

Report 23.117– Finance August 2023

This is an abbreviated Finance Report for August 2023. Monthly Finance checks including Bank Reconciliation, Debit Card and Direct Debit payments and September BACS payments have been carried out by Cllr Schneider. Payments for approval include both August and September. Note that apart from the Treasury Deposit Report all reports are now from Scribe Accounts. If any Councillor would like access to Scribe online let the RFO know.

Page	Contents
1	SUMMARY PAGE
2, 3 & 4	SUMMARY OF RECEIPTS and PAYMENTS. <ul style="list-style-type: none">• This shows all Income and Expenditure for the period 1st April to 31st August 2023, and compares it to the Annual Budget. The last column shows the Net Position both as a value and a percentage against the approved Budget. At the end of 5 months there should be 58.3% of the budget remaining. Anything less indicates an overspend.• Page 3 shows separate cost centres for all the Council's earmarked reserves, both maintenance and capital. These have no allocated budget. Page 4 shows total Receipts and Payments for year-to-date, end of August 2023.
5	BANK RECONCILIATION. Total funds held £1,468,424.03 .
6 & 7	DEBIT CARD & DIRECT DEBITS PAYMENTS. £446.78 from July, £638.94 from August.
8,9,10 & 11	BACS PAYMENTS. £23,628.88 from August, £39,445.34 for September.
12 &13	TREASURY DEPOSIT REPORT. Funds are held in a 32-Day Notice AC, and the CCLA Public Sector Deposit Fund. A 32-Day Term AC of £120,000 matured during August yielding £241.97. The 32-Day Notice Account earned interest of £668.19 which remains on deposit. The CCLA PSDF yielded a dividend of £4,210.20. Total funds on deposit on 31 st August 2023 were £1,339,297.66 .
14	RESERVES BALANCE. Total Capital & Earmarked Reserves on 18 th September 2023 of £1,270,161.85 .

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/08/2023)

Income		Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Code	Title							
1	Precept	295,838.00	147,919.00	-147,919.00				-147,919.00 (-50%)
2	Lease and Site Rental	5,790.00	1,492.66	-4,297.34				-4,297.34 (-74%)
3	Newsletter Advertising	5,000.00	3,125.00	-1,875.00				-1,875.00 (-37%)
4	CIL		11,800.85	11,800.85				11,800.85 (N/A)
5	S106							(N/A)
6	Interest	7,500.00	3,797.65	-3,702.35				-3,702.35 (-49%)
7	Dividends	15,000.00	18,494.86	3,494.86				3,494.86 (23%)
8	Grants & Misc.		16.20	16.20				16.20 (N/A)
59	VAT Refund							(N/A)
60	Insurance Rent		2,994.05	2,994.05				2,994.05 (N/A)
SUB TOTAL		329,128.00	189,640.27	-139,487.73				-139,487.73 (-42%)

Administration		Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Code	Title							
9	Salaries				115,000.00	56,059.47	58,940.53	58,940.53 (51%)
10	Mileage				2,850.00	656.37	2,193.63	2,193.63 (76%)
11	Office Sundries & Expenses		19.98	19.98	4,500.00	1,775.74	2,724.26	2,744.24 (60%)
12	Equipment & IT				3,000.00		3,000.00	3,000.00 (100%)
13	Professional Fees				2,950.00	1,875.00	1,075.00	1,075.00 (36%)
14	Subscriptions				1,700.00	1,556.21	143.79	143.79 (8%)
15	Insurance				1,750.00	1,413.38	336.62	336.62 (19%)
16	Grants				10,980.00	6,060.00	4,920.00	4,920.00 (44%)
17	Newsletter				7,500.00	2,451.00	5,049.00	5,049.00 (67%)
19	Training				1,500.00	485.00	1,015.00	1,015.00 (67%)
20	Councillor Expenses				250.00		250.00	250.00 (100%)
21	Business Support				5,600.00	2,175.61	3,424.39	3,424.39 (61%)
66	Community Engagement				7,870.00	550.43	7,319.57	7,319.57 (93%)
67	Youth Support				5,000.00	360.00	4,640.00	4,640.00 (92%)
68	Community Buildings				30,000.00	6,561.08	23,438.92	23,438.92 (78%)
69	OSCC Insurance					2,994.05	-2,994.05	-2,994.05 (N/A)
SUB TOTAL			19.98	19.98	200,450.00	84,973.34	115,476.66	115,496.64 (57%)

