

FINANCIAL SUMMARY
Q4: REPORTING PERIOD: 1st April 2022 - 31st March 2023

OTHER ACCOUNTS BANK RECONCILIATION - CHOLESBURY-CUM-ST.LEONARDS PARISH COUNCIL			Q4: 1st April 2022 to 31st March 2023
	Opening balance 1 April 2022	18,022.71	NOTES
A	Income - current year	12,933.52	
	Income Subtotal	30,956.23	
B	Cheques paid last financial year and presented this year	-	
C	Expenditure - current year(minus unrepresented chqs in this financial year (reported in section G))	14,223.12	
D	Expenditure Subtotal	14,223.12	
E	Closing balance = (Opening Balance + A)-B	16,733.11	
F	Cheques paid last financial year that have not been presented		
G	Unpresented payments this year	-	
H	Unpresented payments total		
	Total Committed Expenditure to date for financial year (D+H)	14,223.12	

INCOME STATEMENT- CHOLESBURY-CUM-ST.LEONARDS PARISH COUNCIL

Q4 REPORTING PERIOD: 1st April 2022 - 31st March 2023

A	Date	INCOME	Total	Statement Number	Precept	Grant	VAT Refund	Allotment Rent	Devolution	Wayleaves	Bank Misc	Grant from BC for HTV	Donation to HTV from Resident	Grant from BC for Signpost Restoration	Community Board Grant	Reserve AC interest	Balance Transfer
	12/04/2022	Devolution	1,126.49						1,126.49								
	12/04/2022	Precept	5,400.00		5,400.00												
	22/04/2022	VAT Refund	334.53				334.53										
	20/09/2022	Precept	5,400.00		5,400.00												
	30/09/2022	Community Board Grant	385.00												385.00		
	27/10/2022	Allotment Rent	50.00					50.00									
	27/10/2022	Allotment Rent	12.50					12.50									
	01/11/2022	Allotment Rent	25.00					25.00									
	02/11/2022	Allotment Rent	50.00					50.00									
	25/11/2022	Allotment Rent	12.50					12.50									
	28/11/2022	Allotment Rent	50.00					50.00									
	30/03/2023	Allotment Rent	87.50					87.50									
		Interest on Savings														3.40	
	Total Income		12,933.52		10,800.00	-	334.53	287.50	1,126.49	-	-	-	-	-	385.00	3.40	

EXPENDITURE STATEMENT - CHOLESBURY-CUM-ST.LEONARDS PARISH COUNCIL

Q4 REPORTING PERIOD: 1st April 2022- 31st March 2023

B	Cheques paid in previous financial year and presented to the bank in this financial year																						
	Date	EXPENDITURE	Cheque Number	Document Number	Total	VAT	Hall Hire	Admin & Expenses	Water	Allotments	Donations	Insurance	Grants	Pro. Fees	Grants to Halls	Website Costs	General Maintenance	Membership Subscriptions	Dog Bins	Devolved Expenditure	Training	Misc	HTV Expenses
																							NOTES
Total					£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	

