

**MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE  
TO BE HELD ON THURSDAY 15<sup>TH</sup> JULY 2021 AT 7.30pm**

**COMMITTEE REPORT**

To be considered in conjunction with the agenda for this meeting. Numbers relate to the item numbers on the agenda.

**3. Public Forum.**

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. The business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.

**6. Declarations of Interest.**

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be recorded in the minutes.

Where you have a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

**7. Chairman's Announcements.**

Insurance cover has been renewed with Pen Underwriting Limited in line with assets detailed on the asset register and cover agreed previously by the Parish Council at a cost of £10,666.00 organised through Came and Company Local Council insurance. There was only an opportunity to take out a policy for 12 months and the cost of the premium has increased in line with national trends.

## 8. Finance Review to 30<sup>th</sup> June 2021

### 1. Finance Report to show income, expenditure and reserves to 30<sup>th</sup> June 2021

Period covering 1<sup>st</sup> April 2021 to 30<sup>th</sup> June 2021

#### Funding at 30<sup>th</sup> June 2021

Precept (full year)	<b>169,300</b>
Environmental Grant (full year).	<b>5,178</b>
Community Infrastructure Levy (CiL) Payment	<b>7,160</b>
<b>Total</b>	<b>181,638</b>

#### Income to 30<sup>th</sup> June 2021

Cost Centre	Actual income	Annual Budget	Estimated income to 30 <sup>th</sup> June 2021*
Admin	9	100	25
Allotments**	903	875	875
North Heath Hall	12,586	50,000	12,500
Holbrook Tythe Barn	4,451	30,000	7,500
Multi Court Lettings	3,422	20,000	5,000
Roffey Millennium Hall	4,962	60,000	15,000
<b>Total</b>	<b>26,333</b>	<b>160,975</b>	<b>40,900</b>

#### Expenditure to 30<sup>th</sup> June 2021

Cost Centre	Actual Expenditure	Annual Budget	Estimated expenditure to 30 <sup>th</sup> June 2021
Admin***	16,883	50,120	19,655
Grants	0	10,000	2,500
Burial	1,865	6,750	1,687
Personnel	60,121	315,450	78,862
Planning, Env, Trans	0	2,250	562
Allotments	(31)	1,575	394
Amenity, Recs and Open Spaces	7,774	52,995	13,249
North Heath Hall	3,171	28,421	7,105
Holbrook Tythe Barn	2,637	22,196	5,549
Roffey Millennium Hall	4,135	37,888	9,472
<b>Total</b>	<b>96,555</b>	<b>527,645</b>	<b>139,035</b>

<b>Net expenditure</b>	<b>(70,222)</b>	<b>(366,670)</b>	<b>(98,135)</b>
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\*Total cost centre budget for 2021/22 divided by 3/12ths.

\*\*Allotment invoices are sent out annually. The full income is expected by the end of April.

\*\*\*includes insurance estimate of £9,500 paid in one instalment.

Supporting papers are attached to this report.

## **Funding**

In addition to the expected funding, the Parish Council has received Community Infrastructure Levy contributions of £7,160.

## **Income**

Due to restrictions put in place by the government to stop the spread of Coronavirus, only specific activities have been able to take place. This has resulted in around £16,000 less income than expected.

## **Expenditure**

Significant savings have been made on staff costs, general maintenance and Open spaces. All necessary health and safety work is being carried out and ongoing necessary inspections and servicing is continuing.

## **Reserves**

On 30<sup>th</sup> June 2021 the General Reserve stood at £321,157 and there were Ear Marked Reserves of £234,187. £5,000 will be transferred from the General Reserve to the Roffey Millennium Hall (RMH) Boiler fund increasing it to £25,000. This is a contingency should the boiler need replacing.

## **Summary**

There is approximately £14,000 less income than budgeted for in the first quarter of 2021/22, but this is offset by £42,000 less expenditure. The overall position is that the Council has spent about £28,000 less than anticipated at this time of the financial year. There is adequate reserves to cover 6 months running costs.

