

**Meeting Papers**

**Paulton Parish Council**

**19th April 2021**

***Agenda item 7***

**GRANT APPLICATIONS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PAULTON PARISH COUNCIL GRANT APPLICATIONS 2021/2022** | **GRANT APPLICATIONS 2022-2023** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **ORGANISATION** | **AMOUNT APPLIED FOR** | **PURPOSE** | **ALL SECTIONS (a,b,c,d) COMPLETED** | **ELIGIBILITY CRITERIA MET ?** | **ACCOUNTS OR STATEMENT**  | **DECLARATION SIGNED?** | **GRANT REQUEST WITHIN LIMIT?** | **GRANT AWARDED IN 2021/2022** |
| 1st Paulton Guides | £742.45 | Costs of organising a day trip | P | P | P | P | P | N/A |
| Bath Area Play project | £1,000 | Costs of running a family playday | P | P | P | P | P | N/A |
| Citizens Advice | £4,000 | Maintain adviceline for residents | P | P | P | P | P | £500 |
| Double Hills | £1,800 | To fund the 2022 event | P | P | No accounts | P | P | £1,500 |
|  |  |  |  |  |  |  |  |  |
| Midsomer Norton & Radstock Dial A Ride | £1,250 | To cover operational costs | P | P | P | P | P | £1,000 |
| Paulton Amateur Dramatic Society | £1,700 | Venue hire and annual storage costs | P | P | P | P | P | N/A |
| Paulton Party in the Park | £500 | To promote and run event | P | P | P | P | P | £2,557 grant carried over from last year's cancelled event |
| Pride in Paulton | £1,500 | To purchase flowers, plants and compost | P | P | To follow | P | P | £750 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Total** | **£12,492.45** |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PAULTON PARISH COUNCIL GRANT APPLICATIONS 2021/2022** | **GRANT APPLICATIONS 2022-2023** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **ORGANISATION** | **AMOUNT APPLIED FOR** | **PURPOSE** | **ALL SECTIONS (a,b,c,d) COMPLETED** | **ELIGIBILITY CRITERIA MET ?** | **ACCOUNTS OR STATEMENT**  | **DECLARATION SIGNED?** | **GRANT REQUEST WITHIN LIMIT?** | **GRANT AWARDED IN 2021/2022** |
| Somer Valley Ramblers WalkingFestival | £300 | To cover running costs of walking festival | P | P | None | P | P | N/A |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Total** | **£300** |  |  |  |  |  |  |  |

*Agenda item 8*

**REPLACEMENT PHOTOCOPIER**

**Purpose of Report**

The photocopier in the office is 10+ years old and has lost a lot of functionality due to wear and tear. It cannot print A3 any longer and often gets jammed or just stops working completely. Parts are becoming difficulty to obtain due to the age of the copier. The current printer has no colour printing function.

3 potential replacement options have been researched. Whilst it would be usual for the Clerk to approve this purchase within the purchase delegation policy, the contract options are for a lease agreement inclusive of printing costs and maintenance, therefore the cost potentially exceeds the budget.

2022-2023 budget for photocopying £250

2022-2023 budget for office equipment £500

**Replacement options**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Cost** | **Includes** | **Excludes** |
| **Option 1****Konica Minolta Bizhub C300i****Pedestal with storage space** | **£80.97 per quarter for a 5 year lease.****£0.022 per A4 mono output****£0.021 per A4 colour output** | **Initial installation and toner** | **Toners****Regular servicing****Repairs** |
| **Option 2****Sharp MX2651N****3 paper trays** | **£46.63 per month****£0.005 per mono output****£3.9 per colour output** | **Toner****Labour****Service** **Parts** |  |
| **Option 3****IMC 2500****Storage space** | **£59.30 per month** | **All printing both mono and colour****All servicing****Repairs****Parts****Labour** |  |

Please note that 2 and 3 are available immediately, option 1 has a 6 month wait.

500 photocopies are done on average each month.

