

Report 23.143 – Finance October 2023

This is an abbreviated Finance Report for October 2023. Monthly Finance checks, including Bank Reconciliation, and checking Debit Card, Direct Debits and November BACS payments, have been carried out by Cllr Waller. 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 31st October 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 October there should be 41.66% 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 October 2023.
5	BANK RECONCILIATION. Total funds held on 31 st October 2023 £1,873,169.52 .
6	DEBIT CARD & DIRECT DEBIT PAYMENTS. £1,252.28 in October 2023.
7 & 8	BACS PAYMENTS. £43,910.01 in November 2023. The total of all salary payments including pension and PAYE is £18,196.16 due to the agreement of a pay award backdated to 1 st April. Other large payments include £5,352.19 to Hurdcott Landscapes and £5,205.28 to eibe Play for the final payment on St Peter's Play Area. There is also a payment of £7,333.86 to CFS Electrical for work on the lighting at the Old Sarum Community Centre, which is the subject of a separate resolution.
9 & 10	TREASURY DEPOSIT REPORT. Funds are held in a 32-Day Notice AC, the CCLA Public Sector Deposit Fund and a Lloyds Fixed Term account that matures on 27 th March 2024. The 32-Day Notice Account earned interest of £740.84 which remains on deposit. The CCLA PSDF yielded a dividend of £4,174.10 which was re-invested. Total funds on deposit on 31 st October 2023 were £1,824,251.14 .
11 & 12	RESERVES BALANCE. Total Capital & Earmarked Reserves on 20 th November 2023 are £1,629,548.20 .

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/10/2023)

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	3,937.50	-1,062.50				-1,062.50 (-21%)
4	CIL		11,800.85	11,800.85				11,800.85 (N/A)
5	S106		427,836.65	427,836.65				427,836.65 (N/A)
6	Interest	7,500.00	5,179.12	-2,320.88				-2,320.88 (-30%)
7	Dividends	15,000.00	27,066.87	12,066.87				12,066.87 (80%)
8	Grants & Misc.		3,875.00	3,875.00				3,875.00 (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	781,443.36	452,315.36				452,315.36 (137%)

Administration		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Salaries				115,000.00	80,228.87	34,771.13	34,771.13 (30%)
10	Mileage				2,850.00	1,089.04	1,760.96	1,760.96 (61%)
11	Office Sundries & Expenses				4,500.00	2,779.99	1,720.01	1,720.01 (38%)
12	Equipment & IT				3,000.00	108.32	2,891.68	2,891.68 (96%)
13	Professional Fees				2,950.00	6,522.50	-3,572.50	-3,572.50 (-121%)
14	Subscriptions				1,700.00	1,778.21	-78.21	-78.21 (-4%)
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	785.00	715.00	715.00 (47%)
20	Councillor Expenses				250.00	71.30	178.70	178.70 (71%)
21	Business Support				5,600.00	2,545.61	3,054.39	3,054.39 (54%)
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	11,561.08	18,438.92	18,438.92 (61%)
69	OSCC Insurance					2,994.05	-2,994.05	-2,994.05 (N/A)
76	Bishopdown Farm Youth Club							(N/A)
78	OSCC LED Lighting							(N/A)
SUB TOTAL					200,450.00	122,971.92	77,478.08	77,478.08 (38%)

Environment		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Bins & Litter				12,500.00	4,231.65	8,268.35	8,268.35 (66%)
24	Grass Cutting & POS Maintenan				31,400.00	15,503.96	15,896.04	15,896.04 (50%)
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	6,037.77	3,962.23	3,962.23 (39%)
28	Highways & SIDs				5,000.00	142.50	4,857.50	4,857.50 (97%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/10/2023)

29 Salisbury City Cemetery	4,550.00	4,784.45	-234.45	-234.45 (-5%)
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		59,527.82	-59,527.82	-59,527.82 (N/A)
39 Old Sarum Country Park Wesse:				(N/A)
40 Pilgrims Way Maintenance Pt 1		935.00	-935.00	-935.00 (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		530.07	-530.07	-530.07 (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)
77 Lodge Old Sarum Tree Work				(N/A)
SUB TOTAL	79,450.00	154,884.23	-75,434.23	-75,434.23 (-94%)