**Recommendation:-To note the Financial Report to 30<sup>th</sup> June 2021.**

## **2. Bank reconciliation**

The cash book, bank reconciliation and bank statements for the current account have been e-mailed separately. **A copy of the cash and investment reconciliation at 30<sup>th</sup> June 2021 is attached to this report.**

**Recommendation:- To confirm and minute to evidence the bank reconciliation for the Lloyds Bank Account (against the cash book) and all additional Council Parish bank accounts as at 30<sup>th</sup> June 2021.**

## **3. VAT analysis**

**The VAT analysis to 30<sup>th</sup> June 2021 is attached to this report.**

**Recommendation:- To note the VAT analysis to 30<sup>th</sup> June 2021.**

#### 4. Direct costs for running parish council halls and multi courts.

	EXPENDITURE			TOTAL INCOME
	Maintenance, running costs etc.	Direct Staff costs* (caretakers)	TOTAL DIRECT EXPENDITURE	
NHH	14,245	28,683	42,928	27,749
HTB+MC	15,869	16,449	32,318	13,518
RMH	19,962	28,709	48,671	3,613
<b>TOTAL</b>	<b>50,076</b>	<b>73,841</b>	<b>123,917</b>	<b>44,880</b>

\*The breakdown reflects reduced hours but does not take into account the amount received back from HMRC for furlough payments (£16,465.93).

**Recommendation:- To note that the total direct expenditure for running the halls and multi courts for 2020/21 was £123,917 against income of £61,346 (including £16,465.93 furlough grant from HMRC).**

#### 9. Litter Warden direct costs 2020/21

Horsham District Council provides an annual environmental grant to cover the cost of litter picking in North Horsham. The grant, which is paid in 2 instalments totalled £10,234 for 2020/21.

Breakdown of Litter Warden Direct costs 2020/21.	
Litter Wardens – salary cost inc. NI and pension	£7,177.28
Black sacks (approximately)	£405.00
Personal Protective Equipment	£100.00
<b>TOTAL</b>	<b>£7,682.28</b>

#### 11. Grant applications

There is £10,000 in the grant awarding fund. **The applications have been circulated to the Committee by e-mail.**

**Air Ambulance Kent Surrey and Sussex** for vital pieces of equipment to support their work. Request for maximum £2,000.

The Parish Council last awarded funds to Sussex Air Ambulance in 2017. See below.

<b>Sussex Air Ambulance</b>	July 2010	£1500	Ongoing work
	March 2011	£1500	Ongoing work
	October 2014	£1500	Ongoing work
	October 2015	£2500	Ongoing work
	April 2017	£2,000	Ongoing work

**Victim Support** for ongoing financial award for the practical and emotional support offered to victims of crime. Request for maximum £500.

Previous awards are as follows:-

<b>Victim Support</b>	July 2006	£500	Ongoing work
	July 2009	£500	Ongoing work
	July 2010	£500	Ongoing work
	June 2012	£500	Ongoing work
	June 2013	£500	Ongoing work
	July 2014	£500	Ongoing work
	October 2014	£500	Ongoing work
	June 2015	£500	Ongoing work
	June 2016	£500	Ongoing work
	April 2017	£500	Ongoing work
	April 2018	£500	Ongoing Work
	June 2019	£500	Ongoing work
	July 2020	£500	Ongoing work

**Horsham Town Community Partnership** for funding for the Annual Riverside Walk event. Request for £180. This event has been supported by Horsham's Neighbourhood Councils as the walk passes through their designated areas.

