

# Financial Summary Report for Sandon Parish Council Meeting

To be held on 10<sup>th</sup> July 2019

(Agenda item 11)

1. The Annual Governance & Accountability Return (AGAR) for the year ended 31 March '18, including the Certificate of Exemption (from external audit) was completed and sent to the auditors PKF Littlejohn together with Audit Notes covering the year end Bank Reconciliation and year on year Variance Analysis by the 3 June 2019 due date; A confirmation of receipt has been received from the auditors and the requisite documents posted on the Sandon Parish Council website.
2. Exercise of Public Rights: In compliance with the Accounts and Audit Regulations 2015 the notices advertising the period for the exercise of public rights were posted on the Sandon Parish Council website and village notice boards; to date no requests for inspection of the financial records have been received from members of the public (the inspection period ends 12 July 2019).
3. Staff: P60 End of Year Certificates for pay and deductions for year to 5 April '19 have been issued and the first half year salary payments for 2019/20 are due this month. The PC is registered with NEST for employee pensions, but to date no requests for voluntary contributions have been received.
4. Bank Mandate: A set of forms to enable Clr Keith Chamberlain to be registered as an additional signatory needs to be completed by him, then countersigned by The Chair and Deputy at the meeting prior to posting to Santander.
5. Budget for year ending 31 March '20 (excluding VAT)

(£8,500 Precept + £1,200 Reserves) **9,700.00**

6. Financial Highlights for the current year to date (30 June '19):

➤ <u>Total receipts: (½ precept payment)</u>	<b><u>4,250.00</u></b>
➤ <u>Total payments:</u>	<b><u>956.65</u></b>
▪ .Com Domain - SPC Website registration	168.54
▪ Zurich Insurance – Annual premium	502.77
▪ HAPTC – Annual subscription	285.34
➤ <u>Avail. Balance (£12,377.42 Bank less 0 uncleared cheques.)</u>	<b><u>12,377.42</u></b>

7. July '19 Spend Approvals / cheque release authorisations requested:

▪ BLM LLP – VAT only on professional. charges	184.90
▪ RoSPA Playsafety Ltd – Roe Green inspection	86.40
▪ Officer Salaries incl. PAYE (April-Sept'19)	1,800.00
➤ <b><u>Total new (July '19) expenditure to be approved by PC</u></b>	<b><u>2,071.30</u></b>

Projected Balance following above July '19 expenditure: **10,306.12**