Environment		Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Code	Title							
23	Bins & Litter				12,500.00	2,649.29	9,850.71	9,850.71 (78%)
24	Grass Cutting & POS Maintenance				31,400.00	11,078.64	20,321.36	20,321.36 (64%)
25	Trees				5,000.00	3,435.00	1,565.00	1,565.00 (31%)
26	Bus Shelters				1,000.00		1,000.00	1,000.00 (100%)
27	Play Parks Maintenance & Insp				10,000.00	2,385.27	7,614.73	7,614.73 (76%)
28	Highways & SIDs				5,000.00	187.50	4,812.50	4,812.50 (96%)
29	Salisbury City Cemetery				4,550.00	4,784.45	-234.45	-234.45 (-5%)
30	Asset Replacement					53,670.01	-53,670.01	-53,670.01 (N/A)

Laverstock & Ford Parish Council

6 September 2023 (2023-2024)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/08/2023)

31	Community Farm Support	10,000.00	5,000.00	5,000.00	5,000.00 (50%)
32	Miscellaneous				(N/A)
35	Longhedge Community Growing				(N/A)
36	Wiltshire Council Play Areas				(N/A)
39	Old Sarum Country Park Wesse:				(N/A)
40	Pilgrims Way Maintenance Pt 1				(N/A)
41	Pilgrims Way Maintenance Pt 2				(N/A)
42	Old Sarum Country Park				(N/A)
43	Old Sarum Country Park Extra F				(N/A)
44	Norman Drive Play Park		255.00	-255.00	-255.00 (N/A)
45	Old Sarum The Green				(N/A)
46	OSCC Play Park		831.00	-831.00	-831.00 (N/A)
47	Old Sarum Sport Wall				(N/A)
48	Old Sarum Swales				(N/A)
49	Old Sarum Swale Extra				(N/A)
50	Virginia Way Play Park				(N/A)
51	Robinson Grove Play Park				(N/A)
52	Hannah Way Play Park				(N/A)
53	Middleton Green Play Park				(N/A)
54	Mannock Field Play Park				(N/A)
55	Palmer Green Play Park				(N/A)
56	Castle Hill Country Park Play Pa		145.00	-145.00	-145.00 (N/A)
57	Longhedge Community Open Sp				(N/A)
65	Longhedge Outdoor Gym				(N/A)
SUB TOTAL		79,450.00	84,421.16	-4,971.16	-4,971.16 (-6%)

S106

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	S106 Capital Expenditure						(N/A)	
37	Old Sarum 9A9B Youth & Adult						(N/A)	
38	Old Sarum Local Centre Youth &						(N/A)	
61	Longhedge Play Area Improvem						(N/A)	
62	Longhedge Cemetery Contributi						(N/A)	
63	Bishopdown (HP1) Play Area M				6,500.00	-6,500.00	-6,500.00 (N/A)	
64	Bishopdown (HP1) Play Area Cc				17,849.33	-17,849.33	-17,849.33 (N/A)	
SUB TOTAL					24,349.33	-24,349.33	-24,349.33 (N/A)	

CIL

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34	Community Infrastructure Levy						(N/A)	
SUB TOTAL							(N/A)	

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/08/2023)

Summary

NET TOTAL	329,128.00	189,660.25	-139,467.75	279,900.00	193,743.83	86,156.17	-53,311.58 (-8%)
V.A.T.		47,137.25			21,203.00		
GROSS TOTAL		236,797.50			214,946.83		

