

**Hatherton and Walgherton Parish Council**  
20<sup>th</sup> September 2018  
**Finance Report**

## 1. Income and Expenditure since last meeting and Bank Reconciliation

FOR SEPTEMBER 2018 MEETING

Income and Expenditure 2018/19 and Bank Reconciliation	£	£
Balance b/f as at 20/6/2018		<b>£5,694.49</b>
<b>Income</b>		
02/07/2018 RBS interest	0.47	
01/08/2018 RBS interest	0.41	
Total income since last meeting (latest bank statement)		0.88
		<b>£5,695.37</b>

### Expenditure

Date	Account	Description	Budget	Status	Amount
22/05/2018	Hough & Chorlton PC	Neighbourhood Plan contribution	435	presented	493.00
23/07/2018	Information Commissioner	Registration fee	436	presented	40.00
23/07/2018	C J Knibbs	Clerk salary/expenses June/July	437	presented	361.04
23/07/2018	HMRC	PAYE June/July	438	presented	70.00
23/07/2018	JDB Business Services	Internal audit	439	unpresented	132.00
23/07/2018	ChALC	Training (Cllr Robb)	440	unpresented	75.00
23/07/2018	Wybunbury PCC	Graveyard maintenance	441	unpresented	200.00
<b>Total expenditure</b>					<b>964.04</b>

Current Account at 20/08/2018	284.96
Deposit Account at 20/08/2018	4446.37
	<b>£4,731.33</b>
<i>less Unpresented Cheques</i>	<i>407.00</i>
Net Bank Balance as at 20/8/2018	<b><u>£4,324.33</u></b>

Note: BACS remittance advice of payment of second instalment of the Parish Precept of £2097.50 on the 31<sup>st</sup> August 2018 received.

## 2. Payments to be authorised

Clerk's net salary/expenses Aug/Sept 2018	cheque no. 442	£305.79
HMRC (PAYE) Aug/Sept 2018	cheque no. 443	£70.20

## 3. Spending against Budget (assuming payments authorised at meeting)

Expenses incurred in 2018/19 tax year	budget 2018/19	Spend for 18/19 tax year	Actual Variance against budget	projected Spend 2018/19	Projected variance against budget £
Insurance	154.00	153.98	0.02	153.98	0.02
CHALC	145.00	139.68	5.32	145.00	0.00
Clerk's Salary	2027.00	980.93	1,046.07	2027.00	0.00
Hire of Rooms	240.00	0.00	240.00	240.00	0.00
Electricity	80.00	0.00	80.00	80.00	0.00
Expenses/Postage	220.00	70.96	149.04	220.00	0.00
Audit Fees	130.00	132.00	-2.00	130.00	0.00
Stationery	100.00	48.19	51.81	100.00	0.00

Expenses incurred in 2018/19 tax year	budget 2018/19	Spend for 18/19 tax year	Actual Variance against budget	projected Spend 2018/19	Projected variance against budget £
Notice Board Maintenance	50.00	0.00	50.00	50.00	0.00
Audlem Community Responders	200.00	0.00	200.00	200.00	0.00
Training	150.00	75.00	75.00	200.00	-50.00
Website Hosting	40.00	0.00	40.00	40.00	0.00
Information Commissioner	35.00	40.00	-5.00	40.00	-5.00
Contingency	300.00	0.00	300.00	300.00	0.00
Wybunbury Parochial Church Council	200.00	200.00	0.00	200.00	0.00
Neighbourhood Planning	500.00	493.00	7.00	493.00	7.00
Total	4571.00	2333.74	2,237.26	4618.98	-47.98

NB: Minus denote overspend

#### 4. External Auditors and Exempt Councils

Hatherton & Walgherton Parish Council has provided PKF Littlejohn with a copy of the certificate of exemption as their turnover in 2017/2018 was below £25k. This was sent electronically and safe receipt confirmed by an auto-acknowledgment.

As no formal questions have been raised during the formal six-week public inspection period the Council should NOT receive any further communications from the external auditor. In particular, PKF Littlejohn do not provide exempt councils with an external auditor's certificate.

The Exempt category is being used for the first time for the 2017/2018 accounts, hence the difference in procedure.

The Council is advised that as the six-week inspection period has closed, and there have been no public questions, then exempt councils should formally adopt the previous year's accounts.

**Recommendation:** That Hatherton & Walgherton Parish Council should formally adopt the 2017/18 accounts.

#### 5. Royal Bank of Scotland

To note that the RBS branch in Nantwich has now closed. The nearest branch is in Congleton.

Christine Knibbs  
Responsible Financial Officer  
20<sup>th</sup> September 2018