

Kingston Parish Council

Finance report to the KPC meeting 14 January 2013 Agenda item 10 a)

The report covers the whole accounting year from 1/4/2012. However, for clarity and to make space, the period from 1/4/2012 to 30/9/2012, previously reported to council, is hidden from view

Kingston Parish Council					
Bank accounts: Barclays Community current account					
From 01/04/12 to 31/03/13					
Date	Reference	Details	Receipts	Payments	Balance
09/10/12	CHQ 101196	Expenses - clerk		475.46	
09/10/12	CHQ 101197	The Information Commissioner		35.00	
09/10/12	CHQ 101198	LDALC		20.00	
10/10/12	PAY 000172	BT plc		70.53	
12/10/12	CHQ 101195	OSOClean		144.00	
12/10/12	CHQ 101199	Wicksteed Leisure Ltd		9.83	
15/10/12	PAY 000173	Lewes District Council		88.92	
25/10/12	CHQ 101200	Expenses - clerk		43.01	
25/10/12	REC 000046	Jubilee Celebration Fund Donation	613.87		
26/10/12	TRF 000015	Transfer from Staff Grat. to current - for account closure	93.59		
27/10/12	CHQ 101201	AB net pay Oct 2012 & exp		799.04	
29/10/12	PAY 000174	Scottish Power		33.00	
09/11/12	PAY 000175	BT plc		67.48	
12/11/12	CHQ 101202	Gavin Wraith - webmaster		30.00	
12/11/12	CHQ 101203	OSOClean		180.00	
12/11/12	CHQ 101204	Blackfoot Hosting Limited		60.00	
12/11/12	CHQ 101205	Steve Keogh - locum clerk		75.00	
21/11/12	REC 000052	Donation Juggs Pub to Play Eqpt	500.00		
28/11/12	PAY 000176	British Gas - electricity		182.55	
28/11/12	PAY 000177	Scottish Power		55.00	
10/12/12	PAY 000178	BT plc		67.48	
12/12/12	CHQ 101206	Barcombe Landscapes Limited - field mowing		885.00	
12/12/12	CHQ 101207	Expenses - P Mercer		39.99	
12/12/12	CHQ 101208	Kent & Sussex Security Limited - intruder alarms		118.80	
12/12/12	CHQ 101209	OSOClean		144.00	
12/12/12	CHQ 101210	R W Green Ltd		1,082.20	
12/12/12	CHQ 101211	Sussex & Surrey Associations of Local Councils (SALC)		240.00	
12/12/12	CHQ 101212	Trevor May Contractors Limited - tennis court		684.00	
17/12/12	CHQ 101213	Expenses - P Mercer		86.56	
17/12/12	CHQ 101214	January Housing Consultancy Limited		715.52	
28/12/12	PAY 000179	Scottish Power		55.00	
31/03/13		Balance carried forward			934.46

Kingston Parish Council					
Bank accounts: Business Reserve - acc no. 1					
From 01/04/12 to 31/03/13					
Date	Reference	Details	Receipts	Payments	Balance
01/04/12		Balance brought forward			17,720.47
06/06/12	REC 000037	Gross Interest 5/3/12 to 5/6/12	2.50		17,722.97
01/07/12	TRF 000009	Transfer to Business Reserve	10,000.00		27,722.97
16/08/12	TRF 000011	From Bus Res to Current - top up		1,000.00	26,722.97
03/09/12	REC 000050	GROSS INTEREST 6/6/12 to 2/9/12	3.00		26,725.97
03/12/12	REC 000053	Interest 3/9/12 to 3/12/12	3.33		26,729.30
31/03/13		Balance carried forward			26,729.30

NOTE: £9,000.00 of the balance is the remaining balance of the 2012/2013 precept - on temporary deposit.

Kingston Parish Council
Bank accounts: Children's Play Area - acc no. 2
From 01/04/12 to 31/03/13

Date	Reference	Details	Receipts	Payments	Balance
01/04/12		Balance brought forward			12,947.40
06/06/12	REC 000038	Gross Interest 5/3/12 to 5/6/12	1.78		12,949.18
03/09/12	REC 000047	GROSS INTEREST 6/6/12 to 2/9/12	1.58		
28/09/12	TRF 000012	Transfer to play area a/c	3,000.00		15,950.76
03/12/12	REC 000054	Interest 3/9/12 to 3/12/12	1.87		15,952.63
31/03/13		Balance carried forward			15,952.63

NOTE: £20.00 to be transferred to current account to cover net costs of the new Play Equipment.

