 0.45		£ 0.45
23/07/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.47			£ 0.47
10/08/2015	DD	HM Treasury 2.5 stocks	Disposal of Stock						£ 73.09	£ 73.09
10/08/2015	DD	Suffolk Provincial Grand Che	Grant towards Memorial Hall Rebuild		£ 250.00					£ 250.00
23/08/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.48			£ 0.48
23/09/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.48			£ 0.48
30/09/2015	DD	SCDC	Precept	£ 12,250.00	£ 413.97					£ 12,663.97
23/10/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.47			£ 0.47
23/11/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.48			£ 0.48
23/12/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.47			£ 0.47
23/01/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.48			£ 0.48
23/02/2015	DD	HSBC	Bank Interest Deposit Account				£ 0.48			£ 0.48
23/02/2015	DD	Trimley St Martin Parish Co	Start Up Bank Account						£ 500.00	£ 500.00
01/03/2016		HSBC	Bank Interest Deposit Account				£ 0.25			£ 0.25
23/03/2016	DD	Felixstowe Town Council	Councillor Training						£ 240.00	£ 240.00
23/03/2016	DD	Trimley St Mary PC	Councillor Training						£ 200.00	£ 200.00
30/03/2016	DD	Kirton Parish Council	Councillor Training						£ 160.00	£ 160.00
31/03/2016	DD	Unity Trust Bank	Bank Interest Deposit Account				£ 0.72			£ 0.72
				£ 24,500.00	£ 1,077.95	£ 4,273.76	£ 6.21	£ 0.90	£ 1,173.09	£ 31,031.91

Expenditure

Expenditure																
Date	Reference	Paid To	In Respect of	Clerk's Salary	General Administration	Subscription	Audit Fees	Grass Cutting	Bus Shelters	Flower Beds	Parish Pump	Memorial Hall Rebuild	Miscellaneous	Total Exc VAT	VAT	Total Inc VAT
01/04/2015	245	A C Harding	Final Settlement - Memorial Hall Rebuild									£ 6,299.87		£ 6,299.87	£ 1,259.97	£ 7,559.84
01/04/2015	246	Concerus	Memorial Hall Fees									£ 14,840.05		£ 14,840.05	£ 2,968.01	£ 17,808.06
07/04/2015	247	K Coutts	Clerk's Salary	£ 890.66										£ 890.66	£ -	£ 890.66
07/04/2015	248	HM Customs & Revenue	Tax/NI	£ 156.49										£ 156.49	£ -	£ 156.49
07/04/2015	249	B Dunningham	Bus Shelter Cleaning						£ 67.50					£ 67.50	£ -	£ 67.50
07/04/2015	250	JAS	Roundabout Maintenance					£ 275.00						£ 275.00	£ -	£ 275.00
07/04/2015	251	JAS	Flower Beds							£ 270.00				£ 270.00	£ -	£ 270.00
07/04/2015	252	Community Action Suffolk	Subscription			£ 25.00								£ 25.00	£ 5.00	£ 30.00
07/04/2015	253	K Coutts	Expenses		£ 162.73									£ 162.73	£ 5.00	£ 167.73
07/04/2015	254	Computing Needs	Toner Cartridges		£ 47.90									£ 47.90	£ 9.58	£ 57.48
07/04/2015	255	SALC	Subscription			£ 664.00								£ 664.00	£ -	£ 664.00
01/05/2015	256	K Coutts	Clerk's Salary	£ 968.90										£ 968.90	£ -	£ 968.90
01/05/2015	257	HM Customs & Revenue	Tax/NI	£ 128.39										£ 128.39	£ -	£ 128.39
01/05/2015	258	K Coutts	Expenses		£ 101.41									£ 101.41	£ 5.28	£ 106.69
01/05/2015	259	B Dunningham	Bus Shelter Cleaning						£ 54.00					£ 54.00		£ 54.00
02/06/2015	260	B Dunningham	Bus Shelter Cleaning						£ 67.50					£ 67.50		£ 67.50
23/06/2015	261	Felixstowe District Council for Sport & Recreation	Subscription			£ 5.00								£ 5.00	£ -	£ 5.00
23/06/2015	262	123-Reg	Web Hosting		£ 35.88									£ 35.88	£ 7.18	£ 43.06
23/06/2015	263	B Dunningham	Bus Shelter Cleaning						£ 67.50					£ 67.50		£ 67.50
23/06/2015	264	SALC	Internal Audit Fee				£ 330.00							£ 330.00	£ 66.00	£ 396.00
18/08/2015	265	SALC	Photocopying		£ 57.00									£ 57.00	£ 11.40	£ 68.40
18/08/2015	266	ICO	Registration		£ 35.00									£ 35.00		£ 35.00
18/08/2015	267	G N Mussett	Expenses		£ 52.92									£ 52.92	£ 10.58	£ 63.50
18/08/2015	268	G N Mussett	Clerk's Salary	£ 416.13										£ 416.13		£ 416.13
18/08/2015	269	HM Customs & Revenue	Tax/NI	£ 104.00										£ 104.00		£ 104.00
18/08/2015	270	JAS	Roundabout Maintenance					£ 275.00						£ 275.00		£ 275.00
01/09/2015	271	Inprint	Photocopying		£ 73.50									£ 73.50	£ 14.70	£ 88.20
01/09/2015	272	G N Mussett	Clerk's Salary	£ 416.13										£ 416.13		£ 416.13
01/09/2015	273	HM Customs & Revenue	Tax/NI	£ 104.00										£ 104.00		£ 104.00
01/09/2015	274	CPRE	Subscription			£ 36.00								£ 36.00		£ 36.00
01/09/2015	275	B Dunningham	Bus Shelter Cleaning						£ 54.00					£ 54.00		£ 54.00
01/09/2015	276	B Dunningham	Bus Shelter Cleaning						£ 54.00					£ 54.00		£ 54.00
01/09/2015	277	Trimley Memorial Hall Management Committee	Grant towards hedgecutting		£ 75.00									£ 75.00		£ 75.00
06/10/2015	278	Cane & Co	Insurance Premium		£ 1,393.50									£ 1,393.50		£ 1,393.50
06/10/2015	279	SALC	Training		£ 620.00									£ 620.00	£ 124.00	£ 744.00
06/10/2015	280	B Dunningham	Bus Shelter Cleaning						£ 67.50					£ 67.50		£ 67.50
06/10/2015	281	DMH Solutions	Risk Software		£ 100.34									£ 100.34	£ 20.07	£ 120.41
06/10/2015	282	G N Mussett	Clerk's Salary	£ 416.13										£ 416.13		£ 416.13
06/10/2015	283	HM Customs & Revenue	Tax/NI	£ 104.00										£ 104.00		£ 104.00
06/10/2015	284	Trimley Memorial Hall Management Committee	Hall Hire		£ 140.00									£ 140.00		£ 140.00
06/10/2015	285	JAS	Roundabout Maintenance					£ 275.00						£ 275.00		£ 275.00

