

Report 23.133 – Finance September 2023

This is an abbreviated Finance Report for September 2023. Monthly Finance checks, including Bank Reconciliation, Debit Card and Direct Debit payments and October BACS payments, have been carried out by Cllr Baker. Note that apart from the Treasury Deposit Report all reports are now from Scribe Accounts. If any Councillor would like access to Scribe online contact the RFO.

Page	Contents
1	SUMMARY PAGE
2, 3 & 4	SUMMARY OF RECEIPTS and PAYMENTS. • This shows all Income and Expenditure for the period 1st April to 30th September 2023, and compares it to the Annual Budget. The last column shows the Net Position both as a value and a percentage against the approved Budget. At the end of September there should be 50% of the budget remaining. Anything less indicates an overspend. • Page 3 shows separate cost centres for all the Council's earmarked reserves, both maintenance and capital. These have no allocated budget. Page 4 shows total Receipts and Payments for the year-to-date, end of September 2023.
5	BANK RECONCILIATION. Total funds held on 30 th September 2023 £1,606,667.04.
6	DEBIT CARD & DIRECT DEBIT PAYMENTS. £610.87 in September 2023.
7 & 8	BACS PAYMENTS. £152,897.83 in October 2023. Major payments highlighted. £111,846.91 to Wicksteed Leisure for Sycamore Drive Play Park and improvements to Longhedge Play Parks. £6,782.59 to eibe Play for St Luke's Play Park. £4,200 to Landmark Chambers for legal advice and £5,034.50 to Old Sarum Community Centre including a £5,000 grant.
9 & 10	TREASURY DEPOSIT REPORT. Funds are held in a 32-Day Notice AC, and the CCLA Public Sector Deposit Fund. The 32-Day Notice Account earned interest of £640.63 which remains on deposit. The CCLA PSDF yielded a dividend of £4,397.91 which was re-invested. Total funds on deposit on 30 th September 2023 were £1,344,336.30.
11	RESERVES BALANCE. Total Capital & Earmarked Reserves on 30 th September 2023 of £1,337,804.87.

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 30/09/2023)

Income		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	295,838.00	295,838.00					(0%)
2	Lease and Site Rental	5,790.00	2,915.32	-2,874.68				-2,874.68 (-49%)
3	Newsletter Advertising	5,000.00	3,350.00	-1,650.00				-1,650.00 (-33%)
4	CIL		11,800.85	11,800.85				11,800.85 (N/A)
5	S106		23,640.02	23,640.02				23,640.02 (N/A)
6	Interest	7,500.00	4,438.28	-3,061.72				-3,061.72 (-40%)
7	Dividends	15,000.00	22,892.77	7,892.77				7,892.77 (52%)
8	Grants & Misc.		16.20	16.20				16.20 (N/A)
59	VAT Refund							(N/A)
60	Insurance Rent		2,994.05	2,994.05				2,994.05 (N/A)
SUB TOTAL		329,128.00	367,885.49	38,757.49				38,757.49 (11%)

Administration		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Salaries				115,000.00	68,184.55	46,815.45	46,815.45 (40%)
10	Mileage				2,850.00	833.67	2,016.33	2,016.33 (70%)
11	Office Sundries & Expenses		19.98	19.98	4,500.00	2,148.06	2,351.94	2,371.92 (52%)
12	Equipment & IT				3,000.00	108.32	2,891.68	2,891.68 (96%)
13	Professional Fees				2,950.00	1,908.75	1,041.25	1,041.25 (35%)
14	Subscriptions				1,700.00	1,556.21	143.79	143.79 (8%)
15	Insurance				1,750.00	1,574.02	175.98	175.98 (10%)
16	Grants				10,980.00	6,060.00	4,920.00	4,920.00 (44%)
17	Newsletter				7,500.00	3,623.00	3,877.00	3,877.00 (51%)
19	Training				1,500.00	485.00	1,015.00	1,015.00 (67%)
20	Councillor Expenses				250.00		250.00	250.00 (100%)
21	Business Support				5,600.00	2,349.61	3,250.39	3,250.39 (58%)
66	Community Engagement				7,870.00	844.93	7,025.07	7,025.07 (89%)
67	Youth Support				5,000.00	406.00	4,594.00	4,594.00 (91%)
68	Community Buildings				30,000.00	6,561.08	23,438.92	23,438.92 (78%)
69	OSCC Insurance					2,994.05	-2,994.05	-2,994.05 (N/A)
76	Bishopdown Farm Youth Club							(N/A)
SUB TOTAL			19.98	19.98	200,450.00	99,637.25	100,812.75	100,832.73 (50%)

