

FORTON PARISH COUNCIL

Finance Report For The Meeting To Be Held On Wednesday 13 March 2019

1 2018/2019 Quarter Four

Attached is the financial statement dated 07 March 2018. It balances to the latest bank statements received.

Account	£	p
Current @ 05 March 2019 (by phone)	110.00	
Reserve @ 05 March 2019 (by phone)	951.29	
TOTAL	£1061.29	

The council is asked to approve and the chairman to sign the financial statement.

ACTION: Council

2 Precept Payments for Approval

Precept Payments	Budget £	p	Agree to Pay
Clerk's Salary (gross) – quarter 4	*£105.82		
Clerk's Expenses – quarter 4	To be advised		

*PAYE if due, is calculated by the payroll provider.

The council is asked to approve the above payment(s) and authorise the RFO to make them.

ACTION: Council

3 Concurrent Grants

The Council is reminded that concurrent grant (£270.00 already received) must be properly disbursed before the end of the financial year (31 March 2019) otherwise it will become forfeit and will have to be returned to Stafford Borough Council. The Council is asked to consider all applications for grant received and decide upon appropriate disbursements at this meeting. Note that the amounts and recipients shown in the budget should not be allowed to influence any decisions made at the meeting other than the overall maximum.

ACTION: Council

4 Accountability and Governance

The council last year certified itself as being exempt from requiring a limited assurance review (external audit). I have no reason to believe this status has changed, therefore I hope the council will again formally state that it is exempt enabling me to complete the Annual Governance and Accountability Return part 2 (AGAR) once it is received.

ACTION: Council

The deadline for completion and approval of the AGAR will probably be early July 2019 though the documentation has yet to be released. In practice this will mean that the council must be in a position to approve the AGAR at its next meeting in May. I do expect to be able to arrange our own internal audit, hopefully with Robert Watson Jones and to complete the AGAR within the required timescale.

ACTION: RFO

David Carver, RFO, Forton Parish Council

07 March 2019

Forton Parish Council

YEAR 2018/2019 - Quarter 4 FINANCIAL STATEMENT

RECEIPTS			
date	description	£ budget	£ actual
PRECEPT			
01-Apr-18	opening balance	653.08	629.29
05-Apr-18	precept Stafford BC, tranche 1	480.28	480.28
05-Apr-18	Council Tax Support Grant, tranche 1	14.72	14.72
02-Oct-18	precept Stafford BC, tranche 2	480.28	480.28
02-Oct-18	Council Tax Support Grant, tranche 2	14.71	14.72
30-Apr-18	Interest	nil	0.03
31-May-18	Interest	nil	0.03
29-Jun-18	Interest	nil	0.02
31-Jul-18	Interest	nil	0.02
31-Aug-18	Interest	nil	0.02
28-Sep-18	Interest	nil	0.02
31-Oct-18	Interest	nil	0.14
30-Nov-18	Interest	nil	0.17
31-Dec-18	Interest	nil	0.16
31-Jan-19	Interest	nil	0.16
28-Feb-19	Interest	nil	0.15
Mar-19	Interest	nil	
		£ 1,643.07	£ 1,620.21

CONCURRENT GRANT			
date	description	£ budget	£ actual
01-Apr-18	opening balance	nil	
05-Apr-18	concurrent Stafford BC, tranche 1	135.00	135.00
02-Oct-18	concurrent Stafford BC, tranche 2	135.00	135.00
		£ 270.00	£ 270.00

PAYMENTS				BALANCE
date	description	£ budget	£ actual	£
22-May-18	clerk's salary, gross, quarter 1	105.82	105.82	1,514.39
May-18	clerk's expenses, quarter 1	15.00	nil	1,514.39
18-Apr-18	SPCA annual subscription, 2018-19	100.65	98.00	1,416.39
May-18	election costs contingency	164.32	nil	1,416.39
16-May-18	general insurance 01 June - 31 May	296.25	288.46	1,127.93
13-Aug-18	clerk's salary, gross, quarter 2	105.82	105.82	1,022.11
Aug-18	clerk's expenses, quarter 2	15.00	nil	1,022.11
Sep-18	annual audit fee	nil		
18-Apr-18	parish hall rent for year 2018-19	123.24	125.00	897.11
10-Dec-18	clerk's salary, gross, quarter 3	105.82	105.82	791.29
Nov-18	clerk's expenses, quarter 3	15.00		
Mar-19	clerk's salary, gross, quarter 4	105.82		
Mar-19	clerk's expenses, quarter 4	15.00		
circa 15% general contingency reserve		175.16	300.14	
		£ 1,643.04	£ 828.92	£ 791.29

Mar-19	Forton PCC grant	67.50		
Mar-19	Forton PCC Churchyard upkeep grant	67.50		
Mar-19	Forton Parish Hall grant	67.50		
Mar-19	Forton Cricket Club grant	67.50		
Organisations and amounts in budget are indicative only.				
		£ 270.00	£ -	£ 270.00

Closing Balances (Precept + Concurrent) TOTALS £ 1,061.29

BANK STATEMENT RECONCILIATION

Current Account Statement @ 05 March 2019 (phone)	£ 110.00
Reserve Account Statement @ 05 March (phone) 2019	£ 951.29
Uncleared Funds TOTAL	£ -

deduct cheques not presented: -	
Uncleared Cheques TOTAL	£ -
Reconciliation TOTAL	£ 1,061.29

Dates in full agree with cheque stubs and/or bank statement.

Prepared by David Carver, Forton Parish Council RFO, 07 March 2019