Date	Reference	Paid To	In Respect of	Clerk's Salary	General Administration	Subscriptions	Audit Fees	Grass Cutting	Bus Shelters	Flower Beds	Parish Pump	Memorial Hall Rebuild	Miscellaneous	Total Exc VAT	VAT	Total Inc VAT
03/11/2015	286	G N Mussett	Wreath		£ 17.00									£ 17.00		£ 17.00
03/11/2015	287	G N Mussett	Clerk's Salary	£ 416.13										£ 416.13		£ 416.13
03/11/2015	288	HM Customs & Revenue	Tax/NI	£ 104.00										£ 104.00		£ 104.00
03/11/2015	289	A C Harding	Retention Memorial Hall Rebuild									£ 7,236.35		£ 7,236.35	£ 1,447.27	£ 8,683.62
03/11/2015	290	B Dunningham	Bus Shelter Cleaning						£ 54.00					£ 54.00	£ -	£ 54.00
15/12/2015	291	G N Mussett	Clerk's Salary	£ 416.13										£ 416.13		£ 416.13
15/12/2015	292	HM Customs & Revenue	Tax/NI	£ 104.00										£ 104.00		£ 104.00
15/12/2015	293	B Dunningham	Bus Shelter Cleaning						£ 54.00					£ 54.00		£ 54.00
15/12/2015	294	Goslings Farm Shop	Christmas Tree										£ 45.95	£ 45.95		£ 45.95
15/12/2015	295	Homebase	Christmas Tree Lights										£ 24.99	£ 24.99	£ 5.00	£ 29.99
15/12/2015	296	CANCELLED												£ -		£ -
15/12/2015	297	East of England Co-op	Refreshments for Carol Service										£ 31.50	£ 31.50	£ 6.30	£ 37.80
15/12/2015	298	SCDC	Election Fees		£ 786.12									£ 786.12		£ 786.12
15/12/2015	299	G N Mussett	Printer Cartridges		£ 74.17									£ 74.17	£ 14.83	£ 89.00
	300	CANCELLED												£ -	£ -	£ -
05/01/2016	301	HM Customs & Revenue	Tax/NI	£ 104.00										£ 104.00	£ -	£ 104.00
05/01/2016	302	Mr B Dunningham	Bus Shelter Cleaning						£ 67.50					£ 67.50	£ -	£ 67.50
		JAS	Roundabout													
05/01/2016	303		Maintenance					£ 275.00						£ 275.00	£ -	£ 275.00
05/01/2016	304	CANCELLED												£ -	£ -	£ -
05/01/2016	305	Trimley Memorial Hall Management Committee	Hall Hire		£ 60.00									£ 60.00	£ -	£ 60.00
05/01/2016	306	Trimley St Martin Parish Council	Start Up New Bank Account		£ 500.00									£ 500.00	£ -	£ 500.00
05/01/2016	307	Salvation Army	Donation re Christmas										£ 25.00	£ 25.00	£ -	£ 25.00
05/01/2016	308	G N Mussett	Clerk's Salary	£ 416.13										£ 416.13	£ -	£ 416.13
02/02/2016	309	G N Mussett	Clerk's Salary	£ 416.13										£ 416.13	£ -	£ 416.13
02/02/2016	310	HM Customs & Revenue	Tax/NI	£ 104.00										£ 104.00	£ -	£ 104.00
02/02/2016	311	G N Mussett	Printer Cartridges		£ 64.17									£ 64.17	£ 12.83	£ 77.00
02/02/2016	312	G N Mussett	Kaspersky Software		£ 29.16									£ 29.16	£ 5.83	£ 34.99
02/02/2016	313	J Barker	Parish Pump delivery								£ 75.00			£ 75.00	£ -	£ 75.00
02/02/2016	314	Pierrot Stationers	Parish Pump Printing								£ 299.00			£ 299.00	£ -	£ 299.00
02/02/2016	315	Mr B Dunningham	Bus Shelter Cleaning						£ 67.50					£ 67.50	£ -	£ 67.50
02/02/2016	316	Trimley Saints Players	Donation re Christmas										£ 50.00	£ 50.00	£ -	£ 50.00
02/02/2016	317	Bayfields Electrical	Fixed Wiring Testing									£ 560.00		£ 560.00	£ 112.00	£ 672.00
01/03/2016	DD	Unity Trust Bank	Service Charge		£ 5.00									£ 5.00	£ -	£ 5.00
01/03/2016	1	BDO	External Audit Fee				£ 1,766.00							£ 1,766.00	£ 353.20	£ 2,119.20
01/03/2016	2	Mr B Dunningham	Bus Shelter Cleaning						£ 54.00					£ 54.00		£ 54.00
01/03/2016	3	G N Mussett	Clerk's Salary	£ 416.13										£ 416.13		£ 416.13
01/03/2016	4	HM Customs & Revenue	Tax/NI	£ 104.00										£ 104.00		£ 104.00
				£ 6,305.48	£ 4,430.80	£ 730.00	£ 2,096.00	£ 1,100.00	£ 729.00	£ 270.00	£ 374.00	£ 28,936.27	£ 177.44	£ 45,148.99	£ 6,464.04	£ 51,613.02

