

Minutes of the Meeting of the Finance & Administration Committee held on Monday 13 January 2020 at 7.00pm in The Loft, Dersingham Centre, Dersingham

Present: Cllr M Shepherd, Cllr B Hopkins, Cllr Frost & Cllr B Anderson

In attendance: Cllr C Shepherd & Sarah Bristow (Clerk)

525 Apologies for absence

It was resolved to accept apologies from Cllr D Murrell.

526 Declarations of interest

No declarations of interest.

527 Minutes of the Finance Committee Meeting held on the 9 December 2019. It was resolved for the minutes to be signed by the Chair as a true and accurate record after the follow amendment: Cllr R Frost had given his apologies.

528 Matters Arising from the Minutes

All matters on the agenda.

529 Current Financial Position The Clerk had previously sent round the reports. (Please see attached)

- a) **Whole Council Budgets.** Cllr Shepherd talked through his internal audit checks. He had checked the cashbook and the bank statements, cross checked with transaction sheets, and budget comparisons. He asked the Clerk why on the unrepresented list there was one unrepresented item when everything was paid by direct payment. The Clerk advised that she was unable to obtain the bank details so had paid by cheque but had been unable to get signatures for the cheque until after Christmas. Cllr Noble had signed the check when the payments had been made. Cllr Shepherd advised that he was still unable to check the NS&I Account so was not prepared to sign off ~~any of the accounts~~ ^{the bank RECONCILIATION} for this quarter. Cllr Shepherd asked Cllr Anderson regarding previously when on line access was denied by the NS&I. Cllr Anderson confirmed that due to not using the account on a regular basis on-line access would not be granted. The Clerk advised that the annual statement was due and usually arrives in January. She suggested that the account is closed, and the money transferred into the deposit account at Barclays until another investment account is sort.
- b) **Aged Debtors.** The Clerk advised that there were no current debtors.
- c) **Reserves.** Cllr Shepherd advised that there is one amount that has been taken from the Dersingham Centre as gross instead of nett. **The Clerk to amend and send round.**
- d) **VAT.** The Clerk advised that now that the checks have been completed, she would undertake the VAT Claim until the end of December.

530 2020/21 Precept Planning

The Clerk had previously sent round the Budget Comparison Report which had the proposed budget figures for 20/21. Cllr Shepherd advised that he urged all Committee Chairs and Vice Chairs to check these figures to make sure that they covered all aspects of their charge budget wise. Cllr Shepherd advised that he had met up with the Clerk and they had gone through the report. It was suggested that the following items be changed. Item 1060 is £100.00, 1065 is £300, 1170 £5,000, 6035 taking all events under on budget making it £3,000.

Cllr Shepherd advised that there were a couple of projects that Councillors have recently proposed. One being a light outside the Village Hall which would help with lighting the new bus stop and the carpark, which he was proposing. Cllr Bubb had asked for a refuge island on the Mountbatten/Lynn Road Junction. The Clerk advised that the Highway Engineer had advised that the Technical Team had looked at and approved but the Highway Engineer wished to investigate further due to the use of the junction by HGV's. Cllr C Shepherd advised that with only one Parishioner requesting it would be a lot of money and there were other more suitable places to cross than on the busy junction. Cllr Shepherd advised that he felt some steel lamp columns needed to be looked at as they were rusty 18 month ago. **It was resolved for Cllr Anderson to have a look at these columns, but Cllr Anderson felt that it was too late to put anything in the precept for this year but that he would produce a replacement programme to present to the Environment Committee for them to budget accordingly also incorporating the concrete columns he had already agreed to check. Cllr Anderson advised that there were monies within the 20/21 Environment Budget to cover the replacement of any if necessary, on Health & Safety grounds.**

Cllr Shepherd advised that he would write a report for Full Council proposing these figures and considering any underspends being transferred to the following year. This would mean a precept of around £148,000 which is a decrease on last year.