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
97	Office Sundries & Expenses	03/07/2023		Trustee		Office Sundries	Land Registry	X	3.00		3.00
98	Office Sundries & Expenses	04/07/2023		Trustee		Office Sundries	Post Office	Z	8.80		8.80
99	Office Sundries & Expenses	05/07/2023		Trustee		Office Sundries	Wiltshire Gallery Ltd	Z	12.73		12.73
100	Office Sundries & Expenses	11/07/2023		Trustee		Operations Sundries	Fenland Leisure Products Ltd	S	22.33	4.47	26.80
101	Business Support	12/07/2023		Trustee		IT Support	Hive Communications Ltd	S	179.28	35.86	215.14
102	Office Sundries & Expenses	13/07/2023		Trustee		Office Sundries	Post Office	Z	26.40		26.40
103	Professional Fees	14/07/2023		Trustee		Professional Fees	Sandra Silk Bookkeeping & B	S	38.75	7.75	46.50
104	Salaries	21/07/2023		Trustee		Pensions	NEST	X	42.44		42.44
105	Office Sundries & Expenses	21/07/2023		Trustee		Office Sundries	Office Depot International (U	S	19.98	4.00	23.98
106	Office Sundries & Expenses	21/07/2023		Trustee		Operations Sundries	Auctionpax Ltd	S	34.16	6.83	40.99
Total									387.87	58.91	446.78

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
125	Office Sundries & Expenses	02/08/2023		Trustee		Stationery	Amazon EU S.a.r.l. UK	S	32.48	6.50	38.98
											38.98
126	Office Sundries & Expenses	09/08/2023		Trustee		Operations Sundries	Blakeley Construction Profiles	S	24.60	4.92	29.52
											29.52
127	Business Support	10/08/2023		Trustee		Business support	Hive Communications Ltd	S	190.20	38.04	228.24
											228.24
128	Professional Fees	14/08/2023		Trustee		Payroll	Sandra Silk Bookkeeping & B	S	38.75	7.75	46.50
											46.50
129	Salaries	21/08/2023		Trustee		Pensions	NEST	X	100.98		100.98
											100.98
130	Play Parks Maintenance & In	23/08/2023		Trustee		Play Parks Maintenance & Insp	Fenland Leisure Products Ltd	S	162.27	32.45	194.72
											194.72
Total									549.28	89.66	638.94

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
107 Mileage	22/08/2023		Trustee	230801	Salary & Expenses	Staff	Z	6.98		6.98
107 Salaries	22/08/2023		Trustee	230801	Salary & Expenses	Staff	X	2,143.11		2,143.11
										2,150.09
108 Mileage	22/08/2023		Trustee	230802	Salary & Expenses	Staff	Z	6.75		6.75
108 Office Sundries & Expenses	22/08/2023		Trustee	230802	Salary & Expenses	Staff	Z	39.46		39.46
108 Salaries	22/08/2023		Trustee	230802	Salary & Expenses	Staff	X	2,224.03		2,224.03
										2,270.24
109 Salaries	22/08/2023		Trustee	230803	Salary	Staff	X	1,641.09		1,641.09
										1,641.09
110 Mileage	22/08/2023		Trustee	230804	Salary & Expenses	Staff	Z	63.90		63.90
110 Salaries	22/08/2023		Trustee	230804	Salary & Expenses	Staff	X	1,279.64		1,279.64
										1,343.54
111 Salaries	22/08/2023		Trustee	230805	Salary	Staff	X	906.12		906.12
										906.12
112 Salaries	22/08/2023		Trustee	230806	PAYE & NI	HMRC	X	2,778.21		2,778.21
										2,778.21
113 Salaries	22/08/2023		Trustee	230807	Pensions	Wiltshire Pension Fund	X	1,912.03		1,912.03
										1,912.03
114 Grass Cutting & POS Maintener	22/08/2023		Trustee	230808	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd	S	2,185.16	437.03	2,622.19
										2,622.19
115 Bins & Litter	22/08/2023		Trustee	230809	Bins & Litter	Idverde Ltd	S	791.18	158.24	949.42
										949.42
116 Trees	22/08/2023		Trustee	230810	Tree work	Ockenden Tree Services Ltd	S	1,850.00	370.00	2,220.00
										2,220.00
117 Play Parks Maintenance & In	22/08/2023		Trustee	230811	Play Parks Maintenance & Insp	Signs in Motion Ltd	S	900.00	180.00	1,080.00
										1,080.00
118 Training	22/08/2023		Trustee	230812	Training	Wiltshire Association of Local	S	60.00	12.00	72.00
										72.00
119 Office Sundries & Expenses	22/08/2023		Trustee	230813	Various	Old Sarum Community Centre	Z	22.75		22.75
119 Grants	22/08/2023		Trustee	230813	Various	Old Sarum Community Centre	X	500.00		500.00
										522.75
120 Grants	22/08/2023	23.095	Trustee	230814	Section 137 Grant	Wiltshire Wildlife Trust	X	364.00		364.00
										364.00
121 Grants	22/08/2023	23.095	Trustee	230815	Section 137 Grant	Salisbury City Council	X	1,750.00		1,750.00
										1,750.00
122 Grants	22/08/2023	23.095	Trustee	230816	Section 137 Grant	St Joseph's Catholic School	X	50.00		50.00
										50.00