Environment		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Bins & Litter				12,500.00	3,440.47	9,059.53	9,059.53 (72%)
24	Grass Cutting & POS Maintenan				31,400.00	13,223.80	18,176.20	18,176.20 (57%)
25	Trees				5,000.00	3,435.00	1,565.00	1,565.00 (31%)
26	Bus Shelters				1,000.00		1,000.00	1,000.00 (100%)
27	Play Parks Maintenance & Inspe				10,000.00	2,935.27	7,064.73	7,064.73 (70%)
28	Highways & SIDs				5,000.00	142.50	4,857.50	4,857.50 (97%)
29	Salisbury City Cemetery				4,550.00	4,784.45	-234.45	-234.45 (-5%)

Laverstock & Ford Parish Council

11 October 2023 (2023-2024)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 30/09/2023)

30	Asset Replacement		53,670.01	-53,670.01	-53,670.01 (N/A)
31	Community Farm Support	10,000.00	5,000.00	5,000.00	5,000.00 (50%)
32	Miscellaneous				(N/A)
35	Longhedge Community Growing				(N/A)
36	Wiltshire Council Play Areas		1,813.67	-1,813.67	-1,813.67 (N/A)
39	Old Sarum Country Park Wesse:				(N/A)
40	Pilgrims Way Maintenance Pt 1				(N/A)
41	Pilgrims Way Maintenance Pt 2				(N/A)
42	Old Sarum Country Park				(N/A)
43	Old Sarum Country Park Extra F				(N/A)
44	Norman Drive Play Park		255.00	-255.00	-255.00 (N/A)
45	Old Sarum The Green				(N/A)
46	OSCC Play Park		831.00	-831.00	-831.00 (N/A)
47	Old Sarum Sport Wall				(N/A)
48	Old Sarum Swales				(N/A)
49	Old Sarum Swale Extra				(N/A)
50	Virginia Way Play Park				(N/A)
51	Robinson Grove Play Park				(N/A)
52	Hannah Way Play Park				(N/A)
53	Middleton Green Play Park				(N/A)
54	Mannock Field Play Park				(N/A)
55	Palmer Green Play Park				(N/A)
56	Castle Hill Country Park Play Pa		145.00	-145.00	-145.00 (N/A)
57	Longhedge Community Open Sp				(N/A)
65	Longhedge Outdoor Gym				(N/A)
71	Trigg Green Play Park & Open S				(N/A)
72	Hawker Green Play Park Mainte				(N/A)
73	McCudden and Liddell Play Park				(N/A)
74	Campbell Vale Play Park Mainte				(N/A)
75	McLeod Green Play Park Mainte				(N/A)
SUB TOTAL		79,450.00	89,676.17	-10,226.17	-10,226.17 (-12%)

S106

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	S106 Capital Expenditure							(N/A)
37	Old Sarum 9A9B Youth & Adult							(N/A)
38	Old Sarum Local Centre Youth &							(N/A)
61	Longhedge Play Area Improvem							(N/A)
62	Longhedge Cemetery Contributi							(N/A)
63	Bishopdown (HP1) Play Area Ma					9,950.00	-9,950.00	-9,950.00 (N/A)
64	Bishopdown (HP1) Play Area Co					30,115.66	-30,115.66	-30,115.66 (N/A)
70	Bishopdown Farm Yard Play Imp							(N/A)
SUB TOTAL						40,065.66	-40,065.66	-40,065.66 (N/A)

CIL

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34	Community Infrastructure Levy							(N/A)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 30/09/2023)

SUB TOTAL

(N/A)

Summary

NET TOTAL	329,128.00	367,905.47	38,777.47	279,900.00	229,379.08	50,520.92	89,298.39 (14%)
V.A.T.		47,137.25			25,569.96		
GROSS TOTAL		415,042.72			254,949.04		

