

**Bank Reconciliation Statement as at 31/03/2021  
for Cashbook 1 - Current Bank A/c**

---

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/03/2021		1,157.20
			<hr/> 1,157.20
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			1,157.20
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			1,157.20
		<b>Balance per Cash Book is :-</b>	<b>1,157.20</b>
		<b>Difference is :-</b>	<b>0.00</b>

**West Hoathly Parish Council**

**Summary Receipts and Payments for Year Ended 31st March 2021**

Last Year Ended 31st March 2020		Current Year Ended 31st March 2021
	<b>Receipts</b>	
66,120.00	Precept	72,953.00
3,520.16	TWHVH Employee Costs	2,411.88
<b>69,640.16</b>	Sub Total	<b>75,364.88</b>
	<b>Operating Income</b>	
2,009.35	Income	4,526.82
633.00	Allotments	648.00
500.00	North Lane Recreation Ground	500.00
49.05	Infrastructure	49.31
3,139.22	VAT Data	3,395.02
<b>75,970.78</b>	Total Receipts	<b>84,484.03</b>
	<b>Running Costs</b>	
35,665.02	Administration	44,581.74
747.82	Allotments	39.37
1,370.83	Finche Field	3,693.71
5,937.60	North Lane Recreation Ground	9,339.70
3,170.88	Playgrounds	789.32
9,643.01	Infrastructure	8,627.76
4,817.56	Premises	3,915.72
3,694.58	VAT Data	4,463.48
<b>65,047.30</b>	Total Payments	<b>75,450.80</b>
	<b>Receipts and Payments Summary</b>	
<b>49,530.28</b>	<b>Opening Balance</b>	<b>60,453.76</b>
75,970.78	Add Total Receipts(As Above)	84,484.03
125,501.06		144,937.79
65,047.30	Less Total Payments(As Above)	75,450.80
<b>60,453.76</b>	<b>Closing Balance</b>	<b>69,486.99</b>
	<b>These cumulative funds are represented by:</b>	
4,869.85	Current Bank A/c	529.70
35,583.91	Deposit Account	48,578.33
20,000.00	Hampshire Trust Bond	20,000.00
0.00	Hampshire Trust Saver	378.96
<b>60,453.76</b>		<b>69,486.99</b>
	<b>Reserve Balances are represented by:</b>	
10,923.48	Current Year Fund	9,033.23
7,666.29	General Reserves	18,015.67
2,989.00	EMR Election Expenses	2,989.00
694.28	EMR Public Conveniences Fund	994.28
22.15	EMR Future Parish Celebrations	22.15

---

## West Hoathly Parish Council

### Summary Receipts and Payments for Year Ended 31st March 2021

---

Last Year Ended 31st March 2020		Current Year Ended 31st March 2021
2,687.00	EMR Rec/Playground Enhancement	3,687.00
16,693.66	EMR Pavilion Seed Funding	10,807.16
145.00	EMR Pavilion Fundraising	145.00
884.80	EMR Fingerpost Maintenance	1,284.80
1,578.14	EMR Village Hamlet Gateways	1,578.14
2,700.32	EMR Highways Improvements	2,394.32
226.00	EMR Defibrillators	222.86
0.00	EMR Community Orchard	680.08
8,000.00	EMR Neighbourhood Plan	9,000.00
1,099.75	EMR IT & Website	359.41
598.75	EMR Parish Guide	598.75
215.00	EMR Reinstatement WHP11	215.00
1,830.14	EMR Local History Projects	1,830.14
1,000.00	EMR Land Registration	1,000.00
500.00	EMR Ownership Broadfield Bank	500.00
0.00	EMR Grant Village Hall	3,130.00
0.00	EMR Bluebell Wood Managment	1,000.00
<b>60,453.76</b>		<b>69,486.99</b>

