

Horne Parish Council

**Final Accounts
Year Ending 31 March 2015**

Louise Meehan, Responsible Financial Officer, 21 April 2015

Horne Parish Council: Budget 2014/15

	Budgeted costs	Year to date	Difference
Audits	270.00	235.10	34.90
Chairmans Allowance	50.00	40.00	10.00 Wreath
Clerks Salary	7,051.00	6,858.00	193.00
Clerks Expenses	200.00	143.40	56.60
S137	300.00	100.00	200.00
Insurance	279.04	287.42	-8.38
Legal costs	-		0.00
Maintenance of Parish	500.00	420.00	80.00
Newsletter	1,100.00	512.16	587.84
Room Hire	480.00	388.50	91.50
Stationery	250.00	89.13	160.87
Subscriptions	376.00	357.61	18.39
Training/Events	600.00	240.70	359.30
Website	180.00	179.00	1.00
VAT		46.30	-46.30
	11,636.04	9,897.32	1,785.02

Horne Parish Council: Receipts and Payments Summary 2014/15

For the year ended 31st March 2015

Receipts	£
Precept	11,294.00
Wayleave - Yearly	0.95
Lloyds TSB - Interest	2.90
VAT return	0.00
Grant	206.00
Misc. (sale of timber)	250.00
TOTAL RECEIPTS	<u>11,753.85</u>
Payments	
Audits (internal and external)	235.10
Chairmans Allowance	40.00
Clerks Salaries	6,858.00
Clerks Expenses	143.40
S137	100.00
Insurance	287.42
Maintenance	420.00
Newsletter	512.16
Room Hire for PC meetings	388.50
Stationery	89.13
Subscriptions	357.61
Training	240.70
VAT	46.30
Website	179.00
TOTAL PAYMENTS	<u>9,897.32</u>
Excess of Receipts over Payments	1,856.53

Horne Parish Council: Payments 2014/15

Cq No	Month	To Whom Paid	Description	Payments	Audits	Allowance	Salary	Expenses	S137	Insurance	Maintenance	Newsletter	Room Hire	Stationery	Subs	Events	VAT	Website
SO	s	Apr	Mrs L Meehan	Clerk's salary	562.00		562.00											
875	s	Apr	St Catharine's Hospice	Donation	100.00				100.00									
876	s	Apr	TVSC	Membership	10.00										10.00			
877	s	Apr	Surrey ALC	Membership	235.61										235.61			
SO	s	May	Mrs L Meehan	Clerk's salary	562.00		562.00											
878	s	May	SSALC Ltd	Surrey Local Council Forum	26.40											26.40		
879	s	May	Burstow PC	Room hire	150.00								150.00					
880	s	May	Broker Network Ltd	Annual insurance renewal	287.42					287.42								
881	s	May	Alison Hillman	Internal audit	135.10	135.10												
SO	s	June	Mrs L Meehan	Clerk's salary	562.00		562.00											
882	s	June	Mrs L Meehan	Expenses	20.20			20.20										
SO	s	July	Mrs L Meehan	Clerk's salary	562.00		562.00											
883	s	July	Mrs L Meehan	Expenses	11.20			11.20										
884	s	July	Surrey ALC	Legal & Finance Day	78.60											65.50	13.10	
SO	s	Aug	Mrs L Meehan	Clerk's salary	562.00		562.00											
SO	s	Sept	Mrs L Meehan	Clerk's salary	562.00		562.00											
885	s	Sept	Mrs L Meehan	Expenses	29.17			11.20						17.97				
886	s	Sept	Lingfield Day Centre	Room hire	10.00								10.00					
887	s	Sept	Amadeus	Printer Ink	45.17									45.17				
888	s	Sept	C&S Webs	Website hosting	39.00													39.00
889	s	Sept	Wealdens	Newchapel Green Pathway	420.00						420.00							
890	s	Sept	Mrs L Meehan	Advance for newsletter stamps	135.00							135.00						
SO	s	Oct	Mrs L Meehan	Clerk's salary	562.00		562.00											
891	s	Oct	Mrs L Meehan	Expenses	33.60			33.60										
892	s	Oct	SSALC Ltd	Chairs Briefing Session	60.00											50.00	10.00	
893	s	Oct	SSALC Ltd	Governance & Accountability	19.20											16.00	3.20	
894	s	Oct	Eden River Press	Printing newsletter	110.00							110.00						
895	s	Oct	BDO	External audit	120.00	100.00											20.00	
896	s	Oct	L&DCC	Room hire (Highways mtg)	13.50								13.50					
SO	s	Nov	Mrs L Meehan	Clerk's salary	562.00		562.00											
897	s	Nov	SLCC	Clerk's membership	£92.00										92.00			
898	s	Nov	Community Matters	Subscription	£10.00										10.00			
899	s	Nov	Burstow Parish Council	Room hire to year end	£210.00								210.00					
900	s	Nov	GACC	Subscription	£10.00										10.00			
SO	s	Dec	Mrs L Meehan	Clerk's Salary	£562.00		562.00											
901	s	Dec	Mrs L Meehan	Expenses	£42.79			16.80						25.99				
SO	s	Jan	Mrs L Meehan	Clerk's salary	£562.00		562.00											
902	s	Jan	Mrs L Meehan	Clerk's salary	£38.00		38.00											
903	s	Jan	Mrs L Meehan	Expenses (mileage)	£22.40			22.40										
904	s	Jan	Lingfield Community Centr	Room hire (15/1/15)	£5.00								5.00					
SO	s	Feb	Mrs L Meehan	Clerk's salary	£600.00		600.00											
905	s	Feb	cancelled cheque															
906	s	Feb	Mrs L Meehan	Expenses (mileage)	£16.80			16.80										
907	s	Feb	Mrs L Meehan	Reimbursement stamps	£144.16							144.16						