531 Financial Processes

Cllr Shepherd ask the Councillors if they had any comments on the final version. Councillors present admitted that they had read through but some time ago and would need to refresh themselves. **It was resolved for this to be deferred to the next meeting.**

532 Internal Audit – update

a) **Audit Report Action Plan.** The Clerk had handed round copies of the document Cllr Shepherd had previously sent round. A discussion was held on all points. Cllr Shepherd asked for an update on the bank situation. The Clerk advised that she had gone to the branch to speak with the Bank Manager and he was not available left messages for him to ring her. He eventually rang her to inform her the that second application for the Debit

IN FUTURE CLERK TO
RING ROUND. IF URGENT RESPONSE
NEEDED

Card was not correct. The Clerk said that she had copied the instructions given and if it was still not correct then the Bank Manager needed to visit and go through with signatories. The Clerk had emailed round asking if signatories could make themselves available on certain dates but had only received one reply. The Clerk advised that the Bank Manager advised that he could do no more on the dual authorisation that was now down to the higher tier of the Mandate Team. The Clerk advised that she had asked for contact details of this team but never received the information. The Clerk had asked if having all three councils on one account and one requiring a different system could be causing the issue and the Bank Manager had agreed that was most possibly the reason. The Clerk advised that two of the signatories were now not happy with having dual access and would prefer to continue coming in and sitting/checking with the Clerk whilst she undertakes. Cllr Shepherd advised that this was not what the Council agreed and is not good enough long-term. The Clerk advised that the signatories need to ring up and get cards etc as they would not speak with her because of GDPR Rules. Cllr Frost said that he was not prepared to undertake any payment via dual authorisation and wished to be removed. He was prepared to sign cheques and watch the Clerk make the payments only. Cllr Shepherd asked the Clerk to not undertake anything concerning the bank by email but to ring up, but emails to be used to confirm anything and to make sure that Cllr M Shepherd was copied in. The Clerk felt that the Council should investigate moving to another bank. The Clerk had one in mind that she had been recommended and which had received favourable comments from other Clerks that had moved from Barclays for the same reason and were more than happy with this new provider. **It was resolved for the Clerk to try and sort this situation urgently, for Cllr Hipkin to be asked if he would take on the dual authorisation role, and for the Clerk to further investigate alternative banking arrangements and obtain as much detail as possible in writing so that it could be presented to the Council.**

Cllr C Shepherd then went on to asked about the Contracts register, the Clerk advised that she has not had the time to undertake and felt that she would need to work extra to get it achieved. Cllr C Shepherd agreed to take up with the Staffing Committee.

The next item was Councillors Emails, the Clerk reminded Cllr M Shepherd the he was going to undertake a disclaimer slip. Cllr Shepherd advised that he would put on his to do list.

The Internal Auditor had produced an updated and modified version of the Risk Assessment draft. Cllr Shepherd felt that there was not enough time to go over prior to setting the Precept and felt that ~~a good proportion was not relevant to the council in its current format if at all.~~ **It was resolved for Councillors to look over now they had hard copies and to come back to the Clerk with any comments for the next meeting.**

CHANGES ARE
STILL NEEDED

b) Mobile. After discussion Cllr M Shepherd asked the Clerk to investigate the use of a pay as you go account which the committee agreed and for the Clerk to report back at the next meeting. **It was resolved for the Clerk to undertake.**

533 Banking

This item covered in previous item.

534 Dersingham Centre Updates

- a) **Liaison Group** Cllr Shepherd advised that the group had met last week. Cllr Shepherd advised that a payment for £196.00 which covers the rent until October 2020 and the Parish Council's share of the running costs up to the end of September 2019. This also included a credit for the bill for emptying and repairing the pump on the septic tank paid for by the Parish Council that was found to be down to users of the hall. Other items to be sort were air conditioning and the safety harness for the main roof re the solar panels and cleaning the roof. Cllr M Shepherd advised that they had been considered within the Council's budget.
- b) **Leases and Licences.** Cllr Shepherd advised that these were moving but very slowly still with Solicitors.
- c) **Gardening Group.** Cllr C Shepherd advised that she had meet with Cllr m Shepherd the gardening group and they had agreed to come up with a plan for the end of next week.

535 Correspondence Received

- a) **Letter from Hunstanton Choir re grant.** The Committee discussed and agreed that they were not able to make a grant at this present time. **It was resolved for the Clerk to advise.**

536 Items for inclusion at the next Full Meeting.

Same Agenda

537 Items for inclusion on the website.

Nothing to be included.

538 Date and time of next meeting

Monday 10 February 2020 at 7.00pm At Dersingham Village Centre.

With no further business the meeting closed at 9.05pm.

Action Points

Cllr M Shepherd

- **Email disclaimer slip**

Cllr Anderson

- **Look at rusty steel lamp columns.**

Cllr C Shepherd

- **Check re extra hours for the Clerk to undertake the Contracts Register.**

All Councillors

- **Read and make comments if necessary, on Financial Processes and Internal Audit Risk Assessment draft.**

Clerk

- **Update Reserve Report/Cashbook**
- **Complete VAT return until end of Dec 19**
- **Ask Cllr Hipkin re dual authorization**
- **Chase Barclays for meeting/Answers**
- **Find out details of alternative banking arrangements**
- **Look into pay as you go mobile deals**
- **Inform grant application no grant possible currently.**

Financial Statement - Cashbook

Statement between 01/04/19 and 31/12/19 inclusive.