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

## Detailed Receipts &amp; Payments by Budget Heading 31/03/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1076 Precept	72,953	0	(72,953)			0.0%	
1090 Interest Received	420	380	(40)			110.6%	
1100 Grants & Donation Received	3,745	0	(3,745)			0.0%	3,540
1200 Use of Hoathly Hub	8	0	(8)			0.0%	
1300 Other Income	140	0	(140)			0.0%	
1800 TWHVH Employee Costs	2,412	0	(2,412)			0.0%	
1850 TWHVH Vat	213	0	(213)			0.0%	
	<b>79,892</b>	<b>380</b>	<b>(79,512)</b>				
Income :- Receipts						<b>21024.1</b>	<b>3,540</b>
<b>Net Receipts</b>	<b>79,892</b>	<b>380</b>	<b>(79,512)</b>				
6001 less Transfer to EMR	3,540						
<b>Movement to/(from) Gen Reserve</b>	<b>76,352</b>						
<u>110 Administration</u>							
4000 Clerk Salary	18,988	25,000	6,012		6,012	76.0%	
4001 Hall Cleaning	3,120	0	(3,120)		(3,120)	0.0%	
4002 Hall Handyman	122	0	(122)		(122)	0.0%	
4005 Assistant Clerk Salary	4,058	0	(4,058)		(4,058)	0.0%	
4030 Employer On Costs	6,222	6,503	281		281	95.7%	
4070 Training/Courses	408	1,300	892		892	31.4%	
4100 Bank Charges	125	75	(50)		(50)	166.7%	
4110 Audit Fees	518	900	383		383	57.5%	
4120 Professional Fees	0	200	200		200	0.0%	
4130 Premises Licence Fee	70	80	10		10	87.5%	
4140 Subscriptions & Memberships	1,525	990	(535)		(535)	154.1%	
4150 Insurance	1,272	1,800	528		528	70.6%	
4160 Stationery	126	300	174		174	41.9%	
4170 Telephone & Broadband	659	800	141		141	82.3%	
4180 Website	2,724	500	(2,224)		(2,224)	544.8%	1,600
4190 IT	1,257	335	(922)		(922)	375.3%	640
4200 Office Expenses	0	200	200		200	0.0%	
4230 Sundries	162	0	(162)		(162)	0.0%	
4240 Grants & Donations	2,990	3,550	560		560	84.2%	
4245 Hall VAT	213	0	(213)		(213)	0.0%	
4255 Local Heritage Initiatives	23	0	(23)		(23)	0.0%	
	<b>44,582</b>	<b>42,533</b>	<b>(2,049)</b>	<b>0</b>	<b>(2,049)</b>	<b>104.8%</b>	<b>2,240</b>
Administration :- Indirect Payments							
<b>Net Payments</b>	<b>(44,582)</b>	<b>(42,533)</b>	<b>2,049</b>				
6000 plus Transfer from EMR	2,240						
<b>Movement to/(from) Gen Reserve</b>	<b>(42,341)</b>						