***Agenda item 9***

**MEMORIAL PARK WALL**

**REPAIRS TO THE MEMORIAL PARK WALL**

**The Parks and Amenities Committee have reviewed the quotes provided below and will make a recommendation of 1 quote to the Full Council for approval.**

**Purpose**

The Memorial Wall at the top of the park is in need of repair. The existing mortar has come away in several places resulting in the loss of some stones and the loosening of stones in several areas. The Council have budgeted for £20,000 to pay for the repairs to the wall.

Several companies were asked to provide a quote for the immediate required repairs and for a full wall repair. 3 companies completed a site visit and have provided quotes.

**Quotes**

|  |  |  |
| --- | --- | --- |
|  | **Immediate repairs required** | **Whole wall repair** |
| **Company 1** | **£2,850** | **£19,430** |
| * **Immediate repair quote for the worst affected areas, however significant wear and tear to the whole wall.**
* **Quotes are to repair and repoint lime memorial wall.**
* **All materials included with the exception of temporary traffic lights which may not be required.**
 |
| **Company 2** | **No Quote Provided** | **£20,915** |
| * **No quote provided for partial repair as whole wall needs repairing.**
* **Quote is inclusive of taking down and rebuilding the wall in the worst parts (56m2) and knocking out old mortar and repoints the rest of the wall (76m2).**
* **Harras fence, generator, safety barriers and toilet hire included.**
* **Skip hire and pavement hire included.**
* **25 linear meters of new mortar on the top of the wall.**
* **4 bags of extra stone allowed for within quote in case of need**
* **All sand, stone dust and hydraulic lime NHL 3.5 included.**
 |
| **Company 3** | **£7,500** | **No Quote Provided** |
| * **Did not feel they would be able to undertake the full wall repair and therefore only quoted for a partial repair.**
* **No further information included other than cost.**
 |

***Agenda item 10***

**Cemetery Lodge Roof Repairs**

**PLEASE NOTE: The Parks and Amenities committee are meeting immediately prior to the full Council meeting. Approval will only be required by the Full Council if company 2 or 3 are chosen by the committee as the spend will be outside of the delegated spending power.**

**Proposal**

It was resolved in August 2021 that we would have the Cemetery Lodge roof looked at to identify any damage that could be causing leaks. It was agreed that any works required to the roof would need to be completed prior to installing replacement windows.

**Quotes**

|  |  |  |
| --- | --- | --- |
|  | **Cost**  |  |
| **Company 1** | **£2,250.00** |  |
| **Builder has visited the property and looked in each room for water ingress. Roof space has been inspected. Builder has informed me that the roof is in good condition including the slates and leadwork, however the chimney has never been capped. Over the years water has come down the Chimney, this is evidenced by the only water damage/leaks that have solely occurred around the chimney breast and the bedroom ceiling.** **Quote includes:*** **Scaffolding, materials and labour**
* **To hack off all remaining damaged mortar to the exterior stack**
* **Repoint the exterior stack**
* **Cap top off stacks and vent with tiles**
* **Allocate and clean roof gutters which are blocked**
 |
| **Company 2** | **£13,469.20** |  |
| **Builder visited the property and looked in the roof space, they have recommended a full roof replacement. Quote includes supplying reclaimed Welsh Slate, however the current tiles are not Welsh Slate.****Quote includes:*** **Scaffolding**
* **Take off ridge tiles and load into skip**
* **Take off old tiles and carefully stack for re use**
* **Remove old batten and felt**
* **Brush off all rafters and prep for refitting**
* **Supply and fix new roofing membrane**
* **Supply and fix new battens**
* **Supply and fix new eaves felt support trays**
* **Supply and fit new code 3 soakers and code 4 flashings to the chimneys**
* **Lay the old slates previously used**
* **Supply and lay reclaimed natural Welsh Slate to replace those disregarded**
* **Supply new ridge tiles**
 |
| **Company 3** | **£13,750.00** |  |
| **Builder completed a roadside visit and has not entered the property. Although they have not seen the roof space they have recommended a full roof replacement.****Quote includes:*** **Scaffolding**
* **Ridge and tiles to be stripped off and disposed of**
* **Felt and batten to be stripped and disposed of**
* **Roof to be re-felt and battened**
* **Eave carriers to be fitted**
* **Roof to be retiled using slate grey Redland 50 double Roman’s**
* **Chimney to be releaded using code 4.**
 |

**Summary**

All 3 quotes vary significantly in the recommendations for the works required. 2 Companies have recommended a full roof replacement, although only 1 entered the property and neither inspected the whole property for leaks. Company 2 will reuse the tiles where possible however company 2 will replace all the tiles. Company 1 has completed a full inspection of the property including the roof space and is very clear that the roof is in good repair and does not need the expense of replacing.