S106

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
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					839.43	-839.43	-839.43 (N/A)
62	Longhedge Cemetery Contributi							(N/A)
63	Bishopdown (HP1) Play Area M					9,950.00	-9,950.00	-9,950.00 (N/A)
64	Bishopdown (HP1) Play Area Co					39,461.94	-39,461.94	-39,461.94 (N/A)
70	Bishopdown Farm Yard Play Imp					23,640.02	-23,640.02	-23,640.02 (N/A)
SUB TOTAL						73,891.39	-73,891.39	-73,891.39 (N/A)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/10/2023)

CIL

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34	Community Infrastructure Levy					9,075.71	-9,075.71	-9,075.71 (N/A)
SUB TOTAL						9,075.71	-9,075.71	-9,075.71 (N/A)

Summary

NET TOTAL	329,128.00	781,443.36	452,315.36	279,900.00	360,823.25	-80,923.25	371,392.11 (60%)
V.A.T.		54,211.77			48,235.72		
GROSS TOTAL		835,655.13			409,058.97		

Laverstock & Ford Parish Council

Prepared by: A Prince
Name and Role (Clerk/RFO etc)

Date: 17 Nov 23

Approved by: L Waller
Name and Role (RFO/Chair of Finance etc)

Date: 17 Nov 23

A	Bank Reconciliation at 31/10/2023		
	Cash in Hand 01/04/2023		1,446,573.36
	ADD Receipts 01/04/2023 - 31/10/2023		835,655.13
	SUBTRACT Payments 01/04/2023 - 31/10/2023		2,282,228.49
			409,058.97
B	Cash in Hand 31/10/2023 (per Cash Book)		1,873,169.52
	Cash in hand per Bank Statements		
	Petty Cash 01/08/2022	0.00	
	Lloyds Fixed Term 173 Day 31/10/2023	390,000.00	
	CCLA PSDF 31/10/2023	1,108,855.81	
	Lloyds 32-Day Term 31/10/2023	0.00	
	Lloyds 32-Day Deposit 31/10/2023	325,395.33	
	Trustee 31/10/2023	48,918.38	
			1,873,169.52
	Less unrepresented payments		
B			1,873,169.52
	Plus unrepresented receipts		
	Adjusted Bank Balance		1,873,169.52
	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
178	Subscriptions	03/10/2023		Trustee		SLCC Membership	SLCC	Z	222.00		222.00
179	Office Sundries & Expenses	03/10/2023		Trustee		Stationery	Office Depot International (U	S	125.42	25.08	150.50
180	Office Sundries & Expenses	05/10/2023		Trustee		Office Sundries	Land Registry	Z	3.00		3.00
181	Office Sundries & Expenses	05/10/2023		Trustee		Office Sundries	Land Registry	Z	6.00		6.00
182	Office Sundries & Expenses	05/10/2023		Trustee		Office Sundries	Land Registry	Z	6.00		6.00
183	Business Support	11/10/2023		Trustee		IT Support	Hive Communications Ltd	S	196.00	39.20	235.20
184	Professional Fees	16/10/2023		Trustee		Payroll	Sandra Silk Bookkeeping & B	S	63.75	12.75	76.50
185	Office Sundries & Expenses	17/10/2023		Trustee		Stamps/Postage	Post Office	Z	10.00		10.00
186	Castle Hill Country Park Play	17/10/2023		Trustee		Play Parks Maintenance & Insp	First Fence Ltd	S	385.07	77.01	462.08
187	Office Sundries & Expenses	19/10/2023		Trustee		Operations Sundries	Samuel McCausland Ltd (Am	Z	51.00		51.00
187	Office Sundries & Expenses	19/10/2023		Trustee		Operations Sundries	Samuel McCausland Ltd (Am	S	4.17	0.83	5.00
188	Office Sundries & Expenses	26/10/2023		Trustee		Office Sundries	Sarum Colourview Ltd	Z	25.00		25.00
Total									1,097.41	154.87	1,252.28

