# Bradwell with Pattiswick Parish Council - Income and Expenditure Budget Statement 2016/17

		2015 14	2016-1	,													
		Budget	Budget		May	June	July	August	September	October	November	December	January	February	March	BUDGET	
		Juaget	Junger	7.01.11	114	June	July	ragust	Берсеніве	o ctobe.	ino volinge.	2000201	January	. co. uu. y		202021	
INCOME				60 0 7	.=				2 724							7.560	INCOME
	Precept	7,5							3,784								Precept
	General Grant (BDC)	1,8															General Grant
	Street Cleaning Grant from BDC	3		50	350					474						350	Street Cleaning Grant from BDC
	EALC Bursary			00						474						500	One-off payment from BDC
	Other VAT refund	0	7	55												755	Other VAT refund
		8	00 7	55												/55	RESTRICTED
	RESTRICTED	2.1	50 2.0	00												2.000	
	Blackwater Aggregates	2,1												-	400	2,000	Blackwater Aggregates
	Bradwell Estates		50 4 37	00											400	400	Bradwell Estates
	BDC one off payment	1	57														
	Grant for Parish Plan Grant for Transparency complianc	_	_	18 7:	0											718	
	Playing field funding	е	8,0		.0											8,000	
	Total	13,2:			6 350	0	0		3,784	474	. 0	0	0	0	400		
	Total	13,2.	21,0	0,13	330	U	U	,	3,764	4/4	· U	0		, U	400	21,633	Total
EXPENDITUR	E																EXPENDITURE
	Internal Audit		50 1	00	100											100	Internal Audit
	Information Commissioner			35	100									35			Information Commissioner
	Insurance	1		00		400								33		400	Insurance
Subscriptions	BALC				20	400										30	BALC
Subscriptions	EALC			30	130												EALC
	NALC			25	25												NALC
	RCCE			80	23		40		40								RCCE
Staff	Office & Clerk's expenses			60	30	30	30				30	30	30	30	30		Clerk expenses
	Clerk salary & NIC (NETT)	3,0			36 236		236			236						2 857	Clerk salary & NIC (NETT)
	HMRC (Clerk PAYE)	3,0		16 17		250	177		250	177		230	185		213		HMRC (Clerk PAYE)
	Essex Pension Fund	6	50	0	•		1,,			1,,			100				Essex Pension Fund
	Councillor expenses				10 40	40	40	40	) 40	40	40	40	40	40	40		Councillor expenses
	Richard Edwards Group LLP (Payro	)II) 2		45 4	15				10			10		10		45	Richard Edwards Group LLP (Payroll)
Training	Clerk's training	,, <u> </u>		04 29		100	47		80					80		604	Clerk's training
	Councillor training	2	20 1,0				250			250			250				Councillor training
Services	E-ON			25			75			75			75			225	E-ON
	Street lighting maintenance			24 10	18				108				108			324	Street lighting maintenance
	Grass cutting (Churchyard)	1,8				355	355	35!		178						1.598	Grass cutting (Churchyard)
	Grass cutting (Playing Field & Orcl		25 1,5			334	334										Grass cutting (Playing Field & Orchard
	Hedge trimming (Churchyard			50		275				275						550	Hedge trimming (Churchyard
	Leaf clearing			20		110				110						220	Leaf clearing
	Hire of hall for meetings	3		70	50 50		60		30			30	60	30	30		Hire of hall for meetings
	Mobile Phone				.0 10												Mobile Phone
	RoSPA			85			85										RoSPA
	Election/by-elections	1,0					500						500	)			Election/by-elections
Environment	Orchard			60	80				30								Orchard
-	Playing field equipment		0 10,0														Playing field equipment
	Playing field equipment maintenar	nce	0	0												0	Playing field equipment maintenance
	Quality Council		35 2	00					200								Quality Council
Other	Grants & Section 137			00		250					250						Grants & Section 137
	Churchyard Protection Scheme			00 30	00												Churchyard Protection Scheme
	Parish Plan															0	Parish Plan
	Strutt & Parker - P/field lease								1,830							1,830	Strutt & Parker - P/field lease
	Total	10,29	24,0	1,60	3 621	2,170	2,239	1,005	3,326	1,608	596	346	1,503	470	355	25,840	Total