Balances at the start of the year

Ordinary Accounts

Barclays Current + Stepsaver Account	£118,970.81
National Savings Bank	£8,842.96
Petty Cash	£30.00

Loan Made Accounts

Dersingham Sports Ground Management Comm	£0.00
Total	£127,843.77

	Net (£)	Vat (£)	Gross (£)
Council			
100 Precept	46,984.00	0.00	46,984.00
101 Council Support Grant	1,661.00	0.00	1,661.00
105 DVSC Rent	0.00	0.00	0.00
110 Interest BP	505.91	0.00	505.91
115 Interest National Savings	0.00	0.00	0.00
130 Sports Ground Rent	5.00	0.00	5.00
135 VAT Rebate	3,961.68	0.00	3,961.68
140 Misc	280.50	56.10	336.60
145 Printing	100.26	20.05	120.31
Total Committee Receipts	53,498.35	76.15	53,574.50
1000 Chairman's Allowance	45.00	0.00	45.00
1005 Councillors Expenses	0.00	0.00	0.00
1010 Councillor Training	285.50	22.00	307.50
1015 Insurance	2,798.67	0.00	2,798.67
1020 Audit Fees	3,600.00	720.00	4,320.00
1025 Subscriptions	834.54	0.00	834.54
1030 Section 137 Payments	137.00	0.00	137.00
1035 Office Rent	0.00	0.00	0.00
1040 Office Equipment/Maintenance	92.21	17.44	109.65
1045 Telephones/Broadband	527.66	105.50	633.16
1050 Postage	0.00	0.00	0.00
1055 Stationery	38.10	4.75	42.85
1060 Room Hire	0.00	0.00	0.00
1065 Legal Fees/Land Registration	0.00	0.00	0.00
1070 Sports Ground Rent	1,200.00	0.00	1,200.00
1075 VAT	0.00	0.00	0.00

Financial Statement - Cashbook

Statement between 01/04/19 and 31/12/19 inclusive.

1080 Office Cleaning	0.00	0.00	0.00
1085 Election Expenses	51.71	0.00	51.71
1105 De-Fib Maintenance	0.00	0.00	0.00
1110 Loan Repayment-Capital	5,926.37	0.00	5,926.37
1111 PWL-Interest	7,793.22	0.00	7,793.22
1115 Councillor Mileage	0.00	0.00	0.00
1120 Overpayment-Refund	0.00	0.00	0.00
1125 Bank Charges	91.81	0.00	91.81
1130 Software/Subscriptions/Licensing/Maintenance	1,351.36	227.79	1,579.15
1135 IT Hardware Leases	579.06	115.80	694.86
1140 IT Support & Maintenance	0.00	0.00	0.00
1145 New Replacement IT Hardware	0.00	0.00	0.00
1150 General Administration	0.00	0.00	0.00
1155 DVSC Contingency Fund	0.00	0.00	0.00
1160 Printing Costs	442.35	88.46	530.81
1165 Other Councils Training	280.50	0.00	280.50
1170 Service Improvements	0.00	0.00	0.00
Total Committee Payments	26,075.06	1,301.74	27,376.80
Communications			
605 Advertisement Village Voice	12,377.03	2,475.41	14,852.44
610 Village Voice Subscriptions	7.08	1.42	8.50
620 Precept	1,300.00	0.00	1,300.00
Total Committee Receipts	13,684.11	2,476.83	16,160.94
6000 Dersingham Data	0.00	0.00	0.00
6005 Village Voice	8,892.00	0.00	8,892.00
6010 Village Voice Live	0.00	0.00	0.00
6015 Postage Village Voice	0.00	0.00	0.00
6020 Village Voice Editor Honorarium	500.00	0.00	500.00
6025 Public Noticeboards	0.00	0.00	0.00
6030 Website	0.00	0.00	0.00
6035 Events	0.00	0.00	0.00
Total Committee Payments	9,392.00	0.00	9,392.00
Council - Grants			
200 Precept	10,100.00	0.00	10,100.00
Total Committee Receipts	10,100.00	0.00	10,100.00

Financial Statement - Cashbook

Statement between 01/04/19 and 31/12/19 inclusive.

