Power

Action



MINUTES OF THE LONGSTANTON PARISH COUNCIL FINANCE COMMITTEE MEETING HELD ON TUESDAY 21st MARCH 2017 AT THE VILLAGE INSTITUTE AT 7.30PM

Those Present

Cllr Street (Chairman), Cllr Burns, Cllr Sinclair, Cllr McPhater

Parish Clerk Mrs Libby White

Members 6 Vacancy 1

(Quorum 3) Parishioners

16-17/123 To Receive and Approve Apologies for Absence

Apologies were received and accepted from ClIr Dr Sastry (work commitments)

16-17/124 Councillors' Declarations of Interest for items on agenda

Declarations of interest from Councillors on items on the agenda: None

Requests to Speak: No requests received to speak on any items as declared above.

To receive requests for dispensations: None

Grant of dispensations: None

16-17/125 Open Forum for Public Participation (10min)

None

16-17/126 Approval of Minutes

It was **proposed** by Cllr Sinclair, seconded by Cllr McPhater and **RESOLVED** that the minutes of the 21st February 2017 are approved and signed.

CARRIED 1 abstention

16-17/127 Clerk's Report (for information only)

- The Clerk confirmed that though a letter had been sent to Unity on 9th January to change the S106 and Home Farm accounts to Tailored Deposit accounts, this had not been actioned. Having chased this on 16th March, confirmation was received on 20th March that these had been changed. This means that all payments will need to be made from the Current account and should the money be allocated to other accounts, internal transfers will be made to credit the current account. These actions will eliminate charges for the S106 and Home Farm account total of £144.00.
- Cash from the Christmas event had been paid into the Community Project Reserves account.

16-17/128 Purchases

The Clerk stated that council documents are stored online and the storage space is at 67% of the 15Gb available. Storage of 100Gb is £15.99 per annum.

It was **proposed** by Clir Burns, seconded by Clir Sinclair and **RESOLVED** by a unanimous vote that storage of 100Gb be purchased.

Clerk

16-17/129 Bank Reconciliation

Bank reconciliations were provided for the following bank accounts as at 28th February 2017:

 Current Account
 £37,862.41

 Home Farm Bank Account
 £208,723.85

 Section 106 Bank Account
 £3,082.04

 Community Reserves Bank Account
 £876.11

 £250,544.41

CCLA Current Account	£140,000.00
CCLA Home Farm Account	£100,000.00
CCLA Section 106 Account	£60,000.00
CCLA Reserves Account	£75,000.00
	£375.000.00

It was **proposed** by Cllr Sinclair seconded by Cllr Burns and **RESOLVED** by a unanimous vote that the bank reconciliations for March be approved and signed.

16-17/130 Approval of Payments

It was noted that ClIr Burns and ClIr McPhater attended the parish office prior to the meeting to double check the figures on invoices were correct and that the payments set up were set up correctly.

It was **proposed** by Cllr Burns, seconded by Cllr Sinclair and **RESOLVED** by a unanimous vote that the invoices and payments as listed in appendix 1 in the sum of £33,373.53 are approved and paid. Online payments to be authorised by Cllr Street and Cllr McPhater.

Cllrs Street / McPhater

16-17/131 To Note Monies Received

Members noted money received since the February meeting has been as follows:

Cash	Christmas Event money	£284.01
Jar Drinks	Pavilion Rent	£375.00
CCLA Current Account	Dividend	£28.20
CCLA Home Farm Account	Dividend	£20.13
CCLA S106 Account	Dividend	£12.05
CCLA Reserves Account	Dividend	£15.08
		£734.47

16-17/132 Reports

The members **noted** and reviewed the reports produced for Income & Expenditure and Cash flow for each of the accounts.

16-17/133 Date of Next Meeting

Tuesday 25th April 2017

There being no further business, the meeting closed at 7.57pm.

Signed:	***************************************
Chairman	
Date:	***************************************