Previous awards are as follows:-

<b>Horsham Town Community Partnership</b>	February 2013	£500	Riverside Walk
	August 2015	£180	Riverside Walk
	February 2016	£150	Riverside Walk
	April 2017	£100	Riverside Walk
	February 2018	£170	Riverside Walk
	April 2019	£180	Riverside Walk

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2021

Month No: 3

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<b>101 Administration</b>						
1175 CIL Payment	0	7,160	0	(7,160)		
1176 Precept	0	169,300	338,600	169,300		
1196 Interest Received	4	9	100	91		
<b>Administration :- Income</b>	<b>4</b>	<b>176,469</b>	<b>338,700</b>	<b>162,231</b>		
4007 Councillors Training	0	32	1,000	968		968
4008 Councillors Expenses	0	1,715	7,000	5,285		5,285
4021 Telephone/Fax/Internet	715	732	3,500	2,768		2,768
4022 Postage	0	214	1,400	1,186		1,186
4023 Stationery and Printing	3	481	1,600	1,119		1,119
4024 Subscriptions	0	2,846	3,600	754		754
4025 Insurance	0	10,666	9,500	(1,166)		(1,166)
4026 Publications/Magazines	0	0	20	20		20
4028 IT Costs	190	569	2,400	1,832		1,832
4029 Website Maintenance	0	0	150	150		150
4032 Publicity/Marketing	0	0	800	800		800
4033 Newsletter	64	188	800	613		613
4038 Office Equipment Maint.	0	0	1,000	1,000		1,000
4051 Bank Charges	0	0	100	100		100
4053 PWLB Loan Charges	0	0	11,500	11,500		11,500
4057 External Audit Fees	0	(1,300)	1,600	2,900		2,900
4058 Professional Services	19	889	1,500	611		611
4059 Internal Audit Fees	0	(180)	500	680		680
4100 Chairman's Allowance	0	31	400	369		369
4120 Roffey Hall Equipment	0	0	750	750		750
4122 Office Equipment	0	0	1,000	1,000		1,000
<b>Administration :- Indirect Expenditure</b>	<b>991</b>	<b>16,883</b>	<b>50,120</b>	<b>33,237</b>	<b>0</b>	<b>33,237</b>
<b>Net Income over Expenditure</b>	<b>(987)</b>	<b>159,586</b>	<b>288,580</b>	<b>128,994</b>		
6001 less Transfer to EMR	0	7,160				
<b>Movement to/(from) Gen Reserve</b>	<b>(987)</b>	<b>152,426</b>				
<b>103 Grants</b>						
4155 Other Grants and Donations	0	0	10,000	10,000		10,000
<b>Grants :- Indirect Expenditure</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(10,000)</b>	<b>(10,000)</b>		

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2021

Month No: 3

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<b>104 Burial</b>						
4101 Burial Charges	0	1,865	6,750	4,885		4,885
Burial :- Indirect Expenditure	<u>0</u>	<u>1,865</u>	<u>6,750</u>	<u>4,885</u>	<u>0</u>	<u>4,885</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(1,865)</u>	<u>(6,750)</u>	<u>(4,885)</u>		
<b>106 Personnel</b>						
4001 Salaries/NI/Pensions	20,088	58,156	310,000	251,844		251,844
4002 Childcare Vouchers	508	762	0	(762)		(762)
4003 Payroll Admin Charge	0	0	800	800		800
4009 Staff Expenses/Mileage	982	1,068	2,500	1,432		1,432
4010 Staff Training	0	135	1,500	1,365		1,365
4030 Recruitment Advertising	0	0	250	250		250
4067 Protective Clothing	0	0	400	400		400
Personnel :- Indirect Expenditure	<u>21,578</u>	<u>60,121</u>	<u>315,450</u>	<u>255,329</u>	<u>0</u>	<u>255,329</u>
<b>Net Expenditure</b>	<u>(21,578)</u>	<u>(60,121)</u>	<u>(315,450)</u>	<u>(255,329)</u>		
<b>201 Planning, Env &amp; Transport</b>						
4305 Planning Consultant Fees	0	0	2,250	2,250		2,250
Planning, Env & Transport :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>2,250</u>	<u>2,250</u>	<u>0</u>	<u>2,250</u>
<b>Net Expenditure</b>	<u>0</u>	<u>0</u>	<u>(2,250)</u>	<u>(2,250)</u>		
<b>301 Allotments</b>						
1050 Allotment Rents	30	903	875	(28)		
Allotments :- Income	<u>30</u>	<u>903</u>	<u>875</u>	<u>(28)</u>		
4012 Water Rates	0	(31)	150	181		181
4102 Allotment Rent	0	0	275	275		275
4200 Grass cutting	0	0	750	750		750
4259 Allotment Maintenance	0	0	400	400		400
Allotments :- Indirect Expenditure	<u>0</u>	<u>(31)</u>	<u>1,575</u>	<u>1,606</u>	<u>0</u>	<u>1,606</u>
<b>Net Income over Expenditure</b>	<u>30</u>	<u>934</u>	<u>(700)</u>	<u>(1,634)</u>		
<b>302 Amenity, Recs &amp; Open Sp</b>						
1100 Grants Received	0	5,178	10,234	5,056		
Amenity, Recs & Open Sp :- Income	<u>0</u>	<u>5,178</u>	<u>10,234</u>	<u>5,056</u>		
4019 Window Cleaning	100	200	925	725		725
4200 Grass cutting	0	3,491	20,910	17,419		17,419

