

HAWSTEAD PARISH COUNCIL

Accounts

2020 to 2021

HAWSTEAD PARISH COUNCIL: SUMMARY OF RECEIPTS & PAYMENTS YEAR ENDING 31 MARCH 2021 as at 31 March 2021

RECEIPTS	20/2021 Actual	Budget 20/21	2019/2020 Actual		PAYMENTS	Actual 20/21	Budget 20/21	Actual 2019/2020
DEFRA /RPA grant	1963.15	1500	2129.64					
Precept	7200	7200	7000.00					
Wayleaves	41.44	50	41.44					
Bottle bank	420	250	296.91					
Locality grant	841				HCC	984.54	0	
Community orchard			297		Community orchard	47.01	0	645.22
Contribution to Xmas tree			103.75		Xmas tree	88.96	0	206.51
Contributions to printing					Journal (Printer costs)		0	31.69
VAT REFUND	1182.65		827.05		VAT PAID	517.14		1182.65
					Grants s137	150	300	150
					Grants GPOC			
					Personnel (wages/tax + expenses)	3460.80+ 242.66	3800	3072+ 634.90
					Admin (ICO, room hire/payroll)	210.90	200	89.34
					Subscriptions	185.72	250	249.23
					Training	25	300	276
					Insurance	304.30	350	304.3
					Audit fee	155	170	145
					Misc	185.99	200	307.73
					Reserves/legal fees		300	
					Tree work			370
					Village maintenance	98	800	210+ 181.30
					Village greens	1271.26	1950	2106
					Defibrillator	135	0	2196
					Website fees	299.76	350	299.76
TOTAL RECEIPTS	11,648.24	9,000	10,695.79		TOTAL COSTS	8,362.04	9,000	12,777.63

RECEIPTS AND PAYMENTS

Bank reconciliation

Bal B/F 1/04/20

Lloyds treasurers account bank balance as at 31/3/20- £17,025.73

Less £1,862.57 (Chq unrepresented as at 31/3/20)

Net book balance as at 31/3/20 £ 15,163.16

ADD Total receipts for 20/21 £11,648.24

Less total payments for 20/21 £8,362.04

Book Balance Total as at 31/3/21 £18,449.36

Lloyds treasurers account bank balance as at 31/03/21- £19,782.56

Less unrepresented payments

chq	£19.00	
online	£468	
online	£846.20	
Total	<u>£1333.20</u>	<u>(1333.20)</u>
		<u>£18,449.36</u>

C Hibbert

Signed.....Chairman

Hawstead PC
 Payments to 31 March 2021
 As at 31 March 2021

Power	Details	orchard	Defib	HCC	Website	Misc	Audit fee	Admin	training	clerks wages	clerks expel	Capital exp	village maintainan	greens	epoc	s137 grants	Subs	Ricoh	insurance	VAT	TOTAL
LGA 1972 s112										768											768
PHA 1875 s164		125.31																			125.3
LGA 1972 s111																					93.31
LGA 1972 s142					59.97															11.99	71.96
PHA 1875 s164													300							60	360
PHA 1875 s164					74.94																444
LGA 1972 s142					74.94																110.19
LGA 1972 s142					74.94																110.19
LGA 1972 s142					-149.88																-220.38
LGA 1972 s111																	45				45
LGA 1972 s111																	45				45
LGA 1972 s111																	-45				-45
LGA 1972 s111							155	18									140.72				34.6
LGA 1972 s111							155	18									140.72				34.6
LGA 1972 s111							-155	-18									-140.72				-34.6
LGA 1972 s133				435																	87
LGA 1972 s112	wages									768											768
LGA 1972 s142	website				14.97																17.96
LGA 1972 s111	zoom							119.9													2.99
LGA 1972 s111	expenses																				23.98
LGA 1972 s133	car park repairs									58.99											143.88
PHA 1875 s164	Orchard	15.01																			358
LGA 1972 s111	data																				15.01
at Trust	Defib		135																		35
LGA 1972 s133	car park repairs			191.54																	27
LGA 1972 s142	1 and 1				59.97																191.34
LGA 1972 s137	grant															150					150
LGA 1972 s111	expenses																				5.99
LGA 1972 s111	insurance					5.99															304.3
LGA 1972 s111	payroll								19												3.8
LGA 1972 s112	var		32		74.94					924.4	55.7										22.8
LGA 1972 s112	HMRC									38											1102.02
LGA 1972 s112	wages/1&1									846	55.7										38
LGA 1972 s112	tax				14.97	150				19.2											1069.66
PHA 1875 s164	grass maint													881.26							19.2
LGA 1972 s111	Expenses						30														176.25
LGA 1972 s111	Xmas tree					88.96															1057.51
PHA 1875 s164	Signage																				30
LGA 1972 s111	payroll training							19	25												106.75
LGA 1972 s142	expenses website				59.97						52										8.8
LGA 1972 s112	wage									846.2											123.96
LGA 1972 s112	tax									19											846.2
PHA 1875 s164	mole control														390						19
																					468
																					8362.04
																					0
		47.01	135	984.54	299.76	274.95	155	210.9	25	3460.8	242.66	98				0	150	185.72	304.3	517.14	8362.04

