

## End of Year Accounts and Reserves

The following are the draft documents to be sent to the internal auditor and placed on the Council's website. Please note that as the Council has an income of above £25,000 the Transparency code for Smaller Councils does not require the Council to post this level of information, oddly the need to publish for Council with income/expenditure between £25,000 and £200,000 is removed, however in the interests of transparency the Clerk suggests that the Council continues to publish.

### Summary of Receipts and Payments Year ended March 31st 2021 Calne Without Parish Council

2019/20			2020/21	
		<b>Balance B/F 1st April 2019</b>		
£28,456.96		Lloyds Treasury Account	£10,132.77	
£37,394.45		Lloyds 32-day Account	£62,130.02	
£0.00		Unpresented Cheques	£0.00	
		Unity Trust Account	£50,037.43	
		Nationwide 125 day Account	£58,200.47	
£5.52		Petty Cash	£7.52	
	<b>£65,856.93</b>			
		<b>Receipts</b>		£180,508.21
£24,000.00		Precept	£28,161.00	
£119,540.10		Community Infrastructure Levy	£0.00	
£1,044.87		Interest	£402.90	
£795.25		VAT	£2,823.90	
£35.46		Refund		
	<b>£145,415.68</b>			£31,387.80
	<b>£211,272.61</b>			£211,896.01
		<b>Payments</b>		
£9,837.82		Clerks salary, HMRC	£9,164.39	
£150.75		Clerk expenses and Payroll costs	£150.00	
£375.00		Audit Fees	£575.00	

£198.00		Petty Cash	£165.78	
£759.18		Insurance	£751.70	
£7,500.00		Donations	£12,390.87	
£290.42		Hall	£235.23	
£7,815.35		Miscellaneous	£2,479.71	
		Projects	£16,214.54	
£0.00		Election	£101.45	
£1,821.72		Transparency/website	£3,604.71	
£295.19		Training	£290.00	
£1,720.97		VAT	£2,883.49	
	<b>£30,764.40</b>			<b>£49,006.87</b>
	<b>£180,508.21</b>	<b>Balance C/F 31st March 2020</b>		<b>£162,889.14</b>
		<b>Represented by:</b>		
£10,132.77		Lloyds Treasury Account	£2,138.81	
£62,130.02		Lloyds 32-day account	£62,181.43	
£7.52		Petty Cash	£7.52	
£50,037.43		Unity Trust Account	£0.00	
£0.00		Bath Building Society Account	£40,060.33	
£58,200.47		Nationwide 125-day account	£58,502.06	
	<b>£180,508.21</b>			<b>£162,890.15</b>

