

Date	Document reference	From	In Respect of	General Administration £	War Memorial £	Other £	VAT £	Total £
09/04/2021		HMRC	VAT Refund				109.17	£ 109.17
26/04/2021		Maldon District Council	Precept	£ 4,400.00				£ 4,400.00
13/12/2021		Wickham Bishops Parish Council	Remembrance Day			£ 535.33		£ 535.33
13/12/2021		Wickham Bishops Parish Council	War Memorial Remembrance Day		£ 339.26			£ 339.26
17/01/2022		Great Braxted Parish Council	Remembrance Day			£ 96.59		£ 96.59
17/01/2022		Great Braxted Parish Council	War Memorial		£ 61.21			£ 61.21
		Essex Community Foundation	Jubilee Grant			£ 4,865.00		£ 4,865.00
Total for Year				£ 4,400.00	£ 400.47	£ 5,496.92	£ 109.17	£ 10,406.56

Date	Cheque No	Invoice Reference	Payable To	In Respect of	Clerk's Salary £	Elections £	Subscriptions £	Audit Fees £	Insurance £	War Memorial £	Information Commissioner £	Housing Needs Survey	Litter Picking £	Other £	Total Net of VAT £	VAT £	Total £
05/05/2021	642	13881	EALC	Annual Subscription			£ 68.20								£ 68.20		£ 68.20
05/05/2021	643	3430-100-05	Community Action Suffolk	Website SSL Certificate										£ 36.00	£ 36.00	£ -	£ 36.00
05/05/2021	644	LIT00682818	Maldon District Council	Speed Check Surveys										£ 68.40	£ 68.40	£ 13.68	£ 82.08
05/05/2021	645		H Bendall	Litterpicking									£ 43.35		£ 43.35		£ 43.35
05/05/2021	646		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
29/04/2021	647		SALC	Internal Audit Fee				£ 158.00							£ 158.00	£ 31.60	£ 189.60
20/05/2021	648		H Bendall	Litterpicking									£ 54.04		£ 54.04		£ 54.04
20/05/2021	649		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
20/05/2021	650		BHIB	Insurance					£ 320.78						£ 320.78		£ 320.78
25/06/2021	651		H Bendall	Litterpicking									£ 53.95		£ 53.95		£ 53.95
25/06/2021	652		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
25/06/2021	653		CANCELLED												£ -		£ -
25/06/2021	654		HMRC	Tax/NI	£ 192.00									£ 24.00	£ 216.00		£ 216.00
25/06/2021	655		Road Signs Direct	Weight Limit signs										£ 98.19	£ 98.19	£ 19.64	£ 117.83
25/06/2021	656		Road Signs Direct	Turning signs										£ 72.99	£ 72.99	£ 14.60	£ 87.59
04/08/2021	657		H Bendall	Litterpicking									£ 53.95		£ 53.95		£ 53.95
04/08/2021	658		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33	£ -	£ 96.33
04/08/2021	659		Screwfix	Litterbags									£ 14.98		£ 14.98	£ 2.99	£ 17.97
29/11/2021	660		H Bendall	Litterpicking									£ 65.44		£ 65.44		£ 65.44
29/11/2021	661		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
29/11/2021	662		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
29/11/2021	663		H Bendall	Litterpicking									£ 53.95		£ 53.95	£ -	£ 53.95
29/11/2021	664		HMRC	Tax/NI	£ 194.00									£ -	£ 194.00	£ -	£ 194.00
29/11/2021	665		OneSuffolk	Website Hosting										£ 50.00	£ 50.00	£ 10.00	£ 60.00
29/11/2021	666		H Bendall	Litterpicking									£ 53.95		£ 53.95	£ -	£ 53.95
29/11/2021	667		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33	£ -	£ 96.33
29/11/2021	668		Goodlife Countryside Services	Gardening						£ 350.00					£ 350.00	£ -	£ 350.00
29/11/2021	669		Goodlife Countryside Services	Grasscutting										£ 400.00	£ 400.00	£ -	£ 400.00
29/11/2021	670		H Bendall	Litterpicking									£ 65.44		£ 65.44	£ -	£ 65.44
29/11/2021	671		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33	£ -	£ 96.33
29/11/2021	672		Royal British Legion	Remembrance Day Poppy										£ 25.00	£ 25.00	£ -	£ 25.00
29/11/2021	673		Maldon District Council	Road Closure Notice										£ 141.67	£ 141.67	£ 28.33	£ 170.00
29/11/2021	674		Connect Traffic Management	Road Closure Remembrance Day										£ 540.00	£ 540.00	£ 108.00	£ 648.00
05/01/2022	675		H Bendall	Litterpicking									£ 53.95		£ 53.95	£ -	£ 53.95
05/01/2022	676		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33	£ -	£ 96.33
05/01/2022	677		HMRC	Tax/NI	£ 194.00									£ -	£ 194.00	£ -	£ 194.00
08/03/2022	678		McAfee	Antivirus										£ 74.99	£ 74.99	£ 15.00	£ 89.99
08/03/2022	707		H Bendall	Litterpicking									£ 53.95		£ 53.95		£ 53.95
08/03/2022	708		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
08/03/2022	709		Wessex Medical	Defibrillator Pads										£ 39.00	£ 39.00	£ 7.80	£ 46.80

