

Horne Parish Council

2016 / 2017 Accounts

1 April 2016 to 31 March 2017

Clare Kirby, Responsible Financial Officer, 2016/17

Home Parish Council: Payments 2016/17

Cq No	Month	To Whom Paid	Description	Payments	Audits	Chairmans Allowance	Clerk Salary	Clerk Expenses	S137	Insurance	Legal Fees	Maintenance	Newsletter	Personnel	Room Hire	Stationery	Subs	Training/ Events	VAT	Website
958	April	Norbury Sawmill	Notice Boards	£2,701.80								2,701.80								
962	April	SALC	Subscription	£242.22													242.22			
964	January	Headkeys	Overpayment returned	£1,000.00							1000									
959	April	Ansley Building	Jubilee Bench Repair	£96.56								96.56								
966	April	Mrs C Kirby	Expenses	£228.79				228.79												
967	April	Guy Wates	Computer reimbursement	£637.78												637.78				
969	April	Mrs C Kirby	Clerk Salary	£619.84			619.84													
968	May	Python	web support	£150.00																150.00
963	May	Burstow PC	Room Hire	£90.00											90.00					
SO	May	Mrs C Kirby	Clerk Salary	£619.84			619.84													
970	June	EdenRiver Press	Newsletter	£320.00									320.00							
971	June	Mrs C Kirby	Expenses	£50.21				50.21												
973	June	Mrs C Kirby	Expenses	£98.94				98.94												
972	June	Zurich	Parish Insurance	£269.91					269.91											
SO	June	Mrs C Kirby	Clerk Salary	£619.84			619.84													
975	July	Mrs C Kirby	Expenses	£292.66				292.66												
SO	July	Mrs C Kirby	Clerk Salary	£619.84			619.84													
974	August	Mulberry	Internal Audit	£155.64	155.64															
976	August	CPRE	Subscription	£40.00													40.00			
978	August	Mrs C Kirby	Expenses	£208.20				208.20												
SO	August	Mrs C Kirby	Clerk Salary	£619.84			619.84													
977	September	EdenRiver Press	Newsletter	£320.00									320.00							
SO	September	Mrs C Kirby	Clerk Salary	£619.84			619.84													
979	October	Mrs C Kirby	Expenses	£89.40				89.40												
982	October	Mrs C Kirby	Expenses	£71.36				71.36												
980	October	Techie Home Ltd	Laptop screen	£80.00												80.00				
981	October	Mrs C Kirby	Stamps for newsletter	£209.00									209.00							
SO	October	Mrs C Kirby	Clerk Salary	£619.84			619.84													
983	November	EdenRiver Press	Newsletter	£320.00									320.00							
987	November	Mrs C Kirby	Expenses	£65.16				65.16												
986	November	Mrs C Kirby	Stamps for newsletter	£209.00									209.00							
SO	November	Mrs C Kirby	Clerk Salary	£619.84			619.84													
985	November	BDO	Internal Audit	£240.00	240.00															
988	November	Royal British Legion	Poppy Wreath Donation	£40.00		40.00														
SO	December	Mrs C Kirby	Clerk Salary	£619.84			619.84													
990	January	Amadeus	Printer toner	£206.29												206.29				
991	January	Mulberry	Internal Audit	£169.68	169.68															
DC	January	BlueLake Chinese	Subsistence	£12.30													12.30			
DC	January	Spice Boys	Subsistence	£57.45													57.45			
992	January	Mrs C Kirby	Expenses	£86.30				86.30												
995	January	Mrs C Kirby	Expenses	£93.74				93.74												
SO	January	Mrs C Kirby	Clerk Salary	£619.84			619.84													
993	February	EdenRiver Press	Newsletter	£320.00									320.00							
CP	February	Cash Withdrawal	Reimbursed Printing costs	£20.00												20.00				
994	February	C&S Webs	WebHosting	£39.00																
DC	February	Martin McColl	Stamps	£10.44												10.44				39.00
996	February	Tim North	Letter regarding NVH	£900.00							900.00									
SO	February	Mrs C Kirby	Clerk Salary	£619.84			619.84													
997	March	Mrs C Kirby	Clerk Expenses	£166.28				166.28												
998	March	Buss Murton	Disbursement Expenses	£50.00							50.00									
999	March	GACC	Subscription	£10.00													10.00			
SO	March	Mrs C Kirby	Clerk Salary	£619.84			619.84													
1000	March	Mrs C Kirby	Expenses	£120.04				120.04												
				17,926.23	565.32	40.00	7,438.08	1,571.08	0.00	269.91	1,950.00	2,798.36	1,698.00	0.00	90.00	954.51	361.97	0.00	0.00	189.00
				10,488.15	Audits	Chairmans Allowance	Clerk Salary	Clerk Expenses	S137	Insurance	Legal Fees	Maintenance	Newsletter	Personnel	Room Hire	Stationery	Subs	Training/ Events	VAT	Website