2000 Sport Ground Management	5,500.00	0.00	5,500.00
2005 Churchyard	3,600.00	0.00	3,600.00
2010 Community Car Scheme	500.00	0.00	500.00
2015 Minor Grants	350.00	0.00	350.00
2020 DVCA Grant	0.00	0.00	0.00
Total Committee Payments	9,950.00	0.00	9,950.00
Environment			
400 Dog Bin Sponsorship	700.00	140.00	840.00
405 NCC Partnership Scheme	0.00	0.00	0.00
410 Misc	0.00	0.00	0.00
415 Precept	19,910.00	0.00	19,910.00
420 Bus Stop Donation	1,200.00	0.00	1,200.00
Total Committee Receipts	21,810.00	140.00	21,950.00
4000 Cleaning Contract	1,688.48	4.70	1,693.18
4005 Dog Bins	0.00	0.00	0.00
4010 Dog Bin Advertising	25.99	5.20	31.19
4015 Dog Bin Emptying	0.00	0.00	0.00
4020 Grasscutting/Verge Maintenance	3,026.00	605.20	3,631.20
4025 Floral Enhancements	0.00	0.00	0.00
4030 Taskforce	9.16	1.83	10.99
4035 Street Lighting Energy	1,934.85	342.91	2,277.76
4040 Streetlight Maintenance	894.69	178.95	1,073.64
4045 Streetlight Repair/Survey/New	0.00	0.00	0.00
4050 Seats/Benches	0.00	0.00	0.00
4055 Village Sign	0.00	0.00	0.00
4060 Bus Shelters	0.00	0.00	0.00
4065 Footpaths/PROW	80.50	0.00	80.50
4070 Trees	450.00	90.00	540.00
4075 Litterbins	0.00	0.00	0.00
4080 General Maintenance	280.00	50.00	330.00
4085 Parish Partnership Scheme	0.00	0.00	0.00
4090 War Memorial Gardens Planting	0.00	0.00	0.00
4095 War Memorial Maintenance	1,273.88	227.78	1,501.66
4100 War Memorial	-9.16	9.16	0.00
4105 Bus Stop	1,200.00	0.00	1,200.00

Financial Statement - Cashbook

Statement between 01/04/19 and 31/12/19 inclusive.

Total Committee Payments	10,854.39	1,515.73	12,370.12
Recreation			
500 Grants	0.00	0.00	0.00
515 Income from Events	0.00	0.00	0.00
520 Fundraising	0.00	0.00	0.00
525 Recreation Events	0.00	0.00	0.00
540 Precept	6,875.00	0.00	6,875.00
Total Committee Receipts	6,875.00	0.00	6,875.00
5000 Recreation Water	23.46	0.00	23.46
5005 Recreation Ground Electricity	54.00	0.00	54.00
5010 Playground Equipment - New	0.00	0.00	0.00
5015 Playground Equipment - Maintenance	729.95	145.99	875.94
5020 Playground Inspection	114.00	22.80	136.80
5025 Recreation Ground Maintenance	160.00	32.00	192.00
5030 Recreation Ground Grasscutting	403.52	80.72	484.24
5045 Recreation Events	0.00	0.00	0.00
5050 Children's Activities	0.00	0.00	0.00
5055 Christmas Activities	70.00	0.00	70.00
5060 Funday	0.00	0.00	0.00
Total Committee Payments	1,554.93	281.51	1,836.44
Dersingham Centre			
700 Fundraising Activities	0.00	0.00	0.00
710 Precept	20,756.00	0.00	20,756.00
715 Brick Sponsorship	0.00	0.00	0.00
720 Brick/Roof Tile Donation	0.00	0.00	0.00
725 Corporate Sponsorship	0.00	0.00	0.00
730 The Big Lottery	0.00	0.00	0.00
735 Grants	0.00	0.00	0.00
740 Public Works Loan	0.00	0.00	0.00
745 Light Donation	0.00	0.00	0.00
Total Committee Receipts	20,756.00	0.00	20,756.00
7000 Survey	0.00	0.00	0.00
7005 Drawings & Plans	0.00	0.00	0.00
7010 Misc Expenditure	0.00	0.00	0.00
7015 Fundraising Activities	45.00	9.00	54.00

Financial Statement - Cashbook

Statement between 01/04/19 and 31/12/19 inclusive.