£20,000 has been included within the budget for repairs to the cemetery, this is inclusive of both the roof repairs and the replacement windows.

**Recommendation**

The Council have worked with company 1 previously and have found the work to be of high standard. I have met with the builder several times and believe the recommendation for a repair and not replacement can be trusted.

I recommend that the Council accept company 1 to carry out the work.

|  |  |  |
| --- | --- | --- |
| Date:11/04/2022Time:15:38 | **Paulton Parish Council Current Year****Bank Reconciliation Statement as at 31/03/2022 for Cashbook 1 - Current Bank A/c** | Page 1User: TL |

**Bank Statement Account Name (s)**

**Balances**

**Statement Date**

**Page No**

Nat West 31/03/2022 778 145,661.93

145,661.93

# Unpresented Cheques (Minus) Amount

0.00

0.00

145,661.93

# Receipts not Banked/Cleared (Plus)

0.00

0.00

145,661.93

 **Balance per Cash Book is :- 145,661.93**

 **Difference is :- 0.00**

 12/04/2022 **Paulton Parish Council Current Year** Page 1

 12:13 **Current Bank A/c**

 **Cash Received between 01/03/2022 and 31/03/2022**

 Date Cash Received from Receipt No Receipt Description Receipt Total

 31/03/2022 Bryan G Bishop Ltd Memorial fee 107.00

 31/03/2022 cash Cemetery memorial fee 107.00

 31/03/2022 cash Additional inscription fee 29.00

 16/03/2022 J & S Preston BACS Burial Fee 48.50

 31/03/2022 Paulton Village Hall 101911 Village Hall Admin 183.46

 04/03/2022 TENANT Cemetery lodge rent 475.00

 **Total Receipts 949.96**

 Date: 12/04/2022 **Paulton Parish Council Current Year Page 1**

 Time: 12:12 **Current Bank A/c**

 **List of Payments made between 01/03/2022 and 31/03/2022**

 Date Paid Payee Name Reference Amount Paid Authorized Ref Transaction Detail

 01/03/2022 Bath & NE Somerset Council BACS 489.00 Business rates : The Hub

 01/03/2022 EDF Energy BACS 15.00 Electric, red lion convenience

 01/03/2022 EDF Energy BACS 13.00 Electric : bowling green

 01/03/2022 EDF Energy BACS 16.00 Electric : Cemetery

 01/03/2022 EDF Energy BACS 9.00 Electric: Youth Shelter

 01/03/2022 Amazon CREDIT -31.38 Credit inv 60384833

 04/03/2022 Talk Mobile DD 5.00 Mobile charges

 08/03/2022 SoltechIT 21461 379.44 Support agreement : Hub

 08/03/2022 SoltechIT 21462 159.98 Annual Eset AV protection: Hub

 08/03/2022 SoltechIT 21463 19.79 VoIP licence & handset : Hub

 08/03/2022 The Consortium D980885 43.18 Copier Paper

 08/03/2022 Bristol Business Forms Ltd 44206 2,304.00 3000 x spring magazine

 08/03/2022 Co-op 00010948 22.10 Newspapers for Hub

 08/03/2022 Ford Fuels Ltd 1972745 199.40 Gas oil

 08/03/2022 Bath & NE Somerset Council 120672 1.00 Yearly rent in advance : Pool

 08/03/2022 C&S Cleaning Services Ltd SI-20430 240.00 Cleaning of hub & hub windows

