

LOXLEY PARISH COUNCIL			
Summary of Receipts and Payments and Reconciliation to the bank for 2016/17			
Summary Receipts and Payments Account			
Year ended 31 March 2017			
		2016/17	2015/16
			£
Balance brought forward		20,532.23	32,586.55
Receipts during the year			
Precept		6,840.00	6,681.00
Council Tax Support Grant		120.00	160.00
Interest		3.17	2.58
VAT claims		1,384.12	477.42
PCC Mowing Contribution		300.00	260.00
Wayleaves		23.84	23.84
Repairs & maintenance		1,175.00	-
Total receipts before grants		9,846.13	7,604.84
NDP Grants		3,450.00	-
Total receipts incl. grants		13,296.13	7,604.84
Expenditure			
Clerk's salary		1,358.90	2,000.00
Grass cutting		1,860.00	1,540.00
Audit fee		100.00	100.00
Insurance		370.88	377.06
Playing field and play area maintenance		809.50	5,472.10
Repairs & maintenance		2,710.00	280.00
Election costs		-	100.00
VAT on payments		1,787.69	1,384.12
Stationery		20.82	37.46
Traffic calming		-	7,663.67
Subscriptions		220.00	289.00
Parish newsletter		140.00	140.00
Training		-	98.00
Travelling expenses		-	21.75
Room hire		72.00	156.00
Defibrillator		1,330.00	-
S137		-	-
NDP spend from LPC funds		488.00	
Other		-	
Total expenditure excl. grant spend		11,267.79	19,659.16
NDP grant spend		2,902.12	-
Total expenditure incl. grant spend		14,169.91	19,659.16
Balance carried forward		19,658.45	20,532.23
Bank Reconciliation as at 31 March 2017			
		£	
Current Account		14,334.50	
Savings Account		6,317.03	
Less unrepresented cheques		(993.08)	
Less uncleared credits		0.00	
Adjusted balance per bank		19,658.45	

LOXLEY PARISH COUNCIL																											
Cash Book for the year ended 31 March 2017																											
PAYMENTS																											
Date	Details	Description	Invoice Number 'P'/'W'	Cheque Number	still to clear	Total	VAT	Salary	Grass Cutting	Playing Field & Playground	Repairs & Maintenance	Audit Fee	Insurance	Election Costs	Stationery	Traffic Calming	NDP from Grant	NDP from LPC contingency	Subscriptions	Parish Newsletter	Training	Travelling Expenses	Room Hire	Defibrillator	S137	Other	
02/04/2016	Thomas Fox Landscaping	Grass cutting	P1	715		264.00	44.00		220.00																		
23/05/2016	Thomas Fox Landscaping	Grass cutting	P2	716		264.00	44.00		220.00																		
23/05/2016	Aon UK Ltd	Insurance	P3	717		370.88							370.88														
08/06/2016	Thomas Fox Landscaping	Grass cutting	P4	718		264.00	44.00		220.00																		
08/06/2016	D Bake	Playground maintenance	P5	719		130.00					130.00																
04/07/2016	Thomas Fox Landscaping	Grass cutting	P6	720		264.00	44.00		220.00																		
04/07/2016	G Jones	Survey software	P7	721		86.64	14.44										72.20										
04/07/2016	R D Armstrong	Clerk's salary	W	722		500.00		500.00																			
09/08/2016	WALC	Annual subscription	P8	723		121.00													121.00								
09/08/2016	The Play Inspection Com	Playground Inspection	P9	724		90.00	15.00			75.00																	
12/08/2016	Thomas Fox Landscaping	Grass cutting	P10	725		264.00	44.00		220.00																		
12/08/2016	Nuneaton Signs	Playground sign	P11	726		335.40	55.90			279.50																	
12/08/2016	Cardiac Science	Defibrillator	P12	727		1,596.00	266.00																1,330.00				
05/09/2016	The Information Commis	Data protection registrati	P13	728		35.00													35.00								
05/09/2016	Grant Thornton	Annual return audit fee	P14	729		120.00	20.00					100.00															
05/09/2016	R D Armstrong	Stationery	P15	730		7.18	1.19								5.99												
05/09/2016	T K Starley	NDP web site developme	P16	731		2,400.00	400.00										2,000.00										
05/09/2016	Thomas Fox Landscaping	Grass cutting	P17	732		264.00	44.00		220.00																		
18/10/2016	R D Armstrong	Clerk's salary	W	733		500.00		500.00																			
18/10/2016	R D Armstrong	Stationery	P18	734		7.90	1.32								6.58												
18/10/2016	R D Armstrong	Stationery	P19	735		9.90	1.65								8.25												
18/10/2016	Mark Newell Tree Care	Tree maintenance	P20	736		3,000.00	500.00				2,500.00																
18/10/2016	Thomas Fox Landscaping	Grass cutting	P21	737		456.00	76.00		380.00																		
09/12/2016	R D Armstrong	Clerk's salary	P22	738		358.90		358.90																			
09/12/2016	Warwickshire County Cou	Room hire NDP mtgs	P23	739		90.00											90.00										
09/12/2016	R Mole	Strimming & cutting hedge	P24	740		80.00					80.00																
09/12/2016	CPRE	Annual subscription	P25	741		36.00													36.00								
09/12/2016	TPC Digital Solutions	Printing of NDP material	P26	742		116.93	19.49										97.44										
09/12/2016	TPC Digital Solutions	Printing of NDP material	P27	743		549.60	91.60											458.00									
18/02/2017	A Ashworth	Printing of NDP material	P28	744		68.50	11.42										57.08										
18/02/2017	Getmapping PLC	Parish Online subscription	P29	745	1	33.60	5.60												28.00								
20/02/2017	Warwickshire County Cou	Room hire	P30	746		72.00																	72.00				
20/02/2017	Warwickshire County Cou	Grounds Maintenance	P31	746		455.00				455.00																	
13/03/2017	Shock The Senses	Banner for NDP	P32	747	1	54.00	9.00										45.00										
31/03/2017	Grapevine Account	Parish magazine	P33	748	1	140.00	0.00													140.00							
31/03/2017	Avon Planning Services	NDP Consultant	P34	749	1	465.00	0.00										465.00										
31/03/2017	Warwickshire County Cou	Room hire NDP mtgs	P35	750	1	90.00											60.00	30.00									
31/03/2017	Regent Business Services	Printing of NDP material	P36	751	1	18.48	3.08										15.40										
31/03/2017	Thomas Fox Landscaping	Grass cutting	P37	752	1	192.00	32.00		160.00																		
TOTALS						14,169.91	1,787.69	1,358.90	1,860.00	809.50	2,710.00	100.00	370.88	0.00	20.82	0.00	2,902.12	488.00	220.00	140.00	0.00	0.00	72.00	1,330.00	0.00	0.00	