Figures in red are  
estimates

Expenditure of over £100							
Calne Without Parish Council							
2019/20							
DATE OF INVOICE	VAT number	DATE OF CHEQUE/Payment	CHEQUE NO.	PAYEE	DESCRIPTION	Total Inc VAT	VAT
26/03/2020		03/04/2020	BACS	James Cook	Repayment for Namesco Renewal of calnewithout-pc.gov.uk domain name (see entry below)	£179.99	£30.00
25/04/2020	155294693	07/04/2020	BACS	Oakford IS	Web Hosting 6/4/20 to 5/4/21	£789.26	£131.54
21/04/2020	190173669	23/04/2020	BACS	Idverde	0365 Online Exchange Plan for 16 emails	£105.00	£17.50
24/04/2020	592526420	05/05/2020	BACS	Broxap	Bin emptying 1/4/20 to 30/4/20	£100.80	£16.80
30/04/2020		05/05/2020	BACS	Sarah Glen	Purchase of bin for Stockley	£690.78	£0.00
30/04/2020		20/05/2020	BACS	Came and Compnay	Clerks salary plus 4 hours OT for Mar20	£751.70	£0.00
11/05/2020	847079201	20/05/2020	BACS	Auditing Solutions	Insurance	£210.00	£35.00
01/04/2020	639436805	20/05/2020	BACS	WALC	Inetrnal audit 2019/29	£1,046.38	£174.40
31/05/2020		10/06/2020	BACS	Sarah Glen	Subscription 2020/21	£736.58	£0.00
01/08/2020		15/07/2020	BACS	SLCC	Clerks salary plus 8 hours OT for Apr20	£126.00	£0.00
30/06/2020		10/07/2020	BACS	Sarah Glen	Membership 2020/21	£736.58	£0.00
30/06/2020	639436805	15/07/2020	BACS	WALC	Clerks salary June plus 8hours OT for May	£240.00	£40.00
29/06/2020		15/07/2020	BACS	G Fowler Carpentry and Joinery	GILCA 4 part support course	£1,620.00	
29/07/2020		28/07/2020	BACS	Sarah Glen	2X oak notice boards for Derry Hill and Studley	£736.58	
23/07/2020	190173669	28/07/2020	BACS	Idverde	Clerks Salary July 2020 plus 8hours OT June	£105.00	£17.50
11/08/2020		13/08/2020	BACS	SLCC	Bin emptying 01/07/20 to 31/07/20	£350.00	
26/08/2020		26/08/2020	BACS	Sarah Glen	GILCA Fees Sarah Glen	£736.58	
03/09/2020	592526420	16/09/2020	BACS	Broxap	Salary Aug 2020 plus 8 hours OT	£1,376.40	£229.40
15/09/2020		16/09/2020	BACS	Villages Magazine	Buckingham benches and fixings	£150.00	
		13/10/2020	BACS	Sarah Glen	Yearly subscription	£736.58	
02/09/2020	440498250	13/10/2020	BACS	PKF Littlejohn	Salary Sept 2020 plus 8 hours OT	£480.00	£80.00
29/09/2020	190173669	13/10/2020	BACS	Idverde	External Audit	£135.00	£22.50
19/10/2020	190173669	10/11/2020	BACS	Idverde	Bin emptying 01/09/20 to 30/09/20	£108.00	£18.00
		10/11/2020	BACS	Sarah Glen	Bin emptying 01/10/20 to 31/10/20	£713.68	
03/11/2020	639436805	10/11/2020	BACS	WALC	Salary October 2020 plus 6 hours OT September	£240.00	£40.00
17/10/2020		10/11/2020	BACS	Bristol Avon Rivers Tr	Councillor Training session 16th Nov 2020	£5,000.00	£0.00
10/11/2020		15/12/2020	BACS	Derry Hill and Studley Heartbeat	Upper Marden River Survey	£350.00	£0.00
18/11/2020		15/12/2020	BACS	Derry Hill Inspire Mag	Grant for Defibrillator maintenance	£160.00	£0.00
25/11/2020	886250889		BACS	Oakford Technology	Annual payment for editorial space	£172.80	£28.80
24/11/2020	190173669		BACS	Idverde	Office 365E1 Licence x2	£108.00	£18.00
26/11/2020	592526420		BACS	Broxap	Bin empty 01/11/20 to 30/11/20	£199.20	£33.20
03/12/2020	800927742	03/12/2020	BACS	Digi print Chippenham	Dog waste bin Studley	£123.50	
30/11/2020		03/11/2020	BACS	Sarah Glen	A4 folded leaflets playground consultation	£736.58	
17/11/2020	667830108	17/11/2020	BACS	Newsquest	Salary Nov 2020 plus 8hrs OT October	£121.74	£20.29
04/11/2020		14/12/2020	BACS	Wiltshire council	Advert for Parish Council vacancy	£1,675.87	
04/11/2020	448433045	14/12/2020	BACS	ASF Signs	Contribution to Stockley Gateways	£1,074.00	£179.00
04/12/2020		14/12/2020	BACS	Sarah Glen	Broads Green Signs	£147.88	
31/12/2020			BACS	Sarah Glen	Petty cash repayment	£955.63	
22/12/2020	190173669	11/01/2021	BACS	Idverde	Salary December 2020 plus 12 hours OT and back pay as approved 11/12/2020	£120.00	£20.00
26/01/2021	886250889	29/01/2021	BACS	Oakford Technology	Bin emptying 01/12/2020 to 31/12/2020	£2,764.80	£460.80
28/01/2021		29/01/2021	BACS	Sarah Glen	Remote IT support services 18th Jan 2021 to 17th Jan 2022	£754.04	
27/01/2021	160963109	29/01/2021	BACS	Clearwater	Salary Jan 2021 plus 8 hours OT for Dec 2020	£240.00	£40.00
01/02/2021	863090034	10/02/2021	BACS	Entran	4 hours marketing support for website	£5,760.00	£960.00
08/02/2021		09/02/2020	BACS	Derry Hill school	Phase 1 Road Safety Feasibility Study	£4,300.00	£0.00
08/02/2021		09/02/2020	BACS	Cherhill School	Grant for laptops	£3,658.00	£0.00
08/02/2021		09/02/2020	BACS	Kingsbury Green Acad	Grant for laptops	£2,250.00	£0.00
08/02/2021		25/02/2021	BACS	Stehen Cox Garden Tr	Grant for laptops	£1,570.87	£0.00
01/03/2021		09/03/2021	BACS	Sarah Glen	Grant for repairs and refurbishment	£754.04	£0.00
22/02/2021	190173669	09/03/2021	BACS	Idverde	Salary February 2021 and 8hours OT Jan 2021	£108.00	£18.00
23/02/2021	639436805	09/03/2021	BACS	WALC	bin emptying 01/02/2021 to 28/02/2021	£108.00	£18.00
		15/03/2021	BACS	Calne Bowls Club	Clr training x3	£262.00	£0.00
22/03/2021	190173669	26/03/2021	BACS	Idverde	Grant for Purchase of woods	£135.00	£22.50
25/03/2021		26/03/2021	BACS	Sarah Glen	Bin emptying 1/03/21/ to 31/03/21	£800.01	£0.00