Cheques paid out this financial year																									
Date	EXPENDITURE	Cheque Number	Document Number	Total	VAT	Hall Hire	Admin & Expenses	Water	Allotments	Donations	Insurance	Grants	Pro. Fees	Grants to Halls	Website Costs	General Maintenance	Membership Subscriptions	Dog Bins	Devolved Expenditure	Training	Misc	HTV Expenses	Defib & Cabinet		NOTES
10/05/2022	Clerks Salary - April1	FPO	22-23/01	£409.63			£409.63																		
10/05/2022	HMRC	FPO	22-23/02	£102.20			£102.20																		
10/05/2022	BALC Membership	FPO	22-23/03	£159.77													£159.77								
10/05/2022	Zurich Insurance	FPO	22-23/04	£304.05							£304.05														
10/05/2022	Clerks Expenses	FPO	22-23/05	£28.42			£28.42																		
27/05/2022	ICO	DD	22-23/06	£35.00									£35.00												
06/06/2022	50% PO Box	FPO	22-23/07	£189.00	£31.50		£157.50																		
06/06/2022	Clerks Expenses	FPO	22-23/08	£7.55			£7.55																		
06/06/2022	Clerks Salary - May2	FPO	22-23/09	£409.63			£409.63																		
06/06/2022	Chris Brown Expenses	FPO	22-23/10	£6.20																					
06/06/2022	SLCC membership	FPO	22-23/11	£171.00													£171.00								
06/06/2022	HMRC	FPO	22-23/12	£102.37			£102.37																		
14/06/2022	Castle Water	DD	22-23/13	£13.57				£13.57																	
05/07/2022	Clerks Expenses	FPO	22-23/14	£7.55			£7.55																		
05/07/2022	HMRC	FPO	22-23/15	£102.20			£102.20																		
05/07/2022	Clerks Salary - June3	FPO	22-23/16	£409.63			£409.63																		
05/07/2022	IAC	FPO	22-23/17	£180.00	£30.00								£150.00												
28/07/2022	St Leonards Hall - Comm Board	FPO	22-23/18	£200.00								£200.00													
28/07/2022	Jubilee - Comm Board	FPO	22-23/19	£185.00								£185.00													
17/08/2022	Clerks Expenses	FPO	22-23/20	£7.55			£7.55																		
17/08/2022	Hall Hire	FPO	22-23/21	£56.88		£56.88																			
17/08/2022	HMRC	FPO	22-23/22	£102.20			£102.20																		
17/08/2022	Clerks Salary - July4	FPO	22-23/23	£409.63			£409.63																		
17/08/2022	Hedge Cutting	FPO	22-23/24	£102.00	£17.00											£85.00									
17/08/2022	HMRC	FPO	22-23/25	£102.20			£102.20																		
17/08/2022	Clerk's salary - August5	FPO	22-23/26	£409.63			£409.63																		
17/08/2022	MVAS Hire	FPO	22-23/27	£108.00															£108.00						
17/08/2022	Road sign cleaning	FPO	22-23/28	£450.00															£450.00						
05/10/2022	Clerk's Expenses	FPO	22-23/29	£21.25			£21.25																		
05/10/2022	Clerk's Salary - Sept6	FPO	22-23/30	£409.63			£409.63																		
05/10/2022	HMRC	FPO	22-23/31	£102.20			£102.20																		
05/10/2022	Bench Maintenance	FPO	22-23/32	£375.00												£375.00									
22/11/2022	Clerks Expenses	FPO	22-23/33	£7.55			£7.55																		
22/11/2022	HMRC	FPO	22-23/34	£102.37			£102.37																		
22/11/2022	Clerks Salary - Oct7	FPO	22-23/35	£409.63			£409.63																		
13/12/2022	Castle Water	DD	22-23/36	£13.50				£13.50																	
13/12/2022	Clerks Expenses	FPO	22-23/37	£7.55			£7.55																		
13/12/2022	St Leonards Hall - Grant	FPO	22-23/38	£900.00										£900.00											
13/12/2022	Cholesbury Village Hall - Grant	FPO	22-23/39	£900.00										£900.00											
13/12/2022	Dovedale Design	FPO	22-23/40	£50.00											£50.00										
13/12/2022	HMRC	FPO	22-23/41	£156.80			£156.80																		
13/12/2022	Clerk's salary - Nov8	FPO	22-23/42	£628.03			£628.03																		
13/12/2022	Philip Matthew Agricultural	FPO	22-23/43	£180.00	£30.00											£150.00									
13/12/2022	HMRC	FPO	22-23/44	£110.00			£110.00																		
13/12/2022	Clerk's Salary - Dec9	FPO	22-23/45	£440.83			£440.83																		
13/03/2023	St Leonards Hall Hire	FPO	22-23/46a-d	£45.52		£45.52																			
13/03/2023	Dog Bin Service - Bin 1	FPO	22-23/47	£134.90	£22.48																				
13/03/2023	Dog Bin Service - Bin 2	FPO	22-23/48	£134.90	£22.48																				
13/03/2023	Clerks Expenses	FPO	22-23/49	£23.17			£23.17																		
13/03/2023	Clerks Salary	FPO	22-23/50	£472.03			£472.03																		
13/03/2023	Chris Brown Expenses	FPO	22-23/51	£117.80			£117.80																		
13/03/2023	Clerks Salary	FPO	22-23/52	£440.83			£440.83																		
13/03/2023	HMRC	FPO	22-23/53	£109.64			£109.64																		
13/03/2023	Clerks Expenses	FPO	22/23/54	£79.49			£79.49																		
30/03/2023	AG Evans Skip Hire	FPO	22/23/55	£258.00	£43.00				£215.00																
30/03/2023	Defib & Cabinet	FPO	22/23/56	£1,500.00	£250.00																		£1,250.00		
30/03/2023	Chairman's Expenses	FPO	22/23/57	£6.32			£6.32																		
30/03/2023	Clerks Expenses	FPO	22/23/58	£23.17			£23.17																		
30/03/2023	Clerks Salary	FPO	22/23/59	£432.00			£432.00																		
30/03/2023	AG Evans Skip Hire	FPO	22/23/60	£258.00	£43.00				£215.00																
30/03/2023	HMRC	FPO	22/23/61	£110.00			£110.00																		
30/03/2023	Clerk's Salary	FPO	22/23/62	£440.83			£440.83																		
30/03/2023	Allotment Expenses BI	FPO	22/23/63	£51.32					£51.32																
Total				£14,223.12	£489.46	£102.40	£7,425.21	£27.07	£481.32	£0.00	£304.05	£385.00	£185.00	£1,800.00	£50.00	£610.00	£330.77	£224.84	£558.00	£0.00	£0.00	£0.00	£1,250.00	£0.00	£14,223.12

