

**WOODMANCOTE PARISH COUNCIL**  
**BANK ACCOUNTS: BARCLAYS**

Date	Supplier / detail	Chq no Ref	Expense code	VAT code	Total	RUNNING BALANCE
				0 or 1 or 2		
31-Mar-16	<b>Enter VAT only if VAT registered</b>				b/fwd	<b>2,385.65</b>
12-Apr-16	Henfield Haven--CANCELLED CHEQUE--incorrectly completed	100134	14			2,385.65
12-Apr-16	WSCC--Clerk's salary (March)	100136	7		(304.17)	2,081.48
12-Apr-16	WSALC--Subscriptions 2016-17	100137	4		(157.66)	1,923.82
12-Apr-16	Vision ICT--Website hosting & support	100138	5	1	(168.00)	1,755.82
15-Apr-16	P Mitchell--NP printing costs		1		10.00	1,765.82
18-Apr-16	HMRC--VAT reimbursement		20		2,088.33	3,854.15
12-Apr-16	H--S137 donation	100139	14		(100.00)	3,754.15
29-Apr-16	HDC--Precept		2		4,050.00	7,804.15
29-Apr-16	HDC--Grant		19		31.50	7,835.65
10-May-16	WSCC--Clerk's salary (April)	100140	7		(304.17)	7,531.48
10-May-16	L Bannister--Expenses	100141	8		(29.64)	7,501.84
10-May-16	L Bannister--NP Expenses	100141	18		(18.00)	7,483.84
23-May-16	HDC--Environmental Cleansing Grant		16		492.25	7,976.09
14-Jun-16	WSCC--Clerk's salary (May)	100142	7		(304.17)	7,671.92
14-Jun-16	Zurich Municipal	100143	6		(302.08)	7,369.84
14-Jun-16	AirS--Final invoice NP services	100144	1	1	(3,195.00)	4,174.84
14-Jun-16	Woodmancote & Blackstone Parish Hall--Room hire Jan-April	100145	11		(84.50)	4,090.34
14-Jun-16	Mulberry & Co--Internal audit	100146	3	1	(106.20)	3,984.14
14-Jun-16	HALC--Annual subscription	100147	4		(15.00)	3,969.14
12-Jul-16	WSCC--Clerk's salary (June)	100148	7		(304.17)	3,664.97
12-Jul-16	SSALC Ltd--New cllr training 23rd June	100149	3	1	(60.00)	3,604.97
09-Aug-16	WSCC--Clerk's salary & NP sec services (July)	100150	7		(384.17)	3,220.80
09-Aug-16	ICO--Annual subscription	100151	4		(35.00)	3,185.80
09-Aug-16	WSCC--Payroll administration 1/4/16-30/9/16	100152	10		(43.92)	3,141.88
13-Sep-16	WSCC--Clerk's salary (August)	100153	7		(304.17)	2,837.71
13-Sep-16	SSALC Ltd--New cllr training 23rd June	100154	3	1	(6.00)	2,831.71
26-Sep-16	HDC--Environmental Cleansing Grant		16		492.25	3,323.96
30-Sep-16	HDC--Precept		2		4,050.00	7,373.96
30-Sep-16	HDC--Grant		19		31.50	7,405.46
11-Oct-16	WSCC--Clerk's salary (September)	100155	7		(304.17)	7,101.29
11-Oct-16	PKF Littlejohn--External audit	100156	3	1	(240.00)	6,861.29
08-Nov-16	WSCC--Clerk's salary (October)	100157	7		(304.17)	6,557.12
13-Dec-16	WSCC--Clerk's salary (November)	100158	7		(304.17)	6,252.95
13-Dec-16	C Broucke--printing expenses	100159	15		(15.00)	6,237.95
13-Dec-16	M Grimes--printing expenses	100160	15		(15.00)	6,222.95
13-Dec-16	D Austin--printing expenses	100161	15		(15.00)	6,207.95
13-Dec-16	J Prangnell--printing expenses	100162	15		(15.00)	6,192.95
13-Dec-16	P Williams--printing expenses	100163	15		(15.00)	6,177.95
13-Dec-16	A Underwood--printing expenses	100164	15		(15.00)	6,162.95
13-Dec-16	M Batchelor--printing expenses	100165	15		(15.00)	6,147.95