NB all VAT shown is recoverable.

**Calne Without Parish Council**  
Grants and Donation 2020/21

Organisation/ Charity	Purpose of Grant	Amount	LGAct 1972 S137
Derry Hill and Studley Heartbeat	Grant for Defibrillator maintenance	£350.00	£350.00
Derry Hill Primary School	Grant for laptops	£4,300.00	£4,300.00
Cherhill Primary School	Grant for laptops/iPads	£3,658.00	£3,658.00
Kingsbury Green Academy	Grant for laptops	£2,250.00	£2,250.00
Stephen Cox Garden Trust	Grant for repairs and refurbishment	£1,570.87	£1,570.87
Calne Bowls Club	Grant for purchase of woods	£262.00	£0.00

## Reserves

As part of the external audit process the Council indicates its reserve held. The draft reserves are as follows:

Name	Description	Amount
Reserve 1	Payments Committed with orders:	£6770.00
	Lower Compton Speed limit and clearway (CATG 30%)	£2000.00
	Church Road Derry Hill Waiting restrictions (CATG 30%)	£1050.00
	Road Safety Feasibility Study (Phase 2)	£3720.00
Reserve 2	Committee approval granted but project incomplete:	£400.00
	Kissing Gate CALW35 Quemerford	£400.00
Reserve 3	Sun Edison Reserve	£19257.41
Reserve 4	Community Infrastructure Levy Reserve (£2,112.48 to be spent by April 2023, £119,540.10 to be spent by April 2024, 5yrs from receipt)	£121652.58
General Reserve	General Reserve	£14810.16

The Council is showing a General reserve of £14,810.16.

The Budget for 2021/22 has running costs of £29,682.00 so the reserve is running at just under 50%.

## Recommendation:

**That the Committee approve draft year end accounts and the level of the reserves identified for submission to the auditor.**