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2021

Month No: 3

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4250 Bus Shelter Repairs	0	0	2,000	2,000		2,000
4251 Play Area & M Crts Maint	870	1,169	8,000	6,831		6,831
4252 Open Spaces	790	810	10,500	9,691		9,691
4253 Litter Warden/Clearance	0	0	900	900		900
4254 Community Services - Dog Bins	172	689	2,060	1,371		1,371
4255 Street Lighting - Maint/Supply	90	956	4,000	3,044		3,044
4258 Multicourts Maintenance	0	415	2,600	2,185		2,185
4260 Workshop	0	0	100	100		100
4302 Notice Board Maintenance	30	45	1,000	955		955
Amenity, Recs & Open Sp :- Indirect Expenditure	<b>2,052</b>	<b>7,774</b>	<b>52,995</b>	<b>45,221</b>	<b>0</b>	<b>45,221</b>
<b>Net Income over Expenditure</b>	<b>(2,052)</b>	<b>(2,596)</b>	<b>(42,761)</b>	<b>(40,165)</b>		
<b>401 North Heath Hall</b>						
1000 Hall Lettings	5,087	12,586	50,000	37,414		
North Heath Hall :- Income	<b>5,087</b>	<b>12,586</b>	<b>50,000</b>	<b>37,414</b>		
4011 NNDR	0	0	7,000	7,000		7,000
4012 Water Rates	278	278	900	622		622
4014 Electricity	0	327	2,640	2,313		2,313
4015 Gas	0	584	2,562	1,978		1,978
4016 Cleaning Materials	0	0	1,500	1,500		1,500
4017 Refuse Bin Clearance	66	131	832	701		701
4018 Sanitary Waste	30	70	220	150		150
4019 Window Cleaning	80	120	738	618		618
4034 Maintenance - Electrical	31	31	2,000	1,970		1,970
4035 Maintenance - Elect Eqp Insp	160	240	1,400	1,160		1,160
4036 Maintenance - General	26	437	2,000	1,563		1,563
4037 Maintenance - Fire Alarm Syst	0	0	570	570		570
4039 Maint - Intruder Alarm	234	234	794	560		560
4041 Maintenance - Fire Extg Insp	0	0	150	150		150
4042 Maintenance - Gas Boiler etc	199	199	650	451		451
4044 Maintenance - Partition Wall	0	475	700	225		225
4061 Legionella Testing	112	0	260	260		260
4063 Maintenance - Plumbing	0	0	750	750		750
4065 Fire Prevention Sundries	0	0	75	75		75
4066 Keyholder Services	15	45	180	135		135
4500 Internal Redecorations	0	0	2,500	2,500		2,500
North Heath Hall :- Indirect Expenditure	<b>1,231</b>	<b>3,171</b>	<b>28,421</b>	<b>25,250</b>	<b>0</b>	<b>25,250</b>
<b>Net Income over Expenditure</b>	<b>3,857</b>	<b>9,415</b>	<b>21,579</b>	<b>12,164</b>		