08/03/2022	710	The Braxted Bakery	Hire of Room									£ 125.00	£ 125.00		£ 125.00	
08/03/2022	711	ICO	Data Protection Fee						£ 40.00				£ 40.00		£ 40.00	
08/03/2022	712	G N Mussett	Clerk's Salary	£ 95.75									£ 95.75		£ 95.75	
08/03/2022	Petty	G N Mussett	Clerk's Salary	£ 0.58									£ 0.58		£ 0.58	
08/03/2022	713	CANCELLED											£ -		£ -	
08/03/2022	714	H Bendall	Litterpicking								£ 53.95		£ 53.95		£ 53.95	
14/03/2022	715	Maldon District Council	Temporary Event Notice									£ 21.00	£ 21.00		£ 21.00	
21/03/2022	716	H Bendall	Litterpicking								£ 82.38		£ 82.38		£ 82.38	
21/03/2022	717	G N Mussett	Clerk's Salary	£ 131.37									£ 131.37		£ 131.37	
21/03/2022	718	HMRC	Tax/NI	£ 215.20							£ 6.20		£ 221.40		£ 221.40	
Total for Year				£ 1,986.20	£ -	£ 68.20	£ 158.00	£ 320.78	£ 350.00	£ 40.00	£ -	£ 733.48	£ 1,692.24	£ 5,348.90	£ 251.64	£ 5,600.54

BANK RECONCILIATION

As at 31/03/21

Petty Cash	£	0.58
Barclays Bank	£	5,348.80
Total	£	<u>5,349.38</u>
Less Uncashed Cheques	£	-
Total	£	<u>5,349.38</u>

Add Income for year	£	10,406.56
Less Expenditure for year	-£	<u>5,600.54</u>
Total	£	<u>10,155.40</u>

As at 31/03/22

Represented by

Petty Cash	£	-
Barclays Bank	£	10,590.55
Total	£	<u>10,590.55</u>
Plus unrepresented cheques	-£	435.15
Less Uncashed Cheques	£	-
Total	£	<u>10,155.40</u>

BUDGET ANALYSIS

2021/22

Item	Budget		Figures are net of VAT		%age Budget Spers	Notes
	£	Income £	Expenditure £	Income		
Clerk's Salary	£ 2,288.00		£ 1,986.20		86.8%	
Subscriptions	£ 70.00		£ 68.20		97.4%	
Audit Fees	£ 110.00		£ 158.00		143.6%	
Insurance	£ 317.00		£ 320.78		101.2%	
War Memorial	£ 400.00	£ 400.00	£ 350.00	£ 400.47	87.5%	
Information Commissioner	£ 40.00		£ 40.00		100.0%	
Grass Cutting	£ 400.00		£ 400.00		100.0%	
Hall Hire	£ 360.00		£ 125.00			
Transparency Fund			£ -			Restricted funds
Other	£ -		£ 171.18			
Election Fees	£ 75.00		£ -		0.0%	
Remembrance Day Parade	£ 70.00		£ 706.67	£ 535.33	244.8%	
Parish Plan						Restricted funds
Village Fete			£ 21.00			Restricted funds
Litterpicking	£800	£ 800.00	£ 733.48	£ -	91.7%	Restricted funds
Housing Needs Survey						Restricted funds
Defibrillator			£ 39.00			Restricted funds
Precept		£ 4,400.00		£ 4,400.00		
Neighbourhood Watch Meetings						Restricted funds
McAfee Subscription	£ 80.00		£ 74.99			
Website Hosting	£ 50.00	£ -	£ 86.00			
Speed Checks	£ 500.00		£ 68.40			
Bridge Repairs						Restricted funds
VAT Refund		£ 90.00		£ 109.17	121.3%	
Totals net of VAT	£ 5,560.00	£ 5,690.00	£ 5,348.90	£ 5,444.97		
VAT		£ -	£ 251.64	£ -		
Totals inc VAT		£ 5,690.00	£ 5,600.54	£ 5,444.97		

