

Detailed Income & Expenditure by Budget Heading 31/12/2017

Month No: 9

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance & General Purposes Ctt							
101 Administration							
1000 Donations Received	0	0	500	500			0.0%
1004 Reimbursed Charges & donations	0	0	200	200			0.0%
1026 Showcase income	0	450	250	(200)			180.0%
1076 Precept Received	0	244,523	244,523	0			100.0%
1077 CTB Grant	0	748	748	0			100.0%
1090 Bank Interest Received	0	54	125	71			43.4%
Administration :- Income	0	245,776	246,346	571			99.8%
4000 Salaries	8,089	48,802	44,808	(3,994)	(3,994)		108.9%
4002 Printing, stationery, postage	140	1,410	3,250	1,840	1,840		43.4%
4003 Staff Ill Health Insurance	0	711	600	(111)	(111)		118.5%
4004 Telephones and Alarm	0	2,729	4,360	1,631	1,631		62.6%
4005 Insurance	0	7,918	8,100	182	182		97.8%
4006 Salaries Outsourcing	(4,959)	2,052	1,548	(504)	(504)		132.5%
4010 Audit Fees	0	903	1,340	437	437		67.4%
4016 Legal Fees/Elections	0	424	11,300	10,876	10,876		3.8%
4021 General Grants	0	650	1,000	350	350		65.0%
4025 CCTV Maintenance	0	486	1,000	514	514		48.6%
4030 Steyning in Bloom	0	1,000	1,000	0	0		100.0%
4032 Royal British Legion	0	0	375	375	375		0.0%
4033 Christmas Lights Grant	1,000	1,000	1,000	0	0		100.0%
4036 SALC NALC Subs	0	1,967	1,750	(217)	(217)		112.4%
4040 Town Clock	0	227	350	123	123		64.9%
4045 Misc & Petty Cash	(79,913)	427	350	(77)	(77)		122.1%
4047 Training	0	325	1,500	1,175	1,175		21.7%
4049 Showcase	0	0	250	250	250		0.0%
4050 Projects	(1,968)	0	0	0	0		0.0%
4060 Chairman's Function	250	268	750	482	482		35.7%
4061 Councillors' Allowances	154	172	750	578	578		22.9%
4063 Legionnaires	133	873	1,600	727	727		54.5%
4070 Software Packages	453	2,190	1,500	(690)	(690)		146.0%
4071 ICT Equipment	0	0	1,000	1,000	1,000		0.0%
4072 Website Development	37	235	750	515	515		31.3%
Administration :- Indirect Expenditure	(76,585)	74,768	90,231	15,463	0	15,463	82.9%
Net Income over Expenditure	76,585	171,007	156,115	(14,892)			
6000 plus Transfer from EMR	0	80,000					
Movement to/(from) Gen Reserve	76,585	251,007					

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<u>102 Finance & Community Appendix</u>							
4100 Neighbourhood Wardens	0	0	41,000	41,000		41,000	0.0%
4101 Swimming Pool	0	0	14,500	14,500		14,500	0.0%
Finance & Community Appendix :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>55,500</u>	<u>55,500</u>	<u>0</u>	<u>55,500</u>	<u>0.0%</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
<u>103 Youth Provision</u>							
4023 Youth Service	0	16,375	24,700	8,325		8,325	66.3%
Youth Provision :- Indirect Expenditure	<u>0</u>	<u>16,375</u>	<u>24,700</u>	<u>8,325</u>	<u>0</u>	<u>8,325</u>	<u>66.3%</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>(16,375)</u>					
Finance & General Purposes Ctt :- Income	0	245,776	246,346	571			99.8%
Expenditure	(76,585)	91,144	170,431	79,287	0	79,287	53.5%
Net Income over Expenditure	<u>76,585</u>	<u>154,632</u>	<u>75,915</u>	<u>(78,716)</u>			
plus Transfer from EMR	0	80,000					
Movement to/(from) Gen Reserve	<u>76,585</u>	<u>234,632</u>					