4	<u> </u>					Pymt					
Kei	Supplier	INV NO.	Inv Date	Cost Description	Account	Method	Net	Vat	Total	Notes	Power
							Ŧ	क्ष	41		
16/206	PCWorld	605022	26-Feb-17	HP Envy Laptop	Optimum	Card	791.66	158.33	949.99	Paid	-
16/207	ВТ	M048 J0	25-Feb-17	Telephone and Internet	Current	DD	64.88	12.97	77.85	Paid	:==
16/208											
16/209	Staff Costs			March Salary Costs	Current	BACS	2,043.99		2,043.99		:=
16/210											
16/211											
16/212	Konica Minolta	1129471209	21-Feb-17	Photocopier copy charges Nov 16 - Feb 17	Current	BACS	50.86	10.17	61.03		,i
16/213	Longstanton Village Institute	100509	28-Feb-17	Hall Hire for February	Current	BACS	350.00	0.00	350.00		>
16/214	Longstanton Village Institute	100510	28-Feb-17	Hall Hire for February Planning Meeting	Current	BACS	20.00	0.00	20.00		vi
16/215	Brookfield Groundcare	11289	01-Mar-17	Tree work at St Michaels Churchyard	Current	BACS	425.00	85.00	510.00		vii
16/216	GDL Services	769	06-Mar-17	Litter picking for February	Current	BACS	80.00	0.00	80.00		viii
16/217	Brookfield Groundcare	11294	10-Mar-17	Village Green footpath	Home Farm	BACS	22,410.00	4,482.00	26,892.00		'n
16/218	Brookfield Groundcare	11297	14-Mar-17	Scrub Clearance on Long Lane & Wilsons Rd	Current	BACS	1,790.00	358.00	2,148.00		×
16/219	GDL Services	773	15-Mar-17	Routine maintenance	Current	BACS	240.67	00.00	240.67		, <u>k</u>
Key:	DD = Direct Debit BACS = online payment Chq = cheque					Sub Total	28,267.06	5,106.47	33,373.53		
Transfers											***************************************
Description	uc	From		To		Amount					
Maintenance	Maintenance on Home Farm	Unity Home Farm	rm	Unity Current		£27,083.22					

[|] Local Government Act 1972, s.111 || LGA 1972, s.142 || LGA 1972, s.112 || LGA 1972, s.111 || LGA 1972, s.111

inc. footpath

vii LGA 1972, s.215

vii Litter Act 1983, ss.5-6 N Public Health Act 1875, s.164

x Highways Act 1980, ss.43, 50 → Public Health Act 1875, s.164



17-18/6

07/04/2 10:49	2017	_	ish Council I&E Current Year Journal Detail	Page 1 User: EGW	
Date	31/03/2017		Current Year	Jou	rnal Ref: 16
A/c	Description	Centre Description	Transaction Detail	Debit	Credit
115	VAT Refunds	999 VAT Data	Incorrect nominal code	6,295.23	
105	Vat Control	0	Incorrect nominal code		6,295.23
Narrat		incorrectly allocated. 115 should o		6,295.23	6,295.23

07/04/2017 11:12

Longstanton Parish Council I&E Current Year Journal Detail

Page 1

Date	31/03/2017			Current Year	Reversing Jou	urnal Ref: 17 aiting reversal)
A/c	Description	Centre	Description	Transaction Detail	Debit	Credit
500	Creditors	0	·	ВТ		62.81
4110	Telephone & Internet	101	Administration	ВТ	62.81	
500	Creditors	0		ESPO		71.42
4105	Office Supplies	101	Administration	ESPO	71.42	
500	Creditors	0		Cambridge Water		13.93
4210	Cemetery Water	201	Buriats	Cambridge Water	13.93	
500	Creditors	0		SLCC Enterprises Limited		73.60
4095	Publications	101	Administration	SLCC Enterprises Limited	73.60	
500	Creditors	0		Cambridgeshire ACRE		45.00
4007	Payroli Charges	101	Administration	Cambridgeshire ACRE	45.00	
500	Creditors	0		Longstanton Village Institute		400.00
4140	LPC Meetings Hall Hire	101	Administration	Longstanton Village Institute	30.00	
4125	Parish Office Rent	101	Administration	Longstanton Village Institute	220.00	
4610	Village Institute Hire Charges	601	Village Institute	Longstanton Village Institute	150.00	
500	Creditors	0		Richardson Tree Surgery		1,135.00
4402	Tree Maintenance	301	Parks & Open Spaces	Richardson Tree Surgery	90.00	
4310	Home Farm Maintenance	301	Parks & Open Spaces	Richardson Tree Surgery	1,045.00	
500	Creditors	0		Connections Bus		2,579.50
4910	Youth Provision	901	S137	Connections Bus	2,579.50	
500	Creditors	0		GDL Services		100.00
4320	Litter Collection	301	Parks & Open Spaces	GDL Services	100.00	
500	Creditors	0		SLCC		585.00
4035	Training Staff & Councillors	101	Administration	SLCC	585.00	
Narrat	ive: Creditors as at 31st Ma	rch 2017		Journal Totals	5,066.26	5,066.26

07/04/201	7
11:24	

Longstanton Parish Council I&E Current Year Journal Detail

Page 1

Date	31/03/2017		С	urrent Year	Reversing Jou (awa	rnal Ref: 18 hiting reversal)
A/c	Description	Centre	Description	Transaction Detail	Debit	Credit
510	Accruals	0		Audit Fees 2016/17		1,000.00
4075	Audit Fees	101	Administration	Audit Fees 2016/17	1,000.00	
510	Accruals	0		CBS Office Solutions		32.25
4108	Document Storage	101	Administration	CBS Office Solutions	32.25	
510	Accruals	0		SCDC - emptying bins		437.50
4310	Home Farm Maintenance	301	Parks & Open Spaces	SCDC - emptying bins	437.50	
Narrat	ive: Accruals for Year End	led 31st l	March 2017	Journal Totals	1,469.75	1,469.75