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
123	OSCC Play Park	22/08/2023		Trustee	230817	Play Parks Maintenance & Insp	Alvian Ltd	S	831.00	166.20	997.20
								Total	22,305.41	1,323.47	23,628.88

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
124	Wiltshire Council Play Areas	04/09/2023	23.037	Trustee	230901	Play Park Construction	Redlynch Leisure Installation: S	1,600.00	320.00	1,920.00
124	Bishopdown (HP1) Play Area	04/09/2023	23.037	Trustee	230901	Play Park Construction	Redlynch Leisure Installation: S	3,450.00	690.00	4,140.00
124	Bishopdown (HP1) Play Area	04/09/2023	23.037	Trustee	230901	Play Park Construction	Redlynch Leisure Installation: S	12,005.00	2,401.00	14,406.00
20,466.00										
131	Salaries	19/09/2023		Trustee	230902	Salary & Expenses	Staff X	2,054.72		2,054.72
131	Mileage	19/09/2023		Trustee	230902	Salary & Expenses	Staff Z	7.20		7.20
131	Office Sundries & Expenses	19/09/2023		Trustee	230902	Salary & Expenses	Staff X	5.00		5.00
2,066.92										
132	Salaries	19/09/2023		Trustee	230903	Salary & Expenses	Staff X	1,615.42		1,615.42
132	Mileage	19/09/2023		Trustee	230903	Salary & Expenses	Staff Z	9.00		9.00
132	Office Sundries & Expenses	19/09/2023		Trustee	230903	Salary & Expenses	Staff Z	39.46		39.46
1,663.88										
133	Salaries	19/09/2023		Trustee	230904	Salary	Staff X	1,478.31		1,478.31
1,478.31										
134	Salaries	19/09/2023		Trustee	230905	Salary & Expenses	Staff X	1,152.95		1,152.95
134	Mileage	19/09/2023		Trustee	230905	Salary & Expenses	Staff Z	72.45		72.45
1,225.40										
135	Salaries	19/09/2023		Trustee	230906	Salary & Expenses	Staff X	843.26		843.26
135	Mileage	19/09/2023		Trustee	230906	Salary & Expenses	Staff Z	88.65		88.65
931.91										
136	Salaries	19/09/2023		Trustee	230907	PAYE & NI	HMRC X	2,515.75		2,515.75
2,515.75										
137	Salaries	19/09/2023		Trustee	230908	Pensions	Wiltshire Pension Fund X	2,464.67		2,464.67
2,464.67										
138	Grass Cutting & POS Mainer	19/09/2023		Trustee	230909	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd S	2,145.16	429.03	2,574.19
138	Play Parks Maintenance & In	19/09/2023		Trustee	230909	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd S	550.00	110.00	660.00
138	Wiltshire Council Play Areas	19/09/2023		Trustee	230909	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd S	213.67	42.73	256.40
138	Bishopdown (HP1) Play Area	19/09/2023		Trustee	230909	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd S	261.33	52.27	313.60
3,804.19										
139	Bins & Litter	19/09/2023		Trustee	230910	Bins & Litter	Idverde Ltd S	791.18	158.24	949.42
949.42										
140	Newsletter	19/09/2023		Trustee	230911	Newsletter printing	JAM Print Design & Printing L Z	1,172.00		1,172.00
1,172.00										
141	Insurance	19/09/2023		Trustee	230912	Insurance	Community First Trading Z	160.64		160.64
160.64										
142	Office Sundries & Expenses	19/09/2023		Trustee	230913	Hall hire	Old Sarum Community Centr Z	46.00		46.00
142	Office Sundries & Expenses	19/09/2023		Trustee	230913	Hall hire	Old Sarum Community Centr Z	-22.75		-22.75