908	s	Feb	SLCC	Regional conference	£82.80								82.80							
909	s	Feb	Eden River Press	Printing newsletter	£123.00					123.00										
910	s	Mar	Mrs L Meehan	Clerk's salary	£600.00		600.00													
911	s	Mar	Mrs L Meehan	Expenses (mileage)	£11.20			11.20												
912	s	Mar	Simon Goodwin	Website support	£140.00											140.00				
913	s	Mar	Royal British Legion	Wreath	£40.00							40.00								
					9,897.32	235.10	40.00	6,858.00	143.40	100.00	287.42	420.00	512.16	388.50	89.13	357.61	240.70	46.30	179.00	0.00
					Payments	Audits	Allowance	Salary	Expenses	S137	Insurance	Maintenance	Newsletter	Room Hire	Stationery	Subs	Events	VAT	Website	

Horne Parish Council: Receipts 2014/15

Date	Name	Description	Amount	Precept	Wayleaves	Interest	VAT Refund	Grant	Misc
09/04/2015	s Lloyds Bank	Interest	0.24			0.24		103.00	
11/04/2014	s Tandridge District Council	Precept	5,750.00	5,647.00					
09/05/2014	s Lloyds Bank	Interest	0.24			0.24			
03/07/2014	s Lingfield Parish Council	Verge repairs	250.00						250.00
09/06/2014	s Lloyds Bank	Interest	0.25			0.25			
09/07/2014	s Lloyds Bank	Interest	0.24			0.24			
11/08/2014	s Lloyds Bank	Interest	0.26			0.26			
05/09/2014	s Tandridge District Council	Precept	5,750.00	5,647.00				103.00	
09/09/2014	s Lloyds Bank	Interest	0.23			0.23			
07/10/2014	s BT	Wayleave	0.95		0.95				
09/10/2014	s Lloyds Bank	Interest	0.24			0.24			
10/11/2014	s Lloyds Bank	Interest	0.25			0.25			
09/12/2014	s Lloyds Bank	Interest	0.23			0.23			
09/01/2015	s Lloyds Bank	Interest	0.25			0.25			
09/02/2015	s Lloyds Bank	Interest	0.25			0.25			
09/03/2015	s Lloyds Bank	Interest	0.22			0.22			
			<u>11,753.85</u>	<u>11,294.00</u>	<u>0.95</u>	<u>2.90</u>	<u>0.00</u>	<u>206.00</u>	<u>250.00</u>

Horne Parish Council: Bank Reconciliation 2014/15

Balance as at 31 March 2014	Bank	1,625.03	
	o/s cheques	140.00	1,485.03

Total Receipts			11,753.85
Investments			5,800.00
			<u>19,038.88</u>

Less Total Payments			9,897.32
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Balance			<u><u>9,141.56</u></u>
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Reconciliation

Balance as at 31 March 2015	Bank	3,392.76	<u>3,392.76</u>
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Less O/S cheques	#883	11.20	
	#913	40.00	
			<u>51.20</u>

Balance			<u>3,341.56</u>
Investments			5,800.00
			<u><u>9,141.56</u></u>

HORNE PARISH COUNCIL - 2014/2015 EXPLANATION OF VARIATIONS

	2013/2014	2014/2015	Difference	% diff	Expl req?	Reason
Annual Precept	£9,720	£11,294	£1,574	16%	yes	Increased to ensure costs met as budgeted.
Other receipts	£1,521	£460	-£1,061	-70%	yes	In 2013/14 Horne Parish Council had a large VAT return (of £1200) and also sold some timber (£300)
Staff costs	£6,925	£7,001	£76	1%	no	n/a
Total other costs	£3,650	£2,896	-£754	-21%	yes	In 2014/15 there was not much money spent on treework, which is planned for 2015/16. We also did not send out as many newsletters as scheduled.