## Detailed Receipts &amp; Payments by Budget Heading 31/03/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>120 Allotments</u>							
1500 Allotments Rent	648	600	(48)			108.0%	
	<u>648</u>	<u>600</u>	<u>(48)</u>			<u>108.0%</u>	<u>0</u>
Allotments :- Receipts							
4090 Handyman Salary	25	0	(25)		(25)	0.0%	
4300 Water Charges	14	250	236		236	5.6%	
4420 Maintenance	0	250	250		250	0.0%	
	<u>39</u>	<u>500</u>	<u>461</u>	<u>0</u>	<u>461</u>	<u>7.9%</u>	<u>0</u>
Allotments :- Indirect Payments							
<b>Net Receipts over Payments</b>	<b><u>609</u></b>	<b><u>100</u></b>	<b><u>(509)</u></b>				
<u>130 Finche Field</u>							
4090 Handyman Salary	524	0	(524)		(524)	0.0%	
4400 Grass Cutting	900	900	0		0	100.0%	
4410 Finche Field Mowing	300	350	50		50	85.7%	
4420 Maintenance	108	300	192		192	35.9%	
4430 Bramble Clearing	1,209	200	(1,009)		(1,009)	604.4%	1,109
4440 Tree purchases	653	0	(653)		(653)	0.0%	653
	<u>3,694</u>	<u>1,750</u>	<u>(1,944)</u>	<u>0</u>	<u>(1,944)</u>	<u>211.1%</u>	<u>1,762</u>
Finche Field :- Indirect Payments							
<b>Net Payments</b>	<b><u>(3,694)</u></b>	<b><u>(1,750)</u></b>	<b><u>1,944</u></b>				
6000 plus Transfer from EMR	1,762						
<b>Movement to/(from) Gen Reserve</b>	<b><u>(1,932)</u></b>						
<u>140 North Lane Recreation Ground</u>							
1600 NLR Hire Fees	500	500	0			100.0%	
	<u>500</u>	<u>500</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
North Lane Recreation Ground :- Receipts							
4090 Handyman Salary	136	0	(136)		(136)	0.0%	
4420 Maintenance	42	200	158		158	21.1%	
4500 NLR Maintenance Contract	2,275	3,000	725		725	75.8%	
4730 Pavilion Replacement	6,887	0	(6,887)		(6,887)	0.0%	6,887
	<u>9,340</u>	<u>3,200</u>	<u>(6,140)</u>	<u>0</u>	<u>(6,140)</u>	<u>291.9%</u>	<u>6,887</u>
North Lane Recreation Ground :- Indirect Payments							
<b>Net Receipts over Payments</b>	<b><u>(8,840)</u></b>	<b><u>(2,700)</u></b>	<b><u>6,140</u></b>				
6000 plus Transfer from EMR	6,887						
<b>Movement to/(from) Gen Reserve</b>	<b><u>(1,953)</u></b>						
<u>150 Sharpthorne Old Playground</u>							
4400 Grass Cutting	0	250	250		250	0.0%	

## Detailed Receipts &amp; Payments by Budget Heading 31/03/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
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>				
<u>160 Playgrounds</u>							
4090 Handyman Salary	9	0	(9)		(9)	0.0%	
4420 Maintenance	150	650	500		500	23.1%	
4550 Playbark	0	250	250		250	0.0%	
4560 Inspections	630	600	(30)		(30)	105.0%	
Playgrounds :- Indirect Payments	<b>789</b>	<b>1,500</b>	<b>711</b>	<b>0</b>	<b>711</b>	<b>52.6%</b>	<b>0</b>
<b>Net Payments</b>	<b>(789)</b>	<b>(1,500)</b>	<b>(711)</b>				
<u>170 Infrastructure</u>							
1700 Wayleave	49	46	(3)			107.2%	
Infrastructure :- Receipts	<b>49</b>	<b>46</b>	<b>(3)</b>			<b>107.2%</b>	<b>0</b>
4090 Handyman Salary	427	0	(427)		(427)	0.0%	
4420 Maintenance	2,218	1,500	(718)		(718)	147.9%	1,501
4600 Dog & Litter Bins	906	1,500	594		594	60.4%	
4610 Asset Review	409	650	241		241	62.9%	
4620 Hanging Baskets	0	50	50		50	0.0%	
4630 Sharpthorne Christmas Tree	50	70	20		20	71.4%	
4640 Tree Work and Surveys	2,545	3,000	455		455	84.8%	
4650 Selsfield Common	50	100	50		50	50.0%	
4660 Sharpthorne Green	250	250	0		0	100.0%	
4670 Vinols Cross Area	405	250	(155)		(155)	162.0%	
4680 Cookhams Wood Verge	250	300	50		50	83.3%	
4690 Grit Bins	80	250	170		170	32.0%	
4710 Highways Maintenance	339	500	161		161	67.8%	306
4720 Work on Bank Broadfield	700	750	50		50	93.3%	
Infrastructure :- Indirect Payments	<b>8,628</b>	<b>9,170</b>	<b>542</b>	<b>0</b>	<b>542</b>	<b>94.1%</b>	<b>1,807</b>
<b>Net Receipts over Payments</b>	<b>(8,578)</b>	<b>(9,124)</b>	<b>(546)</b>				
6000 plus Transfer from EMR	1,807						
<b>Movement to/(from) Gen Reserve</b>	<b>(6,771)</b>						
<u>180 Premises</u>							
4300 Water Charges	616	750	134		134	82.2%	
4420 Maintenance	193	500	307		307	38.6%	