LOXLEY PARISH COUNCIL														
Cash Book for the year ended 31 March 2017														
RECEIPTS														
Date	Details	Type	Advice Number 'A'	still to clear	Total	Precept	Council Tax Reduction Grant	Flood Relief Grant	Grass Cutting	Interest	VAT	Wayleave	Repairs & Maintenance	NDP Grants
01/04/2016	Western Power Distribution	Wayleave	A1		23.84							23.84		
11/04/2016	Bank interest	Bank interest			0.29					0.29				
21/04/2016	Stratford District Council	Half year precept	A2		3480.00	3420.00	60.00							
25/04/2016	HM Revenue & Customs	VAT Refund	A3		1384.12						1384.12			
09/05/2016	Bank interest	Bank interest			0.24					0.24				
20/05/2016	Groundwork UK	NDP grant	A4		2310.00									2310.00
09/06/2016	Bank interest	Bank interest			0.27					0.27				
11/07/2016	Bank interest	Bank interest			0.28					0.28				
09/08/2016	Bank interest	Bank interest			0.25					0.25				
09/09/2016	Bank interest	Bank interest			0.27					0.27				
26/09/2016	Stratford District Council	Half year precept	A5		3480.00	3420.00	60.00							
03/10/2016	Parochial Church Council	Tree maintenance	A6		1175.00								1,175.00	
10/10/2016	Bank interest	Bank interest			0.27					0.27				
09/11/2016	Bank interest	Bank interest			0.26					0.26				
14/11/2016	Loxley Parochial Church C	Mowing contribution	A7		300.00				300.00					
09/12/2016	Bank interest	Bank interest			0.26					0.26				
09/01/2017	Bank interest	Bank interest			0.27					0.27				
20/01/2017	Groundwork UK	NDP grant	TBA		1140.00									1140.00
09/02/2017	Bank interest	Bank interest			0.27					0.27				
09/03/2017	Bank interest	Bank interest			0.24					0.24				
TOTALS					13296.13	6840.00	120.00	0.00	300.00	3.17	1384.12	23.84	1175.00	3450.00