Horne Parish Council: Receipts 2016/17

Date	Name	Description	Amount	Precept	Wayleaves	Interest	VAT Refund	Grant	Misc
08.04.16	Tandridge District Council	Precept	8500	8500					
11.04.016	Bank	Interest	0.26			0.26			
09.05.16	Bank	Interest	0.22			0.22			
09.06.16	Bank	Interest	0.25			0.25			
05.07.16	Outwood Garage	Newsletter Advert	25.00						25.00
11.07.16	Bank	Interest	0.25			0.25			
27.07.16	SSALC	Transparency grant	429.12					429.12	
09.08.16	Bank	Interest	0.23			0.23			
16.08.16	Headleys	Balance on account	6.00						6.00
09.09.16	Tandridge District Council	Precept	8,500.00	8,500.00					
09.09.16	Bank	Interest	0.25			0.25			
06.10.16	Openreach	Wayleaves	0.95		0.95				
10.10.16	Bank	Interest	0.25			0.25			
09.11.16	Bank	Interest	0.24			0.24			
23.11.16	Copthorne Players	Newsletter Advert	25.00						25.00
09.12.16	Outwood Garage	Newsletter Advert	25.00						25.00
09.12.16	Bank	Interest	0.24			0.24			
09.01.17	Bank	Interest	0.25			0.25			
09.02.17	Bank	Interest	0.25			0.25			
09.03.17	Bank	Interest	0.22			0.22			
			17,513.98	17,000.00	0.95	2.91	0.00	429.12	81.00

Horne Parish Council: Receipts and Payments Summary 2016/17

As at 31 March 2017

Receipts	£
Precept	17,000.00
Wayleave - Yearly	0.95
Lloyds TSB - Interest	2.91
VAT return	0.00
Grant	429.12
Misc.	81.00

TOTAL RECEIPTS 17,513.98

Payments	
Audits (internal and external)	565.32
Chairmans Allowance	40.00
Clerks Salaries	7,438.08
Clerks Expenses	1,571.08
S137	-
Insurance	269.91
Legal Fees	1,950.00
Maintenance	2,798.36
Newsletter	1,698.00
Personnel	-
Room Hire for PC meetings	90.00
Stationery	954.51
Subscriptions	361.97
Training	-
VAT	-
Website	189.00

TOTAL PAYMENTS 17,926.23

Excess of Receipts over Payments **-412.25**

Horne Parish Council: Bank Reconciliation 2016/17

Openinig Balances - 1April 2016	Treasurers a/c Lloyds 00135457	23,690.66
	Investment a/c Lloyds 01829576	<u>5,800.00</u>
		29,490.66
Reconciliation	Receipts	17,513.98
	Payments	17,926.23
	<i>Opening Balance less payments plus receipts</i>	29,078.41
Closing Balances - 31 March 2017	Treasurers a/c Lloyds 00135457	23,278.41
	Investment a/c Lloyds 01829576	<u>5,800.00</u>
		29,078.41