Laverstock & Ford Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/09/2023		
	Cash in Hand 01/04/2023		1,446,573.36
	ADD Receipts 01/04/2023 - 30/09/2023		415,042.72
	SUBTRACT Payments 01/04/2023 - 30/09/2023		1,861,616.08
			254,949.04
	Cash in Hand 30/09/2023 (per Cash Book)		1,606,667.04
B	Cash in hand per Bank Statements		
	Petty Cash 01/08/2022	0.00	
	Lloyds Fixed Term 173 Day 11/10/2023	0.00	
	CCLA PSDF 30/09/2023	1,019,681.71	
	Lloyds 32-Day Term 30/09/2023	0.00	
	Lloyds 32-Day Deposit 30/09/2023	324,654.49	
	Trustee 30/09/2023	262,330.84	
			1,606,667.04
	Less unrepresented payments		
			1,606,667.04
	Plus unrepresented receipts		
	Adjusted Bank Balance		1,606,667.04
	A = B Checks out OK		

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
145	Office Sundries & Expenses	05/09/2023		Trustee		Stationery	Office Depot International (U	S	85.19	17.04	102.23
											102.23
146	Office Sundries & Expenses	11/09/2023		Trustee		Stamps/Postage	Post Office	Z	12.80		12.80
											12.80
147	Office Sundries & Expenses	15/09/2023		Trustee		Office Sundries	Office Depot International (U	S	60.79	12.16	72.95
											72.95
148	Business Support	13/09/2023		Trustee		Business support	Hive Communications Ltd	S	174.00	34.80	208.80
											208.80
149	Professional Fees	14/09/2023		Trustee		Payroll	Sandra Silk Bookkeeping & B	S	33.75	6.75	40.50
											40.50
150	Equipment & IT	12/09/2023		Trustee		IT Equipment	John Lewis & Partners	S	108.32	21.67	129.99
											129.99
152	Office Sundries & Expenses	22/09/2023		Trustee		Operations Sundries	Fenland Leisure Products Ltd	S	36.33	7.27	43.60
											43.60
Total									511.18	99.69	610.87

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
153	Mileage	17/10/2023		Trustee	231001	Salary & Expenses	Staff	X	58.95		58.95
153	Office Sundries & Expenses	17/10/2023		Trustee	231001	Salary & Expenses	Staff	Z	8.00		8.00
153	Salaries	17/10/2023		Trustee	231001	Salary & Expenses	Staff	X	2,055.95		2,055.95
											2,122.90
154	Salaries	17/10/2023		Trustee	231002	Salary & Expenses	Staff	X	1,754.92		1,754.92
154	Mileage	17/10/2023		Trustee	231002	Salary & Expenses	Staff	X	13.50		13.50
154	Office Sundries & Expenses	17/10/2023		Trustee	231002	Salary & Expenses	Staff	Z	39.46		39.46
											1,807.88
155	Salaries	17/10/2023		Trustee	231003	Salary & Expenses	Staff	X	1,611.29		1,611.29
155	Mileage	17/10/2023		Trustee	231003	Salary & Expenses	Staff	Z	26.77		26.77
											1,638.06
156	Mileage	17/10/2023		Trustee	231004	Salary & Expenses	Staff	Z	50.40		50.40
156	Salaries	17/10/2023		Trustee	231004	Salary & Expenses	Staff	X	1,223.07		1,223.07
											1,273.47
157	Salaries	17/10/2023		Trustee	231005	Salary & Expenses	Staff	X	808.83		808.83
157	Mileage	17/10/2023		Trustee	231005	Salary & Expenses	Staff	Z	105.75		105.75
											914.58
158	Salaries	17/10/2023		Trustee	231006	PAYE & NI	HMRC	X	2,648.53		2,648.53
											2,648.53
159	Salaries	17/10/2023		Trustee	231007	Pensions	Wiltshire Pension Fund	X	1,941.73		1,941.73
											1,941.73
160	Grass Cutting & POS Maintainer	17/10/2023		Trustee	231008	Grass Cutting & POS Maintenance	Hurdcott Landscapes Ltd	S	2,005.16	401.03	2,406.19
160	Grass Cutting & POS Maintainer	17/10/2023		Trustee	231008	Grass Cutting & POS Maintenance	Hurdcott Landscapes Ltd	S	275.00	55.00	330.00
											2,736.19
161	Bins & Litter	17/10/2023		Trustee	231009	Bins & Litter	Idverde Ltd	S	791.18	158.24	949.42
											949.42
162	Play Parks Maintenance & Insp	17/10/2023		Trustee	231010	Play Parks Maintenance & Insp	Alvian Ltd	S	875.00	175.00	1,050.00
162	Pilgrims Way Maintenance Pt	17/10/2023		Trustee	231010	Play Parks Maintenance & Insp	Alvian Ltd	S	935.00	187.00	1,122.00
											2,172.00
163	Bishopdown (HP1) Play Area	17/10/2023		Trustee	231011	Play Park Construction	Glasdon UK Ltd	S	511.94	102.39	614.33
163	Bishopdown (HP1) Play Area	17/10/2023		Trustee	231011	Play Park Construction	Glasdon UK Ltd	S	638.79	127.76	766.55
											1,380.88
164	Bishopdown (HP1) Play Area	17/10/2023		Trustee	231011	Play Park Construction	Glasdon UK Ltd	S	511.94	102.39	614.33
											614.33
165	Wiltshire Council Play Areas	17/10/2023		Trustee	231012	Play Park Construction	Wicksteed Leisure Ltd	S	51,966.99	10,393.40	62,360.39
165	Community Infrastructure Le	17/10/2023		Trustee	231012	Play Park Construction	Wicksteed Leisure Ltd	S	9,075.71	1,815.14	10,890.85
165	Bishopdown (HP1) Play Area	17/10/2023		Trustee	231012	Play Park Construction	Wicksteed Leisure Ltd	S	7,683.61	1,536.72	9,220.33