 08/03/2022 Dataplan Payroll Ltd 167378 72.00 Payroll services

 08/03/2022 Surrey Hills Solicitors LLP 6543 150.00 Advice regarding Pool charity

 08/03/2022 Adobe Systems Software BACS 8.32 Photography plan

 09/03/2022 Peninsula DD 221.26 Employment services

 10/03/2022 Net Salaries BACS 425.72 Net Salaries

 14/03/2022 Mainstream Digital 1044391 43.20 Quarterley line rental

 14/03/2022 Mainstream Digital 1044390 55.96 Quarterly line rental

 15/03/2022 HMRC BACS 1,609.46 PAYE/NI February

 15/03/2022 Dataplan Payroll Ltd 165500 64.80 Payroll Services

 22/03/2022 Tindle Newspapers West Country 600018841 150.00 Admin vacancy advert

 22/03/2022 ALCA BACS 40.00 Cllr Training P Bancroft

 22/03/2022 Lisa Hosking BACS 13.50 Travel to Training

 22/03/2022 The Consortium E008329 21.59 Paper

 22/03/2022 ABC Fire Protection 67287 108.34 Annual fire extinguisher check

 23/03/2022 Avon Pension Fund BACS 272.11 Pension payment, Feb

 24/03/2022 Net Salaries BACS 693.85 Net pay

 28/03/2022 ALCA 21989 40.00 Essential cllr training HK

 28/03/2022 D J Phillips 17259 69.18 Belt repair to lawnmower

 28/03/2022 D J Phillips 17260 173.70 Rotary lawn mower repair

 28/03/2022 SEP Properties Ltd 29727 4,200.97 Hub Rent Dec to Mar

 28/03/2022 Surrey Hills Solicitors LLP 6685 726.00 Pool charity advice 1802-2203

 28/03/2022 Amazon 176024281 2.80 Amazon

 28/03/2022 Amazon 879880545 4.90 Amazon

 28/03/2022 Amazon 21Y2HROAEU 21.27 Pockets and Ring Binders

 28/03/2022 Amazon 21YWVDAUEI 34.70 Folders and laminating pouches

 28/03/2022 Co-op IN00000036 22.00 Newspapers : Hub

 28/03/2022 Amazon 1569882455 5.91 Removable hanging strips

 30/03/2022 Avon Pension Fund BACS 2,717.97 Superannuation : March

 30/03/2022 Avon Pension Fund BACS 1,916.46 Superannuation Dec 21

 30/03/2022 HMRC BACS 2,259.31 PAYE/NI contributions : March

 30/03/2022 Net Salaries BACS 7,886.98 Net Salaries : March

 **Continued on Page 2**

 Date: 12/04/2022 **Paulton Parish Council Current Year Page 2**

 Time: 12:12 **Current Bank A/c**

 **List of Payments made between 01/03/2022 and 31/03/2022**

 Date Paid Payee Name Reference Amount Paid Authorized Ref Transaction Detail

 30/03/2022 M A Weeks INV 64 200.00 Hedge trimming

 30/03/2022 Flags4sale.com 0850 70.00 Gold Finial & Halyard Rope

 30/03/2022 SoltechIT 21671 19.79 VoIP licence & handset

 30/03/2022 Argos BACS 101.95 Henry cleaner : Hub

 31/03/2022 Southern electric 0006 1,273.76 Hub Electric Dec 21-Mar 22

 31/03/2022 Natwest Bank BACS 20.65 Bank Charges

 **Total Payments** 29,602.92

 12/04/2022 **Paulton Parish Council Current Year** Page 1

 12:13

 **Detailed Income & Expenditure by Budget Heading 31/03/2022**

 **Cost Centre Report**

 Actual Year Current Variance Committed Funds % Spent Transfer

 To Date Annual Bud Annual Total Expenditure Available to/from EMR

 101 Administration

 1008 Income - Other 14 250 236 5.5%

 1042 Income - Garden Sacks 0 250 250 0.0%

 1050 Income - Village Hall Administ 1,835 1,835 0 100.0%

 1062 Income - CIL 4,424 3,000 (1,424) 147.5% 4,424

 1076 Income - Precept 244,632 244,632 0 100.0%

 1091 Income - Interest Received 733 0 (733) 0.0%

 Administration :- Income **251,637 249,967 (1,670) 100.7% 4,424**

