

HATHERTON & WALGHERTON PARISH COUNCIL

Nov 22nd 2021 - Finance Report – APPENDIX 8

Agenda Item 8.1 – Income & Expenditure since last meeting & Bank Reconciliation

NOVEMBER 2021 PARISH COUNCIL MEETING					
Income and Expenditure 2021/2022 Bank Reconciliation				£	£
	Balance b/f as at 28th August 2021				£5,751.57
	INCOME				
	H&W PC	Void Cheques 000510 & 000514 for LCAS		60.00	
01/09/2021	RBS	interest to 31st Aug 2021		£0.05	
07/09/2021	Precept	2nd Installment		£2,201.00	
30/09/2021	HMRC VTR	VAT refund		£293.72	
01/10/2021	RBS	interest to 30th Sept 2021		£0.06	
29/10/2021	CIL	Community Infrastructure Levy (01/04/21 to 30/09/21)		225.00	
Total income between 28/08/2021 and 29/10/2021				£2,779.83	
Total Income				£8,531.40	
	EXPENDITURE		Chq No.		
27/09/2021	Selina Clarke	Clerk salary & Expenses for Oct/Nov '21	000526	Presented	£390.18
27/09/2021	ChALC	Training - J DuPavey - Planning on 14th Sept '21	000527	Unpresented	£30.00
Total expenditure between 28/08/2021 and 29/10/2021				£420.18	
Total Income <i>less</i> Total Expenditure				£8,111.22	
		Current Account at 29/10/2021			£276.40
		Deposit Account at 29/10/2021			£7,864.82
Bank Balance as at 29/10/2021				£8,141.22	
		<i>(Less Unpresented Cheques)</i>			£30.00
		<i>(Less Unpresented Cheques) - prev period</i>			£0.00
NET Bank Balance as at 29/10/2021				£8,111.22	

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2021/22 BUDGET vs Actual and Forecast Spend

Expenses incurred in Financial Year 2021/22	Budget	Actual	Forecast Spend until 31st Mar 2022	Full Year Variance of Budget against Actual + Forecast Spend
	Bud (£)	Act (£)	Forecast (£)	Variance (£)
Audit Fees	170.00	176.40	0.00	-6.40
CHALC Fees	155.00	152.64	0.00	2.36
Clerk's Salary	2090.00	1,392.24	696.08	1.68
Contingency	300.00	20.00	50.00	230.00
Donations	400.00	200.00	200.00	0.00
Electricity	80.00	16.51	0.00	63.49
Hire of Rooms / Zoom	240.00	183.17	0.00	56.83
Information Commissioner	40.00	40.00	0.00	0.00
Insurance	155.00	155.89	0.00	-0.89
Mileage Expenses	200.00	126.90	71.10	2.00
Neighbourhood Planning	0.00	0.00	0.00	0.00
Notice Board Maintenance	50.00	0.00	20.00	30.00
Parish Enhancement	2000.00	290.79	1200.00	509.21
Stationery / Postage	100.00	9.92	50.00	40.08
Training	150.00	55.00	0.00	95.00
Website Hosting	80.00	0.00	80.00	0.00
Total	6,210.00	2,819.46	2,367.18	1,023.36

NB: Minus denote overspend

Variance against Budget

16.5%

HATHERTON & WALGHERTON PARISH COUNCIL

Agenda Item 8.2 - Proposed Budget

The end column above is the proposed budget for 2022/23 based on 2021/22 actuals with increases/decreases according to updated costs.

	Budget 2017/18	Budget 2018/19	Budget 2019/20	Budget 2020/21	Budget 2021/22	Budget 2022/23	
Audit Fees	130	130	130	130	170	180	based on this year costs with annual % increase
CHALC	145	145	145	145	155	155	same as last year
Clerk's Salary	1,935	2,027	2,143	2,032	2,090	2,180	based on current pay rate + 2% for 2021/22 & 2% for 2022/23 pay rise
Contingency	300	300	300	300	300	300	same as last year
Donations	400	400	400	400	400	400	same as last year
Electricity	90	80	80	80	80	20	based on this years cost + rising energy costs
Expenses	100	220	220	220	200	200	same as last year
Hire of Mtg Room	240	240	240	240	240	280	6 mtgs at Hankelow chapel + plus 2 unplanned adhoc mtg @£35 each
ICO	35	35	40	40	40	40	same as last year
Insurance	175	154	154	154	155	160	same as last year
Neighbourhood Planning	400	500	500	0	0	500	H&W share of Wynbunbury NP revisit
Notice Board	50	50	50	50	50	25	For Linseed oil
Parish Enhancement	0	0	0	2,000	2,000	1,000	inc for more benches / bins / selectaDNA
Stationery	120	100	100	100	100	50	less as not been using it
Training	150	150	150	150	150	300	If all councilors did 1 training course each
Website Hosting	40	40	40	41	80	80	same as last year
Total	4,310	4,571	4,692	6,082	6,210	5,870	

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Agenda Item 8.3 – Proposed Precept 2022/23

An email from Lawrence Whittaker, Cheshire East dated 26th October 2021 indicates that the tax base for Hatherton & Walgherton Parish Council area is likely to be 255.57 compared to a current amount of 250.55.

Cheshire East Council is due to fix its Taxbase for the financial year 2022/23 by Resolution of the Council on the 15th December 2021.

1. If your current Band D Council Tax (of £17.57) remained the same, this would increase your precept from £4,402 to £4,490, a difference of £88 more.
2. Alternatively, if the precept remained at £4,402 then the Band D Council Tax would reduce to £17.22 when using the new taxbase.

RECOMMENDATION – For the current Band D Council Tax to £17.57 to remain the same and increase the precept to £4,490.00 for the year 2022/23.

Agenda Item 8.4 – Unpresented Cheques

There are 3 cheques that have not been used, 2 cheques will be destroyed due to being 6 months out of date and the other was unwritten, so for transparency reasons, an explanation is below.

Cheque Number	Amount	Purpose	Explanation
000510	£50.00	LCAS Registration Fee	Expense accounted for in 2020/21 spend As cheque is over 6 months old and has not been posted, so will need to come back as an income for end of year AGAR accountability.
000514	£10.00	LCAS Registration Fee	This expense is the difference for VAT which wasn't clearly identified in the application process. This cheque has already been identified as spend in 2021/22 so will also be treated as income for end of year AGAR accountability.
000528	£90.00	Planning Training with ChALC	This cheque was authorized in preparation of training but not written out until an invoice was received. The training has since been cancelled, so the empty cheque number is being used for Expenses to be authorized at the November 2021 PC Meeting

Agenda Item 8.5 - Payments to be authorised

Payment to	Details	Cheque Number	Amount
Audlem Printers	200 A3, folded Newsletters	000528	£110.00
Selina Clarke	Clerk Salary & Expenses Oct/Nov '21	000529	£379.56
Hankelow Chapel	Room Hire at Hankelow Chapel x 4 meetings during 2021 @£35.00 each	000530	£140.00
Neil Clowes	Reimbursement of Land Registry fee for Ownership of Verge at Park Lane / Crewe Road	000531	£17.94

Selina Clarke, RFO
16th November 2021