

Financial Report for Sandon Parish Council Meeting

On 13th September 2017

1. Financial Highlights for the current year to 12 Sept 2017:

➤ <u>Total receipts:</u> (Precp't 7,770 +VAT ref. 503.21 +Transp grant 554.40)	<u>£8,827.61</u>
➤ <u>Payments approved at 10 May '17 meeting:</u> (including VAT)	<u>£896.67</u>
Clock winding:	50.00
Insurance	488.11
Playground RoSPA inspection	79.80
HAPTC subscription	278.76
➤ <u>July payments approved via e-mail in lieu of a July '17 meeting</u> (including VAT)	
But requiring formal resolution and minuting at 13 Sept meeting	<u>£3,330.00</u>
Salaries including PAYE	766.00
Councillor training (HAPTC)	190.00
Village notice boards (final payment)	2,184.00
Post erection (for notice boards)	190.00
➤ <u>No invoices requiring payment in September have been received</u>	
➤ <u>Available Balance at 12 Sept. 2017:</u>	<u>£11,759.32</u>
➤ <u>Potential September payments (for discussion / approval)</u>	<u>£410.00</u>
CPRE Hertfordshire - Planning Skills seminar	75.00
Village Hall – replacement larder fridge*	335.00
➤ <u>Balance if above September potential expenditures are approved</u>	<u>£11,349.32</u>

- *Village Hall Larder Fridge – The 4 year old Hotpoint larder fridge, a PC asset, has failed, it had a 2 year warranty from supplier John Lewis, it has been inspected by a service agent and deemed irreparable. Carol Lincoln has asked if the PC is able to fund a replacement. (Hotpoint 211 litre fridge incl VAT available for £335.00 from Appliance City).
- Actual vs Budget: Year to date £397 over budget, (Councillor training & new notice boards)
- 2016/17 External Audit – Additional information was requested by the auditors on 8 June accompanied by a demand for an additional fee of £30. The information was supplied on 21 June and the additional fee was successfully contested. The audit opinion dated 1 Aug '17 has been received which concluded that no matters arose that gave cause for concern that regulatory requirements had not been met. The statutory notices advising the conclusion of the 2017 audit have been posted on village notice-boards and the website. No requests for inspection of the accounts have been received.
- Automatic Pensions Enrolment – A declaration of compliance with the Pensions Act 2008 automatic enrolment duties for Sandon Parish Council was completed on 31 Aug '17 advising that there were 2 employees at the 1 May '17 staging date, neither of whom falls into employment categories for compulsory employer pension contribution. Confirmation of this declaration dated 1 Sept '17 has been received from the Pensions Regulator.
- PAYE Real time reporting – A £100 late filing penalty for PAYE was issued by HMRC for a salary non-payment month but was successfully appealed before the penalty was due.
- Village Hall Deeds - The protracted investigation by Barclays Bank to attempt to trace the Village Hall Deeds and other documents placed with them by the Parish Council in May 1961 has finally been concluded with no trace of the deeds being found. Barclays' believe that in all probability all documentation held by them would have been returned to the Parish Council when the PC's Barclays bank account was closed unless a regular holding fee was paid to Barclays. – A cheque for £100.00 payable to Sandon Village Hall as an ex-gratia payment acknowledging the length of time the investigation of our complaint took, has been received. **It is proposed that this £100 be passed on to the Village Hall committee.**
- Section 137 Local Grants – The 2017/18 budget includes £2,400 for this. The current Department of Local Communities & Local Government Section 137 expenditure limit is £7.57 per local elector in the parish, hence with some 400 electors on this equates to £3,000 as the maximum that can be awarded in total. Last year the following local organisations were awarded a total of £2,844: PCC, FOSS, Cygnets, Sports Club, History Group, Cricket Club & Herts Air Ambulance. **The Council should agree to which organisations letters inviting applications for 2017/18 grants should be sent.**