 4001 Staff Salaries 55,997 52,350 (3,647) (3,647) 107.0%

 4002 Employers PAYE 3,126 2,450 (676) (676) 127.6%

 4003 Employers S/Ann 10,183 10,000 (183) (183) 101.8%

 4004 Temps/locum 4,817 0 (4,817) (4,817) 0.0%

 4008 Training/Conferences 1,000 2,000 1,000 1,000 50.0%

 4009 Travel 18 400 382 382 4.4%

 4010 Defibrillator 350 360 10 10 97.2%

 4013 Rent 2,400 3,200 800 800 75.0%

 4017 Garden Sacks 0 500 500 500 0.0%

 4019 Employment & HS contract 2,708 2,215 (493) (493) 122.3%

 4020 Other Costs 411 500 89 89 82.2%

 4021 Telephone & Fax 479 1,000 521 521 47.9%

 4022 Postage 125 140 15 15 89.4%

 4023 Stationery 430 450 20 20 95.7%

 4024 Memberships/Subscriptions 1,381 1,500 119 119 92.0%

 4025 Insurance 4,052 4,000 (52) (52) 101.3%

 4026 Photocopying 133 150 17 17 88.5%

 4027 Refreshments 4 50 46 46 7.9%

 4028 Recycling and Waste 120 150 30 30 79.7%

 4030 Advertising incl recruitment 239 500 261 261 47.8%

 4031 Publications incl precept leaf 93 250 157 157 37.2%

 4033 IT costs & support 3,444 2,400 (1,044) (1,044) 143.5%

 4050 Office equipment 419 750 331 331 55.8%

 4057 Audit Fees 162 1,050 888 888 15.4%

 4058 Bank Charges 303 300 (3) (3) 101.1%

 4060 Other Professional Fees 3,540 6,000 2,461 2,461 59.0%

 Administration :- Indirect Expenditure **95,933 92,665 (3,268) 0 (3,268) 103.5% 0**

 **Net Income over Expenditure**

 **155,704 157,302 1,598**

 5000 less Transfer to EMR 4,424

 **Movement to/(from) Gen Reserve**

 **151,280** Continued over page

 12/04/2022 **Paulton Parish Council Current Year** Page 2

 12:13

 **Detailed Income & Expenditure by Budget Heading 31/03/2022**

 **Cost Centre Report**

 Actual Year Current Variance Committed Funds % Spent Transfer

 To Date Annual Bud Annual Total Expenditure Available to/from EMR

 102 Civic and Democratic

 4201 Chairman's Allowance 55 200 145 145 27.5%

 4706 Section 137 Payments 101 0 (101) (101) 0.0%

 Civic and Democratic :- Indirect Expenditure **156 200 44 0 44 78.0% 0**

 **Net Expenditure**

 **(156) (200) (44)**

 103 Paulton Swimming Pool

 4013 Rent 2 1 (1) (1) 200.0%

 4015 Swimming Pool 726 10,000 9,274 9,274 7.3%

 Paulton Swimming Pool :- Indirect Expenditure **728 10,001 9,273 0 9,273 7.3% 0**

 **Net Expenditure**

 **(728) (10,001) (9,273)**

 104 Paulton Magazine

 1032 Income - Magazine 3,219 1,000 (2,219) 321.9%

 Paulton Magazine :- Income **3,219 1,000 (2,219) 321.9% 0**

 4082 Magazine costs 4,305 7,500 3,195 3,195 57.4%

 Paulton Magazine :- Indirect Expenditure **4,305 7,500 3,195 0 3,195 57.4% 0**

 **Net Income over Expenditure**

 **(1,086) (6,500) (5,414)**

 107 Activities, Services & Grants

 1003 Income - Events 132 100 (32) 132.0%

 Activities, Services & Grants :- Income **132 100 (32) 132.0% 0**

 4033 IT costs & support 0 208 208 208 0.0%

 4701 Events 1,845 1,800 (45) (45) 102.5%

 4702 Party In The Park grant 2,640 1,800 (840) (840) 146.7% (2,557)

 4703 PIP grant 1,564 1,750 186 186 89.3%

 4709 Double Hills grant 1,500 800 (700) (700) 187.5%

 4711 PPC Grants 4,060 4,000 (60) (60) 101.5%

 4712 Youth Initiatives 8,032 8,032 0 0 100.0%

 4713 Noahs Ark Pre-school 0 500 500 500 0.0%

 Activities, Services & Grants :- Indirect Expenditure **19,641 18,890 (751) 0 (751) 104.0% (2,557)**