Spend Against Budget

ITEM	BUDGET 2015/16	Spend to Date Net of VAT)	Percentage Spent
Clerk's Salary	£ 12,225.00	£ 6,305.48	51.6%
General Expenses	£ 1,200.00	£ 2,342.30	195.2%
Audit Fees	£ 440.00	£ 2,096.00	476.4%
Insurance	£ 1,352.91	£ 1,393.50	103.0%
Election Fees	£ 2,000.00		0.0%
Clerk Training	£ 500.00		0.0%
Councillor Training	£ 500.00	£ 620.00	124.0%
Recruitment Fees	£ 500.00		0.0%
Subscriptions	£ 648.00	£ 730.00	112.7%
Grants/Donations	£ 525.00		0.0%
Bus Shelter Cleaining	£ 800.00	£ 729.00	91.1%
Flower Beds & Roundabout	£ 1,500.00	£ 1,370.00	91.3%
Hall Hedge Cutting	£ 300.00	£ 75.00	25.0%
Christmas Tree	£ 100.00	£ 177.44	177.4%
Parish Pump	£ 700.00	£ 374.00	53.4%
School Vouchers	£ 100.00		0.0%
New Dog Bin	£ 295.00		0.0%
Memorial Hall Rebuild	£ -	£ 28,936.27	N/A
TOTALS	£ 23,685.91	£ 45,148.99	

Bank Reconciliation

As at 31/3/15	
Deposit Account	£ 10,020.38
Current Account	<u>£ 32,022.08</u>
	£ 42,042.46
Add Receipts to 31/3/16	£ 31,031.91
Less Expenditure to 31/3/16	<u>-£ 51,613.02</u>
As at 31/3/16	<u>£ 21,461.35</u>
As at 31/3/16	
Deposit Account	£ 12,000.72
Current Account	<u>£ 9,460.63</u>
	£ 21,461.35

Notes to the Accounts

1. These accounts have been prepared on a “receipts and payments” basis (i.e. they reflect monies received and payments made within the period 1st April 2015 to 31st March 2016). However our External Auditors have asked that we identify any “significant” income or payments which may have been due in this year but which have not yet been received or made. There are no such receipts, but the following payments, which will be approved at the Council’s meeting in April, may be deemed significant:-

G N Mussett	Clerk’s Salary	£416.13
K Coutts	Clerk’s Salary	£469.51
HM Revenue & Customs	PAYE/TAX	£104.00
G N Mussett	Clerk’s Expenses	£ 85.50
JAS Landscapes	Various Landscaping Maintenance	£635.00

These would have the effect of reducing the end of year balances to £19,751.21.