Cash Book 2016-17.xls 06/09/2016

04/08/2016 Bradwell with Pattiswick Parish Council - Income and Exper

		July Actual	July Variance	August	August Actual	August Variance	September	September Actual	September Variance	October	November	December	January	February	March	BUDGET	ACTUAL TO	VARIANCE TO DATE	
	Carried forward																		Carried forward
INCOME																			INCOME
	Precept		0			0	3,784									7,569		-3,784	Precept
	General Grant (BDC)		0			0										1,543			General Grant
	Street Cleaning Grant from BDC		0			0										350			Street Cleaning Grant from BDC
	EALC Bursary		0			0				474	1		322			500			One-off payment from BDC
	EALC Transparency Fund grant		0			0											718		EALC Bursary
	Other		0		50											755	50		EALC Transparency Fund grant
	VAT refund		0			0										755			VAT refund
	RESTRICTED Blackwater Aggregates		0			0										2,000	2,000		RESTRICTED Blackwater Aggregates
	Bradwell Estates		0			0										400			Bradwell Estates
	BDC one off payment		0			0										400	0		BDC one off payment
	Playing field funding		0			0										8,000			Playing field funding
	Total income		0		50	-				474	. 0	0	322	0	0				
	Total income		0		30	30	3,704			7,1	•	-	322			21,117	3,342	11,773	10001
RESERVED	Grant for Parish Plan C/F																182	)	Grant for Parish Plan
	Grant for Transparency compliance																718		Grant for Transparency compliance
	Total																		, , , , , , , , , , , , , , , , , , ,
EXPENDITURE																			EXPENDITURE
	Audits	150	-150	)		С	)		0							100			Internal Audit
	Information Commissioner		C			C	)		0					35		35			Information Commissioner
	Insurance		C			C	)		0							400			Insurance
Subscriptions	BALC		C			C	-		0							20			BALC
	EALC		C			C	,		0							130			EALC
	SLCC	250				C	-	103									603		SLCC
	NALC		C			С	,		0							25			NALC
	RCCE	48				C			40							80			RCCE
Staff	Office & Clerk's expenses	59																	Clerk expenses
	Clerk salary & NIC (NETT)	235		. 236								236			245				Clerk salary & NIC (NETT)
	HMRC (Clerk PAYE)	59			59			59			'		185			716			HMRC (Clerk PAYE)
	Essex Pension Fund		0			C			0		10	10	40	10	40	0			Essex Pension Fund
	Councillor expenses		40			40			40		40	40	40	40	40				Councillor expenses
	Richard Edwards Group LLP (Payroll)	50	-3			C	,	F0	0					80		45			Richard Edwards Group LLP (Payroll)
Fraining	Clerk's training	50	250				, 00	50	30		\		250			604 1,000			Clerk's training
Convices	Councillor training E-ON		75		71		,		0				75			225			Councillor training E-ON
Services	Street lighting maintenance		75		71	-71 (			108		0		108			324			Street lighting maintenance
	Grass cutting (Churchyard)	380				355					,		108			1,598			Grass cutting (Churchyard)
	Grass cutting (Churchyard) Grass cutting (A120)	360	-23	333		333	333	360	-25							1,596	1,710		Grass cutting (Churchyaru)
	Grass cutting (A120) Grass cutting (Playing Field & Orchard)	360	-26	334		334	337	360	_		,					1,506	-		Grass cutting (Playing Field & Orchard))
	Hedge trimming (Churchyard	300	20			35-		275								550			Hedge trimming (Churchyard
	Leaf clearing/servicing	75					)	75								220			Leaf clearing
	Hire of hall for meetings	,,,	60				30		30			30	60	30	30				Hire of hall for meetings
	Mobile Phone		10			10			10										Mobile Phone
	RoSPA (Playsafety Limited)	84							0							85			RoSPA
	Election/by-elections		500	)		C	)		0				500			1,000			Election/by-elections
Environment	Orchard		C	)		C	30		30							60		-6	Orchard
	Playing field equipment		C			C	)		0							10,000	0	10,000	Playing field equipment
	Playing field equipment maintenance		C		8	-8	3	152	-152	2						0	160		Playing field equipment maintenance
	Quality Council		C			C	200		200							200	0	200	Quality Council
Other	Grants & Section 137		C			C	)		0		250					500		500	Grants & Section 137
	Churchyard Protection Scheme		C			C	)		0							300	0	300	Churchyard Protection Scheme
	Professional fees - playing field lease		0			C	1,830		1,830								0		Professional fees - playing field lease
	Land registry fees		C			С	<b>,</b>		0	4							6		Land registry fees
	Publications				64	-64	1	21	-21								85	-85	Publications
teserved	Repayment of CIF		C	)		C	)		0								0	0	
	Professional fees - Winkworth Sherwood								0								0	)	
	Newsletter/publicity								0								0	)	
	Chairman's allowance								0								0	1	
									0								0		
	Parish Plan		0	1	62				0								62		Parish Plan
	Transparency compliance		0			C	-		0								0	-	Transparency compliance
	Total	, ===	490	1	F44 ==	450	,	4 000	1 407	4	===		4 = 4 =	.=-		24.04.0	0 720	,	
	Total	1,750	489	1,005	546.70	458	3,326	1,838	1,487	1,608	596	346	1,503	470	355	24,010	8,730	15,280	Iotal
			July	1	August	August	T		1	T		1	ı	I	I		ACTUAL TO	VARIANCE	
		July Actual	Variance	August	Actual		September			October	November	December	January	February	March	BUDGET	DATE	TO DATE	
	Cash Flow	-1,750			-497			-1,838											Cash Flow
				Unpresented	-965														
	Bank balance calculated	8,536			8,018			6,201											Bank balance calculated
	Cumulative cash flow	2,947			2,450			612											
	Community (Current) Account	9,480			8,040														Balance according to statement
	Savings Account	11,029			11,029														Savings Account
	Actual funds at bank	20,509			19,069														Actual funds at bank

