

## Financial Report for Sandon Parish Council Meeting

### For 10<sup>th</sup> November 2021 meeting

1. <u>Financial Highlights for the current year to 31 October 2021:</u>	£
➤ <u>Total receipts:</u> (Full precept £8,750 + VAT refund £113.56)	<b><u>8863.56</u></b>
➤ <u>Total payments:</u> (including VAT not yet re-claimed) £3444.60	
➤ <u>Available Balance at 31 Oct '21</u> (Bank £20241.03 less uncleared cheque £2636.40):	<b><u>18468.95</u></b>
➤ <u>November '21 Payments for Approval:</u>	
• you will notice there is an uncleared cheque for £2636.40 which was not on the previous list of approved payments, however, this is the payment for the signpost which has been on the budget since I started and therefore agreed multiple time before.	
• There is the historic payment for the village hall lights that will be completed on Monday 8 <sup>th</sup> November, budgeted for £337, but may have increased.	
<u>November '21 payments for approval (excluding any section 137 payments)</u>	<b><u>TBC</u></b>
➤ <u>Available Balance to SPC after proposed November payments</u>	
Assuming November 2021 payments are paid the remaining balance of total PC funds including all reserves would be:	<b><u>17267.63</u></b>

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

The letters for the grants were sent very late and so I propose these are reviewed in the new year.

#### 3. 2021/22 Budget & Precept:

The RFO has reviewed the current requirements for 2021/22 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 2022.

#### 4. 2021 External Audit

The appointed external auditor for Hertfordshire Parish Councils is PKF Littlejohn confirmed receipt of the 2020/21 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.

#### 5. Financial Regulations

A couple of changes have been implemented on the Financial Regulations to update government legislation. A look at the dates we have set timelines for is advised due to meeting schedule (highlighted on attached word document).

*Prepared by: Caroline Scott – RFO Sandon Parish Council – 03 Nov 2021*

*Relevant files: 2021 11 budget & management Accounts 2021-22*

*Sandon PC 2021-22 Q2 Summary Info Report*

*Councillors DRAFT 1 2022-23 Sandon PC Budget*

*2021 Finance regulations DRAFT*