7020 Consultation & Events	0.00	0.00	0.00
7025 Development Costs	9.52	1.91	11.43
7030 Administration & Legal Fees	1,950.00	390.00	2,340.00
7035 Hub Light	0.00	0.00	0.00
7040 Main Contract Final Payment	16,500.00	3,300.00	19,800.00
7045 Building Maintenance	1,364.28	272.86	1,637.14
7050 Car Park Maintenance	0.00	0.00	0.00
7055 Landscaped Area Maintenance	0.00	0.00	0.00
7060 Planned Works	12,695.18	2,520.76	15,215.94
7065 ReviewExpenses	210.00	0.00	210.00
Total Committee Payments	32,773.98	6,494.53	39,268.51
The Warren			
8000 Warren Expenditure	1,309.00	261.80	1,570.80
Total Committee Payments	1,309.00	261.80	1,570.80
Staffing			
300 Precept	45,075.00	0.00	45,075.00
Total Committee Receipts	45,075.00	0.00	45,075.00
3000 Salaries	25,431.57	0.00	25,431.57
3005 Employers N. I.	1,773.54	0.00	1,773.54
3010 SSP/SMP	0.00	0.00	0.00
3015 Pension Contribution	5,722.16	0.00	5,722.16
3020 Employment Services	270.00	54.00	324.00
3025 Staff Training	49.50	0.00	49.50
3035 Staff Mileage	0.00	0.00	0.00
3040 SLCC Subs	0.00	0.00	0.00
Total Committee Payments	33,246.77	54.00	33,300.77
Skatepark			
900 Skatepark Donations	0.00	0.00	0.00
Total Committee Receipts	0.00	0.00	0.00
9000 Skatepark Project	0.00	0.00	0.00
Total Committee Payments	0.00	0.00	0.00
CIL			
1000 CIL Income	0.00	0.00	0.00
Total Committee Receipts	0.00	0.00	0.00
10000 Cil Expenditure	0.00	0.00	0.00

Financial Statement - Cashbook

Statement between 01/04/19 and 31/12/19 inclusive.

Total Committee Payments	0.00	0.00	0.00
Project Reserves			
950 Project Reserves	0.00	0.00	0.00
Total Committee Receipts	0.00	0.00	0.00
9500 Project Reserves	0.00	0.00	0.00
Total Committee Payments	0.00	0.00	0.00

Closing Balances

Ordinary Accounts

Barclays Current + Stepsaver Account	£158,396.81
National Savings Bank	£8,842.96
Petty Cash	£30.00

Loan Made Accounts

Dersingham Sports Ground Management Comm	£0.00
Total	£167,269.77

Not all the accounts have been reconciled exactly to the end date on this statement.

Reserve Balances

The Warren	£26,674.76
Dersingham Centre	£32,148.49
Skateboard Park	£13,520.00
CIL	£1,015.02
Project Reserves	£4,556.65
Reserves total	£77,914.92