DD = Direct Debit

Int.Pay = Internet Payment agreed at PC Meeting

Total	VAT	Hall Hire	Admin & Expenses	Water	Allotments	Donations	Insurance	Grants	Pro. Fees	Grants to Halls	Website Costs	General Maintenance	Membership Subscriptions	Dog Bins	Devolved Expenditure	Training	Misc	HTV Expenses	Defib & Cabinet			
-------	-----	-----------	------------------	-------	------------	-----------	-----------	--------	-----------	-----------------	---------------	---------------------	--------------------------	----------	----------------------	----------	------	--------------	-----------------	--	--	--

D	B - Total				£14,223.12	£489.46	£102.40	£7,425.21	£27.07	£481.32	£0.00	£304.05	£385.00	£185.00	£1,800.00	£50.00	£610.00	£330.77	£224.84	£558.00	£0.00	£0.00	£0.00	£1,250.00		
	C - Total																									

UNPRESENTED CHEQUES

Cheques issued in previous financial year and not yet presented to the bank for this financial year

F	Issued Date	EXPENDITURE	Cheque number		Total	VAT	Hall Hire	Admin & Expenses	Water	Allotments	Donations	Insurance	Grants	Pro. Fees	Grants to Halls	Website Costs	General Maintenance	Memberships	Dog Bins	Devolved Expenditure	Training	Misc	HTV Expenses	Sign Restoration		NOTES
	Total				£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		

Cheques issued in this financial year but not yet presented to the bank

G	Issued Date	EXPENDITURE	Cheque number	Document Number	Total	VAT	Hall Hire	Admin & Expenses	Water	Allotments	Donations	Insurance	Grants	Pro. Fees	Grants to Halls	Website Costs	General Maintenance	Memberships	Dog Bins	Devolved Expenditure	Training	Misc				NOTES
	Total				£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	

H	F - Total				Total	VAT	Hall Hire	Admin & Expenses	Water	Allotments	Donations	Insurance	Grants	Pro. Fees	Grants to Halls	Website Costs	General Maintenance	Memberships	Dog Bins	Devolved Expenditure	Training	Misc	HTV Expenses	Sign Restoration	
	G - Total				£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	

					Total	VAT	Hall Hire	Admin & Expenses	Water	Allotments	Donations	Insurance	Grants	Pro. Fees	Grants to Halls	Website Costs	General Maintenance	Memberships	Dog Bins	Devolved Expenditure	Training	Misc	HTV Expenses	Sign Restoration	
Committed Expenditure for the Year					£14,223.12	£489.46	£102.40	£7,425.21	£27.07	£481.32	£0.00	£304.05	£385.00	£185.00	£1,800.00	£50.00	£610.00	£330.77	£224.84	£558.00	£0.00	£0.00	£0.00	£1,250.00	

Admin & Expenses includes:	Postage
	Stationery
	Clerk's Expenses (mileage, copying, etc)
	Councillor's Expenses
	PO Box
Membership/Subscription includes:	BALC, SLCC, Chiltern Society, etc
Professional fees includes:	Audit, ICO
General Maintenance includes:	Mowing, hedges, etc