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
189	Mileage	21/11/2023		Trustee	231101	Salary & Expenses	Staff	Z	9.90		9.90
189	Salaries	21/11/2023		Trustee	231101	Salary & Expenses	Staff	X	2,802.33		2,802.33
											2,812.23
190	Office Sundries & Expenses	21/11/2023		Trustee	231102	Salary & Expenses	Staff	Z	39.46		39.46
190	Salaries	21/11/2023		Trustee	231102	Salary & Expenses	Staff	X	2,692.67		2,692.67
											2,732.13
191	Salaries	21/11/2023		Trustee	231103	Salary & Expenses	Staff	X	2,284.08		2,284.08
191	Mileage	21/11/2023		Trustee	231103	Salary & Expenses	Staff	Z	115.02		115.02
											2,399.10
192	Mileage	21/11/2023		Trustee	231104	Salary & Expenses	Staff	Z	34.20		34.20
192	Salaries	21/11/2023		Trustee	231104	Salary & Expenses	Staff	X	1,883.36		1,883.36
											1,917.56
193	Salaries	21/11/2023		Trustee	231105	Salary & Expenses	Staff	X	1,010.15		1,010.15
193	Mileage	21/11/2023		Trustee	231105	Salary & Expenses	Staff	Z	62.10		62.10
											1,072.25
194	Salaries	21/11/2023		Trustee	231106	PAYE & NI	HMRC	X	4,654.20		4,654.20
											4,654.20
195	Salaries	21/11/2023		Trustee	231107	Pensions	Wiltshire Pension Fund	X	2,869.37		2,869.37
											2,869.37
196	Grass Cutting & POS Maintainer	21/11/2023		Trustee	231108	Grass Cutting & POS Maintenance	Hurdcott Landscapes Ltd	S	2,135.16	427.03	2,562.19
											2,562.19
197	Grass Cutting & POS Maintainer	21/11/2023		Trustee	231108	Grass Cutting & POS Maintenance	Hurdcott Landscapes Ltd	S	175.00	35.00	210.00
											210.00
198	Grass Cutting & POS Maintainer	21/11/2023		Trustee	231108	Grass Cutting & POS Maintenance	Hurdcott Landscapes Ltd	S	2,150.00	430.00	2,580.00
											2,580.00
199	Bins & Litter	21/11/2023		Trustee	231109	Bins & Litter	Idverde Ltd	S	791.18	158.24	949.42
											949.42
200	Trees	21/11/2023		Trustee	231110	Tree work	Ockenden Tree Services Ltd	S	1,665.00	333.00	1,998.00
											1,998.00
201	Play Parks Maintenance & Inspection	21/11/2023		Trustee	231111	Play Parks Maintenance & Inspection	Alvian Ltd	S	126.00	25.20	151.20
											151.20
202	Castle Hill Country Park Play	21/11/2023		Trustee	231111	Play Parks Maintenance & Inspection	Alvian Ltd	S	250.00	50.00	300.00
											300.00
203	Castle Hill Country Park Play	21/11/2023		Trustee	231111	Play Parks Maintenance & Inspection	Alvian Ltd	S	250.00	50.00	300.00
											300.00
204	Castle Hill Country Park Play	16/11/2023		Trustee	231111	Play Parks Maintenance & Inspection	Alvian Ltd	S	450.00	90.00	540.00
											540.00

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
205	Wiltshire Council Play Areas	21/11/2023		Trustee	231112	Play Park Construction	eibe Play Ltd	S	4,337.73	867.55	5,205.28
											5,205.28
206	Play Parks Maintenance & In	21/11/2023		Trustee	231113	Open Space & Play Area Maint	Signs in Motion Ltd	S	95.00	19.00	114.00
											114.00
207	Newsletter	21/11/2023		Trustee	231114	Newsletter printing	JAM Print Design & Printing L	Z	1,321.00		1,321.00
											1,321.00
208	Youth Support	21/11/2023		Trustee	231115	Youth support	Community First	Z	1,050.00		1,050.00
											1,050.00
209	Office Sundries & Expenses	21/11/2023		Trustee	231116	Various	Old Sarum Community Centra	Z	69.00		69.00
209	Youth Support	21/11/2023		Trustee	231116	Various	Old Sarum Community Centra	Z	46.00		46.00
											115.00
210	OSCC LED Lighting	21/11/2023		Trustee	231117	Community Centre Support	CFS Electrical Ltd	S	2,500.00	500.00	3,000.00
210	Community Buildings	21/11/2023		Trustee	231117	Community Centre Support	CFS Electrical Ltd	S	3,611.55	722.31	4,333.86
											7,333.86
211	Office Sundries & Expenses	21/11/2023		Trustee	231118	Hall hire	Boscombe Down Aviation Col	Z	65.00		65.00
											65.00
212	Office Sundries & Expenses	21/11/2023		Trustee	231119	Office Sundries	Morgan Fire Protection Ltd	S	81.85	16.37	98.22
											98.22
213	Grants	21/11/2023	23.126	Trustee	231120	Section 137 Grant	1st Laverstock Scout Group	X	560.00		560.00
											560.00
Total									40,186.31	3,723.70	43,910.01

