

Financial Report for Sandon Parish Council Meeting

For 13th November 2019 meeting

1. Financial Highlights for the current year to 31 October 2019: £
- Total receipts: (Full precept £8,500 + VAT refund £778.45) **9,278.45**
 - Total payments: (including VAT) **3,717.15**

Memo – Includes £689.20 pay'ts since last meeting (Legal £99.20+Training £40+Mower £550).

2. Available Balance at 31 Oct '19 (Bank £14,685.37 less uncleared cheque £40): **14,645.37**

3. November 2019 Payments for Approval:

- Church Green (AED) phone box refurb costs (K Chamberlain) 32.81
- Sandonherts annual website hosting (Namecheap.com \$60) 48.00
- New Councillor training (HAPTC) 40.00

November payments for approval (excluding any section 137 payments) **120.81**

4. Applications for Grants from Village organisations (Section 137 Expenditure):

Note – The 2019/20 budget includes £1,400 to fund these grants. The current Department of Local Communities & Local Government Section 137(4)(a) expenditure limit is £8.12 per local elector; with 410 electors this equates to £3,330 as the maximum permissible for Sandon this year.

<u>Organisation & use to which 2019/20 grant would be put</u>	2018/19 Amount awarded	2019/20 Applications received	2019/20 Amount awarded *
PCC (<i>grass cutting</i>)	400	(500)	
Sports Club	400	-	
FOSS (<i>contribution to outdoor learning opportunities</i>)	300	Yes	
Cygnets (<i>children's bike shed</i>)	100	(522)	
Gardeners Club (<i>cup engraving + visiting speakers</i>)	100	Yes	
Village Hall (<i>contribution to interior redecoration</i>)	-	(750+)	
Royal British Legion	-	-	
Herts Air Ambulance (<i>Funding of service</i>)	100	Yes	
Sandon Strollers	-	-	
Sandon Pub Night	-	-	
Sandon History Club	-	-	
<u>Total Section137 spend</u>	1,400		

* Where applications have been received, these will be reviewed and decisions made at the meeting.

5. Available Balance to SPC after proposed November payments

Assuming November 2019 payments + £1,400 for 137 grants + £750 Village Hall decoration paid the remaining balance of total PC funds including all reserves would be: **£12,374.56**

6. 2020/21 Budget & Precept:

The RFO has reviewed the current requirements for 2020/21 expenditure and prepared a draft budget for review by the council. This incorporates known costs where these are available and anticipated expenditure based on prior knowledge and trends.

The agreed budget will form the basis of the Precept request that the RFO must submit to NHDC in January 2020.

7. 2019 External Audit

The appointed external auditor for Hertfordshire Parish Councils is PKF Littlejohn confirmed receipt of the 2018/19 Annual Return and the Application for Audit Exemption for Sandon Parish Council and no queries or requests for additional information have been received. In accordance with the Transparency Act guidelines the auditor has full access to the PC's on-line filed documents for checking conformance with Transparency Regulations.

8. 25 Feb 2019 Internal Audit – status of actions:

- Action ref 2 (6c) Standing Orders (SO) overdue for review – completed 10 Jul 2019;
& wording of SO section 14 (b xiii) to be matched to current practice of maintaining a record of planning applications – action remains outstanding
- Action ref 8 (b) Code of Conduct is undated – action remains outstanding