Asset Register	Date of Acquisition	Value	Basis of Valuation		
Village Green	First Registered	£ 1	Village green registration		
Village Sign	unknown	£ 900	Estimate		
Noticeboard	Jun-10	£ 178	Cost at time of purchase		
Circular Teak seat	Donated Jan 2013	£ 1,000	Original purchase price		
Queen Elizabeth Silver Jubilee Sign	1977	£ 200	Estimate		
Traditional seat with arms	unknown	£ 650	Renewal price 2012		
HP 15.6 Laptop	May-16	£ 250	Purchase price 2016		£ 250
War Memorial	Jun-16	£ 1	Community Asset	ADDED JUNE 2016	£ 1
HP Envy Wifi Printer	May-16	£ 58	Purchase price 2016		£ 58
Best Village Sign 2015	Nov-15	£ 100	Purchase price 2015		£ 100
Barriers	Apr-16	£ 60	Purchase price 2016		£ 60
Defibrillator	Mar-17	£ 1,406	Purchase price 2017		£ 1,406
		<u>£ 4,804</u>			£ 1,875

EXTERNAL AUDIT FORM

	2020/21		2021/22		Percentage Variation
1 Balances Brought Forward	£	2,577	£	5,349	
2 Annual Precept	£	3,950	£	4,400	11.4%
3 Total Other Receipts	£	3,261	£	6,007	84.2%
4 Staff Costs	£	2,610	£	2,720	4.2%
5 Loan Interest/Capital Repayments	£	-	£	-	0.0%
6 All Other Payments	£	1,809	£	2,881	59.2%
7 Balances Carried Forward	£	5,349.38	£	10,155	89.8%
8 Total Cash & Short Term Investments	£	5,349	£	10,155	89.8%
9 Total Fixed Assets Plus Other Long Term Investments	£	4,804	£	4,804	0.0%
10 Total Borrowings	£	-	£	-	0.0%

Line 3	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Notes
Transparency Grant		£ 583.00	£ -					One-off project funding
VAT Refund	£ 63.29	£ 55.31	£ 553.67	£ 112.76	£ 164.10	£ 252.83	£ 109.17	
Village Fete		£ 600.00	£ -				£ 4,865.00	One-off project funding
Parish Plan		£ 1,500.00	£ -					One-off project funding
Contribution towards War Memorial	£ 330.94	£ 330.94	£ 330.94	£ 330.94	£ 400.47	£ 400.47	£ 400.47	
Litterpicking		£ 780.00	£ 2,460.00			£ 339.26		Project funding to continue to 2020 (:
Defibrillator		£ 2,000.00	£ -					One-off project funding
Prize Best Kept Village	£ 150.00	£ -	£ -					
Neighbourhood Watch Meetings Grant			£ 972.00					One-off project funding
Training Bursary			£ 33.75					
Broadband grant				£ 250.00				One-off project funding
Contribution to Remembrance Day					£ 604.27	£ 631.92	£ 631.92	
Grant towards bridge refurbishment				£ 23,507.00				One-off project funding
	£ 544.23	£ 5,849.25	£ 4,350.36	£ 24,200.70	£ 1,168.84	£ 1,624.48	£ 6,006.56	

3 years funding in advance

Line 4

	2015/16	2016/17	2017/18	2018/19
Clerk's Salary & PAYE/NI	£ 1,808.64	£ 1,808.64	£ 1,814.60	£ 1,849.65
Litter-pickers's Salary & PAYE/NI	£ -	£ 350.00	£ 562.50	£ 656.50
	£ 1,808.64	£ 2,158.64	£ 2,377.10	£ 2,506.15