## Detailed Income &amp; Expenditure by Budget Heading 30/06/2021

Month No: 3

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<b>402 Holbrook Recreation Centre</b>						
1000 Hall Lettings	2,098	4,451	30,000	25,549		
1010 Multi Court Lettings	1,045	3,422	20,000	16,578		
<b>Holbrook Recreation Centre :- Income</b>	<b>3,143</b>	<b>7,873</b>	<b>50,000</b>	<b>42,127</b>		
4011 NNDR	295	888	4,000	3,112		3,112
4012 Water Rates	0	156	1,500	1,344		1,344
4014 Electricity	136	434	3,250	2,816		2,816
4015 Gas	0	229	1,500	1,271		1,271
4016 Cleaning Materials	0	0	1,575	1,575		1,575
4017 Refuse Bin Clearance	66	131	832	701		701
4018 Sanitary Waste	25	50	220	170		170
4019 Window Cleaning	35	53	450	398		398
4034 Maintenance - Electrical	48	48	1,000	952		952
4035 Maintenance - Elect Eqp Insp	160	240	590	350		350
4036 Maintenance - General	23	130	2,000	1,870		1,870
4037 Maintenance - Fire Alarm Syt	0	0	570	570		570
4039 Maint - Intruder Alarm	234	234	794	560		560
4041 Maintenance - Fire Extg Insp	0	0	150	150		150
4042 Maintenance - Gas Boiler etc	0	0	500	500		500
4061 Legionella Testing	112	0	235	235		235
4063 Maintenance - Plumbing	0	0	750	750		750
4065 Fire Prevention Sundries	0	0	600	600		600
4066 Keyholder Services	15	45	180	135		135
4500 Internal Redecorations	0	0	1,500	1,500		1,500
<b>Holbrook Recreation Centre :- Indirect Expenditure</b>	<b>1,150</b>	<b>2,637</b>	<b>22,196</b>	<b>19,559</b>	<b>0</b>	<b>19,559</b>
<b>Net Income over Expenditure</b>	<b>1,993</b>	<b>5,236</b>	<b>27,804</b>	<b>22,568</b>		
<b>403 Roffey Millennium Hall</b>						
1000 Hall Lettings	1,519	4,962	60,000	55,038		
<b>Roffey Millennium Hall :- Income</b>	<b>1,519</b>	<b>4,962</b>	<b>60,000</b>	<b>55,038</b>		
4011 NNDR	0	0	7,300	7,300		7,300
4012 Water Rates	0	95	1,235	1,140		1,140
4014 Electricity	0	720	5,125	4,405		4,405
4015 Gas	192	496	6,075	5,579		5,579
4016 Cleaning Materials	0	103	1,425	1,322		1,322
4017 Refuse Bin Clearance	163	293	1,664	1,371		1,371
4018 Sanitary Waste	0	0	220	220		220
4019 Window Cleaning	110	165	990	825		825
4020 Refreshment Sale Cost/Sundries	0	0	200	200		200