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
165	Longhedge Play Area Improv	17/10/2023		Trustee	231012	Play Park Construction	Wicksteed Leisure Ltd	S	839.43	167.89	1,007.32
165	Bishopdown Farm Yard Play	17/10/2023		Trustee	231012	Play Park Construction	Wicksteed Leisure Ltd	S	23,640.02	4,728.00	28,368.02
											111,846.91
166	Wiltshire Council Play Areas	17/10/2023		Trustee	231013	Play Park Construction	eibe Play Ltd	S	5,652.16	1,130.43	6,782.59
											6,782.59
167	Professional Fees	17/10/2023		Trustee	231014	External Audit	PKF Littlejohn LLP	S	1,050.00	210.00	1,260.00
											1,260.00
168	Office Sundries & Expenses	17/10/2023		Trustee	231015	Office Sundries	River Bourne Community Far	Z	274.56		274.56
											274.56
169	Wiltshire Council Play Areas	13/10/2023		Trustee	231016	Play Park Construction	Signs in Motion Ltd	S	95.00	19.00	114.00
											114.00
170	Office Sundries & Expenses	17/10/2023		Trustee	231017	Office Sundries	Reliance Appliance Testing	Z	81.00		81.00
											81.00
171	Training	17/10/2023		Trustee	231018	Training	Your Air Ambulance Ltd	S	300.00	60.00	360.00
											360.00
172	Councillor Expenses	17/10/2023		Trustee	231019	Expenses	Councillor	X	71.30		71.30
											71.30
173	Professional Fees	17/10/2023	23.113	Trustee	231020	Professional Fees	Landmark Chambers	S	3,500.00	700.00	4,200.00
											4,200.00
174	Office Sundries & Expenses	17/10/2023	23.109	Trustee	231021	Various	Old Sarum Community Centra	Z	34.50		34.50
174	Community Buildings	17/10/2023	23.109	Trustee	231021	Various	Old Sarum Community Centra	X	5,000.00		5,000.00
											5,034.50
175	Play Parks Maintenance & In	17/10/2023		Trustee	231022	Play Parks Maintenance & Insp	Playsafety Ltd	S	2,227.50	445.50	2,673.00
											2,673.00
Total									130,382.94	22,514.89	152,897.83

LAVERSTOCK & FORD PARISH COUNCIL									
TREASURY DEPOSIT REPORT			SEPTEMBER 2023						
LLOYDS									
Description	Reference	Value Date	Invested	Withdrawn	Balance	Matures	Rate %	Interest	
32-Day Term		14-Jul-23	£120,000.00		£0.00	15-Aug-23	2.30%	£241.97	
			Invested	Withdrawn	Balance	Month's Interest	Total Interest		
32-Day Notice	Invested BF				£1,425,812.88				
		4-Aug-20		-£713,929.47	£711,883.41				
		1-Apr-22		-£700,000.00	£11,883.41				
		15-Jul-22	£250,000.00		£261,883.41				
		30-Sep-22	£100,000.00		£361,883.41				
		2-Dec-22	£150,000.00		£511,883.41				
		26-Jan-23		-£30,000.00	£481,883.41				
		15-Feb-23		-£50,000.00	£431,883.41				
Previous Statement		31-Mar-23			£440,458.18	£648.11	£8,574.77		
Current Statement		28-Apr-23			£441,083.68	£625.50	£9,200.27		
		31-May-23			£441,856.50	£772.82	£9,973.09		
		30-Jun-23			£442,608.87	£752.37	£10,725.46		
		31-Jul-23		-£120,000.00	£323,345.67	£736.80	£11,462.26		
		31-Aug-23			£324,013.86	£668.19	£12,130.45		
		29-Sep-23			£324,654.49	£640.63	£12,771.08		