LOXLEY PARISH COUNCIL						
Reconciliation of Receipts and Payments to the Bank Accounts						
Year ended 31st March 2017						
						Year to Date
Balance brought forward						20,532.23
Receipts						13,296.13
Payments						(14,169.91)
Balance carried forward						19,658.45
Reconciliation						
Lloyds Bank Current Account						14,334.50
Lloyds Bank Savings Account						6,317.03
Less unrepresented cheques					-£	993.08
Less uncleared credits					£	-
				Check:		19,658.45
				diff:		0.00
Uncleared Cheques at 31/3/2017:				Chq		
Getmapping PLC	Parish Online subscription	18/02/2017	P29	745		33.60
Shock The Senses	Banner for NDP	13/03/2017	P32	747		54.00
Grapevine Account	Parish magazine	31/03/2017	P33	748		140.00
Avon Planning Services	NDP Consultant	31/03/2017	P34	749		465.00
Warwickshire County Council	Room hire NDP mtgs	31/03/2017	P35	750		90.00
Regent Business Services	Printing of NDP material	31/03/2017	P36	751		18.48
Thomas Fox Landscaping	Grass cutting	31/03/2017	P37	752		192.00
						993.08
Payments outstanding	i.e. payments not yet raised					0.00
Retrospective confirmation required for the following payments						None
Debts						
H M Revenue & Customs	VAT refund 2016-17					1,787.69

Loxley Parish Council**Warwickshire****Explanations of Significant Variations on the Accounting Statements - Year Ending 31 March 2017**

Box on Section 2	2016 £	2017 £	Variance (2017 less 2016) £	% Variance	Explanation Required ?
Box 2 Annual precept	6681	6840	159	2.4%	NO
Box 3 Total other receipts	924	6456	5532	599%	YES
Box 4 Staff costs	2000	1359	-641	-32%	YES
Box 5 Loan interest/ capital repayments	0	0	0	0	NO
Box 6 All other payments	17659	12811	-4758	-27%	YES
Box 9 Total fixed assets	18088	19408	1320	7%	YES
Box 10 Total Borrowings	0	0	0	0	NO

Loxley Parish Council

Warwickshire

Explanations of Significant Variations on the Accounting Statements - Year Ending 31 March 2017

Box No 3	£
Figure in 2017 column	6456
Figure in 2016 column	924
Variance (2017 figure less 2016 figure)	5532
Reason 1: The Neighbourhood Development Plan received Grant Funding which was processed through the Parish Council's accounts	3450
Reason 2: The Parish Council received a contribution from the Parochial Church Council towards one-off Tree Surgery.	1175
Reason 3: VAT refund received in 16/17 was £1384 compared to £477 the previous year	907
TOTAL AMOUNT EXPLAINED	5532
Unexplained	0
Confirm unexplained amount is less than 15% of the 2016 figure	YES

Loxley Parish Council

Warwickshire

Explanations of Significant Variations on the Accounting Statements - Year Ending 31 March 2017

Box No 4	£
Figure in 2017 column	1359
Figure in 2016 column	2000
Variance (2017 figure less 2016 figure)	-641
Reason 1: The previous Clerk left role at the beginning of December and the interim clerk is not receiving payment, hence saving of £641 over previous year	-641
TOTAL EXPLAINED	-641
Unexplained	0
Confirm unexplained amount is less than 15% of the 2016 figure	YES

Loxley Parish Council

Warwickshire

Explanations of Significant Variations on the Accounting Statements - Year Ending 31 March 2017

Box No 6	£
Figure in 2017 column	12811
Figure in 2016 column	17659
Variance (2017 figure less 2016 figure)	-4758
Reason 1: Expenditure in 2015/16 which was not repeated in 2016/17:	-12,447
Traffic Calming £7664	
Play Park Equipment £4663 over normal spend	
Clerk training and travel £ 120	
Reason 2: One off expenditures in 2016/17 which had no equivalent in 15/16:	7638
Defibrillator £1330	
NDP Grant money spending £2902	
Parish Council spend on NDP £ 488	
Tree Surgery £2430	
Additional Room Hire £ 84	
Additional VAT paid out £ 404	
TOTAL EXPLAINED	-4809
Unexplained	51
Confirm unexplained amount is less than 15% of the 2016 figure	YES

Loxley Parish Council

Warwickshire

Explanations of Significant Variations on the Accounting Statements - Year Ending 31 March 2017

Box No 9	£
Figure in 2017 column	19408
Figure in 2016 column	18088
Variance (2017 figure less 2016 figure)	1330
Reason 1: Purchase price of the defibrillator	1330
TOTAL EXPLAINED	1330
Unexplained	0
Confirm unexplained amount is less than 15% of the 2016 figure	YES

Loxley Parish Council

Analysis of Earmarked Reserves at 31 March 2017

Purpose	Short/Long Term	Amount
Traffic Calming Measures	Short	13,340
Flooding & Drainage	Short	700
Play area safety surface and replacement of equipment	Short	1500
Mudd Lane resurfacing	Short	200
		15,740