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2021

Month No: 3

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4034 Maintenance - Electrical	0	0	2,000	2,000		2,000
4035 Maintenance - Elect Eqp Insp	160	240	550	310		310
4036 Maintenance - General	689	747	3,250	2,503		2,503
4037 Maintenance - Fire Alarm Syst	0	0	570	570		570
4039 Maint - Intruder Alarm	234	234	794	560		560
4040 Maintenance - Elevator	0	144	750	606		606
4041 Maintenance - Fire Extg Insp	0	0	150	150		150
4042 Maintenance - Gas Boiler etc	358	358	1,000	642		642
4044 Maintenance - Partition Wall	0	0	500	500		500
4061 Legionella Testing	112	0	260	260		260
4062 Air Conditionaig Maintenance	0	0	300	300		300
4063 Maintenance - Plumbing	0	0	1,500	1,500		1,500
4064 Lightning Conductor Works	0	495	230	(265)		(265)
4065 Fire Prevention Sundries	0	0	620	620		620
4066 Keyholder Services	15	45	180	135		135
4500 Internal Redecorations	0	0	1,000	1,000		1,000
Roffey Millennium Hall :- Indirect Expenditure	<b>2,034</b>	<b>4,135</b>	<b>37,888</b>	<b>33,753</b>	<b>0</b>	<b>33,753</b>
<b>Net Income over Expenditure</b>	<b>(515)</b>	<b>827</b>	<b>22,112</b>	<b>21,285</b>		
<b>Grand Totals:- Income</b>	<b>9,782</b>	<b>207,971</b>	<b>509,809</b>	<b>301,838</b>		
<b>Expenditure</b>	<b>29,035</b>	<b>96,555</b>	<b>527,645</b>	<b>431,090</b>	<b>0</b>	<b>431,090</b>
<b>Net Income over Expenditure</b>	<b>(19,253)</b>	<b>111,416</b>	<b>(17,836)</b>	<b>(129,252)</b>		
less Transfer to EMR	0	7,160				
<b>Movement to/(from) Gen Reserve</b>	<b>(19,253)</b>	<b>104,256</b>				

## Balance Sheet as at 30th June 2021

31st March 2021

30th June 2021

31st March 2021		30th June 2021	
<b>Current Assets</b>			
3,581	Debtors	7,893	
4,657	Vat Refunds	2,193	
172	Prepayments	0	
295,435	Lloyds Bank Accounts	396,781	
85,293	Co-op Community Directplus A/c	85,293	
85,137	Nationwide	85,137	
150	Petty Cash	150	
<u>474,424</u>		<u>577,447</u>	
<b>474,424</b>	<b>Total Assets</b>	<b>577,447</b>	
<b>Current Liabilities</b>			
27,490	Creditors	22,103	
3,007	Accruals	0	
<u>30,496</u>		<u>22,103</u>	
<b>443,928</b>	<b>Total Assets Less Current Liabilities</b>	<b>555,344</b>	
<b>Represented By</b>			
216,901	General Reserve	321,157	
7,955	Earmarked Reserves - VAT Con	7,955	
100,693	Earmarked Reserves - R&R Fund	100,693	
19,950	Earmarked Reserves - Election	19,950	
3,825	EMR - Tree management work	3,825	
5,621	Earmarked Res-Yth Charity Bal	5,621	
8,035	Earmarked Reserve Planning	8,035	
20,000	Earmarked Reserve - Boiler RMH	20,000	
25,000	Earmarked Reserves - Playgroun	25,000	
25,000	Earmarked Res Capital Receipt	25,000	
8,551	EMR - CiL 19/20	8,551	
3	EMR NHCLT	3	
2,395	EMR - CiL DC19/2030	2,395	
0	EMR - CiL 2021/22	7,160	
<u>443,928</u>		<u>555,344</u>	

**North Horsham Parish Council**

**Income and Expenditure Account for Year Ended 30th June 2021**

31st March 2021		30th June 2021
	<b>Income Summary</b>	
335,194	Precept	169,300
1,206	Interest Received	9
<b>336,400</b>	Sub Total	<b>169,309</b>
	<b>Operating Income</b>	
27,475	Administration	7,160
16,466	Personnel	0
928	Allotments	903
10,234	Amenity, Recs & Open Sp	5,178
27,749	North Heath Hall	12,586
13,519	Holbrook Recreation Centre	7,873
3,613	Roffey Millennium Hall	4,962
<b>436,382</b>	Total Income	<b>207,971</b>
	<b>Running Costs</b>	
45,171	Administration	16,883
4,585	Grants	0
7,150	Burial	1,865
276,322	Personnel	60,121
1,376	Allotments	(31)
27,464	Amenity, Recs & Open Sp	7,774
14,245	North Heath Hall	3,171
15,869	Holbrook Recreation Centre	2,637
19,962	Roffey Millennium Hall	4,135
19,903	Earmarked Reserves	0
<b>432,046</b>	Total Expenditure	<b>96,555</b>
	<b>General Fund Analysis</b>	
230,057	Opening Balance	216,901
436,382	Plus : Income for Year	207,971
666,439		424,871
432,046	Less : Expenditure for Year	96,555
234,393		328,317
17,492	Transfers TO / FROM Reserves	(7,160)
<b>216,901</b>	<b>Closing Balance</b>	<b>335,477</b>