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

Council Income	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
100 Precept	£179,648.00	£46,984.00	£46,984.00	£0.00	£0.00
101 Council Support Grant	£3,072.00	£1,661.00	£1,661.00	£0.00	£1,281.00
105 DVSC Rent	£420.00	£0.00	£0.00	£0.00	£0.00
110 Interest BP	£412.61	£15.00	£505.91	£490.91	£225.00
115 Interest National Savings	£103.08	£10.00	£0.00	£-10.00	£10.00
130 Sports Ground Rent	£5.00	£5.00	£5.00	£0.00	£5.00
135 VAT Rebate	£228,142.35	£0.00	£3,961.68	£3,961.68	£0.00
140 Misc	£2,320.41	£0.00	£280.50	£280.50	£0.00
145 Printing	£0.00	£0.00	£100.26	£100.26	£0.00
Total Income	£414,123.45	£48,675.00	£53,498.35	£4,823.35	£1,521.00
Expenditure					
1000 Chairman's Allowance	£213.57	£200.00	£45.00	£155.00	£200.00
1005 Councilors Expenses	£0.00	£150.00	£0.00	£150.00	£150.00
1010 Councillor Training	£300.00	£1,000.00	£285.50	£714.50	£1,000.00
1015 Insurance	£2,844.22	£3,000.00	£2,798.67	£201.33	£3,000.00
1020 Audit Fees	£1,785.00	£2,500.00	£3,600.00	£-1,100.00	£2,500.00
1025 Subscriptions	£855.59	£1,100.00	£834.54	£265.46	£1,100.00
1030 Section 137 Payments	£55.50	£100.00	£137.00	£-37.00	£100.00
1035 Office Rent	£4,353.55	£0.00	£0.00	£0.00	£0.00
1040 Office Equipment/Maintenance	£3,263.69	£350.00	£92.21	£257.79	£350.00
1045 Telephones/Broadband	£1,138.47	£750.00	£527.66	£222.34	£750.00
1050 Postage	£24.36	£50.00	£0.00	£50.00	£50.00
1055 Stationery	£293.64	£200.00	£38.10	£161.90	£200.00
1060 Room Hire	£140.00	£0.00	£0.00	£0.00	£0.00
1065 Legal Fees/Land Registration	£0.00	£200.00	£0.00	£200.00	£200.00
1070 Sports Ground Rent	£1,200.00	£1,200.00	£1,200.00	£0.00	£1,200.00
1075 VAT	£0.00	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
1080	£231.00	£0.00	£0.00	£0.00	£0.00
1085	£0.00	£500.00	£51.71	£448.29	£500.00
1105	£0.00	£250.00	£0.00	£250.00	£250.00
1110	£7,539.90	£18,000.00	£5,926.37	£12,073.63	£18,000.00
1111	£0.00	£0.00	£7,793.22	-£7,793.22	£0.00
1115	£0.00	£75.00	£0.00	£75.00	£75.00
1120	£420.00	£0.00	£0.00	£0.00	£0.00
1125	£54.02	£350.00	£91.81	£258.19	£350.00
1130	£240.00	£1,500.00	£1,351.36	£148.64	£1,500.00
1135	£0.00	£800.00	£579.06	£220.94	£800.00
1140	£0.00	£800.00	£0.00	£800.00	£800.00
1145	£0.00	£1,000.00	£0.00	£1,000.00	£1,000.00
1150	£0.00	£9,000.00	£0.00	£9,000.00	£9,000.00
1155	£0.00	£5,000.00	£0.00	£5,000.00	£5,000.00
1160	£98.89	£600.00	£442.35	£157.65	£600.00
1165	£0.00	£0.00	£280.50	-£280.50	£0.00
Total Expenditure	£25,051.40	£48,675.00	£26,075.06	£22,599.94	£48,675.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
Communications					
Income					
605 Advertisement Village Voice	£14,623.97	£16,000.00	£12,377.03	-£3,622.97	£16,000.00
610 Village Voice Subscriptions	£39.20	£0.00	£7.08	£7.08	£0.00
620 Precept	£0.00	£1,300.00	£1,300.00	£0.00	£1,300.00
Total Income	£14,663.17	£17,300.00	£13,684.11	-£3,615.89	£17,300.00
Expenditure					
6000 Dersingham Data	£0.00	£0.00	£0.00	£0.00	£0.00
6005 Village Voice	£14,940.00	£15,500.00	£8,892.00	£6,608.00	£14,000.00
6010 Village Voice Live	£0.00	£0.00	£0.00	£0.00	£0.00
6015 Postage Village Voice	£0.00	£50.00	£0.00	£50.00	£50.00
6020 Village Voice Editor Honorarium	£0.00	£1,000.00	£500.00	£500.00	£1,000.00
6025 Public Noticeboards	£0.00	£350.00	£0.00	£350.00	£350.00
6030 Website	£300.00	£400.00	£0.00	£400.00	£400.00
Total Expenditure	£15,240.00	£17,300.00	£9,392.00	£7,908.00	£15,800.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net		2019/20	Actual Net	Balance	2020/21
Council - Grants						
Income						
200 Precept	£0.00		£10,100.00	£10,100.00	£0.00	£10,100.00
Total Income	£0.00		£10,100.00	£10,100.00	£0.00	£10,100.00
