

Financial Summary Report for Sandon Parish Council Meeting

To be held on 14th July 2021

1. The Annual Governance & Accountability Return (AGAR) for the year ended 31 March '21, 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; 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 23 July 2021).

3. Staff: P60 End of Year Certificates for pay and deductions for year to 5 April '21 have been issued and the first half year salary payments for 2021/22 are due this month. The PC is registered with NEST for employee pensions, no employee re-enrolments are due at this 4th anniversary of registration.

4. Bank Mandate: A review of this is due, and a replacement signatory will need to be approved.

5. Budget for year ending 31 March '22 (excluding VAT)

(£8,750 Precept + £1500 (grant assigned to signpost) + £2806 Reserves) **13056.00**

6. Financial Highlights for the current year to date (8 July 2021):

➤ <u>Total receipts:</u>		<u>4488.56</u>
▪ (½ precept payment)	4,375.00	
▪ HMRC VAT refund	113.56	
➤ <u>Total payments:</u>		<u>952.60</u>
▪ Sandra Scott (mowing)	75.00	
▪ HAPTC membership	295.29	
▪ HAPTC training	14.00	
▪ Internal Auditor	50.00	
▪ Zurich Insurance	518.31	
➤ <u>Avail. Balance</u> (£18372.03 Bank, less 1 uncleared cheque £45, less committed funds £3337)		<u>14990.03</u>

7. July '21 Spend Approvals / cheque release authorisations requested:

▪ RoSPA Playsafety Ltd	72.00
▪ Officer Salaries incl. PAYE (April-Sept'21)	1,900.00
▪ D Locke – Fuel for mowing (July 2021)	40.02
▪ Marvall Services Ltd	65.00
▪ Sandra Scott (mowing)	150.00

Total new (July '21) expenditure to be approved by PC 2037.00

Projected Avail. Balance following above July '21 expenditure: 12953.03

Prepared by: Caroline Scott – RFO Sandon Parish Council – 08 July 2021

Relevant files: 2021 07 budget & Management Accounts 2021-22
Sandon PC 2021-22 Q1 Summary Info Report