2018/19 actuals	2019/20 actual	2020/21 actuals	2021/22 actuals	Income Headings	2022/2023					
					Budget	Actual	Difference	Anticipated Future Income	Year end Forecast	Budget v Year End Forecast
£ 9,800.00	£ 10,500.00	10,500.00	10,500.00	Precept	10,800.00	10,800.00	-	-	10,800.00	-
£ 1,679.24	£ 1,093.68	1,093.68	1,093.68	Devolution funding	1,093.52	1,126.49	-	32.97	-	1,126.49 - 32.97
£ 337.50	£ 187.50	337.50	300.00	Allotment rents	337.50	287.50	50.00	-	337.50	-
£ 124.51	£ -	-	1,533.67	VAT refunded	-	334.53	-	334.53	-	334.53 - 334.53
£ 0.77	-	-	98.22	Interest, deposit a/c	-	-	-	-	-	-
£ 35.00	-	-	-	Interest, National Savings	-	-	-	-	-	-
£ 36.00	£ -	-	-	Wayleaves	36.00	-	36.00	-	-	36.00
£ 499.00	£ -	-	-	Other income (BCC Grant)	-	-	-	-	-	-
		500.00		Grant from BC for HTV	-	-	-	-	-	-
		100.00		Donation to HTV from Resident	-	-	-	-	-	-
		-		Bank Misc	-	-	-	-	-	-
		844.00		Signpost Restoration	-	-	-	-	-	-
		7,680.00		Community Board Grants for Community Events & Facilities	-	385.00	-	385.00	-	385.00 - 385.00
£ 12,512.02	£ 11,781.18	£ 21,055.18	£ 13,525.57	Total income	£ 12,267.02	£ 12,933.52	-£ 666.50	£ -	£ 12,983.52	-£ 716.50

2022/2023										
2018/19 actuals	2019/20 budget	2020/21 actuals	2021/22 actuals	Expenditure Heading	Budget	Actual	Difference	Anticipated Future Spend	Year end Forecast	Budget v Year End Forecast
£ 153.02	£ 253.67	1,533.67	595.03	VAT	-	489.46	- 489.46	-	489.46	- 489.46
£ 199.00	£ 72.00	-	18.00	Hall Hire	250.00	102.40	147.60	-	102.40	147.60
£ 5,847.84	£ 4,826.24	6,529.56	6,576.47	Salary & Admin	6,900.00	7,425.21	- 525.21	-	7,425.21	- 525.21
£ 13.87	£ 12.98	12.98	17.65	Water	30.00	27.07	2.93	-	27.07	2.93
£ 474.36	£ 75.00	75.00	-	Donations	-	-	-	-	-	-
£ 295.46	£ 299.63	299.63	301.81	Insurance	350.00	304.05	45.95	-	304.05	45.95
£ 499.00	£ -	6,400.00	1,800.00	Grants	-	-	-	-	-	-
£ 150.00	£ 185.00	185.00	185.00	Professional Fees	200.00	185.00	15.00	-	185.00	15.00
£ 7,600.00	£ -	-	-	Grants to Halls	1,800.00	1,800.00	-	-	1,800.00	-
£ -	£ 160.00	160.00	27.00	Website Costs	150.00	50.00	100.00	-	50.00	100.00
£ 60.00	£ 287.50	287.50	2,460.00	Allotment & General Maintenance	500.00	1,091.32	- 591.32	-	1,091.32	- 591.32
£ 567.70	£ 313.99	313.99	337.84	Membership/Subscription	400.00	330.77	69.23	-	330.77	69.23
£ 489.64	£ -	-	215.15	Dog Bins	540.00	224.84	315.16	-	224.84	315.16
£ 695.72	£ -	-	-	Devolved Expenditure	300.00	558.00	- 258.00	-	558.00	- 258.00
£ 109.21	£ -	-	68.00	Training	50.00	-	50.00	-	-	50.00
£ 21.80	£ -	-	60.00	Misc	-	-	-	-	-	-
		-	154.88	Election Expenses	-	-	-	-	-	-
		-		General Expenses for Community Events & Facilities	800.00	385.00	415.00	-	385.00	415.00
		448.10		HTV Expenses (paid from BC grant)	-	-	-	-	-	-
		844.00		Defib & Cabinet	-	1,250.00	- 1,250.00	-	1,250.00	- 1,250.00
		1,100.00		Grant to H&CCC	-	-	-	-	-	-
		180.00		Repayment to BC for Overpayment	-	-	-	-	-	-
£ 17,176.62	£ 6,486.01	£ 18,369.43	£ 12,816.83	Total Expenditure	£ 12,270.00	£ 14,223.12	-£ 1,953.12	£ -	£ 14,223.12	-£ 1,953.12

