

Report 23.157 – Finance November 2023

This is an abbreviated Finance Report for November 2023. Monthly Finance checks, including Bank Reconciliation, and checking Debit Card, Direct Debits and December BACS payments, have been carried out by Cllr Schneider. 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 November 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 November there should be 33% 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 November 2023.
5	BANK RECONCILIATION. Total funds held on 30 th November 2023 £1,860,224.43 .
6	DEBIT CARD & DIRECT DEBIT PAYMENTS. £314.39 in November 2023.
7 & 8	BACS PAYMENTS. £25,650.79 for December 2023. This includes two grant payments. £5,000 to the River Bourne Community Farm and £2,000 to the Boscombe Down Aviation Collection.
9 & 10	TREASURY DEPOSIT REPORT. Funds are held in a 32-Day Notice AC, a 32-Day Term 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 £653.30 which remains on deposit. The CCLA PSDF yielded a dividend of £4,792.90 which was re-invested. Total funds on deposit on 30 th November 2023 were £1,799,697.34 .
11 & 12	RESERVES BALANCE. Total Capital & Earmarked Reserves on 15 th December 2023 are £1,628,995.21 .

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 30/11/2023)

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	5,832.42	-1,667.58				-1,667.58 (-22%)
7	Dividends	15,000.00	31,859.77	16,859.77				16,859.77 (112%)
8	Grants & Misc.		7,375.00	7,375.00				7,375.00 (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	790,389.56	461,261.56				461,261.56 (140%)

Administration		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Salaries				115,000.00	98,425.03	16,574.97	16,574.97 (14%)
10	Mileage				2,850.00	1,310.26	1,539.74	1,539.74 (54%)
11	Office Sundries & Expenses				4,500.00	3,342.97	1,157.03	1,157.03 (25%)
12	Equipment & IT				3,000.00	108.32	2,891.68	2,891.68 (96%)
13	Professional Fees				2,950.00	6,556.25	-3,606.25	-3,606.25 (-122%)
14	Subscriptions				1,700.00	1,838.21	-138.21	-138.21 (-8%)
15	Insurance				1,750.00	1,574.02	175.98	175.98 (10%)
16	Grants				10,980.00	6,620.00	4,360.00	4,360.00 (39%)
17	Newsletter				7,500.00	4,944.00	2,556.00	2,556.00 (34%)
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	2,697.61	2,902.39	2,902.39 (51%)
66	Community Engagement				7,870.00	844.93	7,025.07	7,025.07 (89%)
67	Youth Support				5,000.00	1,502.00	3,498.00	3,498.00 (69%)
68	Community Buildings				30,000.00	15,172.63	14,827.37	14,827.37 (49%)
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					2,500.00	-2,500.00	-2,500.00 (N/A)
SUB TOTAL					200,450.00	151,286.58	49,163.42	49,163.42 (24%)

Environment		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Bins & Litter				12,500.00	5,022.83	7,477.17	7,477.17 (59%)
24	Grass Cutting & POS Maintenan				31,400.00	19,964.12	11,435.88	11,435.88 (36%)
25	Trees				5,000.00	5,100.00	-100.00	-100.00 (-2%)
26	Bus Shelters				1,000.00		1,000.00	1,000.00 (100%)
27	Play Parks Maintenance & Inspe				10,000.00	6,258.77	3,741.23	3,741.23 (37%)
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 30/11/2023)

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		63,865.55	-63,865.55	-63,865.55 (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		1,480.07	-1,480.07	-1,480.07 (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	167,309.30	-87,859.30	-87,859.30 (-110%)

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					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 30/11/2023)

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	790,389.56	461,261.56	279,900.00	401,562.98	-121,662.98	339,598.58 (55%)
V.A.T.		76,881.53			52,057.04		
GROSS TOTAL		867,271.09			453,620.02		

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 30/11/2023		
	Cash in Hand 01/04/2023		1,446,573.36
	ADD Receipts 01/04/2023 - 30/11/2023		867,271.09
	SUBTRACT Payments 01/04/2023 - 30/11/2023		2,313,844.45
	Cash in Hand 30/11/2023 (per Cash Book)		453,620.02
B			1,860,224.43
	Cash in hand per Bank Statements		
	Petty Cash 01/08/2022	0.00	
	Lloyds Fixed Term 173 Day 30/11/2023	390,000.00	
	CCLA PSDF 30/11/2023	1,113,648.71	
	Lloyds 32-Day Term 30/11/2023	30,000.00	
	Lloyds 32-Day Deposit 30/11/2023	296,048.63	
	Trustee 30/11/2023	30,527.09	
			1,860,224.43
	Less unrepresented payments		
			1,860,224.43
	Plus unrepresented receipts		
	Adjusted Bank Balance		1,860,224.43
	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
214	Office Sundries & Expenses	02/11/2023		Trustee		Operations Sundries	Wicksteed Leisure Ltd	S	19.02	3.80	22.82
											22.82
215	Office Sundries & Expenses	08/11/2023		Trustee		Office Sundries	Tesco	S	2.73	0.55	3.28
											3.28
217	Business Support	09/11/2023		Trustee		IT Support	Hive Communications Ltd	S	152.00	30.40	182.40
											182.40
218	Subscriptions	10/11/2023		Trustee		Membership Fee	Wiltshire Wildlife Trust	E	60.00		60.00
											60.00
219	Professional Fees	14/11/2023		Trustee		Payroll	Sandra Silk Bookkeeping & B	S	33.75	6.75	40.50
											40.50
220	Office Sundries & Expenses	29/11/2023		Trustee		Stamps/Postage	Post Office	Z	5.39		5.39
											5.39
Total									272.89	41.50	314.39