Expenditure						
2000 Sport Ground Management	£5,500.00		£5,500.00	£5,500.00	£0.00	£5,500.00
2005 Churchyard	£3,600.00		£3,600.00	£3,600.00	£0.00	£3,600.00
2010 Community Car Scheme	£500.00		£500.00	£500.00	£0.00	£500.00
2015 Minor Grants	£0.00		£500.00	£350.00	£150.00	£500.00
2020 DVCA Grant	£0.00		£0.00	£0.00	£0.00	£0.00
Total Expenditure	£9,600.00		£10,100.00	£9,950.00	£150.00	£10,100.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
Environment					
Income					
400 Dog Bin Sponsorship	£0.00	£600.00	£700.00	£100.00	£600.00
405 NCC Partnership Scheme	£0.00	£0.00	£0.00	£0.00	£0.00
410 Misc	£0.00	£0.00	£0.00	£0.00	£0.00
415 Precept	£0.00	£19,910.00	£19,910.00	£0.00	£0.00
420 Bus Stop Donation	£0.00	£4,000.00	£1,200.00	£-2,800.00	£0.00
Total Income	£0.00	£24,510.00	£21,810.00	£-2,700.00	£600.00
Expenditure					
4000 Cleaning Contract	£1,755.99	£2,000.00	£1,688.48	£311.52	£2,000.00
4005 Dog Bins	£0.00	£100.00	£0.00	£100.00	£100.00
4010 Dog Bin Advertising	£0.00	£60.00	£25.99	£34.01	£60.00
4015 Dog Bin Emptying	£2,804.88	£3,000.00	£0.00	£3,000.00	£3,000.00
4020 Grasscutting/Verge Maintenance	£3,198.20	£3,300.00	£3,026.00	£274.00	£3,300.00
4025 Floral Enhancements	£0.00	£0.00	£0.00	£0.00	£0.00
4030 Taskforce	£21.88	£0.00	£9.16	£-9.16	£0.00
4035 Street Lighting Energy	£1,688.39	£2,000.00	£1,934.85	£65.15	£3,000.00
4040 Streetlight Maintenance	£1,161.16	£1,500.00	£894.69	£605.31	£1,250.00
4045 Streetlight Repair/Survey/New	£0.00	£2,000.00	£0.00	£2,000.00	£2,000.00
4050 Seats/Benches	£0.00	£100.00	£0.00	£100.00	£100.00
4055 Village Sign	£2,112.00	£0.00	£0.00	£0.00	£0.00
4060 Bus Shelters	£65.00	£250.00	£0.00	£250.00	£250.00
4065 Footpaths/PROW	£0.00	£100.00	£80.50	£19.50	£100.00
4070 Trees	£1,680.00	£2,000.00	£450.00	£1,550.00	£2,000.00
4075 Litterbins	£0.00	£0.00	£0.00	£0.00	£0.00
4080 General Maintenance	£213.50	£2,000.00	£280.00	£1,720.00	£1,500.00
4085 Parish Partnership Scheme	£0.00	£0.00	£0.00	£0.00	£0.00
4090 War Memorial Gardens Planting	£0.00	£100.00	£0.00	£100.00	£100.00
4095 War Memorial Maintenance	£762.00	£1,250.00	£1,273.88	£-23.88	£1,250.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
4100 War Memorial	£0.00	£0.00	-£9.16	£9.16	£0.00
4105 Bus Stop	£0.00	£5,000.00	£1,200.00	£3,800.00	£0.00
Total Expenditure	£15,463.00	£24,760.00	£10,854.39	£13,905.61	£20,010.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net		2019/20	Actual Net	Balance	2020/21
Recreation Income						
500 Grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
515 Income from Events	£165.00	£0.00	£0.00	£0.00	£0.00	£0.00
520 Fundraising	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
525 Recreation Events	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
540 Precept	£0.00	£6,875.00	£6,875.00	£6,875.00	£0.00	£0.00
Total Income	£165.00	£6,875.00	£6,875.00	£6,875.00	£0.00	£0.00
Expenditure						
5000 Recreation Water	£47.48	£75.00	£75.00	£23.46	£51.54	£50.00
5005 Recreation Ground Electricity	£72.00	£150.00	£150.00	£54.00	£96.00	£100.00
5010 Playground Equipment - New	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
5015 Playground Equipment - Maintenance	£2,142.00	£2,500.00	£2,500.00	£729.95	£1,770.05	£2,500.00
5020 Playground Inspection	£134.40	£200.00	£200.00	£114.00	£86.00	£200.00
5025 Recreation Ground Maintenance	£12.00	£2,000.00	£2,000.00	£160.00	£1,840.00	£1,000.00
5030 Recreation Ground Grasscutting	£484.24	£1,500.00	£1,500.00	£403.52	£1,096.48	£1,000.00
5045 Recreation Events	£566.99	£0.00	£0.00	£0.00	£0.00	£0.00
5050 Children's Activities	£0.00	£200.00	£200.00	£0.00	£200.00	£0.00
5055 Christmas Activities	£310.50	£250.00	£250.00	£70.00	£180.00	£250.00