 **Net Income over Expenditure**

 **(19,509) (18,790) 719**

 5100 plus Transfer from EMR (2,557)

 **Movement to/(from) Gen Reserve**

 **(22,066)** Continued over page

 12/04/2022 **Paulton Parish Council Current Year** Page 3

 12:13

 **Detailed Income & Expenditure by Budget Heading 31/03/2022**

 **Cost Centre Report**

 Actual Year Current Variance Committed Funds % Spent Transfer

 To Date Annual Bud Annual Total Expenditure Available to/from EMR

 109 Capital and Projects

 4904 CP - initiatives and consultat 0 21,000 21,000 21,000 0.0%

 Capital and Projects :- Indirect Expenditure **0 21,000 21,000 0 21,000 0.0% 0**

 **Net Expenditure**

 **0 (21,000) (21,000)**

 201 The Village Hall

 4053 Loan Charges 17,717 17,717 (0) (0) 100.0%

 The Village Hall :- Indirect Expenditure **17,717 17,717 (0) 0 (0) 100.0% 0**

 **Net Expenditure**

 **(17,717) (17,717) 0**

 202 Memorial Park

 1065 Income - Memorial Park 3,000 0 (3,000) 0.0%

 Memorial Park :- Income **3,000 0 (3,000) 0**

 4038 Play Equip repairs & resurfaci 1,535 1,000 (535) (535) 153.5% 1,255

 4049 Seats & Benches 2,743 1,000 (1,743) (1,743) 274.3%

 4061 Tennis court repairs 0 500 500 500 0.0%

 4066 Boundary mainteance 454 1,000 546 546 45.4%

 4067 Equip, Furniture & Small tools 58 1,000 942 942 5.8%

 4074 Storage Shed 0 100 100 100 0.0%

 Memorial Park :- Indirect Expenditure **4,791 4,600 (191) 0 (191) 104.1% 1,255**

 **Net Income over Expenditure**

 **(1,791) (4,600) (2,809)**

 5100 plus Transfer from EMR 1,255

 **Movement to/(from) Gen Reserve**

 **(536)**

 203 Miners Welfare Park

 4012 Water costs (50) 200 250 250 (24.9%)

 4038 Play Equip repairs & resurfaci 6,223 1,000 (5,223) (5,223) 622.3%

 4047 Youth Shelter 109 250 141 141 43.4%

 4048 BMX Track 0 500 500 500 0.0%

 4049 Seats & Benches 0 1,000 1,000 1,000 0.0%

 4055 Repairs 0 500 500 500 0.0%

 4070 Store & toilet maintenance 38 150 112 112 25.4%

 Miners Welfare Park :- Indirect Expenditure **6,320 3,600 (2,720) 0 (2,720) 175.6% 0**

 **Net Expenditure**

 **(6,320) (3,600) 2,720** Continued over page

 12/04/2022 **Paulton Parish Council Current Year** Page 4

 12:13

 **Detailed Income & Expenditure by Budget Heading 31/03/2022**

 **Cost Centre Report**

 Actual Year Current Variance Committed Funds % Spent Transfer

 To Date Annual Bud Annual Total Expenditure Available to/from EMR

 204 Wallenge Open Space

 4037 Grounds Maintenance 0 250 250 250 0.0%

 4081 Seating, bins and signs 0 500 500 500 0.0%

 Wallenge Open Space :- Indirect Expenditure **0 750 750 0 750 0.0% 0**

 **Net Expenditure**

 **0 (750) (750)**

 211 Cemetery and War Memorial

 1001 Income - Rent 5,700 5,700 0 100.0%

 1011 Income - Cemetery Fees 5,428 4,000 (1,428) 135.7%

 Cemetery and War Memorial :- Income **11,128 9,700 (1,428) 114.7% 0**

 4012 Water costs 56 0 (56) (56) 0.0%

 4037 Grounds Maintenance 38 500 463 463 7.5%

 4401 Lodge 79 1,000 921 921 7.9%

 4402 Chapel & outbuildings 530 1,000 470 470 53.0%

 4403 Rates & Utilities 1,501 1,900 399 399 79.0%

 4404 Maintenance -graves & mem 3 500 497 497 0.6%

 4405 Cremated remains area 540 500 (40) (40) 108.0%

 4710 Flowers, plants, treatments 1,592 1,800 208 208 88.4% 1,200

 4714 War Memorial 19 200 181 181 9.6%

 4717 Seats and benches 0 500 500 500 0.0%

 Cemetery and War Memorial :- Indirect Expenditure **4,358 7,900 3,542 0 3,542 55.2% 1,200**