Prepared by: _____
Name and Role

Date: _____

Approved by: _____
Name and Role

Date: _____

Approved by: _____
Name and Role

Date: _____

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
221	Salaries	19/12/2023		Trustee	231201	Salary & Expenses	Staff	X	2,167.29		2,167.29
221	Mileage	19/12/2023		Trustee	231201	Salary & Expenses	Staff	Z	40.95		40.95
221	Office Sundries & Expenses	19/12/2023		Trustee	231201	Salary & Expenses	Staff	Z	74.87		74.87
											2,283.11
222	Salaries	19/12/2023		Trustee	231202	Salary & Expenses	Staff	X	1,741.33		1,741.33
222	Mileage	19/12/2023		Trustee	231202	Salary & Expenses	Staff	Z	5.40		5.40
222	Office Sundries & Expenses	19/12/2023		Trustee	231202	Salary & Expenses	Staff	Z	39.46		39.46
											1,786.19
223	Salaries	19/12/2023		Trustee	231203	Salary & Expenses	Staff	X	1,609.75		1,609.75
223	Mileage	19/12/2023		Trustee	231203	Salary & Expenses	Staff	Z	37.17		37.17
											1,646.92
224	Salaries	19/12/2023		Trustee	231204	Salary & Expenses	Staff	X	1,206.94		1,206.94
224	Mileage	19/12/2023		Trustee	231204	Salary & Expenses	Staff	Z	32.85		32.85
											1,239.79
225	Salaries	19/12/2023		Trustee	231205	Salary & Expenses	Staff	X	915.82		915.82
225	Mileage	19/12/2023		Trustee	231205	Salary & Expenses	Staff	Z	93.15		93.15
											1,008.97
226	Salaries	19/12/2023		Trustee	231206	PAYE & NI	HMRC	X	2,785.09		2,785.09
											2,785.09
227	Salaries	14/12/2023		Trustee	231207	Pensions	Wiltshire Pension Fund	X	2,023.64		2,023.64
											2,023.64
228	Grass Cutting & POS Maintainer	19/12/2023		Trustee	231208	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd	S	2,135.16	427.03	2,562.19
											2,562.19
229	Grass Cutting & POS Maintainer	19/12/2023		Trustee	231208	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd	S	375.00	75.00	450.00
											450.00
230	Bins & Litter	19/12/2023		Trustee	231209	Bins & Litter	Idverde Ltd	S	791.18	158.24	949.42
											949.42
231	Community Engagement	19/12/2023		Trustee	231210	Website	Geosphere Ltd	S	350.00	70.00	420.00
											420.00
232	Trees	19/12/2023		Trustee		Tree survey	Astill Treecare Ltd	Z	400.00		400.00
											400.00
233	Office Sundries & Expenses	19/12/2023		Trustee	231212	Hall hire	Old Sarum Community Centre	Z	46.00		46.00
233	Youth Support	19/12/2023		Trustee	231212	Hall hire	Old Sarum Community Centre	Z	23.00		23.00
											69.00
234	Wiltshire Council Play Areas	19/12/2023		Trustee	231213	Play Park Construction	eibe Play Ltd	S	552.99	110.60	663.59
											663.59
235	Training	19/12/2023		Trustee	231214	Training	Wiltshire Association of Local	S	120.00	24.00	144.00

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
											144.00
236	Community Engagement	19/12/2023		Trustee	231215	Community Engagement	Sarum Graphics Ltd	S	68.00	13.60	81.60
											81.60
237	Office Sundries & Expenses	19/12/2023	23.077	Trustee	231216	Various	River Bourne Community Far	Z	137.28		137.28
237	Community Farm Support	19/12/2023	23.077	Trustee	231216	Various	River Bourne Community Far	X	5,000.00		5,000.00
											5,137.28
238	Grants	19/12/2023	23.139	Trustee	231217	Section 137 Grant	Boscombe Down Aviation Col	X	2,000.00		2,000.00
											2,000.00
Total									24,772.32	878.47	25,650.79

Prepared by: _____

Date: _____

Name and Role

Approved by: _____

Date: _____

Name and Role

Approved by: _____

Date: _____

Name and Role

[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		
		30-Nov-23			£1,113,648.71	£4,792.90	£47,704.71		
TOTAL FUNDS ON DEPOSIT					£1,799,697.34				

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		64,418.54		17,419.07
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 Capital	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	184,529.94		335,884.43
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	207,056.72		1,628,995.21
GENERAL FUND					210,274.22
TOTAL FUNDS					1,839,269.43