Line 6

	2015/16	2016/17	2017/18	2018/19
Elections	£ 65.28	£ -	£ -	
Subscriptions	£ 58.25	£ 60.45	£ 61.75	£ 62.71
Audit Fees	£ 84.00	£ 88.00	£ 136.86	£ 98.00
Insurance	£ 378.29	£ 339.98	£ 347.74	£ 303.38
War Memorial	£ -	£ 250.00	£ 275.00	£ 350.00
Information Commissioner	£ 35.00	£ 35.00	£ 35.00	£ 40.00
Transparency Fund	£ -	£ 406.97	£ 79.16	£ -
Parish Plan	£ -	£ 1,115.40	£ -	£ -
Village Fete	£ -	£ 600.00	£ -	£ -
Litter Picking	£ -	£ 166.42	£ 86.44	£ 40.96
Defibrillator	£ -	£ 1,406.00	£ 180.00	£ -
Housing Needs Survey	£ -	£ -	£ 189.97	£ -
Other	£ 892.57	£ 746.57	£ 514.79	£ 25.00
VAT	£ 55.31	£ 553.67	£ 112.76	£ 164.10
Grasscutting			£ 370.00	£ 380.00
Remembrance Day			£ 107.00	£ 164.17
Hire of Meeting Room			£ 250.00	£ 250.00
GDPR				£ 100.00
Hi-Speed Internet Survey				£ 208.33
Bridge repair				£ 250.00
Website Hosting				
Speed Checks				
Neighbourhood Watch Meetings				£ 284.69
	£ 1,568.70	£ 5,768.46	£ 2,376.47	£ 2,721.34

Line 7

	Funds					Restricted Funds			Restricted Funds			
	Income	Expenditure in 2016/17	Carried forward into 2017/18	Expenditure in 2017/18	New Income in 2017/18	Carried forward into 2018/19	Expenditure in 2018/19	New Income in 2018/19	Carried forward into 2019/20			
Transparency Fund	£ 583.00	£ 406.97	£ 176.03	£ 79.16	£ -	£ 96.87			£ 96.87			
Village Fete	£ 600.00	£ 600.00	£ -	£ -	£ -	£ -			£ -			
Parish Plan	£ 1,500.00	£ 1,115.40	£ 384.60	£ 189.97	£ -	£ 194.63			£ 194.63			
Litter Picking	£ 780.00	£ 516.42	£ 263.58	£ 648.94	£ 2,460.00	£ 2,074.64	£ 697.46		£ 1,377.18			
Defibrillator	£ 2,000.00	£ 1,406.00	£ 594.00	£ 180.00	£ -	£ 414.00			£ 414.00			
Neighbourhood Watch				£ -	£ 972.00	£ 972.00	£ 284.69		£ 687.31			
Bridge Repairs								£ 23,507.00	£ 23,507.00			
Broadband Survey							£ 208.33	£ 250.00	£ 41.67			
Total	£ 5,463.00	£ 4,044.79	£ 1,418.21	£ 1,098.07	£ 3,432.00	£ 3,752.14	£ 1,190.48	£ 23,757.00	£ 26,318.66			

Reserves	As at 31/3/16		As at 31/3/17		As at 31/3/18			As at 31/3/19		
General reserves	£ 1,645.74	£ 1,249.68	£ 3,845.47	£ 4,043.36	£ 1,637.54	£ 4,037.01	£ 3,717.70	£ 1,318.23		
Restricted funds	£ -	£ 1,418.21	£ 908.10	£ 3,432.00	£ 3,752.14	£ 1,190.48	£ 23,757.00	£ 26,318.66		
Total	£ 1,645.74	£ 2,667.89	£ 4,753.57	£ 7,475.36	£ 5,389.68	£ 5,227.49	£ 27,474.70	£ 27,636.89		

Date	Document Refer	Invoice Refer	Invoiced To	In Respect of	Total Net of	VAT £	Total £	VAT Regn No,
05/05/2021	644	LIT0068281 8	Maldon District Council	Speed Check Surveys	£ 68.40	£ 13.68	£ 82.08	104 3332 25
29/04/2021	647		SALC	Internal Audit Fee	£ 158.00	£ 31.60	£ 189.60	825 0232 65
	655		Road Signs Direct	Weight Limit signs	£ 98.19	£ 19.64	£ 117.83	986 256 961
	656		Road Signs Direct	Turning signs	£ 72.99	£ 14.60	£ 87.59	986 256 961
	659		Screwfix	Litter bags	£ 14.98	£ 2.99	£ 17.97	
	665		One Suffolk	Website Hosting	£ 50.00	£ 10.00	£ 60.00	GB159058487
	673		Maldon District Council	Road Closure Notice	£ 141.67	£ 28.33	£ 170.00	104 3332 25
	674		Connect Traffic Management	Road Closure	£ 540.00	£ 108.00	£ 648.00	977 3359 68
08/03/2022	678		McAfee	Antivirus	£ 74.99	£ 15.00	£ 89.99	IE64 10804G
08/03/2022	709		Wessex Medical	Defibrillatior Pads	£ 39.00	£ 7.80	£ 46.80	996521966

