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## West Hoathly Parish Council

### Bank - Cash and Investment Reconciliation as at 14 December 2023

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#### Confirmed Bank & Investment Balances

##### Bank Statement Balances

14/12/2023	Current Account	10,385.96
14/12/2023	Deposit Account	113,886.34

**124,272.30**

##### Other Cash & Bank Balances

**20,000.00**

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**144,272.30**

##### Unpresented Payments

**3,977.64**

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**140,294.66**

##### Receipts not on Bank Statement

**0.00**

##### **Closing Balance**

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**140,294.66**

##### All Cash & Bank Accounts

1	Current Bank A/c	6,408.32
2	Deposit Account	113,886.34
	Other Cash & Bank Balances	20,000.00
	<b>Total Cash &amp; Bank Balances</b>	<b>140,294.66</b>

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**List of Payments made between 28/11/2023 and 14/12/2023**

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/12/2023	Salaries Dec	2324112	1,914.92		Salaries Dec
14/12/2023	Dorian Fretwell	2324113	220.80		Dorian Fretwell VH Cleaning
14/12/2023	Colin Gibbs	2324114	48.95		Colin Gibbs Handyman Salary
14/12/2023	WSSC Local Govt Pension Scheme	2324115	484.47		WSSC Local Govt Pension Scheme
14/12/2023	HMRC PAYE NIC Dec	2324116	560.70		HMRC PAYE NIC Dec
14/12/2023	Derek Shurvell	2324117	262.50		Derek Shurvell mowing etc
14/12/2023	Monitor Cleaning	2324118	255.30		Monitor Cleaning
14/12/2023	British Telecom	2324119DD	65.94		British Telecom
14/12/2023	Highbrook Village Hall Xmas Tr	2324120	120.00		Highbrook VH Xmas Tree
14/12/2023	WM Crockett Xmas tree electric	2324121	60.00		WM Crockett Xmas tree electric
<b>Total Payments</b>			<b>3,993.58</b>		

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## West Hoathly Parish Council

### Summary Receipts and Payments for Year Ended 31st March 2024

Last Year Ended 31st March 2023		Current Year Ended 31st March 2024
	<b>Receipts</b>	
78,862.00	Precept	88,018.00
3,120.00	TWHVH Employee Costs	2,415.00
<b>81,982.00</b>	Sub Total	<b>90,433.00</b>
	<b>Operating Income</b>	
8,582.59	Income	7,383.44
627.00	Allotments	547.00
500.00	North Lane Recreation Ground	500.00
49.37	Infrastructure	0.00
3,261.25	VAT Data	7,762.59
<b>95,002.21</b>	Total Receipts	<b>106,626.03</b>
	<b>Running Costs</b>	
59,978.61	Administration	44,804.00
30.93	Allotments	16.02
2,966.56	Finche Field	2,685.17
3,361.54	North Lane Recreation Ground	1,814.49
250.00	Sharpthorne Old Playground	0.00
1,656.78	Playgrounds	1,404.81
16,173.94	Infrastructure	4,878.06
4,633.25	Premises	2,886.13
5,596.46	VAT Data	2,509.63
<b>94,648.07</b>	Total Payments	<b>60,998.31</b>
	<b>Receipts and Payments Summary</b>	
<b>94,312.80</b>	<b>Opening Balance</b>	<b>94,666.94</b>
95,002.21	Add Total Receipts(As Above)	106,626.03
189,315.01		201,292.97
94,648.07	Less Total Payments(As Above)	60,998.31
<b>94,666.94</b>	<b>Closing Balance</b>	<b>140,294.66</b>
	<b>These cumulative funds are represented by:</b>	
27,881.53	Current Bank A/c	6,408.32
0.00	Deposit Account	0.00
66,785.41	Deposit Account	113,886.34
0.00	Cambridge & Counties 1 Yr Bond	20,000.00
0.00	Cambridge & Counties Interest	0.00
0.00	JUBILEE RECEIPTS	0.00
<b>94,666.94</b>		<b>140,294.66</b>
	<b>Reserve Balances are represented by:</b>	
354.14	Current Year Fund	45,627.72
39,677.07	General Reserves	35,888.21

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**West Hoathly Parish Council**