07/04/2017 11:34

Longstanton Parish Council I&E Current Year Journal Detail

Page 1

Date	31/03/2017		Current Year	Reversing Journal Ref: 19 (awaiting reversal)	
A/c	Description	Centre Description	Transaction Detail	Debit	Credit
100	Debtors	0	Longstanton Village Institute	45.78	- .
1600	Village Institute Income	601 Village Institute	Longstanton Village Institute		45.78
100	Debtors	0	SCDC - Northstowe Admin	258.30	
1100	Northstowe Administration Inco	101 Administration	SCDC - Northstowe Admin		258.30
100	Debtors	0	Jar Jar Drinks	375.00	
1500	Pavilion Income	501 Pavilion	Jar Jar Drinks		375.00
100	Debtors	0	CCC - Scrub Clearance	1,975.00	
4400	Village Maintenance	401 Village Maintenance	CCC - Scrub Clearance		1,975.00
100	Debtors	0	Jar Jar Drinks	375.00	
1500	Pavilion Income	501 Pavilion	Jar Jar Drinks		375.00
Narrati	ive: Debtors as at 31st Marc	h 2017	Journal Totals	3,029.08	3,029.08

07/04/2017
11:48

Longstanton Parish Council I&E Current Year Journal Detail

Page 1

Date 31/03/2017			Current Year	Reversing Journal Ref: 20 (awaiting reversal)	
A/c	Description	Centre Description	Transaction Detail	Debit	Credit
101	Sundry Debots	0	CCLA Interest Due	80.24	
1091	CCLA Interest Received	101 Administration	CCLA Interest Due		80.24
Narrat	tive: Interest due as at 31s	st March 2017	Journal Totals	80.24	80.24

07/04/2017	7
13:03	

Longstanton Parish Council I&E Current Year Journal Detail

Page 1

Date	31/03/2017	Curr	ent Year	Joi	urnal Ref: 21
A/c	Description	Centre Description	Transaction Detail	Debit	Credit
310	General Reserves	0	Moving to EM Res nominal	140,000.00	
311	Earmarked Reserves (CCLA)	0	Moving to EM Res nominal	,	140.000.00
Narrat	tive: Allocation of Earmarked	i Reserves from General Reserves	Journal Totals	140,000.00	140,000.00

07/04/2 13:08	2017	Lor		sh Council I&E Current Year ournal Detail		Page 1 User: EGW
Date	31/03/2017			Current Year	Jour	rnal Ref: 22
A/c	Description	Centre De	scription	Transaction Detail	Debit	Credit
4030	Earmarked Reserves	101 Adı	ministration	Incorrect allocation		0.14
4002	Staff Pensions	101 Adı	ministration	Incorrect allocation	0.14	
Narrat	tive: 14p left over from la	ast journal transf	ferring money to th	ne correct nominal code Journal Totals	0.14	0.14

Statement of your account



04003951 | 00096 Mrs Elizabeth White The Parish Office The Village Institute 24 High Street Longstanton CB24 3BS Customer Services Centre, Nine Brindleyplace Birmingham B1 2HB

To learn more about our convenient and easy to use Internet Banking service, call us today on 0345 140 1000.

If your name and address are incorrect or have changed, please send us a letter, signed in accordance with your mandate, advising the correct details.

For foreign payments -

Swift Code:

IBAN Number:

Your deposits with Unity Trust Bank are eligible for protection up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about compensation provided by the FSCS, please visit www.FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at www.unity.co.uk/fscs

Name of account: Longstanton Parish Council Current Account

Date: 4 April 2017

Statement 072 (page 1 of 1)

Account number: 2

Bank sort code:

Tel: 0345 140 1000 Email: utb@unity.co.uk Web: www.unity.co.uk

Contact us -

Type of account: Current T2

Date	Details	Payments	Receipts	Balance
4 MAR 17	Balance brought forward			37,873.40 *
13 MAR 17	Direct Debit (BRITISH TELECOM)	17.85		37,795.55 *
14 MAR 17	Jar Jar Drin		375.00	38,170.55 *
22 MAR 17	B/P to: Longstanton Vi	3 70.00		
22 MAR 17	B/P to: Konica Minolta	61.03		
22 MAR 17	B/P to: Mr GD Lovell	61.03		
22 MAR 17	B/P to: Brookfield Contrac	2 9,550.00		
22 MAR 17	Transfer from 20333168		27,083.22	34,952.07 *
27 MAR 17	B/P to: HMRC Cumbernauld			
27 MAR 17	B/P to: Mrs EG White	Şe .		32,940.37 *
31 MAR 17	Direct Debit (NEST)			
31 MAR 17	SWAVESEY PARISH CO		36.90	
Next 17 31 MAR 17	Service Charge	25.65		32,919.33 *
3 APR 17	Direct Debit (SCDC COLLECTION A	58.50		32,860.83 *
4 APR 17	PUBLIC SECTOR DEPO	1	16.06	
4 APR 17	PUBLIC SECTOR DEPO		29.95	32,906.84 *
	Balance carried forward			32,906.84 *

You can ask us to send you details of our rates and how we work them out.

Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

Longstanton Parish Council I&E Current Year

Time: 12:44

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 1 - Current Bank Account

Page 1

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current Account	04/04/2017	72	32,919.33
		10.00	32,919.33
Unpresented Cheques (Minus)		Amount	
		0.00	
			0.00
		_	32,919.33
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
		_	32,919.33
	Balance p	er Cash Book is :-	32,919.33
		Difference is :-	0.00

Statement of your account



03025411 | 00118 Mrs Elizabeth White The Parish Office The Village Institute 24 High Street Longstanton CB24 3BS

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For foreign payments -

Swift Code:

IBAN Number:

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Name of account: Longstanton Parish Council Section 106

Date: 20 March 2017

Statement 034 (page 1 of 1)

Account number: 2

Bank sort code:

Customer Services Centre, Nine Brindleyplace Birmingham B1 2HB

To learn more about our convenient and easy to use Internet Banking service, call us today on 0345 140 1000.

Contact us -

Tel: 0345 140 1000 Email: utb@unity.co.uk Web: www.unity.co.uk

Type of account: tail.dep

Date	Details	Payments	Receipts	Balance
4 MAR 17 20 MAR 17	Balance brought forward Service Charge Balance carried forward	21.42		3,094.09 * 3,072.67 * 3,072.67 *

You can ask us to send you details of our rates and how we work them out.

Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

Longstanton Parish Council I&E Current Year

Time: 12:33 Bank Reconciliation State

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 6 - Section 106 Bank Account

Page 1

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Section 106	20/03/2017	34	3,072.67
		_	3,072.67
Unpresented Cheques (Minus)		Amount	
		0.00	
		_	0.00
			3,072.67
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
		_	3,072.67
	Balance p	er Cash Book is :-	3,072.67
		Difference is :-	0.00

Statement of your account



04003951 | 00097 Mrs Elizabeth White The Parish Office The Village Institute 24 High Street Longstanton CB24 3BS

If your name and address are incorrect or have changed, please send us a letter, signed in accordance with your mandate, advising the correct details.

For foreign payments -

Swift Code:

IBAN Number:

Your deposits with Unity Trust Bank are eligible for protection up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about compensation provided by the FSCS, please visit www.FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at www.unity.co.uk/fscs

Name of account: Longstanton Parish Council Section 106

Date: 4 April 2017

Statement 035 (page 1 of 1)

Account number:

Bank sort code:

Customer Services Centre, Nine Brindleyplace Birmingham B1 2HB

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Contact us -

Tel: 0345 140 1000 Email: utb@unity.co.uk Web: www.unity.co.uk

Type of account: tail.dep

Date	Details	Payments	Receipts	Balance
20 MAR 17 31 MAR 17	Balance brought forward Credit Interest		0.05	3,072.67 * 3,072.72 *
4 APR 17	PUBLIC SECTOR DEPO Balance carried forward		12.83	3,085.55 * 3,085.55 *

You can ask us to send you details of our rates and how we work them out.

Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

Longstanton Parish Council I&E Current Year

User: EGW

Page 1

Time: 12:35

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 6 - Section 106 Bank Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Section 106	04/04/2017	35	3,072.72
		-	3,072.72
Unpresented Cheques (Minus)		Amount	
		0.00	
		<u></u>	0.00
			3,072.72
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
		_	3,072.72
	Balance p	er Cash Book is :-	3,072.72
		Difference is :-	0.00

Statement of your account



Customer Services Centre, Nine Brindleyplace

03025411 | 00119 Mrs Elizabeth White The Parish Office The Village Institute 24 High Street Longstanton CB24 3BS

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Birmingham B1 2HB

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For foreign payments Swift Code: AWDRODZL

IBAN Number:

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Name of account: Longstanton Parish Council Home Farm

Date: 20 March 2017 Statement 034 (page 1 of 1)

Account number: Bank sort code:

Contact us -

Tel: 0345 140 1000 Email: utb@unity.co.uk Web: www.unity.co.uk

Type of account: tail.dep

Date	Details	Payments	Receipts	Balance
4 MAR 17 20 MAR 17	Balance brought forward Service Charge Balance carried forward	21.87		208,743.98 * 208,722.11 * 208,722.11 *

You can ask us to send you details of our rates and how we work them out.

Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

Longstanton Parish Council I&E Current Year

Time: 12:38

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 5 - Home Farm Bank Account

Page 1

Bank Statement Account Na	ame (s)	Statement Date	Page No	Balances
Home Farm Bank Account		20/03/2017	34	208,722.11
			-	208,722.11
Unpresented Cheques (Min	us)		Amount	
22/03/2017 24350288	Current Bank Account		27,083.22	
				27,083.22
			_	181,638.89
Receipts not Banked/Cleare	ed (Plus)			
			0.00	
				0.00
			_	181,638.89
		Balance	per Cash Book is :-	181,638.89
			Difference is :-	0.00

Statement of your account



Customer Services Centre, Nine Brindleyplace

04003951 | 00098 Mrs Elizabeth White The Parish Office The Village Institute 24 High Street Longstanton CB24 3BS

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For foreign payments -

Swift Code:

IBAN Number:

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Name of account: Longstanton Parish Council Home Farm

Date: 4 April 2017

Statement 035 (page 1 of 1)

Account number: 2

Bank sort code:

Contact us -

Tel: 0345 140 1000 Email: utb@unity.co.uk Web: www.unity.co.uk

Birmingham B1 2HB

Type of account: tail.dep

Date	Details	Payments	Receipts	Balance
20 MAR 17	Balance brought forward			208,722.11
22 MAR 17	Transfer to 20262145	27,083.22	1	181,638.89
31 MAR 17	Credit Interest		3.06	181,641.95
4 APR 17	PUBLIC SECTOR DEPO		21.40	181,663.35
	Balance carried forward	1		181,663.35
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You can ask us to send you details of our rates and how we work them out.

Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

Longstanton Parish Council I&E Current Year

Time: 12:40

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 5 - Home Farm Bank Account

Page 1

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Home Farm Bank Account	04/04/2017	35	181,641.95
		_	181,641.95
Unpresented Cheques (Minus)		Amount	
_		0.00	
		_	0.00
			181,641.95
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
		_	181,641.95
	Balance p	er Cash Book is :-	181,641.95
		Difference is :-	0.00

Statement of your account



04003951; 00099 Mrs Elizabeth White The Parish Office The Village Institute 24 High Street Longstanton CB24 3BS

If your name and address are incorrect or have changed, please send us a letter, signed in accordance with your mandate, advising the correct details.

For foreign payments -

Swift Code: I

IBAN Number:

Your deposits with Unity Trust Bank are eligible for protection up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about compensation provided by the FSCS, please visit www.FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at www.unity.co.uk/fscs

Customer Services Centre, Nine Brindleyplace Birmingham B1 2HB

To learn more about our convenient and easy to use Internet Banking service, call us today on 0345 140 1000.

Contact us -

Tel: 0345 140 1000 Email: utb@unity.co.uk Web: www.unity.co.uk

Name of account: Longstanton Parish Council Community Project Reserves

Date: 4 April 2017

Statement 034 (page 1 of 1)

Account number: :

Bank sort code:

Type of account: tail.dep

Date	Details	Payments	Receipts	Balance
4 MAR 17 31 MAR 17	Balance brought forward Credit Interest		0.09	876.11 876.20
	Balance carried forward			876.20
	1			
	I		1	
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	i			

You can ask us to send you details of our rates and how we work them out.

Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

Longstanton Parish Council I&E Current Year

Time: 12:42

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 8 - Community Project Reserves Ban

Page 1

Bank Statement Account Name (s)	Statement Date	Page No	Balances
	04/04/2017	34	876.20
		:	876.20
Inpresented Cheques (Minus)		Amount	
		0.00	
			0.00
			876.20
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
			876.20
	Balance p	er Cash Book is :-	876.20
		Difference is :-	0.00



Senator House, 85 Queen Victoria Street, London EC4V 4ET

Client Service:

Freephone: 0800 022 3505 Fax: 0207 489 6126

STATEMENT

Mrs E G White Longstanton Parish Council Longstanton Village Institute 24 High Street Longstanton CAMBRIDGE CB24 3BS UK

CLIENT:

LONGSTANTON PARISH COUNCIL

ACCOUNT NAME:

Current Account

ACCOUNT NUMBER:

Statement at 31 March 2017

Date Description Value of Value of Balance of Share shares sold £ shares bought £ shares held £ Class

01/03/17 Brought Forward 140,000.00 31/03/17 Carried Forward 140,000.00

Statement of Dividends declared during the month to 31 March 2017

For Month Ended

Receiving Account

Amount Paid £

31-03-17

29.95



Longstanton Parish Council I&E Current Year

Time: 13:17

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 9 - CCLA - Current Account

Page 1

Bank Statement Account Name (s)	Statement Date	Page No	Balances
	31/03/2017	1	140,000.00
		_	140,000.00
Inpresented Cheques (Minus)		Amount	
		0.00	
		_	0.00
			140,000.00
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
		_	140,000.00
	Balance pe	er Cash Book is :-	140,000.00
		Difference is :-	0.00



Senator House, 85 Queen Victoria Street, London EC4V 4ET

Client Service

Freephone: 0800 022 3505 Fax: 0207 489 6126

STATEMENT

Mrs E G White Longstanton Parish Council Longstanton Village Institute 24 High Street Longstanton CAMBRIDGE CB24 3BS UK

CLIENT:

LONGSTANTON PARISH COUNCIL

ACCOUNT NAME:

Home Farm Current Account

ACCOUNT NUMBER:

Statement at 31 March 2017

Date Description Value of Value of Balance of Share shares sold £ shares bought £ shares held £ Class

01/03/17 Brought Forward 100,000.00 31/03/17 Carried Forward 100,000.00

Statement of Dividends declared during the month to 31 March 2017

For Month Ended Receiving Account £

31-03-17

Amount Paid £

21.40



Longstanton Parish Council I&E Current Year

User: EGW

Page 1

Time: 13:17

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 10 - CCLA - Home Farm Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
	31/03/2017	1	100,000.00
		-	100,000.00
Unpresented Cheques (Minus)		Amount	
		0.00	
		_	0.00
			100,000.00
Receipts not Banked/Cleared (Plus)			
		0.00	
		_	0.00
			100,000.00
	Balance pe	er Cash Book is :-	100,000.00
		Difference is :-	0.00



Senator House, 85 Queen Victoria Street, London EC4V 4ET

Client Service:

Freephone: 0800 022 3505 Fax: 0207 489 6126

STATEMENT

Mrs E G White Longstanton Parish Council Longstanton Village Institute 24 High Street Longstanton CAMBRIDGE CB24 3BS UK

CLIENT:

LONGSTANTON PARISH COUNCIL

ACCOUNT NAME:

Section 106 account

ACCOUNT NUMBER:

Statement at 31 March 2017

Date Description Value of Value of Balance of Share shares sold £ shares bought £ shares held £ Class

01/03/17 Brought Forward 60,000.00 31/03/17 Carried Forward 60,000.00

Statement of Dividends declared during the month to 31 March 2017

For Month Ended Receiving Account Amount Paid £

31-03-17 12.83



Longstanton Parish Council I&E Current Year

User: EGW

60,000.00

Page 1

Time: 13:18

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 11 - CCLA - S106 Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
	31/03/2017	1	60,000.00
		_	60,000.00
Inpresented Cheques (Minus)		Amount	
		0.00	
		_	0.00
		-	60,000.00
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
			60,000.00

Balance per Cash Book is :-

Difference is :-



Senator House, 85 Queen Victoria Street, London EC4V 4ET

Client Service:

Freephone: 0800 022 3505 Fax: 0207 489 6126

STATEMENT

Mrs E G White Longstanton Parish Council Longstanton Village Institute 24 High Street Longstanton CAMBRIDGE CB24 3BS UK

CLIENT: LONGSTANTON PARISH COUNCIL

ACCOUNT NAME:

Reserves Account

ACCOUNT NUMBER:

Statement at 31 March 2017

Date Description Value of Value of Share shares sold £ shares bought £ shares held £ Class 01/03/17 Brought Forward 75,000.00 75,000.00

Statement of Dividends declared during the month to 31 March 2017

For Month Ended Receiving Account Amount Paid £

31–03–17 16.06



Longstanton Parish Council I&E Current Year

Time: 13:19

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 12 - CCLA - Reserves

Page 1

Bank Statement Account Name (s)	Statement Date	Page No	Balances
	31/03/2017	1	75,000.00
		_	75,000.00
Inpresented Cheques (Minus)		Amount	
		0.00	
			0.00
			75,000.00
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
		_	75,000.00
	Balance p	er Cash Book is :-	75,000.00
		Difference is :-	0.00



Account Type

Account Name/Number

Optimum MC Prepaid card

Date

Transactions

Balance

04/04/2017

From 01/03/2017 To 31/03/2017

£246.48

Card Detail Date

Amount

31/03/17 3809 1703301513577846 Card purchase POST OFFICE COUNTER - 10 HIGH STREET, CAMBRIDGE, CB24

-£8.54

16/224

3BP,GBR

13/03/17 3809 17031212580344588 Card purchase

£44.99

SCREWFIX - KINGS COURT, CAMBRIDGE K/H,CB4 2PH,GBR

16/223

Longstanton Parish Council I&E Current Year

Time: 13:28

Bank Reconciliation Statement as at 31/03/2017 for Cashbook 13 - Optimum PrePaid Card

Page 1

Bank Statement Account Name (s)	Statement Date	Page No	Balances
	31/03/2017	1	246.48
			246.48
Jnpresented Cheques (Minus)		Amount	
		0.00	
		_	0.00
			246.48
Receipts not Banked/Cleared (Plus)			
		0.00	
		_	0.00
		_	246.48
	Balance pe	er Cash Book is :-	246.48
		Difference is :-	0.00