NORTH HORSHAM PARISH COUNCIL  
RESERVE BALANCES - 30th June 2021

		BALANCE	TRANSFER	EXPENDITURE	INCOME	BALANCE	TRANSFER	EXPENDITURE	INCOME	BALANCE	TRANSFER	EXPENDITURE	INCOME	BALANCE	NOTE
		31.03.19	01.04.2019	31.03.2020	31.03.2020	31.03.2020	01.04.2020	31.03.2021	31.03.2021	31.03.2021	01.04.2021	30.06.2021	30.06.2021	30.06.2021	
310/0	GENERAL RESERVES	186151	-38767	473470	556142	230056	-35000	395677	417522	216901		96555	200811	321157	
	<b>EARMARKED RESERVES</b>													0	
320/0	REVENUE - VAT CONTINGENCY	7955				7955				7955				7955	
321/0	REPAIRS & RENEWALS (R&R)	129450	20770	32652		117568		16875		100693				100693	3
322/0	ELECTION	19950				19950				19950				19950	
323/0	TREE MANAGEMENT WORK	0	6000	1750		4250		425		3825				3825	6
327/0	ROFFEY YOUTH CLUB	5621				5621				5621				5621	1
328/0	PLANNING	8035				8035				8035				8035	
331/0	RMH BOILER	10000				10000	10000			20000				20000	
332/0	PLAYGROUND UPGRADE	0				0	25000			25000				25000	
335/0	CAPITAL RECEIPT	25000				25000				25000				25000	2
337/0	NORTH HORSHAM COMMUNITY LAND TRUST	0	944	222		722		719		3				3	4
336/0	COMMUNITY INFRASTRUCTURE LEVY - 2019/2020	0	11053	619		10434		1883		8551				8551	5
338/0	COMMUNITY INFRASTRUCTURE LEVY 2020/2021	0				0			2395	2395				2395	6
339/0	COMMUNITY INFRASTRUCTURE LEVY 2021/2022	0				0				0			7160	7160	7
		392162	0	508713	556142	439591	0	415580	419917	443928		96555	207971	555344	

1 Roffey Youth Club - money left from when the Youth Club Committee folded.

2 Capital Receipt - money from the sale of land.

3 R & R - ongoing repairs agreed by the Property Committee

4 North Horsham Community Land Trust

5 CiL Receipts. Time sensitive therefore have to be shown in year groups.

6 Tree Management Work

7 CiL 2021/22 Receipts £7,159.68

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**North Horsham Parish Council**

**Bank - Cash and Investment Reconciliation as at 30 June 2021**

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**Confirmed Bank & Investment Balances**

Bank Statement Balances

30/06/2021	Lloyds Treasurers A/c -Current	5,000.00
30/06/2021	lloyds Business Instant Access	392,501.13
30/04/2021	Petty Cash	150.00

**397,651.13**

Other Cash & Bank Balances

**170,429.33**

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**568,080.46**

Unpresented Payments

**719.66**

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**567,360.80**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

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**567,360.80**

All Cash & Bank Accounts

1	Lloyds Bank Accounts	396,781.47
2	Petty Cash	150.00
	Other Cash & Bank Balances	170,429.33
	<b>Total Cash &amp; Bank Balances</b>	<b>567,360.80</b>

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