## Detailed Receipts &amp; Payments by Budget Heading 31/03/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4750 Toilets Cleaning Contract	2,165	2,500	335		335	86.6%	
4760 Toilets Equipment Contract	276	950	674		674	29.0%	
4770 Electricity	666	1,000	334		334	66.6%	
<b>Premises :- Indirect Payments</b>	<b>3,916</b>	<b>5,700</b>	<b>1,784</b>	<b>0</b>	<b>1,784</b>	<b>68.7%</b>	<b>0</b>
<b>Net Payments</b>	<b>(3,916)</b>	<b>(5,700)</b>	<b>(1,784)</b>				
<u>999 VAT Data</u>							
115 VAT on Receipts	3,395	0	(3,395)			0.0%	
<b>VAT Data :- Receipts</b>	<b>3,395</b>	<b>0</b>	<b>(3,395)</b>				<b>0</b>
515 VAT on Payments	4,463	0	(4,463)		(4,463)	0.0%	
<b>VAT Data :- Indirect Payments</b>	<b>4,463</b>	<b>0</b>	<b>(4,463)</b>	<b>0</b>	<b>(4,463)</b>		<b>0</b>
<b>Net Receipts over Payments</b>	<b>(1,068)</b>	<b>0</b>	<b>1,068</b>				
<b>Grand Totals:- Receipts</b>	<b>84,484</b>	<b>1,526</b>	<b>(82,958)</b>			<b>5536.3%</b>	
<b>Payments</b>	<b>75,451</b>	<b>64,703</b>	<b>(10,748)</b>	<b>0</b>	<b>(10,748)</b>	<b>116.6%</b>	
<b>Net Receipts over Payments</b>	<b>9,033</b>	<b>(63,177)</b>	<b>(72,210)</b>				
plus Transfer from EMR	12,696						
less Transfer to EMR	3,540						
<b>Movement to/(from) Gen Reserve</b>	<b>18,189</b>						

**Bank Reconciliation Statement as at 31/03/2021  
for Cashbook 1 - Current Bank A/c**

---

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current	31/03/2021		9,727.81
			<hr/> 9,727.81
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			9,727.81
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			9,727.81
		<b>Balance per Cash Book is :-</b>	<b>9,727.81</b>
		<b>Difference is :-</b>	<b>0.00</b>



**Trustees of West Hoathly Village Hall**

**Summary Receipts and Payments for Year Ended 31st March 2021**

Last Year Ended 31st March 2020		Current Year Ended 31st March 2021
	<b>Receipts</b>	
6,600.00	Flat Rent	4,950.00
<b>6,600.00</b>	Sub Total	<b>4,950.00</b>
	<b>Operating Income</b>	
7,960.14	Income	13,263.70
928.72	VAT Data	216.91
<b>15,488.86</b>	Total Receipts	<b>18,430.61</b>
	<b>Running Costs</b>	
4,090.97	Cleaning	3,067.33
197.30	Fire Safety	229.58
3,445.70	General Maintenance	10,731.87
902.12	Heating	901.38
3,106.63	Utilities & Contracts	2,181.97
1,001.03	VAT Data	2,094.90
<b>12,743.75</b>	Total Payments	<b>19,207.03</b>
	<b>Receipts and Payments Summary</b>	
<b>12,980.77</b>	<b>Opening Balance</b>	<b>15,725.88</b>
15,488.86	Add Total Receipts(As Above)	18,430.61
28,469.63		34,156.49
12,743.75	Less Total Payments(As Above)	19,207.03
<b>15,725.88</b>	<b>Closing Balance</b>	<b>14,949.46</b>
	<b>These cumulative funds are represented by:</b>	
10,509.43	Current Bank A/c	9,727.81
5,216.45	Deposit Account	5,221.65
<b>15,725.88</b>		<b>14,949.46</b>
	<b>Reserve Balances are represented by:</b>	
2,745.11	Current Year Fund	-776.42
12,980.77	General Reserves	15,725.88
<b>15,725.88</b>		<b>14,949.46</b>