**Summary Receipts and Payments for Year Ended 31st March 2024**

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Last Year Ended 31st March 2023		Current Year Ended 31st March 2024
3,789.00	EMR Election Expenses	3,789.00
2,994.28	EMR Public Conveniences Fund	4,494.28
5,687.00	EMR Rec/Playground Enhancement	6,687.00
13,847.16	EMR Pavilion Seed Funding	13,847.16
145.00	EMR Pavilion Fundraising	145.00
1,401.80	EMR Fingerpost Maintenance	1,401.80
1,922.86	EMR Defibrillators	2,422.86
163.08	EMR Community Orchard	163.08
10,000.00	EMR Neighbourhood Plan	10,000.00
2,428.89	EMR Local History Projects	2,428.89
2,500.00	EMR Land Registration	2,500.00
8,278.14	EMR Bluebell Wood Managment	8,278.14
1,478.52	Jubilee/Coronation Funds	1,621.52
0.00	EMR Wild Flower Meadow	1,000.00
<hr/> <b>94,666.94</b> <hr/>		<hr/> <b>140,294.66</b> <hr/>

Signed : \_\_\_\_\_ (Chairman) \_\_\_\_\_ (RFO)

## Detailed Receipts &amp; Payments by Budget Heading 14/12/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Income</b>							
1076 Precept	88,018	88,018	0			100.0%	
1090 Interest Received	1,265	200	(1,065)			632.5%	
1300 Other Income	76	0	(76)			0.0%	
1301 TWHVH CC Income	680	0	(680)			0.0%	
1310 JUBILEE	1,605	0	(1,605)			0.0%	1,605
1610 S106 Receipts	3,243	0	(3,243)			0.0%	
1800 TWHVH Employee Costs	2,415	0	(2,415)			0.0%	
1850 TWHVH Vat	514	0	(514)			0.0%	
<b>Income :- Receipts</b>	<b>97,816</b>	<b>88,218</b>	<b>(9,598)</b>			<b>110.9%</b>	<b>1,605</b>
<b>Net Receipts</b>	<b>97,816</b>	<b>88,218</b>	<b>(9,598)</b>				
6001 less Transfer to EMR	1,605						
<b>Movement to/(from) Gen Reserve</b>	<b>96,211</b>						
<b>110 Administration</b>							
4000 Salaries	21,400	28,289	6,889		6,889	75.6%	
4001 Hall Cleaning	2,691	0	(2,691)		(2,691)	0.0%	
4002 Handyman Salary	1,234	1,726	492		492	71.5%	
4030 Employer On Costs	5,001	7,965	2,964		2,964	62.8%	
4070 Training/Courses	120	1,200	1,080		1,080	10.0%	
4080 Chairman's Allowance	0	100	100		100	0.0%	
4100 Bank Charges	57	120	63		63	47.5%	
4110 Audit Fees	652	900	248		248	72.5%	
4120 Professional Fees	2,715	0	(2,715)		(2,715)	0.0%	
4130 Premises Licence Fee	70	80	10		10	87.5%	
4140 Subscriptions & Memberships	1,173	1,500	327		327	78.2%	
4150 Insurance	1,631	2,000	369		369	81.6%	
4160 Stationery	35	400	365		365	8.7%	
4170 Telephone & Broadband	658	800	142		142	82.3%	
4180 Website	48	800	752		752	6.0%	
4190 IT	220	650	430		430	33.8%	
4200 Office Expenses	31	0	(31)		(31)	0.0%	
4230 TWHVH CREDIT CARD expenses	655	0	(655)		(655)	0.0%	
4240 Grants & Donations	4,950	5,000	50		50	99.0%	
4260 PWLB	0	2,134	2,134		2,134	0.0%	
5000 Jubilee Payments only	1,462	0	(1,462)		(1,462)	0.0%	1,462
<b>Administration :- Indirect Payments</b>	<b>44,804</b>	<b>53,664</b>	<b>8,860</b>	<b>0</b>	<b>8,860</b>	<b>83.5%</b>	<b>1,462</b>
<b>Net Payments</b>	<b>(44,804)</b>	<b>(53,664)</b>	<b>(8,860)</b>				
6000 plus Transfer from EMR	1,462						
<b>Movement to/(from) Gen Reserve</b>	<b>(43,342)</b>						