 **Net Income over Expenditure**

 **6,770 1,800 (4,970)**

 5100 plus Transfer from EMR 1,200

 **Movement to/(from) Gen Reserve**

 **7,970**

 221 Allotments

 1004 Income - Allotments 180 180 0 100.0%

 Allotments :- Income **180 180 0 100.0% 0**

 **Net Income**

 **180 180 0**

 291 Outside Services

 4001 Staff Salaries 39,070 39,000 (70) (70) 100.2%

 4002 Employers PAYE 2,951 3,000 49 49 98.4%

 4003 Employers S/Ann 7,736 7,782 46 46 99.4%

 4006 PPE, Health & Safety 289 500 211 211 57.8%

 4021 Telephone & Fax 46 0 (46) (46) 0.0%

 Continued over page

 12/04/2022 **Paulton Parish Council Current Year** Page 5

 12:13

 **Detailed Income & Expenditure by Budget Heading 31/03/2022**

 **Cost Centre Report**

 Actual Year Current Variance Committed Funds % Spent Transfer

 To Date Annual Bud Annual Total Expenditure Available to/from EMR

 4037 Grounds Maintenance 409 2,000 1,591 1,591 20.5%

 4039 Play Equipment Inspections 360 400 40 40 90.0%

 4042 New and replacment tools 155 250 95 95 62.2%

 4044 Fuel 1,052 450 (602) (602) 233.7%

 4067 Equip, Furniture & Small tools 832 1,000 168 168 83.2%

 4068 Tree works & inspections 1,222 500 (722) (722) 244.5% 1,147

 4069 Machinery maint & servicing 1,934 1,500 (434) (434) 128.9%

 4100 Waste Disposal 639 1,000 361 361 63.9%

 4101 Land at Old Mills 0 250 250 250 0.0%

 Outside Services :- Indirect Expenditure **56,694 57,632 938 0 938 98.4% 1,147**

 **Net Expenditure**

 **(56,694) (57,632) (938)**

 5100 plus Transfer from EMR 1,147

 **Movement to/(from) Gen Reserve**

 **(55,547)**

 301 Road Cleansing

 4001 Staff Salaries 12,381 11,900 (481) (481) 104.0%

 4002 Employers PAYE 524 500 (24) (24) 104.9%

 4003 Employers S/Ann 2,445 2,400 (45) (45) 101.9%

 Road Cleansing :- Indirect Expenditure **15,351 14,800 (551) 0 (551) 103.7% 0**

 **Net Expenditure**

 **(15,351) (14,800) 551**

 302 Public Conveniences

 4002 Employers PAYE 0 0 (0) (0) 0.0%

 4012 Water costs 41 0 (41) (41) 0.0%

 4300 Running Costs 0 500 500 500 0.0%

 4403 Rates & Utilities 706 1,500 794 794 47.1%

 Public Conveniences :- Indirect Expenditure **747 2,000 1,253 0 1,253 37.4% 0**

 **Net Expenditure**

 **(747) (2,000) (1,253)**

 311 Local Environment

 1041 Income - Wayleaves 0 32 32 0.0%

 1044 Income - footpath agency 852 800 (52) 106.5%

 Local Environment :- Income **852 832 (20) 102.4% 0**

 4040 Bus Shelter Maintenance 0 100 100 100 0.0%

 4063 Lighting 200 250 50 50 80.0%

 4076 Dog Waste bags 0 50 50 50 0.0%

 4080 Tree planting/hanging baskets 127 1,500 1,373 1,373 8.5%

 Local Environment :- Indirect Expenditure **327 1,900 1,573 0 1,573 17.2% 0**

 **Net Income over Expenditure**

 **525 (1,068) (1,593)**

 Continued over page

 12/04/2022 **Paulton Parish Council Current Year** Page 6

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 **Detailed Income & Expenditure by Budget Heading 31/03/2022**

