

Hatherton and Walgherton Parish Council
28th November 2017
Finance Report

1. Income & Expenditure

FOR DECEMBER MEETING

Income and Expenditure 2017/18 and Bank Reconciliation				£	£
Balance b/f as at 18/09/2017					£4,267.16
Income					
02/10/2017	RBS	Interest		0.03	
01/11/2017	RBS	Interest		0.03	
Total income since last meeting					0.06 4,267.22
Expenditure					
25/09/2017	Christine Knibbs	net salary/expenses Aug/Sept 2017	Chq.no.415	281.17	presented
25/09/2017	Post Office Ltd	PAYE - Aug/Sept 2017	Chq.no.416	66.40	presented
Total Expenditure					347.57
Bank Balance at 26/11/2017					£3,919.65
Current Account at 26/11/2017					276.20
Deposit Account at 26/11/2017					3643.45
					£3,919.65
<i>No Unpresented Cheques</i>					<i>0.00</i>
Bank Balance as at 26/11/2017					£3,919.65

2. Payments to be authorised

Date	Payee	Reason for expenditure	Amount £	Cheque No
04/12/2017	Scottish Power	Electricity for street lamp	79.88	417
04/12/2017	Audlem Community Responders	Donation for 2017/18	200.00	418
04/12/2017	Hankelow Methodist Church	Room Hire 2017/18 financial year	240.00	419
04/12/2017	Christine Knibbs	Salary & expenses Oct/Nov	280.49	420
04/12/2017	Post Office Ltd*	PAYE for Oct/Nov	65.20	421

*Note – HMRC to withdraw Post Office payment option on 15th December 2017

3. Spending against Budget (assuming payments authorised at meeting) and proposed budget for 2018/19

Expenses incurred in 2017/18 tax year	Budget 2017/18	Spend for 2017/18 tax year	Actual Variance against budget	Projected Spend 2017/18	Projected variance against budget £	Proposed budget 2018/19
Insurance	175.00	153.98	21.02	153.98	21.02	154.00
CHALC	145.00	135.80	9.20	135.80	9.20	145.00
Clerk's Salary	1935.00	1302.14	632.86	1954.00	-19.00	2027.00
Hire of Rooms	240.00	240.00	0.00	240.00	0.00	240.00
Electricity	90.00	79.76	10.24	79.76	10.24	80.00
Expenses/Postage	100.00	142.20	-42.20	210.00	-110.00	220.00

Expenses incurred in 2017/18 tax year	Budget 2017/18	Spend for 2017/18 tax year	Actual Variance against budget	Projected Spend 2017/18	Projected variance against budget £	Proposed budget 2018/19
Audit Fees	130.00	129.00	1.00	129.00	1.00	130.00
Stationery	120.00	41.95	78.05	120.00	0.00	100.00
Notice Board Maintenance	50.00	0.00	50.00	50.00	0.00	50.00
Audlem Community Responders	200.00	200.00	0.00	200.00	0.00	200.00
Training	150.00	70.00	80.00	150.00	0.00	150.00
Website Hosting	40.00	0.00	40.00	40.00	0.00	40.00
Information Commissioner	35.00	35.00	0.00	35.00	0.00	35.00
Contingency	300.00	0.00	300.00	300.00	0.00	300.00
Wybunbury Parochial Church Council	200.00	200.00	0.00	200.00	0.00	200.00
Neighbourhood Planning	400.00	347.54	52.46	400.00	0.00	500.00
Total	4310.00	3,077.37	1,232.63	4397.54	-87.54	4571.00

NB: Minus denote overspend

4. Proposed Budget

The above end column is the proposed budget for 2018/19 based on 2017/18 actuals with small increases/decreases indicated across a number of lines. The end of year 2017/18 bank balance is projected to be approximately £1733.

5. Precept Recommendation 2018/19

A letter from Cheshire East dated 17th November indicates that the tax base for Hatherton & Walgherton Parish Council area is likely to be 246.66 compared to 250.77 currently. Cheshire East Council is due to fix its tax base for the financial year 2018/19 by resolution of the Council on 14th December 2017. Retaining the Parish Council's current year's precept value of £3,702 would increase Band D Council Tax to £15.01 for 2018/19 (currently £14.76).

Recommendation: In order to cover anticipated Neighbourhood Plan costs it is recommended to seek a precept increase for the 2018/19 year to £4195. This would increase Band D Council Tax to £17.01.

6. External Audit for the 2017/18 financial year

We have been notified of the appointment of external auditors for the five-year period commencing with the 2017/18 financial year at a fee of £200 for limited assurance review for smaller authorities with income/expenditure of £0-25,000. There is the potential for smaller authorities to declare themselves "exempt" provided they meet transparency criteria.

Recommendation: That the Parish Council should declare itself "exempt".

Christine Knibbs
Responsible Financial Officer
28/11/2017