Prin	Printed on 20/04/2017		Longstanton		Parish Council Current Year	t Year					Page 1
	at 12:32		Annr		· By Centre)
		Last Year	ear		Current Year	t Year			Next Year		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
101	Administration										
1076	Precept	94,630	128,000	94,630	94,630	0	0	94,630	0	0	
1090	Interest Received Unity Bank	200	1,174	200	119	0	0	100	0	0	
1091	CCLA Interest Received	0	0	0	1,257	0	0	1,400	0	0	
1092	Other Income	0	0	0	360	0	0	0	0	0	
1100	Northstowe Administration Inco	1,000	284	1,000	1,071	0	0	1,000	0	0	
1105	WEEE Collection	0	144	0	0	0	0	0	0	0	
	Total Income	95,830	129,602	95,830	97,438	0	0	97,130	0	0	
4000	Parish Clerk Salary	17,000	14,098	17,000	16,713	0	2,940	22,000	0	0	
4002	Staff Pensions	200	0	200	312	0	64	200	0	0	
4005	RFO Salary	1,500	338	1,500	0	0	0	0	0	0	
4007	Payroll Charges	300	134	300	210	0	100	180	0	0	
4025	Tax & NI	3,000	3,290	3,000	4,926	0	800	3,500	0	0	
4027	Contingency	6,750	0	6,750	1,374	0	0	0	0	3,000	
4030	Projects (next financial year)	0	0	0	0	0	0	11,759	0	0	
4035	Training Staff & Councillors	1,500	165	1,500	1,819	0	225	1,500	0	0	
4040	Clerk's Expenses	100	о	100	14	0	0	20	0	0	1
4045	Staff Travel	200	173	200	245	0	0	200	0	0	7-
4050	Councillor Travel Expenses	200	41	200	40	0	0	200	0	0	18
4060	Insurance	2,000	1,369	2,000	1,437	0	0	2,000	0	2,000	3/1
4065	Legal Fees	4,000	228	4,000	0	0	0	0	0	0	0
4067	Bank Charges	20	9	20	194	0	0	150	0	0	
4070	CAPALC Subsription	009	551	009	510	0	0	510	0	0	
4071	ICO Registration	35	35	35	35	0	0	35	0	0	

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Longstanton Parish Council Current Year

Printed on 20/04/2017 at 12:32

Centre	
- By	
Budget	
Annual	

	Carried Forward	0	0	2,000	0	0	0	0	0	200	200	0	0	0	0	0	100	0	0	0	0	0	0	0	0	0
Next Year	EMR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Z	Agreed	1,000	0	0	200	177	54	20	09	0	1,000	0	800	200	100	0	0	850	1,500	100	2,640	2,000	029	820	400	300
	Committed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	140	0	0	440	0	0	0	09	0
Year	Projected	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Current Year	Actual YTD	1,400	0	165	200	177	54	20	09	74	1,032	0	652	337	104	32	0	852	77	32	2,860	395	909	823	420	832
	Total	1,000	0	4,000	200	180	45	20	0	200	1,000	0	1,500	200	100	0	100	1,500	150	100	2,640	2,000	520	1,300	1,160	200
aar	Actual	1,400	100	0	195	167	45	20	0	34	786	100	1,426	416	06	0	0	880	77	0	2,420	303	299	816	330	186
Last Year	Budget	1,000	0	4,000	200	180	45	20	0	200	1,000	0	1,500	200	100	0	100	1,500	150	100	2,640	2,000	520	1,300	1,160	200
		5 Audit Fees	7 Bookkeeping/Accounting Charges) Elections	5 Annual Report	SLCC Membership	I Cambridgeshire ACRE Subscripti	2 National Playing Fields Subs.	3 CCVS Annual Membership	5 Publications	Office Equipment	2 Council Records	3 Office Software and Support	5 Office Supplies	7 Postage	3 Document Storage	Office Waste - shredding) Telephone & Internet	2 Website Fees	Office Maintenance	5 Parish Office Rent	7 Public Consultation Costs) Photocopier	5 Non Domestic Rates) LPC Meetings Hall Hire	5 Trade Waste
		4075	4077	4080	4085	4090	4091	4092	4093	4095	4100	4102	4103	4105	4107	4108	4109	4110	4112	4120	4125	4127	4130	4135	4140	4145

Pri	Printed on 20/04/2017		Longstanto	n Parish Co	Longstanton Parish Council Current Year	nt Year			Continue contact continues of		Page 3
	at 12:32		Annual	ual Budget	Budget - By Centre						
		<u>Last Year</u>	(ear		Current Year	t Year			Next Year		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
4150	Northstowe Costs	0	-511	0	0	0	0	0	0	0	
4160	Hattons Charity Costs	0	212	0	0	0	0	0	0	0	
4162	Gravel Pit Costs	0	640	0	0	0	0	0	0	0	
	Overhead Expenditure	56,180	30,898	56,180	39,061	0	4,769	55,785	0	7,800	
201	Movement to/(from) Gen Reserve	39,650	98,703	39,650	58,377	0		41,345			
2	Dulais										
1200	Burial Income	300	296	300	368	0	0	300	0	0	
	Total Income	300	296	300	368	0	0	300	0	0	
4200	Burial Ground Maintenance	2,000	1,157	2,000	2,000	0	0	3,000	0	0	
4201	St Michaels Churchyard Mainten	0	0	0	1,025	0	0	2,400	0	0	
4205	Cemetery Business Rates	120	11	120	111	0	0	120	0	0	
4210	Cemetery Water	40	32	40	42	0	0	40	0	0	
	Overhead Expenditure	2,160	1,299	2,160	3,178	0	0	5,560	0	0	
	Movement to/(from) Gen Reserve	(1,860)	(332)	(1,860)	(2,811)	0		(5,260)			
301	Parks & Open Spaces										
1300	S106 Public Open Space	0	251,983	0	-300	0	0	0	0	0	
1305	S106 Community Facilities	0	409	0	0	0	0	0	0	0	
4304	Recreation Ground Income	0	009	0	20	0	0	775	0	0	
4314	Village Event Income	0	163	0	0	0	0	0	0	0	
	Total Income	0	253,155	0	-250	0	0	775	0	0	
4101	Community Equipment	0	1,112	0	0	0	0	0	0	0	
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Longstanton Parish Council Current Year