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Amenities Cttee							
<u>201 Highways & Lighting</u>							
1001 HDC Cleaning Grant	0	0	19,180	19,180			0.0%
Highways & Lighting :- Income	<u>0</u>	<u>0</u>	<u>19,180</u>	<u>19,180</u>			<u>0.0%</u>
4200 Street Light Energy	0	558	530	(28)	(28)		105.3%
4201 Street Light Maintenance	0	1,662	1,750	88	88		95.0%
4202 Lamp Post Testing	0	0	100	100	100		0.0%
4210 Road Sweeping	1,405	12,002	16,528	4,526	4,526		72.6%
4211 Town Improvements	0	0	1,000	1,000	1,000		0.0%
4259 Grit	0	0	600	600	600		0.0%
4260 Pressure wash High St	0	494	700	206	206		70.6%
Highways & Lighting :- Indirect Expenditure	<u>1,405</u>	<u>14,716</u>	<u>21,208</u>	<u>6,492</u>	<u>0</u>	<u>6,492</u>	<u>69.4%</u>
Movement to/(from) Gen Reserve	<u>(1,405)</u>	<u>(14,716)</u>					
<u>301 Playing Fields</u>							
1004 Reimbursed Charges & donations	0	0	500	500			0.0%
Playing Fields :- Income	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>			<u>0.0%</u>
4000 Salaries	270	270	0	(270)	(270)		0.0%
4252 Electricity	0	9	0	(9)	(9)		0.0%
4310 Grounds Maintenance	4,189	8,033	10,000	1,967	1,967		80.3%
4312 Waste Removal	0	0	850	850	850		0.0%
4320 Play Equipment Inspections	0	576	970	394	394		59.4%
4341 Repairs & Tree works	0	1,344	2,000	656	656		67.2%
4352 Litter and Bins	302	1,586	3,023	1,437	1,437		52.5%
4360 Allotment Maintenance	0	0	3,200	3,200	3,200		0.0%
Playing Fields :- Indirect Expenditure	<u>4,761</u>	<u>11,818</u>	<u>20,043</u>	<u>8,226</u>	<u>0</u>	<u>8,226</u>	<u>59.0%</u>
Movement to/(from) Gen Reserve	<u>(4,761)</u>	<u>(11,818)</u>					
<u>302 Allotments</u>							
1005 Allotment Rents	0	3,590	3,600	10			99.7%
Allotments :- Income	<u>0</u>	<u>3,590</u>	<u>3,600</u>	<u>10</u>			<u>99.7%</u>
4253 Water Charges	0	564	550	(14)	(14)		102.5%
Allotments :- Indirect Expenditure	<u>0</u>	<u>564</u>	<u>550</u>	<u>(14)</u>	<u>0</u>	<u>(14)</u>	<u>102.5%</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>3,027</u>					
Amenities Cttee :- Income	<u>0</u>	<u>3,590</u>	<u>23,280</u>	<u>19,690</u>			<u>15.4%</u>
Expenditure	<u>6,167</u>	<u>27,097</u>	<u>41,801</u>	<u>14,704</u>	<u>0</u>	<u>14,704</u>	<u>64.8%</u>
Movement to/(from) Gen Reserve	<u>(6,167)</u>	<u>(23,507)</u>					

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Premises & Steyning Centre Ctt							
<u>202 Public Toilets</u>							
4000 Salaries	365	4,559	9,820	5,261		5,261	46.4%
4005 Insurance	0	0	100	100		100	0.0%
4250 Public Toilets - opening/clsng	99	792	1,200	409		409	66.0%
4252 Electricity	23	286	550	264		264	51.9%
4253 Water Charges	0	420	1,000	580		580	42.0%
4254 Rates	0	324	350	26		26	92.6%
4256 Repairs, pdh, consumables	0	441	1,000	559		559	44.1%
Public Toilets :- Indirect Expenditure	487	6,821	14,020	7,199	0	7,199	48.7%
Movement to/(from) Gen Reserve	(487)	(6,821)					
<u>303 Playing Field Costs</u>							
4000 Salaries	0	2,094	5,678	3,584		3,584	36.9%
4253 Water Charges	0	(837)	850	1,687		1,687	(98.4%)
Playing Field Costs :- Indirect Expenditure	0	1,257	6,528	5,271	0	5,271	19.3%
Movement to/(from) Gen Reserve	0	(1,257)					
<u>401 Steyning Centre</u>							
1003 Clubs Lease Rentals	0	2,486	3,075	589			80.8%
1007 Room Hire	4,138	41,368	65,000	23,632			63.6%
1010 Miscellaneous income	0	355	250	(105)			142.1%
1015 Coffee Machine Income	36	253	300	47			84.3%
1017 Income Film Night	0	4,512	6,000	1,488			75.2%
1020 FITS Receipts	0	331	800	469			41.3%
1021 Elec recharge income	0	13	0	(13)			0.0%
Steyning Centre :- Income	4,174	49,318	75,425	26,107			65.4%
4000 Salaries	2,793	23,066	42,998	19,932		19,932	53.6%
4001 Salaries Cleaning	313	2,089	6,873	4,784		4,784	30.4%
4039 Publicity and Advertising	0	0	250	250		250	0.0%
4053 Entertainment Licence	0	180	2,000	1,820		1,820	9.0%
4071 ICT Equipment	0	0	400	400		400	0.0%
4252 Electricity	0	1,569	5,650	4,081		4,081	27.8%
4253 Water Charges	0	356	3,150	2,794		2,794	11.3%
4254 Rates	907	8,164	10,200	2,036		2,036	80.0%
4257 Gas	0	482	6,400	5,918		5,918	7.5%
4310 Grounds Maintenance	446	1,979	3,500	1,521		1,521	56.5%
4341 Repairs & Tree works	0	0	200	200		200	0.0%