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

## Detailed Receipts &amp; Payments by Budget Heading 31/03/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1100 Flat Rent	4,950	6,600	1,650			75.0%	
1200 Hall Hire	3,254	7,000	3,747			46.5%	
1300 Equipment Hire	5	0	(5)			0.0%	
1400 Interest Received	5	0	(5)			0.0%	
1500 Grants & Donation Received	10,000	0	(10,000)			0.0%	
Income :- Receipts	<u>18,214</u>	<u>13,600</u>	<u>(4,614)</u>			<u>133.9%</u>	<u>0</u>
<b>Net Receipts</b>	<u>18,214</u>	<u>13,600</u>	<u>(4,614)</u>				
<u>120</u> <u>Cleaning</u>							
4100 Cleaning	2,340	3,150	810		810	74.3%	
4110 Cleaning Supplies	204	300	96		96	68.1%	
4120 Window Cleaning	243	300	57		57	81.0%	
4130 Garden Maintenance	280	400	120		120	70.0%	
Cleaning :- Indirect Payments	<u>3,067</u>	<u>4,150</u>	<u>1,083</u>	<u>0</u>	<u>1,083</u>	<u>73.9%</u>	<u>0</u>
<b>Net Payments</b>	<u>(3,067)</u>	<u>(4,150)</u>	<u>(1,083)</u>				
<u>130</u> <u>Fire Safety</u>							
4200 Pat Testing	60	100	40		40	60.0%	
4210 Emergency Lighting Testing	60	100	40		40	60.0%	
4220 Fire Safety	110	250	140		140	43.8%	
Fire Safety :- Indirect Payments	<u>230</u>	<u>450</u>	<u>220</u>	<u>0</u>	<u>220</u>	<u>51.0%</u>	<u>0</u>
<b>Net Payments</b>	<u>(230)</u>	<u>(450)</u>	<u>(220)</u>				
<u>140</u> <u>General Maintenance</u>							
4300 Hall Repairs and Maintenance	4,110	2,000	(2,110)		(2,110)	205.5%	
4310 Flat Repairs and Maintenance	6,557	500	(6,057)		(6,057)	1311.3%	
4330 Piano Tuning	65	70	5		5	92.9%	
General Maintenance :- Indirect Payments	<u>10,732</u>	<u>2,570</u>	<u>(8,162)</u>	<u>0</u>	<u>(8,162)</u>	<u>417.6%</u>	<u>0</u>
<b>Net Payments</b>	<u>(10,732)</u>	<u>(2,570)</u>	<u>8,162</u>				
<u>150</u> <u>Heating</u>							
4400 Boiler Maintenance	125	250	125		125	50.0%	
4410 Heating Oil	776	1,250	474		474	62.1%	
Heating :- Indirect Payments	<u>901</u>	<u>1,500</u>	<u>599</u>	<u>0</u>	<u>599</u>	<u>60.1%</u>	<u>0</u>
<b>Net Payments</b>	<u>(901)</u>	<u>(1,500)</u>	<u>(599)</u>				

## Detailed Receipts &amp; Payments by Budget Heading 31/03/2021

## 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	309	350	41		41	88.3%	
4500 Electricity	709	1,200	491		491	59.0%	
4520 Water Charges	526	800	274		274	65.8%	
4530 General	570	200	(370)		(370)	285.2%	
4540 AIRS Hall Service Subscription	0	150	150		150	0.0%	
4550 Performing Rights	0	150	150		150	0.0%	
4560 Website	68	100	33		33	67.5%	
Utilities & Contracts :- Indirect Payments	<u>2,182</u>	<u>2,950</u>	<u>768</u>	<u>0</u>	<u>768</u>	<u>74.0%</u>	<u>0</u>
<b>Net Payments</b>	<u>(2,182)</u>	<u>(2,950)</u>	<u>(768)</u>				
Grand Totals:- Receipts	<u>18,214</u>	<u>13,600</u>	<u>(4,614)</u>			<u>133.9%</u>	
Payments	<u>17,112</u>	<u>11,620</u>	<u>(5,492)</u>	<u>0</u>	<u>(5,492)</u>	<u>147.3%</u>	
<b>Net Receipts over Payments</b>	<u>1,102</u>	<u>1,980</u>	<u>878</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>1,102</u>						