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Annual Budget - By Centre

	Carried Forward	0	0	0	0	0	0	0	0			0	0	0	0	0	1,500	0	0	0	0	0	1,500	
Next Year	EMR	0	0	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0	
Z	Agreed	3,000	7,000	0	0	2,500	200	4,000	17,000	(16,225)		0	2,400	2,400	10,000	1,800	0	100	0	0	2,400	1,000	15,300	(12,900)
	Committed	0	0	0	0	0	0	1,600	1,600			0	0	0	6,200	0	0	0	0	0	0	0	6,200	
Year	Projected	0	0	0	0	0	0	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
Current Year	Actual YTD	886	1,796	3,086	30,189	1,355	756	3,820	41,990	(42,240)		0	2,630	2,630	7,675	1,449	0	45	0	0	8,000	814	17,983	(15,353)
	Total	1,500	2,000	0	0	2,500	0	4,000	10,000	(10,000)		0	2,400	2,400	10,000	1,800	2,500	200	15,000	0	8,700	1,000	39,200	(36,800)
ear	Actual	504	1,195	1,271	4,681	1,904	0	3,920	14,586	238,569		15,014	2,630	17,644	4,496	2,730	0	48	1,000	250	9,250	920	18,695	(1,051)
Last Year	Budget	1,500	2,000	0	0	2,500	0	4,000	10,000	(10,000)		0	2,400	2,400	10,000	1,800	2,500	200	15,000	0	8,700	1,000	39,200	(36,800)
		Playground Maintenance	Recreation Ground Maintenance	S106 - open spaces	Home Farm Maintenance	Village Events	Litter Collection	Tree Maintenance	Overhead Expenditure	Movement to/(from) Gen Reserve	Village Maintenance	Commuted sums - Home Farm	Grass Cutting Grant CCC	Total Income	Village Maintenance	Street Lights	Seasonal Maintenance	Village Cleanup/Comm Litter Pi	Highways Joint Project	Highway Costs	Grass Cutting	Empty Village Bins	Overhead Expenditure	Movement to/(from) Gen Reserve
		4300	4305	4307	4310	4315	4320	4402			401	1205	1400		4400	4410	4415	4420	4425	4427	4430	4435		

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Longstanton Parish Council Current Year

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	1		F		1	
	t Year	Projected		0	0	0
· By Centre	Current Year	Actual YTD Projected		4,474	4,474	0
Annual Budget - By Centre		Total		4,500	4,500	3,000
Ann	<u> Year</u>	Actual		4,871	4,871	550
l	Last Year	get		4,500	1,500	3,000

Budget

0

0

4,500

0 0

4,500 4,500

Total Income

Pavilion Income

1500

Pavilion

501

Carried Forward

Agreed

Committed

Next Year EMR 0

0

4,500

3,000 2,000

0 0

0 0

0

0

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4,000

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3,000 4,000 0

7,000

1,150

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4,474

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9 9

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66 66

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213

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213

Total Income

0

0

0

1,500

0

(1,440)

0 0

1,500

0 0

1,404

2,000

1,130 112

2,000

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38

1,442

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1,242

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11,000 10,000

1,239 4,872

17

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17

30 11,000 10,000

0 0

10,000

5,000

0

10,020

0

9,753

21,030

6,128

21,030

Overhead Expenditure Movement to/(from) Gen Reserve

Pavilion Legal Expenses

4510 4500

Pavilion Maintenance

601 Village Institute	1600 Village Institute Income
21	Income

Village Institute Hire Charges	Village Institute F & F
4610	4620

<u>S137</u>	Poppy Wreath Donation
901	4900

Donations	Youth Provision
4905	4910

Expenditure	3en Reserve
Overhead	ovement to/(from) G
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(10,020)	
0	
(21,030) (9,753) 0	
(21,030)	
(6,128)	
(21,030)	

Printed on 20/04/2017 at 12:32

0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
105,165
12,569
0 0
113,407 (8,648)
103,030 137,570 (34,540)
 406,452 73,999 332,453
103,030 137,570 (34,540)
Total Budget Income Expenditure Movement to/(from) Gen Reserve