## Detailed Receipts &amp; Payments by Budget Heading 14/12/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>120 Allotments</b>							
1500 Allotments Rent	547	600	53			91.2%	
Allotments :- Receipts	<b>547</b>	<b>600</b>	<b>53</b>			<b>91.2%</b>	<b>0</b>
4300 Water Charges	0	250	250		250	0.0%	
4420 Maintenance	16	250	234		234	6.4%	
Allotments :- Indirect Payments	<b>16</b>	<b>500</b>	<b>484</b>	<b>0</b>	<b>484</b>	<b>3.2%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>531</b>	<b>100</b>	<b>(431)</b>				
<b>130 Finche Field</b>							
4400 Grass Cutting	2,363	1,350	(1,013)		(1,013)	175.0%	
4410 Finche Field Mowing	250	350	100		100	71.4%	
4420 Maintenance	73	500	427		427	14.5%	
4430 Bramble Clearing	0	200	200		200	0.0%	
Finche Field :- Indirect Payments	<b>2,685</b>	<b>2,400</b>	<b>(285)</b>	<b>0</b>	<b>(285)</b>	<b>111.9%</b>	<b>0</b>
<b>Net Payments</b>	<b>(2,685)</b>	<b>(2,400)</b>	<b>285</b>				
<b>140 North Lane Recreation Ground</b>							
1600 NLR Hire Fees	500	500	0			100.0%	
North Lane Recreation Ground :- Receipts	<b>500</b>	<b>500</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
4300 Water Charges	70	0	(70)		(70)	0.0%	
4420 Maintenance	94	250	156		156	37.6%	
4500 NLR Maintenance Contract	1,650	3,200	1,550		1,550	51.6%	
North Lane Recreation Ground :- Indirect Payments	<b>1,814</b>	<b>3,450</b>	<b>1,636</b>	<b>0</b>	<b>1,636</b>	<b>52.6%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>(1,314)</b>	<b>(2,950)</b>	<b>(1,636)</b>				
<b>150 Sharpthorne Old Playground</b>							
4400 Grass Cutting	0	250	250		250	0.0%	
4420 Maintenance	0	100	100		100	0.0%	
Sharpthorne Old Playground :- Indirect Payments	<b>0</b>	<b>350</b>	<b>350</b>	<b>0</b>	<b>350</b>	<b>0.0%</b>	<b>0</b>
<b>Net Payments</b>	<b>0</b>	<b>(350)</b>	<b>(350)</b>				
<b>160 Playgrounds</b>							
4420 Maintenance	1,124	1,000	(124)		(124)	112.4%	
4550 Playbark	281	300	19		19	93.8%	
4560 Inspections	0	750	750		750	0.0%	
Playgrounds :- Indirect Payments	<b>1,405</b>	<b>2,050</b>	<b>645</b>	<b>0</b>	<b>645</b>	<b>68.5%</b>	<b>0</b>
<b>Net Payments</b>	<b>(1,405)</b>	<b>(2,050)</b>	<b>(645)</b>				

## Detailed Receipts &amp; Payments by Budget Heading 14/12/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>170</u> <u>Infrastructure</u>							
1700 Wayleave	0	46	46			0.0%	
Infrastructure :- Receipts	<u>0</u>	<u>46</u>	<u>46</u>			<u>0.0%</u>	<u>0</u>
4420 Maintenance	755	2,000	1,245		1,245	37.8%	
4600 Dog & Litter Bins	0	1,850	1,850		1,850	0.0%	
4620 Hanging Baskets	0	50	50		50	0.0%	
4630 Sharpthorne Christmas Tree	180	150	(30)		(30)	120.0%	
4640 Tree Work and Surveys	310	2,500	2,190		2,190	12.4%	
4641 Bluebell Wood Management	170	2,800	2,630		2,630	6.1%	
4650 Selsfield Common	0	100	100		100	0.0%	
4660 Sharpthorne Green	0	300	300		300	0.0%	
4670 Vinols Cross Area	220	600	380		380	36.7%	
4680 Cookhams Wood Verge	0	400	400		400	0.0%	
4690 Grit Bins	0	250	250		250	0.0%	
4720 Work on Bank Broadfield	0	750	750		750	0.0%	
4740 Verge alongside Courtlands	0	500	500		500	0.0%	
5010 S106 Expenditure	3,243	0	(3,243)		(3,243)	0.0%	
Infrastructure :- Indirect Payments	<u>4,878</u>	<u>12,250</u>	<u>7,372</u>	<u>0</u>	<u>7,372</u>	<u>39.8%</u>	<u>0</u>
<b>Net Receipts over Payments</b>	<u>(4,878)</u>	<u>(12,204)</u>	<u>(7,326)</u>				
<u>180</u> <u>Premises</u>							
4300 Water Charges	22	750	728		728	3.0%	
4420 Maintenance	0	500	500		500	0.0%	
4750 Toilets Cleaning Contract	1,896	3,000	1,104		1,104	63.2%	
4760 Toilets Equipment Contract	331	450	119		119	73.5%	
4770 Electricity	637	1,000	363		363	63.7%	
Premises :- Indirect Payments	<u>2,886</u>	<u>5,700</u>	<u>2,814</u>	<u>0</u>	<u>2,814</u>	<u>50.6%</u>	<u>0</u>
<b>Net Payments</b>	<u>(2,886)</u>	<u>(5,700)</u>	<u>(2,814)</u>				
<u>999</u> <u>VAT Data</u>							
115 VAT on Receipts	7,763	0	(7,763)			0.0%	
VAT Data :- Receipts	<u>7,763</u>	<u>0</u>	<u>(7,763)</u>				<u>0</u>
515 VAT on Payments	2,510	0	(2,510)		(2,510)	0.0%	
VAT Data :- Indirect Payments	<u>2,510</u>	<u>0</u>	<u>(2,510)</u>	<u>0</u>	<u>(2,510)</u>		<u>0</u>
<b>Net Receipts over Payments</b>	<u>5,253</u>	<u>0</u>	<u>(5,253)</u>				