**WOODMANCOTE PARISH COUNCIL--RECONCILED ACCOUNTS SUMMARY AS AT 3 JANUARY 2017**

	DEBIT	CREDIT
B/FWD (31 March 2015)		2,385.65
HDC--Precept		8,100.00
WSCC--Clerk's Salary refunds		
Environmental Cleansing Grant		984.50
Grants		63.00
VAT Return		2,088.33
Donations		
Neighbourhood Plan		10.00
Professional fees	343.50	
Neighbourhood Plan	2,662.50	
Neighbourhood Plan Secretarial Services	80.00	
Neighbourhood Plan Reimbursable Expenses	18.00	
Subscriptions (HALC, NALC, etc.)	207.66	
IT & Internet	140.00	
Printing and Stationery	105.00	
Insurance	302.08	
Clerk's Salary	2,737.53	
Clerk's reimbursable expenses	29.64	
Transfers to Barclays Active Savers A/C		
Administrative Fees	43.92	
Parish Hall	84.50	
Maintenance & Repairs		
Charitable Donations	100.00	
Other fees		
VAT	629.20	
	<b>TOTAL</b>	<b>£13,631.48</b>
	<b>£7,483.53</b>	
	<b>[1]</b>	<b>£6,147.95</b>
	<b>£6,147.95</b>	
TRIAL BALANCE CHECK--->	£13,631.48	£13,631.48
	<b>Balance per bank statement 3/1/17</b>	<b>£6,117.95</b>
	Less: Outstanding cheques	£30.00
	<b>Barclays Current A/C [1]</b>	<b>£6,147.95</b>
	<b>Balance of reserves</b>	<b>£17,663.00</b>
	Plus: Interest earned from 31/12/16-30/12/17	£64.82
	<b>Barclays Active Saver A/C [2]</b>	<b>£17,727.82</b>
	<b>Total available funds at Barclays Bank [1+2]</b>	<b>£23,875.77</b>

**WOODMANCOTE PARISH COUNCIL--YTD EXPENDITURE VS BUDGET**

	<b>BUDGET 2015-16</b>	<b>YTD Expenditure</b>	<b>BUDGET 2016-17</b>	<b>BUDGET 2017-18</b>
Clerk	3,851.00	2,737.53	3,960.00	4,322.00
Office	400.00	134.64	400.00	200.00
Insurance	600.00	302.08	400.00	400.00
Accountant	200.00	343.50	200.00	350.00
Hall Hire	160.00	84.50	160.00	170.00
Web	180.00	140.00	150.00	150.00
Memberships	208.00	207.66	210.00	215.00
S137 Donations	150.00	100.00	150.00	150.00
Admin Fees	90.00	43.92	180.00	180.00
Neighbourhood Plan	5,750.00	2,662.50	1,300.00 a	0.00
NP reimbursable expenses	400.00	18.00	400.00	0.00
NP clerk costs	200.00	80.00	300.00	0.00
Training	600.00		150.00	450.00
Contingencies	120.00	0.00	120.00	120.00
Legal	550.00	0.00	100.00	100.00
VAT	1,336.00	629.20	0.00	0.00
Enviro Cleansing Grant	0.00			0.00
VAS				1,000.00
<b>TOTAL</b>	<b><u><u>£14,795.00</u></u></b>	<b><u><u>£7,483.53</u></u></b>	<b><u><u>£8,180.00</u></u></b>	<b><u><u>£7,807.00</u></u></b>

**WOODMANCOTE PARISH COUNCIL  
BUDGET 2017-18**

**CLERK**

<i>Salary</i>	4,022.00	
<i>Expenses</i>	300.00	
		<b>4,322.00</b>

**OFFICE**

<i>Printing</i>	200.00	
		<b>200.00</b>

**INSURANCE**

<i>Annual premium</i>	400.00	
		<b>400.00</b>

**ACCOUNTANT**

<i>Internal auditor @ £50 per hour</i>	100.00	
<i>External auditor</i>	250.00	
		<b>350.00</b>

**HALL HIRE**

<i>For council meetings</i>	170.00	
		<b>170.00</b>

**WEB**

<i>Website hosting</i>	150.00	
		<b>150.00</b>

**MEMBERSHIPS**

<i>Membership fee (SALC)</i>	135.00	
<i>Membership fee (NALC)</i>	30.00	
<i>ICO</i>	35.00	
<i>Membership fee (HALC)</i>	15.00	
		<b>215.00</b>

**S137 DONATIONS**

<i>To be decided</i>	150.00	
		<b>150.00</b>

**ADMIN FEES**

<i>Payroll fee</i>	180.00	
		<b>180.00</b>

**NEIGHBOURHOOD PLAN**

<i>Misc</i>	<i>0.00</i>	<b>0.00</b>
<b>VEHICLE ACTIVATED SIGN</b>		
Infrastructure	<i>1,000.00</i>	<b>1,000.00</b>
<b>TRAINING</b>		
<i>Misc courses</i>	<i>150.00</i>	
<i>CILCA for Clerk (50%)</i>	<i>300.00</i>	
		<b>450.00</b>
<b>CONTINGENCIES</b>		
<i>Unknown</i>	<i>120.00</i>	
		<b>120.00</b>
<b>LEGAL</b>		
<i>Unknown</i>	<i>100.00</i>	
		<b>100.00</b>
<b>TOTAL</b>		
		<b>7,807.00</b>
<b>INCOME</b>		
<i>Grant</i>	<i>13.00</i>	
<i>VAT return for 2016/17 (approx)</i>	<i>650.00</i>	
		<b>663.00</b>
Estimated balance 31 March 2017 (current account)		4,871.00
Estimated balance 31 March 2017 (reserves)		17,663.00
TOTAL ESTIMATED BALANCE		<u>22,534.00</u>
Suggested precept		<b>8,100.00</b>

NOTES:

1. This is equal to last year's Precept
2. Parish tax will be £29.68 (Band D)