[illegible]

CCLA - PUBLIC SECTOR DEPOSIT FUND									
0144570001PC		Statement Date	Invested	Withdrawn	Balance	Month Dividend	Total Dividend		
		7-Jul-22	£980,944.00		£980,944.00				
		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		
		31-Oct-23	£85,000.00		£1,108,855.81	£4,174.10	£42,911.81		
TOTAL FUNDS ON DEPOSIT					£1,824,251.14				

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		63,865.55		17,972.06
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 Play Area Improvement	74,363.68		839.43		73,524.25
Bishopdown (HP1) Play Area Improvement	39,461.94		39,461.94		0.00
Longhedge Outdoor Gym	12.00	-12.00			0.00
Bishopdown Farm Yard Play Improvement		23,640.02	23,640.02		0.00
OSCC LED Lighting		2,500.00	2,500.00		0.00
Total Capital	406,280.35	114,134.02	183,976.95		336,437.42
Earmarked					
Community Infrastructure Levy	78,248.32	11,800.85	9,075.71		80,973.46
Old Sarum Wessex Water Company	1,400.00				1,400.00
Pilgrims Way Maintenance Part 1	23,422.97	-4,425.00	935.00		18,062.97
Pilgrims Way Maintenance Part 2	13,319.37	-1,106.25			12,213.12
Old Sarum Country Park Maintenance	16,751.64	-1,264.28			15,487.36
Old Sarum Country Park Extra Funding	195.38				195.38
Norman Drive Play Park Maintenance	19,298.52	-1,542.60	255.00		17,500.92
Old Sarum The Green Maintenance	22,950.70	-1,690.28			21,260.42
OSCC Play Park Maintenance	46,769.83	-3,888.49	831.00		42,050.34
Old Sarum Sport Wall Maintenance	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 Maintenance	12,511.77	-754.48			11,757.29
Robinson Grove Play Park Maintenance	29,837.36	-1,945.92			27,891.44
Hannah Way Play Park Maintenance	14,492.24	-882.78			13,609.46
Middleton Green Play Park Maintenance	21,053.39	-1,112.96			19,940.43
Mannock Field Play Park Maintenance	24,650.89	-1,359.39			23,291.50
Palmer Green Play Park Maintenance	10,530.20	-556.66			9,973.54
Castle Hill CP Play Maintenance	96,337.15	-6,338.52	1,480.07		88,518.56
Longhedge Community Open Space	396,520.14				396,520.14
Bishopdown (HP1) Play Area Maintenance	9,950.00		9,950.00		0.00
Trigg Green Play Park & OS Maintenance		100,031.24			100,031.24
Hawker Green Play Park Maintenance		12,785.36			12,785.36

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>
Earmarked					
McCudden Grove & Liddell Pla		140,637.56			140,637.56
Campbell Vale Play Park Mainte		127,852.20			127,852.20
McLeod Green Play Park Mainti		12,785.36			12,785.36
Bishopdown Farm Youth Club		3,875.00			3,875.00
Lodge Old Sarum Tree Work Cc		1,000.00			1,000.00
Total Earmarked	938,358.06	377,279.50	22,526.78		1,293,110.78
TOTAL RESERVE	1,344,638.41	491,413.52	206,503.73		1,629,548.20
GENERAL FUND					229,600.77
TOTAL FUNDS					1,859,148.97