5060 Funday	£86.40	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure	£3,856.01	£6,875.00	£6,875.00	£1,554.93	£5,320.07	£5,100.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
Dersingham Centre					
Income					
700	£17.50	£0.00	£0.00	£0.00	£0.00
710	£0.00	£20,756.00	£20,756.00	£0.00	£20,756.00
715	£2,500.00	£0.00	£0.00	£0.00	£0.00
720	£0.00	£0.00	£0.00	£0.00	£0.00
725	£0.00	£0.00	£0.00	£0.00	£0.00
730	£274,989.23	£0.00	£0.00	£0.00	£0.00
735	£88,232.00	£0.00	£0.00	£0.00	£0.00
740	£199,930.00	£0.00	£0.00	£0.00	£0.00
745	£400.00	£0.00	£0.00	£0.00	£0.00
Total Income	£566,068.73	£20,756.00	£20,756.00	£0.00	£20,756.00
Expenditure					
7000	£0.00	£0.00	£0.00	£0.00	£0.00
7005	£4,369.50	£0.00	£0.00	£0.00	£0.00
7010	£0.00	£0.00	£0.00	£0.00	£0.00
7015	£153.98	£0.00	£45.00	£0.00	£0.00
7020	£0.00	£0.00	£0.00	£0.00	£0.00
7025	£963,054.84	£0.00	£9.52	£0.00	£0.00
7030	£360.81	£17,000.00	£1,950.00	£15,050.00	£17,000.00
7035	£436.00	£0.00	£0.00	£0.00	£0.00
7040	£0.00	£16,000.00	£16,500.00	£0.00	£16,000.00
7045	£0.00	£10,000.00	£1,364.28	£8,635.72	£10,000.00
7050	£0.00	£0.00	£0.00	£0.00	£0.00
7055	£0.00	£0.00	£0.00	£0.00	£0.00
7060	£98.00	£32,000.00	£12,695.18	£19,304.82	£32,000.00
7065	£0.00	£1,000.00	£210.00	£790.00	£1,000.00
Total Expenditure	£968,473.13	£76,000.00	£32,773.98	£43,226.02	£76,000.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
The Warren Expenditure					
8000 Warren Expenditure	£3,603.04	£4,375.00	£1,309.00	£3,066.00	£4,375.00
Total Expenditure	£3,603.04	£4,375.00	£1,309.00	£3,066.00	£4,375.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
Staffing Income					
300 Precept	£0.00	£45,075.00	£45,075.00	£0.00	£45,075.00
Total Income	£0.00	£45,075.00	£45,075.00	£0.00	£45,075.00
Expenditure					
3000 Salaries	£27,053.46	£35,621.00	£25,431.57	£10,189.43	£36,000.00
3005 Employers N. I.	£1,627.80	£3,000.00	£1,773.54	£1,226.46	£3,000.00
3010 SSP/SMP	£0.00	£0.00	£0.00	£0.00	£0.00
3015 Pension Contribution	£6,951.76	£8,500.00	£5,722.16	£2,777.84	£8,500.00
3020 Employment Services	£0.00	£0.00	£270.00	£270.00	£300.00
3025 Staff Training	£34.00	£300.00	£49.50	£250.50	£1,000.00
3035 Staff Mileage	£0.00	£75.00	£0.00	£75.00	£75.00
3040 SLCC Subs	£138.29	£200.00	£0.00	£200.00	£200.00
Total Expenditure	£35,805.31	£47,696.00	£33,246.77	£14,449.23	£49,075.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
Skatepark Income					
900 Skatepark Donations	£1,020.00	£0.00	£0.00	£0.00	£0.00
Total Income	£1,020.00	£0.00	£0.00	£0.00	£0.00
Expenditure					
9000 Skatepark Project	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure	£0.00	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	2019/20	Actual Net	Balance	2020/21
CIL				
Income				
1000 CIL Income	£1,015.02	£0.00	£0.00	£0.00
Total Income	£1,015.02	£0.00	£0.00	£0.00
Expenditure				
10000 CIL Expenditure	£0.00	£0.00	£0.00	£0.00
Total Expenditure	£0.00	£0.00	£0.00	£0.00

Previous
Year's Net

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
Project Reserves					
Income					
950 Project Reserves	£4,556.65	£0.00	£0.00	£0.00	£0.00
Total Income	£4,556.65	£0.00	£0.00	£0.00	£0.00
Expenditure					
9500 Project Reserves	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure	£0.00	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/19 and 31/12/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

	Previous Year's Net	2019/20	Actual Net	Balance	2020/21
Total Income	£1,001,612.02	£173,291.00	£171,798.46		£95,352.00
Total Expenditure	£1,077,091.89	£235,781.00	£125,156.13		£229,135.00
Total Net Balance	-£75,479.87	-£62,490.00	£46,642.33		-£133,783.00