Cheques 139-142 relate t 19/20 not wereunpresented as at 31/3/20

HAWSTEAD PARISH COUNCIL – SUPPORTING NOTES

Year ended 31st March 2021

Accounts

The Parish Council has a single bank account – Lloyds Treasurers account number 21468360

Register of assets

Description	Location/location held	Value	Date of acquisition (where known)
The Green	Adjoining Bells Lane and Bury Road	£1 nominal value	
Pound Green	Bury Road, adjacent to Almshouse	£1 nominal value	
Bull Green	Bull Lane	£1 nominal value	
Brook Green	Adjoining Bells Lane	£1 nominal value	
Millennium Field	Church Road – adjoining Cemetery	£1 nominal value	
Village sign	The Pound	£3157	
Bus shelter	Junction of Bury/Lawshall Road and Whepstead Road	£2000	
Swings x 2	The Green – southern boundary	£1501	
Seats x 3	(1)The Green – adjacent to swings (2) The Green adjacent to play area (3) Millenium Field	(1) £557 (2) (3) £300 Total £857	(1) 2015 (2) ? (3) ?
Memorial bench x1	The Green adjacent to play area	£500	
Dog bins x 2	(1)The Green – village hall car park	£150	

	(2) The Green –Bells Lane		
Dog fouling signs	The Green – various locations	£148	2014
Litter bins x1	Adjacent to bus shelter	£100	
Grit bins x 13	Various locations around village	(1) £1100 (x8) (2) £115 (x2) (3) 297 (x3) Total £1512	(1) ? (2) 2014 (3) 2019
Shovels x 13		108	2019
(4) 1x set outside xmas lights; (5) Internal decorations as follows: Xmas tree LED lights x1 2 x colour garlands, 1x white garland, plus timer in box with connector	Village hall	(1)£235 (2) £345 Total £580	(1) 2014 (2) ?
Emergency plan equipment; generator x 1, gas ring burnerx1, gas cylinders x2	1 Manor Cottages; The Green Village Hall; Kellycroft, the Green	£594	
Noticeboards x3	(1) Village hall car park; (2) Church Road adjacent to Pinford End Farmhouse, (3) The Pound.	(1) £1013.50 (2) £913.50 (3) £340 (est) Total=£2267	(1) 2014 (2) 2014 (3) ?
Interpretation Board	The Green	990	2019
Finger posts x 2	Hawstead Brook	400	2019
Gating to village entrances		£598	
Village bench and table	The Pound	£800	

Grit bins x 13	Various locations around village	(1) £1100 (x8) (2) £115 (x2) (3) 297 (x3) Total £1512	(1) ? (2) 2014 (3) 2019
Shovels x 13		108	2019
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Interpretation Board	The Green	£990	2019
Finger posts x 2	Hawstead Brook	£400	2019
Gating to village entrances		£598	
Village bench and table	The Pound	£800	
Goal posts	The Green	£215	2014
Defibrillator	Village Hall	£2020	2015
Speedwatch signage	Village Hall	£170	2015
Bat boxes	The Green	£114	2016
Scanner	c/o The clerk	£149.99	2016

Goal posts	The Green	£215	2014
Defibrillator	Village Hall	£2020	2015
Speedwatch signage	Village Hall	£170	2015
Bat boxes	The Green	£114	2016
Scanner	c/o the Clerk	£149.99	2016
Well	Bull Green	Notional value	?
Footbridge	Hawstead Brook	£1375	2017
Speed gun	c/o Cllr West	£1110	2017
Phone box	Pinford End	£1	2017
Defibrillator	Pinford End	£2010	2019
Waymarker posts	Brook Green	£210	2019
Orchard sign	Millennium Field	£98	2021
TOTAL		£23,739	

Borrowings

None

Leases

None

Debts outstanding

None

Tenancies

None

Section 137 grants Local Government Act 1972

The limit for spending under section 137/145 of the Local Government Act 1972 for this Council 2020/21 was £2,179.84 from an allowance of £8.32 x 262 electors.

Payments made under s137:-

Macmillan Cancer £150.

GPOC grants under Section 1 Localism Act 2011

The Council declared that it met the conditions for the general power of competence under s 1 of the Localism Act 2011 in September 2020. In effect grant payments after that declaration was made should be made under s 1 rather than s137 whilst the conditions of the general power of competence are met.

Agency Work

N/A

Advertising & Publicity

None.

VAT

£517.14 refund was claimed and received in July 2020.

Pensions

No pension contributions are paid by the Parish Council

General Comments

A reserves policy was approved in November 2016, will be reviewed in May 2021 and is next due for review in November 2021 – current policy attached.

Signed by

Catherine Hibbert - Hawstead Parish Clerk and RFO

Date

HAWSTEAD PARISH COUNCIL

RESERVES POLICY

APPROVED: 14 Nov 2019

REVIEW DATE: Nov 2020

The reserves of Hawstead Parish Council are held for the purposes of;-

- i. improving the quality of the Parish's amenities;
- ii. promoting the village and encouraging visitors by the use of all forms of communication;
- iii. strengthening and encouraging community cohesion; and or
- iv. Optimising the Council's administrative costs, assets and income from assets;

and shall be allocated as follows:-

General reserves: Up to £7,200 being the level of the precept for the forthcoming year.

Tree Work Fund: £6000.

Village Furniture and Asset Provision and Replacement Fund: £3,000.