 **Cost Centre Report**

 Actual Year Current Variance Committed Funds % Spent Transfer

 To Date Annual Bud Annual Total Expenditure Available to/from EMR

 401 Paulton Hub

 1005 Income - Paulton Hub 4,763 3,600 (1,163) 132.3%

 1012 Grant 700 0 (700) 0.0%

 Paulton Hub :- Income **5,463 3,600 (1,863) 151.8% 0**

 4001 Staff Salaries 2,756 2,800 44 44 98.4%

 4003 Employers S/Ann 546 500 (46) (46) 109.1%

 4005 Insurances 434 455 21 21 95.4%

 4006 PPE, Health & Safety 92 0 (92) (92) 0.0%

 4011 Rates 4,569 6,125 1,556 1,556 74.6%

 4012 Water costs 427 710 283 283 60.1%

 4013 Rent 17,501 14,000 (3,501) (3,501) 125.0%

 4014 Electricity 3,995 3,000 (995) (995) 133.2%

 4016 Cleaning Costs 2,816 6,565 3,749 3,749 42.9%

 4018 Stationery and postage 136 500 364 364 27.2%

 4020 Other Costs 428 500 72 72 85.6%

 4021 Telephone & Fax 207 250 43 43 82.8%

 4029 Security 287 1,000 713 713 28.7%

 4032 Newspapers & publications 72 300 228 228 24.0%

 4033 IT costs & support 3,440 400 (3,040) (3,040) 860.0%

 4035 CCTV 0 260 260 260 0.0%

 4036 Property Maintenance 1,915 1,000 (915) (915) 191.5%

 4052 Licenses 159 250 91 91 63.6%

 4059 Photcopier costs 24 200 176 176 11.8%

 4067 Equip, Furniture & Small tools 328 500 172 172 65.6%

 4077 Maintenance Charge 221 0 (221) (221) 0.0%

 4078 Service Charge 412 1,649 1,237 1,237 25.0%

 4100 Waste Disposal 254 260 6 6 97.8%

 Paulton Hub :- Indirect Expenditure **41,019 41,224 205 0 205 99.5% 0**

 **Net Income over Expenditure**

 **(35,555) (37,624) (2,069)**

 601 Pension Surplus

 4803 Monthly Recovery (2,000) 0 2,000 2,000 0.0%

 Pension Surplus :- Indirect Expenditure **(2,000) 0 2,000 0 2,000 0**

 **Net Expenditure**

 **2,000 0 (2,000)**

 Continued over page

 12/04/2022 **Paulton Parish Council Current Year** Page 7

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 **Detailed Income & Expenditure by Budget Heading 31/03/2022**

 **Cost Centre Report**

 Actual Year Current Variance Committed Funds % Spent Transfer

 To Date Annual Bud Annual Total Expenditure Available to/from EMR

 Grand Totals:- Income **275,611 265,379 (10,232) 103.9%**

 Expenditure **266,086 302,379 36,293 0 36,293 88.0%**

 **Net Income over Expenditure**

 **9,524 (37,000) (46,524)**

 plus Transfer from EMR **1,045**

 less Transfer to EMR **4,424**

 **Movement to/(from) Gen Reserve**

 **6,146**

|  |  |  |
| --- | --- | --- |
| Date:11/04/2022Time:16:38 | **Paulton Parish Council Current Year****Bank Reconciliation Statement as at 31/03/2022 for Cashbook 2 - Petty Cash** | Page 1User: TL |

**Bank Statement Account Name (s)**

**Balances**

**Statement Date**

**Page No**

Petty Cash 31/03/2022 44 52.29

52.29

# Unpresented Cheques (Minus) Amount

0.00

0.00

52.29

# Receipts not Banked/Cleared (Plus)

0.00

0.00

52.29

 **Balance per Cash Book is :- 52.29**

 **Difference is :- 0.00**