Cash Book 2016-17.xls 06/09/2016

Bradwell with Pattiswick Parish Council	Bradwell with Pattiswick Parish Council	Cook Book
Cash Book 2016-17 - Community Account	Cash Book 2015-16 - Community Account	Cash Book

@ 05/09/2016 Date Payee	Gross Cleared	VAT	Purpose	Precept Grants	Streetscene Partnership	Other	VAT refunds												Check total
	Gross Groates	- VAI	i diposo	T TOOOPE Granto	- aranoromp	0.101	VALIGITATION												Oncox total
RECEIPTS  12/04/2016 Engay Apposition of Local Councils	719.46		Transparency Code compliance grant	718.4	2														710 46
12/04/2016 Essex Association of Local Councils 27/04/2016 Braintree District Council 27/04/2016 Braintree District Council	718.46 y 358.57 y 5418.00 y				358.57														718.46 358.57 5,418.00 2,000.00 50.00
27/04/2016 Braintree District Council			Precept Contribution to grass cutting/upkeep of Church	5418		2,000.00													5,418.00
30/06/2016 Cemex (Bradwell Quarry) 14/07/2016 RCCE			Award - 4th place Village of the Year	lyard		50.00									-				50.00
	50.00 y																		-
																			-
																			-
																			-
																			-
TOTAL RECEIPTS	8,545.03	-	-	- 5,418.00 718.46	358.57	2,050.00	-	-				-	-	-   -	-		-		8,545.03
			Churchyard Blowing Field Crob	Highway		Grants &	Clerk's Salary		Clark's NIC + Pan Chairman's			Advertising &	Subscriptions & Parish Plan		Professional				
Date Payee	Gross Chq No Cleared	VAT	Maintenance Playing Field Orch	ard Footpaths Highway maintenance	Street lighting Village Hall hire	Donations	nett Cle	lerk's PAYE	Clerk's NIC + Pen Allowance	Training O	ffice Expenses	Publicity	Registrations & Parish Plan	Remembrances Audit fees	Fees	Insurance Election	Land Registry Other		Check total
EXPENDITURE 10/04/2016 HMRC PAYE	165.80 101010 v							165.80											165.80
T Dunn - Parish Plan costs	165.80 101010 y 181.77 101011 y 309.99 101012 y 54.00 101013 y							100.00					181.77						181.77
C A Marshall	309.99 101012 y	Sa 10.00					235.72				64.27								309.99
Richard Edwards Group J & N Grass Cutting	54.00 101013 y	9.00													45.00		55	00	54.00
Bradwell Village Hall	650.00 101014 y 200.00 101015 y 65.80 101016 y				200.00												33	.00	200.00
11/04/2016 East of England Apples & Orchard Project	65.80 101016 y			65.80															65.80
01/04/2016 E-ON 09/05/2016 A G Dunn			<u> </u>		68.04					-							6.00		71.44
09/05/2016 A G Dunn HMRC PAYE	58.80 101018 y							58.80									0.00		58.80
BALC EALC	6.00 101017 y 58.80 101018 y 18.00 101019 y												18.00						18.00
EALC C A Marshall	158.69   101020   y	Sal 19.04					236.72			-	95.23		158.69		-				158.69