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4342 Repairs/Mtce/Renewals	239	1,983	9,500	7,517		7,517	20.9%
4401 Trade Waste	0	2,369	2,750	381		381	86.1%
4402 Annual Maintenance Contracts	90	4,909	12,000	7,091		7,091	40.9%
4404 Alarm System	0	157	500	343		343	31.5%
4406 Cleaning and Consumables	144	1,627	2,000	373		373	81.3%
4407 Coffee Machine Expenditure	12	300	300	(0)		(0)	100.0%
4408 Film Night	0	2,259	3,600	1,341		1,341	62.8%
4409 Refund room booking fees	0	259	0	(259)		(259)	0.0%
Steyning Centre :- Indirect Expenditure	4,945	51,748	112,271	60,523	0	60,523	46.1%
Movement to/(from) Gen Reserve	(771)	(2,430)					
Premises & Steyning Centre Ctt :- Income	4,174	49,318	75,425	26,107			65.4%
Expenditure	5,432	59,826	132,819	72,993	0	72,993	45.0%
Movement to/(from) Gen Reserve	(1,258)	(10,507)					
Grand Totals:- Income	4,174	298,684	345,051	46,367			86.6%
Expenditure	(64,986)	178,067	345,051	166,984	0	166,984	51.6%
Net Income over Expenditure	69,160	120,617	0	(120,617)			
plus Transfer from EMR	0	80,000					
Movement to/(from) Gen Reserve	69,160	200,617					

