

NORTON LINDSEY PARISH COUNCIL
END OF YEAR ACCOUNTS
 31 March 2020

Bank reconciliation	
Financial year ending 31 March 2020	
Name of smaller authority:	NORTON LINDSEY PARISH COUNCIL
County area (local councils and parish meetings only):	WARWICKSHIRE
Prepared by (Name and Role):	JENNIFER BENDALL, CLERK / RFO
Date:	24/06/2020
Balance per bank statements as at 31/3/20:	
Current Account (NatWest)	£10,352.80
Reserve Account 1 (NatWest)	£10,591.60
Reserve Account 2 (NatWest)	£85.90
95-day notice Account (Cambridge & Counties)	£12,271.30
Business Everyday Saver (Santander)	£1.08
	£33,302.70
Petty cash float (if applicable)	£0.00
	£0.00
Less: any unrepresented cheques as at 31/3/20	
Bank Interest - Depot Fund (Reserve Account 2 and C&C 95-day Notice Account)	-£115.64
	-£115.64
Add: any un-banked cash as at 31/3/20	
-	£0.00
	£0.00
Net balances as at 31/3/20	£33,187.10

Income / Expenditure Against Budget					
	Budget	YEAR END 31-Mar-20	Amount of Recoverable VAT	Variance	
RECEIPTS					
Precept	£ 9,000.00	£ 9,000.00		£ -	
Bank Interest - General Savings (Reserve Account 1)	£ 18.48	£ 20.98		£ 2.50	
Bank Interest - Depot Fund (Reserve Account 2 and C&C 95-day Notice Account)	£ 180.12	£ 617.13		£ 437.01	
Other	£ -	£ 835.90		£ 835.90	
TOTAL	£ 9,198.60	£ 10,474.01		£ 1,275.41	
EXPENDITURE					
WALC Subscription	£ 130.00	£ 126.00	£ -	-£ 4.00	
Insurance	£ 350.00	£ 270.42	£ -	-£ 79.58	
Seminars	£ 100.00	£ -	£ -	-£ 100.00	
Audit	£ 200.00	£ -	£ -	-£ 200.00	
Staffing Costs	£ 3,170.00	£ 3,952.76	£ -	£ 782.76	
Staff Expenses	£ 92.00	£ 69.45	£ -	-£ 22.55	
Staff Training	£ 100.00	£ 72.00	£ 12.00	-£ 28.00	
Admin Costs	£ 100.00	£ 82.25	£ 4.06	-£ 17.75	
Miscellaneous	£ 100.00	£ 1,067.60	£ 114.60	£ 967.60	
Hire of Rooms	£ 250.00	£ 115.64	£ -	-£ 134.36	
Society of Council Clerks Membership	£ 85.00	£ 89.00	£ -	£ 4.00	
Information Commissions Office	£ 40.00	£ 40.00	£ -	£ -	
Website	£ 48.00	£ 19.20	£ -	-£ 28.80	
Section 137 donations	£ 1,930.00	£ 1,010.00	£ -	-£ 920.00	
Maintenance of Village Amenities	£ 555.00	£ 578.00	£ 33.00	£ 23.00	
Donations from Depot Fund	£ 35,000.00	£ 35,000.00	£ -	£ -	
Asset register renewal	£ 1,200.00	£ 1,200.00	£ -	£ -	
Election expenses	£ 3,500.00	£ -	£ -	-£ 3,500.00	
TOTAL	£ 46,950.00	£ 43,692.32	£ 163.66	-£ 3,257.68	

Expenditure over £100 which is not individually listed above				
Item	Date of Expenditure	Value	Amount of Recoverable VAT <i>(included in figures above)</i>	
New bench for Millennium Green	24-Dec-19	£ 687.60	£ 114.60	
Contractor for repairs to Millennium Green	17-Dec-19	£ 380.00	£ -	
		£ 1,067.60	£ 114.60	

Donations / Grants:				
Section 137 Donations:				
Item	Date of Expenditure	Value	Amount of Recoverable VAT <i>(included in figures above)</i>	
Village Hall Grant	14-Jan-20	£ 500.00	£ -	
Cricket Club	14-Jan-20	£ 60.00	£ -	
Play Area	14-Jan-20	£ 350.00	£ -	
Church Room	14-Jan-20	£ 100.00	£ -	
		£ 1,010.00	£ -	
Other Grants:				
Item	Date of Expenditure	Value	Amount of Recoverable VAT <i>(included in figures above)</i>	
Donation from Depot Fund for new Village Hall - <i>subject to rules governing expenditure from the Depot Fund</i> (Local Government Act 1972, s. 133)	10-Apr-19	£ 35,000.00	£ -	
Church Clock Maintenance (Parish Councils Act 1957, s.2)	02-Sep-19	£ 198.00	£ 33.00	
Churchyard Maintenance (Local Authorities' Cemeteries Order 1977, Open Spaces Act 1906, s.15 - England)	14-Jan-20	£ 300.00	£ -	
Millennium Green Maintenance (Public Health Act 1875, S.164 - England)	14-Jan-20	£ 50.00	£ -	
Defibrillator Maintenance (Public Health Act 1936, s.234)	14-Jan-20	£ 30.00	£ -	
		£ 35,578.00	£ 33.00	

Explanation of variances

Name of smaller authority:
County area (local councils and parish meetings only):

NORTON LINDSEY PARISH COUNCIL
WARWICKSHIRE

	2018/19	2019/20	Variance	Variance	Explanation	Explanation from smaller authority (must include narrative and supporting figures)
	£	£	£	%	Required?	
1 Balances Brought Forward	62,745	65,205				In September 2019, NLPC became aware that an old saver account which was opened to enable NLPC to invest the Depot Fund (see below for explanation) in a high interest bond was still open. We had believed this account to be closed when the high interest bond matured and the sum invested transferred back to our regular bank. The balance in this account is £1.08.
2 Precept or Rates and Levies	8,000	9,000	1,000	12.50%	NO	
3 Total Other Receipts	1,055	1,474	419	39.72%	YES	Other receipts figure is made up of £20.98 interest on the general savings account; £617.13 interest on the Depot Fund* accounts (one bank savings account and a high interest account); an insurance payout of £817.60 following an accident where a Parish Council bench was destroyed (the cost of a replacement bench and installation, and repairs to site, minus the policy excess); and an £18.30 repayment from the Clerk for PAYE. * The Depot Fund is a sum of money received from Warwickshire County Council in 2005 following the sale of a piece of land in Norton Lindsey, and is only to be used for capital projects that benefit the community.
4 Staff Costs	3,060	3,953	893	29.18%	YES	The increase in staffing costs is due to a National Joint Council for Local Government Services increase in pay scales for 2019-2020 (an increase of £109.92), Clerk's overtime (£764.54) and a PAYE payment to HMRC (£18.30)
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	3,536	38,539	35,003	989.90%	YES	NLPC made a donation of £35,000 from the Depot Fund (see above for explanation) towards the cost of a new Village Hall in Norton Lindsey.
7 Balances Carried Forward	65,204	33,187			YES	EXPLANATION REQUIRED ON RESERVES TABLE (below) AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES
8 Total Cash and Short Term Investments	65,204	33,187			NO	VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	15,326	15,420	94	0.61%	NO	
10 Total Borrowings	0	0	0	0.00%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

Explanation for 'high' reserves

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked reserves:			
Asset Register Renewal Fund	4,314.01		
Sum held for Election Expenses	3,500.00		
Depot Fund	12,358.36		
			20,172.37
General reserve	13,014.72		
			13,014.72
Total reserves (must agree to Box 7)			33,187.09