## Detailed Receipts &amp; Payments by Budget Heading 14/12/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	106,626	89,364	(17,262)			119.3%	
Payments	60,998	80,364	19,366	0	19,366	75.9%	
<b>Net Receipts over Payments</b>	<u>45,628</u>	<u>9,000</u>	<u>(36,628)</u>				
plus Transfer from EMR	1,462						
less Transfer to EMR	1,605						
<b>Movement to/(from) Gen Reserve</b>	<u>45,485</u>						



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**Trustees of West Hoathly Village Hall**

**Bank - Cash and Investment Reconciliation as at 14 December 2023**

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**Confirmed Bank & Investment Balances**

Bank Statement Balances

14/12/2023	Unity Trust Current	9,925.93
14/12/2023	Deposit Account	6,857.91

**16,783.84**

Other Cash & Bank Balances

**0.00**

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**16,783.84**

Unpresented Payments

**318.99**

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**16,464.85**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

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**16,464.85**

All Cash & Bank Accounts

1	Current Bank A/c	9,606.94
2	Deposit Account	6,857.91
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>16,464.85</b>

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**List of Payments made between 28/11/2023 and 14/12/2023**

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/12/2023	colin Gibbs expenses oven repa	232448	7.99		colin Gibbs expenses oven repa
14/12/2023	Lopez Window Cleaning	232449	35.00		Lopez Window Cleaning
14/12/2023	West Hoathly Parish Council	232450	276.00		West Hoathly Parish Council DF
<b>Total Payments</b>			<u>318.99</u>		

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**Trustees of West Hoathly Village Hall**

**Summary Receipts and Payments for Year Ended 31st March 2024**

Last Year Ended 31st March 2023		Current Year Ended 31st March 2024
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**Receipts**

6,600.00	Flat Rent	5,300.00
<b>6,600.00</b>	Sub Total	<b>5,300.00</b>

**Operating Income**

8,896.59	Income	6,542.64
497.63	VAT Data	0.00
<b>15,994.22</b>	Total Receipts	<b>11,842.64</b>

**Running Costs**

3,978.91	Cleaning	3,036.55
756.85	Fire Safety	392.77
5,118.12	General Maintenance	1,812.57
2,734.26	Heating	937.69
4,048.27	Utilities & Contracts	2,002.71
1,429.52	VAT Data	658.23
<b>18,065.93</b>	Total Payments	<b>8,840.52</b>

**Receipts and Payments Summary**

<b>15,534.44</b>	<b>Opening Balance</b>	<b>13,462.73</b>
15,994.22	Add Total Receipts(As Above)	11,842.64
31,528.66		25,305.37
18,065.93	Less Total Payments(As Above)	8,840.52
<b>13,462.73</b>	<b>Closing Balance</b>	<b>16,464.85</b>

**These cumulative funds are represented by:**

7,683.21	Current Bank A/c	9,606.94
0.00	Deposit Account	0.00
5,779.52	Deposit Account	6,857.91
<b>13,462.73</b>		<b>16,464.85</b>

**Reserve Balances are represented by:**

-2,071.71	Current Year Fund	3,002.12
15,534.44	General Reserves	13,462.73
<b>13,462.73</b>		<b>16,464.85</b>

Signed : \_\_\_\_\_ (Chairman) \_\_\_\_\_ (RFO)