Budget	Fixed, does not change
Actual	Copied from Inc and Exp Sheets
Anticipated Future Spend	For discussion at meeting
Year End Forecast	Actual spend + future spend
Budget v Year End Forecast	plus/minus on budget v end yr forecast

Admin & Expenses includes:	Postage
	Stationery
	Clerk's Expenses (mileage, copying, etc)
	Councillor's Expenses
	PO Box
Membership/Subscription includes:	BALC, SLCC, Chiltern Society, etc
Professional fees includes:	Audit, ICO
General Maintenance includes:	Mowing, hedges, noticeboards, benches, etc

NOTES TO ACCOUNTS

Administration includes:	Postage
	Stationery
	Clerk's Expenses
	Councillor's Expenses
	PO Box
Membership includes:	BALC, SLCC, Chiltern Society, etc
Professional fees includes:	Audit, ICO
General Maintenance includes:	Mowing, hedges, etc

Accounting Statement

Box	Entry	Totals	Notes
1	19,800	32,737	Total for Box 1+2+3
2	10,800		
3	2,137		
4	6,010	14,223	Total for Box 4+5+6
5	0		
6	8,213		
7	18,514		(1+2+3)-(4+5+6)
8	18,514		
9	0		
10	0		

NOTES

Total Income + Interest	12,936.92		Budget Sheet Total Income	Income £12933.52 + £3.40 interest into Savings
minus Precept	10,800.00	Box 2	Budget Sheet Total Precept	
Other receipts	2,136.92	Box 3		
Clerks Salary	6,009.96	Box 4	(includes chqs issued but not paid for	
All other payments	6,009.96			
Total Expenditure	14,223.12		Budget Sheet Total Expenditure for Year	
minus staff costs	6,009.96		(includes chqs issued but not paid for	
All other payments	8,213.16	Box 6	20/21 & chqs issued 19/20 and paid in	
			20/21	
			Box 4 total	
1+2+3	32,736.92			
minus 4+5+6	14,223.12			
Balance carried fwd	18,513.80	Box 7 & 8		

Bank Reconciliation

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must agree to Box 8 in the column headed "Year ending 31 March 2021" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

County area (local councils and parish meetings only): CHILTERN DISTRICT, BUCKINGHAMSHIRE

Financial year ending 31 March 2023

Prepared by (Name and Role): HAYLEY FARRELLY - CLERK AND RFO

Date: 5th April 2023

	£	£
Balance per bank statements as at 31/3/23:		
Treasurer Account	16,733.11	
Business Account	1,781.36	
		18,514.47
Petty cash float (if applicable)		0.00
Less: any unpresented cheques as at 31/3/23 (enter these as negative numbers)		
		0.00
		0.00
Net balances as at 31/3/23 (Box 8)		18,514.47

CHAIRMAN'S CONFIRMATION

Chairman's Signature:.....

Date:.....

Explanation of variances

Name of smaller authority: CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL
County area (local councils and parish meetings only): CHILTERN DISTRICT/BUCKINGHAMSHIRE COUNCIL

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:
• variances of more than 15% between totals for individual boxes (except variances of less than £200);
• a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2021/22 £	2022/23 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	19,091	19,800				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	10,500	10,800	300	2.86%	NO		
3 Total Other Receipts	3,026	2,137	-889	29.38%	YES		2021/22 income showed the movement of cash from savings account into our current account.
4 Staff Costs	6,134	6,010	-124	2.02%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	6,683	8,213	1,530	22.89%	YES		VAT paid out and refund not yet received, which totals £489.46 One off expenses this year have included: Skip Hire x 2 = £516.00 Sign Cleaning = £558.00
7 Balances Carried Forward	19,800	18,514				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	19,800	18,514				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	3,009	4,869	1,860	61.81%	YES		Purchase of a new noticeboard, which was not added to the asset register until May 2022 at a total cost of £1974.00
10 Total Borrowings	0	0	0	0.00%	NO		
Rounding errors of up to £2 are tolerable Variances of £200 or less are tolerable BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)						CHAIRMAN'S CONFIRMATION Chairman's Signature:..... Date:.....	