

# The Hennys', Middleton & Twinstead Parish Council

Chairman: Cllr Anthony Lyster  
 Clerk: Shelley Boydell. 15 The Paddocks, Bures CO8 5DF  
 Tel: 07801 492312 Email: hmtpcouncil@gmail.com

## Finance Report

### Parish Council Meeting 13<sup>th</sup> July 2020 at 7.30pm ONLINE

| <b>Expenditure<br/>(including un-presented cheques)</b>   | <b>Budget<br/>2020/21</b> | <b>Expenditure at<br/>6<sup>th</sup> July 2020</b>  | <b>Predicted spend to<br/>come to year end</b>                                 |
|---|---------------------------|---|--|
| Clerk's Salary<br><small>(inc. working from home allowance &amp; HMRC PAYE)</small>                                     | £6,870.00                 | £2,411.52   | £4,829.04  |
| Clerk's Expenses & Training<br><small>(post, stationery, training, mileage &amp; parking)</small>                       | £525.00                   | £126.48   | £250.00<br><small>(potentially more depending<br/>on mileage required)</small> |
| Contribution towards Clerk's Computer<br><small>(£25 per quarter plus pro rata from Sept 2019 until March 2020)</small> | £100.00                   | £83.31  | £75.00   |
| Subscriptions (EALC, CSCA)  | £150.00                   | £502.04<br><small>(inc. CiLCA registration fee –<br/>half to be paid by Pebmarsh)</small> | £0.00  |
| Insurance   | £300.00                   | £210.67   | £0.00  |
| Grants / Donations  | £465.00                   | £465.00   | £0.00  |
| Litter Picking / Street Cleaning  | £450.00                   | £450.00   | £0.00  |
| Grass Cutting<br><small>(6 cuts @ £40+VAT per cut)</small>  | £300.00                   | £144.00   | £0.00  |
| Audit Fees  | £200.00                   | £0.00   | £200.00  |
| Hall Hire   | £130.00                   | £70.00  | £0.00<br><small>(no cost if meetings remain online)</small>                    |
| Chairman's Allowance  | £20.00                    | £0.00   | £0.00  |
| Councillor Training   | £500.00                   | £40.00  | £160.00  |
| Data Protection Registration  | £35.00                    | £0.00   | £35.00   |
| Accountancy Services  | £40.00                    | 30.00   | £40.00   |
| Website Costs   | £250.00                   | £150.00   | £0.00  |
| Election Reserve  | £50.00                    | £0.00   | £0.00  |
| Equipment Repair / Renewal  | £200.00                   | £0.00   | £200.00  |
| <b>TOTAL</b>  | <b>£10,585.00</b>         | <b>£4,683.02</b>  | <b>£5,789.04</b>   |

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**Bank Balance as at 18<sup>th</sup> May 2020:** **£6,662.36**

Lloyds Bank Treasurers Account

The Hennys Middleton & Twinstead Parish

Minus cheques not yet presented

(CHQ718 £150, CHQ720 £10, CHQ721 £150, CHQ722 £152.04, CHQ725 £144, CHQ726 £150, CHQ728 £6.60, CHQ729 £210.67, CHQ730 £85, CHQ732 £85, CHQ733 £85, CHQ734 £70, CHQ736 £70, CHQ737 £70, CHQ738 £601.38, CHQ739 £601.38, CHQ740 £30.29)

£2983.40

Balance once all cheques presented **£3678.96**

**Plus income:** **£6065.25**

**Breakdown:**

2<sup>nd</sup> half of precept: £4,944.00

Half of CiLCA costs from Pebmarsh PC:

Text book – Local Councils explained £7.50

Text book – Local Council Admin £60.00

CiLCA Qualification £78.75

Refunds from EALC from clerk's bursary for training:

£155.00 (from inv11827 & 11847)

£472.50 (from CiLCA once training complete)

£63.00 (from inv12303)

£63.00 (from inv12252)

£58.50 (from inv12237)

£63.00 (from inv12296)

Refund for £100 towards CiLCA reg fee £100.00

**Less outgoing:**

Predicted spend to come to year end **£5,789.04**

**Predicted Balance 31<sup>st</sup> March 2021:** **£3,955.17**

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There were no Standing Order or Direct Debit payments made during the period 02/04/2020 to 18/05/2020.

The following payments have been met prior to meeting:

|     |        |   |         |
|-----|--------|---|---------|
| CHQ | 000727 | VOID  | £0.00   |
| CHQ | 000728 | HMRC PAYE   | £6.60   |
| CHQ | 000729 | Annual Insurance – Community Action Suffolk (CAS)                                     | £210.67 |
| CHQ | 000730 | Village Hall Grant – Friends of All Saints Middleton                                  | £85.00  |
| CHQ | 000731 | VOID  | £0.00   |
| CHQ | 000732 | Annual Village Hall Grant – Twinstead Village Hall                                    | £85.00  |
| CHQ | 000733 | Annual Village Hall Grant – Henny Parish Room   | £85.00  |
| CHQ | 000734 | Annual Churchyard Maintenance Grant – Middleton PCC                                   | £70.00  |
| CHQ | 000735 | VOID  | £0.00   |
| CHQ | 000736 | Annual Churchyard Maintenance Grant – Twinstead PCC                                   | £70.00  |
| CHQ | 000737 | Annual Churchyard Maintenance Grant – Henny PCC                                       | £70.00  |
| CHQ | 000738 | Clerk's Salary – June 2020<br>(basic salary £572.55 plus working from home allowance) | £601.38 |
| CHQ | 000739 | Clerk's Salary – July 2020<br>(basic salary £572.55 plus working from home allowance) | £601.38 |
|     |        |   |         |

The following payments to be agreed at meeting:

None

Income received prior to meeting:

|                            |                      |           |
|----------------------------|----------------------|-----------|
| Braintree District Council | Precept – first half | £4,944.00 |
|                            |                      |           |
|                            |                      |           |
|                            |                      |           |
|                            |                      |           |