## Detailed Receipts &amp; Payments by Budget Heading 14/12/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Income</b>							
1100 Flat Rent	5,300	6,600	1,300			80.3%	
1200 Hall Hire	5,464	8,675	3,211			63.0%	
1400 Interest Received	78	0	(78)			0.0%	
1500 Grants & Donation Received	1,000	0	(1,000)			0.0%	
Income :- Receipts	<b>11,843</b>	<b>15,275</b>	<b>3,432</b>			<b>77.5%</b>	<b>0</b>
<b>Net Receipts</b>	<b>11,843</b>	<b>15,275</b>	<b>3,432</b>				
<b>120 Cleaning</b>							
4100 Cleaning	2,691	3,590	899		899	75.0%	
4110 Cleaning Supplies	92	300	208		208	30.5%	
4120 Window Cleaning	210	350	140		140	60.0%	
4130 Garden Maintenance	44	200	156		156	22.0%	
Cleaning :- Indirect Payments	<b>3,037</b>	<b>4,440</b>	<b>1,403</b>	<b>0</b>	<b>1,403</b>	<b>68.4%</b>	<b>0</b>
<b>Net Payments</b>	<b>(3,037)</b>	<b>(4,440)</b>	<b>(1,403)</b>				
<b>130 Fire Safety</b>							
4200 Pat Testing	150	150	0		0	100.0%	
4210 Emergency Lighting Testing	48	150	102		102	32.0%	
4220 Fire Safety	195	300	105		105	64.9%	
Fire Safety :- Indirect Payments	<b>393</b>	<b>600</b>	<b>207</b>	<b>0</b>	<b>207</b>	<b>65.5%</b>	<b>0</b>
<b>Net Payments</b>	<b>(393)</b>	<b>(600)</b>	<b>(207)</b>				
<b>140 General Maintenance</b>							
4300 Hall Repairs and Maintenance	1,445	4,700	3,255		3,255	30.7%	
4310 Flat Repairs and Maintenance	292	800	508		508	36.5%	
4330 Piano Tuning	75	80	5		5	93.8%	
General Maintenance :- Indirect Payments	<b>1,813</b>	<b>5,580</b>	<b>3,767</b>	<b>0</b>	<b>3,767</b>	<b>32.5%</b>	<b>0</b>
<b>Net Payments</b>	<b>(1,813)</b>	<b>(5,580)</b>	<b>(3,767)</b>				
<b>150 Heating</b>							
4400 Boiler Servicing	170	300	131		131	56.5%	
4410 Heating Oil	768	2,500	1,732		1,732	30.7%	
Heating :- Indirect Payments	<b>938</b>	<b>2,800</b>	<b>1,862</b>	<b>0</b>	<b>1,862</b>	<b>33.5%</b>	<b>0</b>
<b>Net Payments</b>	<b>(938)</b>	<b>(2,800)</b>	<b>(1,862)</b>				

## Detailed Receipts &amp; Payments by Budget Heading 14/12/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>160</u> <u>Utilities &amp; Contracts</u>							
4320 PHS Contracts	346	400	54		54	86.4%	
4500 Electricity	289	1,200	911		911	24.1%	
4520 Water Charges	267	800	533		533	33.4%	
4530 General	48	200	152		152	23.8%	
4540 AIRS Hall Service Subscription	120	150	30		30	80.0%	
4550 Performing Rights	169	210	41		41	80.6%	
4560 Website	45	100	55		55	45.0%	
4580 Planning & Fees (Flat staircas	719	3,900	3,181		3,181	18.4%	
Utilities & Contracts :- Indirect Payments	<u>2,003</u>	<u>6,960</u>	<u>4,957</u>	<u>0</u>	<u>4,957</u>	<u>28.8%</u>	<u>0</u>
<b>Net Payments</b>	<u>(2,003)</u>	<u>(6,960)</u>	<u>(4,957)</u>				
<u>999</u> <u>VAT Data</u>							
515 VAT on Payments	658	0	(658)		(658)	0.0%	
VAT Data :- Indirect Payments	<u>658</u>	<u>0</u>	<u>(658)</u>	<u>0</u>	<u>(658)</u>		<u>0</u>
<b>Net Payments</b>	<u>(658)</u>	<u>0</u>	<u>658</u>				
Grand Totals:- Receipts	<u>11,843</u>	<u>15,275</u>	<u>3,432</u>			<u>77.5%</u>	
Payments	<u>8,841</u>	<u>20,380</u>	<u>11,539</u>	<u>0</u>	<u>11,539</u>	<u>43.4%</u>	
<b>Net Receipts over Payments</b>	<u>3,002</u>	<u>(5,105)</u>	<u>(8,107)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>3,002</u>						