Kingston Parish Council
Bank accounts: Courts tennis - acc no. 3
From 01/04/12 to 31/03/13

Date	Reference	Details	Receipts	Payments	Balance
01/04/12		Balance brought forward			4,755.65
06/06/12	REC 000040	Gross Interest 5/3/12 to 5/6/12	0.61		4,756.26
16/08/12	TRF 000010	From tennis a/c for colour spray of upper court (exc. VAT)		1,375.00	3,381.26
03/09/12	REC 000048	GROSS INTEREST 6/6/12 to 2/9/12	0.55		
28/09/12	TRF 000013	Transfer from Current to Courts Tennis - KTC contribution to joint fund 12/1	1,750.00		6,881.81
28/09/12	TRF 000014	Transfer from Current to Courts Tennis - KPC contribution to joint fund 12/1	1,750.00		6,882.53
03/12/12	REC 000056	Interest 3/9/12 to 3/12/12	0.72		6,882.53
31/03/13		Balance carried forward			6,882.53

NOTE: £570.00 to be transferred to current account for lower court cleaning.

Kingston Parish Council
Bank accounts: Pavilion - acc no. 4
From 01/04/12 to 31/03/13

Date	Reference	Details	Receipts	Payments	Balance
01/04/12		Balance brought forward			43,317.99
06/06/12	REC 000041	Gross Interest 5/3/12 to 5/6/12	5.52		43,323.51
03/09/12	REC 000049	GROSS INTEREST 6/6/12 to 2/9/12	5.28		43,328.79
03/12/12	REC 000057	Interest 3/9/12 to 3/12/12	5.40		43,334.19
31/03/13		Balance carried forward			43,334.19

Kingston Parish Council
Bank accounts: Staff Gratuity - acc no. 6
From 01/04/12 to 31/03/13

Date	Reference	Details	Receipts	Payments	Balance
01/04/12		Balance brought forward			93.57
06/06/12	REC 000039	Gross Interest 5/3/12 to 5/6/12	0.01		93.58
03/09/12	REC 000051	GROSS INTEREST 6/6/12 to 2/9/12	0.01		93.59
26/10/12	TRF 000015	Transfer from Staff Grat. to current - for account closure		93.59	0.00
03/12/12	REC 000055	Interest 3/9/12 to 3/12/12	0.01		0.01
31/03/13		Balance carried forward			0.01

NOTE: Account balance transferred to current account under auditor advice. This minor interest credit will similarly be transferred. Account will be closed in due course as no longer required.

Kingston Parish Council
Extract from Balance Sheet
As at 31 December 2012

		£	£
Bank accounts	Barclays Community current account	934.46	
	Business Reserve - acc no. 1	26,729.30	
	Children's Play Area - acc no. 2	15,952.63	
	Courts tennis - acc no. 3	6,882.53	
	Pavilion - acc no. 4	43,334.19	
	Staff Gratuity - acc no. 6	0.01	
			93,833.12
Supplier's ledger	Blackfoot Hosting Limited *	(60.00)	
	BT plc *	(71.58)	
	Gavin Wraith - webmaster *	(12.00)	
	Lewes District Council *	(88.92)	
	Mulberry & Co *	(166.32)	
	OSOClean *	(144.00)	
	Scottish Power *	55.00	
	Southern Alarms Systems Limited - fire alarm *	(192.10)	
	Smiths of Derby - clock maintenance *	(237.60)	
	Techelec - Pavilion electrical improvements *1	(1,538.40)	
	Wicksteed Leisure Ltd *	(43.80)	
			(2,499.72)
Creditors	Input VAT	4,128.20	
	PAYE & NI Control *	(160.57)	
			3,967.63

Key: *

* - KPC meeting 14 January 2013 will be asked to approve payment of each item asterisked.

*1 - Funds will be transferred from the Pavilion account No 4 to cover these improvement works

Kingston Parish Council

Whole year - budget and actuals to date - 31 Dec 2012

ACTUAL		ACTUAL TO Dec	BEST ESTIMATE Year	BUDGET Year	Est to Bud Better/ (Worse)
2011/12		2012/13	2012/13	2012/13	2012/13
£	VAT excluded	£	£	£	
<u>37,891</u>	Income	<u>40,542</u>	<u>40,680</u>	<u>40,680</u>	<u>-</u>
5,059	Pavilion costs	5,467	6,980	6,030	(950)
4,630	KPC responsibilities	4,354	6,402	5,830	(572)
1,167	Communications	643	955	1,300	345
2,286	General operating costs	1,825	1,825	2,500	675
2,233	Administrative costs	1,530	1,815	2,750	935
10,350	Salaries & allowances	6,016	9,050	8,800	(250)
12,659	Loan interest & capital	6,330	12,659	12,659	-
(2,874)	Transfers to/(from) funds	1,403	(1,933)	(1,974)	(41)
<u>35,510</u>	Total costs	<u>27,568</u>	<u>37,753</u>	<u>37,895</u>	<u>142</u>
<u>2,381</u>	Net effect	<u>12,974</u>	<u>2,927</u>	<u>2,785</u>	<u>142</u>

KPC meeting 14 January 2013 will consider and if approved, authorise under KPC Financial Regulations 3.2, virement within budget headings to net off the expected over/underspends to the original budget, being transferred to/from the general reserve.

The RFO will closely monitor actual expenditure under Financial Regulations 3.3, given that the net expected effect is better than budget by the year end.