	158.69 101020 y 351.00 101021 y 214.44 101022 y	19.04					236.72				30.23					214.44			181.77 308.99 84.00 650.00 200.00 65.80 71.44 6.00 58.80 118.00 158.69 350.99 214.44
21/05/2016 J & N Grass Cutting	214.44 101022 y 370.00 101026 y Cancelled 101025 y 234.92 101025 y 50.00 101023 y		190.00 180.00																
03/03/2016 EALC 31/05/2016 Mrs C A Marshall	Cancelled 101025 y	-					234.92				-				-				
	234.92 101024 y 59.00 101023 y 815.00 101027 y 48.00 101028 y						234.32	59.00											234.92 59.00 815.00 48.00 150.00 50.00 59.00 293.70 250.00 815.00 71.44
02/06/2016 J & N Grass cutting	815.00 101027 y		380.00 360.00														75	.00	815.00
11/07/2016 RCCE Playsafety Ltd (RoSPA)	815.00 101027 y 48.00 101028 y 84.00 101029 y 150.00 101030 y 50.00 101031 y 293.70 101032 y 293.70 101033 y 280.00 101034 y 815.00 101035 y 71.44 DD y	8.00	70.00										40.00		-				48.00
Nancy Powel Davies	150.00 101029 y	14.00	70.00											150.00					150.00
Nancy Powel Davies EALC	50.00 101031 y									50.00									50.00
HMRC PAYE C A Marshall	59.00 101032 y	7.30					224.02	59.00			E1 40								59.00
SLCC	250.00 101033 y	7.30					234.92			250.00	51.48								250.00
J & N Grass Cutting	815.00 101035 y		380.00 360.00														75	.00	815.00
01/07/2016 E-ON	71.44 DD y	3.40			68.04								50.00						71.44
02/08/2016 Brit Labels  EALC - Local Council Administration	62.00 101036 y	4.00											58.00		-		63	50	62.00 63.50 8.04 58.80 286.25 71.00 182.06 1,090.00 217.48 59.00 235.72 103.00
Wicksteed Leisure Ltd	63.50 101037 y 63.50 101037 y 8.04 101038 y 58.80 101039 y 282.60 101040 y 71.00 101040	1.34	6.70																8.04
HMRC	58.80 101039 y	7.43					235.92	58.80			42.00								58.80
C A Marshall 12/09/2016 EALC	71.00 101043	7.40	<u> </u>				233.92			50.00	42.90 21.00								71.00
Stocksians Ltd	182.06 101042 1,090.00 101041	30.34	151.72 655.00 360.00																182.06
J & N Grass cutting C A Marshall	1,090.00 101041 152.76 101044	24.72	655.00 360.00 20.91								155.75						75	.00	1,090.00
HMRC	59.00 101045	24.12	20.91					59.00			135.73						10	.10	59.00
C A Marshall	59.00 101045 235.72 101046 103.00 101047						235.72												235.72
SLCC	103.00 101047												103.00		_				103.00
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TOTAL EVERYORE	0.474.07		2 222 22	CE DO	420.00		4 4/2 22	400.10			, an an		240.00	/		2444			- 0.040.60
TOTAL EXPENDITURE	8,174.27	141.97	2,020.00 1,689.33	65.80	136.08 200.00		1,413.92	460.40	• •	350.00	430.63	-	319.69 239.77	- 150.00	45.00	214.44 -	6.00 359	.60 -	8,242.63