CCLA - PUBLIC SECTOR DEPOSIT FUND									
		Statement Date	Invested	Withdrawn	Balance	Month Dividend	Total Dividend		
		7-Jul-22	£980,944.00		£980,944.00				
		31-Aug-22			£981,666.07	£722.07	£722.07		
		30-Sep-22			£983,013.27	£1,347.20	£2,069.27		
		31-Oct-22			£984,426.15	£1,412.88	£3,482.15		
		30-Nov-22			£986,121.64	£1,695.49	£5,177.64		
		31-Dec-22			£988,297.04	£2,175.40	£7,353.04		
		31-Jan-23			£990,849.36	£2,552.32	£9,905.36		
		28-Feb-23			£993,855.22	£3,005.86	£12,911.22		
		31-Mar-23		-£50,000.00	£946,788.94	£2,933.72	£15,844.94		
		30-Apr-23			£950,061.63	£3,272.69	£19,117.63		
		31-May-23	£90,000.00		£1,043,108.07	£3,046.44	£22,164.07		
		30-Jun-23		-£20,000.00	£1,027,192.07	£4,084.00	£26,248.07		
		31-Jul-23		-£20,000.00	£1,011,073.60	£3,881.53	£30,129.60		
		31-Aug-23			£1,015,283.80	£4,210.20	£34,339.80		
		30-Sep-23			£1,019,681.71	£4,397.91	£38,737.71		
TOTAL FUNDS ON DEPOSIT					£1,344,336.20				

Certified correct

RFO

Laverstock & Ford Parish Council
Reserves Balance
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
Asset Replacement	176,177.66	88,006.00	53,670.01		210,513.65
Wiltshire Council Play Areas	81,837.61		1,813.67		80,023.94
Longhedge Community Growing	330.10				330.10
Old Sarum 9A9B Youth & Adult	14,667.80				14,667.80
Old Sarum Local Centre Youth & Adult	19,429.56				19,429.56
Longhedge Outdoor Gym	12.00	-12.00			0.00
Bishopdown Farm Yard Play Im		23,640.02			23,640.02
Total Capital	292,454.73	111,634.02	55,483.68		348,605.07
Earmarked					
Community Infrastructure Levy	78,248.32	11,800.85			90,049.17
Old Sarum Wessex Water Com	1,400.00				1,400.00
Pilgrims Way Maintenance Part	23,422.97	-4,425.00			18,997.97
Pilgrims Way Maintenance Part	13,319.37	-1,106.25			12,213.12
Old Sarum Country Park Mainte	16,751.64	-1,264.28			15,487.36
Old Sarum Country Park Extra f	195.38				195.38
Norman Drive Play Park Mainte	19,298.52	-1,542.60	255.00		17,500.92
Old Sarum The Green Maintena	22,950.70	-1,690.28	831.00		20,429.42
OSCC Play Park Maintenance	46,769.83	-3,888.49			42,881.34
Old Sarum Sport Wall Maintena	10,153.49	-704.29			9,449.20
Old Sarum Swale Maintenance	89,964.70	-5,916.17			84,048.53
Virginia Way Play Park Mainten	12,511.77	-754.48			11,757.29
Robinson Grove Play Park Mair	29,837.36	-1,945.92			27,891.44
Hannah Way Play Park Mainten	14,492.24	-882.78			13,609.46
Middleton Green Play Park Mai	21,053.39	-1,112.96			19,940.43
Mannock Field Play Park Mainte	24,650.89	-1,359.39			23,291.50
Palmer Green Play Park Mainte	10,530.20	-556.66			9,973.54
Castle Hill CP Play Maintenance	96,337.15	-6,338.52	145.00		89,853.63
Longhedge Community Open S	396,520.14				396,520.14
Longhedge Play Area Improver	74,363.68				74,363.68
Bishopdown (HP1) Play Area M	9,950.00		9,950.00		0.00
Bishopdown (HP1) Play Area c	39,461.94		30,115.66		9,346.28
Total Earmarked	1,052,183.68	-21,687.22	41,296.66		989,199.80
TOTAL RESERVE	1,344,638.41	89,946.80	96,780.34		1,337,804.87