Time: 16:32

Bank Reconciliation up to 27/12/2017 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
05/12/1899	310386A	98.27		98.27		<input checked="" type="checkbox"/>	Bunces
26/06/2017	310222	5.00			5.00	<input type="checkbox"/>	Barclays Emergency account
23/08/2017	310284	79,995.00		79,995.00		<input checked="" type="checkbox"/>	Barclays Emergency account
23/08/2017	310284	-79,995.00		-79,995.00		<input checked="" type="checkbox"/>	Barclays Emergency account
24/08/2017	TFR		40,000.00		40,000.00	<input type="checkbox"/>	Receipt(s) Banked
11/09/2017	310303	87.60		87.60		<input checked="" type="checkbox"/>	Supreme Hygiene
20/09/2017	TFR		20,000.00		20,000.00	<input type="checkbox"/>	Receipt(s) Banked
21/09/2017	TFR	20,000.00			20,000.00	<input type="checkbox"/>	Money Market Account
13/11/2017	310366	87.34		87.34		<input checked="" type="checkbox"/>	Supreme hygiene services
20/11/2017	310369	18.04		18.04		<input checked="" type="checkbox"/>	H. Roxby
20/11/2017	310374	46.80		46.80		<input checked="" type="checkbox"/>	George Ross
20/11/2017	310375	18.45		18.45		<input checked="" type="checkbox"/>	Cllr Trundle
20/11/2017	310376	66.00		66.00		<input checked="" type="checkbox"/>	SALC
21/11/2017	310377	288.00		288.00		<input checked="" type="checkbox"/>	HDC
21/11/2017	310378	494.00		494.00		<input checked="" type="checkbox"/>	HDC
22/11/2017	310379	177.76		177.76		<input checked="" type="checkbox"/>	Carol stephenson
22/11/2017	310380	208.00		208.00		<input checked="" type="checkbox"/>	SLCC
22/11/2017	310381	1,737.69		1,737.69		<input checked="" type="checkbox"/>	HMRC
22/11/2017	310382	1,416.35		1,416.35		<input checked="" type="checkbox"/>	WSCC
27/11/2017	310383	34.17		34.17		<input checked="" type="checkbox"/>	PIP servgices
27/11/2017	310384	630.00		630.00		<input checked="" type="checkbox"/>	Mark Streater
27/11/2017	310385	100.00			100.00	<input type="checkbox"/>	D Berrymen
30/11/2017	CR		62.90	62.90		<input checked="" type="checkbox"/>	Receipt(s) Banked
01/12/2017	DD	907.00		907.00		<input checked="" type="checkbox"/>	HDC rates
01/12/2017	CR		48.00	48.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
01/12/2017	TFR		25,000.00	25,000.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
03/12/2017	17/97		163.50	163.50		<input checked="" type="checkbox"/>	Receipt(s) Banked
05/12/2017	310387	16.20		16.20		<input checked="" type="checkbox"/>	Liz Trundle
05/12/2017	310388	90.00		90.00		<input checked="" type="checkbox"/>	Rainbow Window Cleaning
05/12/2017	310389	543.49		543.49		<input checked="" type="checkbox"/>	Rialtus Business solutions
05/12/2017	VIS	36.53		36.53		<input checked="" type="checkbox"/>	Web security
05/12/2017	DR	1.00		1.00		<input checked="" type="checkbox"/>	HSBC
05/12/2017	17/100		2,450.40	2,450.40		<input checked="" type="checkbox"/>	Receipt(s) Banked
05/12/2017	17/101		36.00	36.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
05/12/2017	CR		158.34	158.34		<input checked="" type="checkbox"/>	Receipt(s) Banked
06/12/2017	310390	250.00		250.00		<input checked="" type="checkbox"/>	Chairmans function
06/12/2017	CR		112.40	112.40		<input checked="" type="checkbox"/>	Receipt(s) Banked
07/12/2017	DR	25.00		25.00		<input checked="" type="checkbox"/>	Post Office
08/12/2017	310391	157.73		157.73		<input checked="" type="checkbox"/>	PiP Services
08/12/2017	310392	24.23		24.23		<input checked="" type="checkbox"/>	EDF electricity
08/12/2017	CR		56.26	56.26		<input checked="" type="checkbox"/>	Receipt(s) Banked
08/12/2017	CR		48.00	48.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
10/12/2017	CR		283.48	283.48		<input checked="" type="checkbox"/>	Receipt(s) Banked
11/12/2017	310393	1,000.00		1,000.00		<input checked="" type="checkbox"/>	Steining and Business Chamber
11/12/2017	310394	446.00		446.00		<input checked="" type="checkbox"/>	Clare Austin
12/12/2017	310395	160.00		160.00		<input checked="" type="checkbox"/>	TSS
12/12/2017	310396	1,656.86			1,656.86	<input type="checkbox"/>	idVerde
13/12/2017	310397	2,167.97			2,167.97	<input type="checkbox"/>	D Flynn

Time: 16:32

Bank Reconciliation up to 27/12/2017 for Cashbook No 1 - Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
13/12/2017	310398	137.42			137.42	<input type="checkbox"/>	Chairmans function
13/12/2017	CR		92.92	92.92		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/12/2017	CR		24.00	24.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
14/12/2017	CR		21.86	21.86		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/12/2017	VIS	189.00		189.00		R <input checked="" type="checkbox"/>	Amazon
15/12/2017	VIS	4.00		4.00		R <input checked="" type="checkbox"/>	Amazon
16/12/2017	17/102		707.68	707.68		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/12/2017	17/103		670.30	670.30		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/12/2017	CR		4.50	4.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/12/2017	310399	140.00		140.00		R <input checked="" type="checkbox"/>	wests
18/12/2017	310400	15.26			15.26	<input type="checkbox"/>	PiP Services
18/12/2017	VIS	10.99		10.99		R <input checked="" type="checkbox"/>	Amazon
19/12/2017	310401	840.00		840.00		R <input checked="" type="checkbox"/>	JWStreeter
19/12/2017	BP		61.25	61.25		R <input checked="" type="checkbox"/>	Receipt(s) Banked
21/12/2017	BP	55.74		55.74		R <input checked="" type="checkbox"/>	HSBC
27/12/2017	BP	6,871.33		6,871.33		R <input checked="" type="checkbox"/>	December salaries
		<u>41,259.22</u>	<u>90,001.79</u>				