VAT Reclaim for Bradwell & Pattiswick Parish Council 2015 / 2016

Suppliers VAT + Brief description of Date of Invoice Registration **Company Name VAT Paid** To whom addressed Invoice total | Net amount VlaauS Number 01/04/2016 559 0978 89 E-on Bradwell Parish Council 68.04 3.40 Jan - Mar 2016 71.44 10/04/2016 GB697 8707 56 Clerk's expense claim 49.99 10.00 Staples M/S Office licence 59.99 10/04/2016 Richard Edwards Pavroll services Bradwell Parish Council 54.00 45.00 9.00 12/04/2016 GB697 8707 56 Staples Printer ink Clerk's expense claim 39.78 33.15 6.63 13/04/2016 Clerk's expense claim 6.30 5.25 1.05 Mileage Parking 3.50 2.92 0.58 14/04/2016 6.30 5.25 1.05 Mileage Clerk's expense claim Parking 2.40 2.00 0.40 19/04/2016 220 4302 31 Tesco Office supplies 36.00 30.00 6.00 220 4302 31 Tesco Mobile phone top up 20.00 16.67 3.33 8.00 11/07/2016 159 6313 88 RCCF Subscription Bradwell Parish Council 48.00 40.00 875 3283 89 Bradwell Parish Council 84.00 70.00 14.00 Playsafety Ltd Inspection 6.30 Mileage Clerk's expense claim 37.80 31.50 220 4302 31 Tesco Office supplies Clerk's expense claim 6.00 5.00 1.00 01/07/2016 559 0978 89 E-on Apr-Jun 2016 Bradwell Parish Council 71.44 68.04 3.40 4.00 Jul-16 770 5880 08 Britlabels Printing Bradwell Parish Council 62.00 58.00 22/07/2016 119 1066 90 6.70 1.34 Wicksteed Leisure Equipment repairs Bradwell Parish Council 8.04 10.00 2.00 12/07/2016 220 4302 31 Tesco Office supplies Clerk's expense claim 12.00 220 4302 31 Mobile phone top up Clerk's expense claim 20.00 16.67 3.33 Tesco Mileage Clerk's expense claim 12.60 10.50 2.10 11/08/2016 917 8367 86 Socksigns Ltd Playing field signs Bradwell Parish Council 182.06 151.72 30.34 06/08/2016 727 2558 21 Clerk's expense claim 50.97 42.48 8.49 Amazon Hard drive 03/08/2016 536 1533 57 Clerk's expense claim 64.78 53.98 10.80 Viking Ink & paper 31/08/2016 232 5555 76 B&Q 17.58 3.33 Paint & brushes Clerk's expense claim 20.91 25/08/2016 Mileage Clerk's expense claim 12.60 10.50 2.10 3.50 2.92 0.58 Parking Clerk's expense claim

VAT refund Refund due

142.55

## **Bradwell with Pattiswick Parish Council**

## **Bank Reconciliation**

Balance per bank statements as at 29th July 2016
Community Account (Current A/C)
Business Savings Account

£ 8,039.77 £ 11,029.80 £ 19,069.57

	Less:	unpresented	cheques	at 31st August 2016
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J & N Grass Cutting	101041	1090.00
Stocksigns Ltd	101042	182.06
EALC	101043	71.00
C A Marshall	101044	152.76
HMRC	101045	59.00
C A Marshall	101046	235.72
SLCC	101047	103.00

Balance in Community Account

£ 6,146.23

Total 1,893.54 £ 1,893.54

Plus: receipts unpresented at 31st August 2016

Net balances as at 31th August 2016

£ 17,176.03

# Employee's salary and costs account 2016 - 2017

Employees: 1 x Parish Clerk & RFO

	Gross	Tax	Pension Employee	Pension Employer	Employee NI	Employer NI	Net		Employer's staff costs
Apr-15 C A Marshall	294.72	58.80			0.00		235.92	Salary	294.72
May-15 C A Marshall	294.72	59.80			0.00		234.92	Salary	294.72
Jun-15 C A Marshall	294.72	59.80			0.00		234.92	Salary	294.72
Jul-15 C A Marshall	294.72	58.80			0.00		235.92	Salary	294.72
Aug-15 C A Marshall	294.72	59.00			0.00		235.72	Salary	294.72
Sep-15 C A Marshall								Salary	
Oct-15 C A Marshall					0.00		0.00	Salary	0.00
Nov-15 C A Marshall					0.00		0.00	Salary	0.00
Dec-15 C A Marshall					0.00		0.00	Salary	0.00
Jan-16 C A Marshall					0.00			Salary	0.00
Feb-16 C A Marshall					0.00		0.00	Salary	0.00
	1473.60	296.20	0.00	0.00	0.00		1177.40	:	1473.60
Payment to be made in April 20	016:								
Mar-16 C A Marshall	294.72	59.00	0.00	0.00	0.00		235.72	Salary	294.72
Total costs for year:	1768.32	355.20	0.00	0.00	0.00	0.00	1413.12		1768.32

# Invoices to be paid

Invoice date	Invoice no.		Amount	VAT	Cheque no.
31/08/2016	7197+6853	EALC	71.00	)	101041
11/08/2016	S INV149063	Stocksigns Ltd	182.06	30.34	101042
31/08/2016	3 July	J & N Grass Cutting	1090.00	1.34	101043
31/08/2016	Office expenses	C A Marshall	152.76	24.72	101044
31/08/2016	3	HMRC	59.00	)	101045
31/08/2016	Salary	C A Marshall	235.72		101046
31/08/2016	Subscription	SLCC	103.00	)	101047
Total			1,893.54	56.40	

## Remittances to be acknowledged

Total receipts 0.00