Laverstock & Ford Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
142 Youth Support	19/09/2023		Trustee	230913	Hall hire	Old Sarum Community Centri	Z	46.00		46.00
										69.25
143 Office Sundries & Expenses	19/09/2023		Trustee	230914	Office Sundries	Sarum Graphics Ltd	Z	39.00		39.00
										39.00
144 Community Engagement	19/09/2023		Trustee	230915	Community Engagement	T Signs Ltd	S	365.00	73.00	438.00
										438.00
							Total	35,169.07	4,276.27	39,445.34

LAVERSTOCK & FORD PARISH COUNCIL									
TREASURY DEPOSIT REPORT			AUGUST 2023						
LLOYDS									
Description	Reference	Value Date	Invested	Withdrawn	Balance	Matures	Rate %	Interest	
32-Day Term	19439867LS	14-Jul-23	£120,000.00		£0.00	15-Aug-23	2.30%	£241.97	
			Invested	Withdrawn	Balance	Month's Interest	Total Interest		
32-Day Notice	Invested BF				£1,425,812.88				
LAVRPCSGB	15610479LS	4-Aug-20		-£713,929.47	£711,883.41				
	17781691LS	1-Apr-22		-£700,000.00	£11,883.41				
	18156800LS	15-Jul-22	£250,000.00		£261,883.41				
	18432223LS	30-Sep-22	£100,000.00		£361,883.41				
	18665293LS	2-Dec-22	£150,000.00		£511,883.41				
	18840459LS	26-Jan-23		-£30,000.00	£481,883.41				
	18912418LS	15-Feb-23		-£50,000.00	£431,883.41				
Previous Statement		31-Mar-23			£440,458.18	£648.11	£8,574.77		
Current Statement		28-Apr-23			£441,083.68	£625.50	£9,200.27		
		31-May-23			£441,856.50	£772.82	£9,973.09		
		30-Jun-23			£442,608.87	£752.37	£10,725.46		
		31-Jul-23		-£120,000.00	£323,345.67	£736.80	£11,462.26		
		31-Aug-23			£324,013.86	£668.19	£12,130.45		

Laverstock & Ford Parish Council
Reserves Balance
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
Asset Replacement	176,177.66	44,003.00	53,670.01		166,510.65
Wiltshire Council Play Areas	81,837.61		1,813.67		80,023.94
Longhedge Community Growing	330.10				330.10
Old Sarum 9A9B Youth & Adult	14,667.80				14,667.80
Old Sarum Local Centre Youth & Adult	19,429.56				19,429.56
Longhedge Outdoor Gym	12.00	-12.00			0.00
Total Capital	292,454.73	43,991.00	55,483.68		280,962.05
Earmarked					
Community Infrastructure Levy	78,248.32	11,800.85			90,049.17
Old Sarum Wessex Water Com	1,400.00				1,400.00
Pilgrims Way Maintenance Part	23,422.97	-4,425.00			18,997.97
Pilgrims Way Maintenance Part	13,319.37	-1,106.25			12,213.12
Old Sarum Country Park Mainte	16,751.64	-1,264.28			15,487.36
Old Sarum Country Park Extra f	195.38				195.38
Norman Drive Play Park Mainte	19,298.52	-1,542.60	255.00		17,500.92
Old Sarum The Green Maintena	22,950.70	-1,690.28	831.00		20,429.42
OSCC Play Park Maintenance	46,769.83	-3,888.49			42,881.34
Old Sarum Sport Wall Maintena	10,153.49	-704.29			9,449.20
Old Sarum Swale Maintenance	89,964.70	-5,916.17			84,048.53
Virginia Way Play Park Mainten	12,511.77	-754.48			11,757.29
Robinson Grove Play Park Mair	29,837.36	-1,945.92			27,891.44
Hannah Way Play Park Mainten	14,492.24	-882.78			13,609.46
Middleton Green Play Park Mai	21,053.39	-1,112.96			19,940.43
Mannock Field Play Park Mainte	24,650.89	-1,359.39			23,291.50
Palmer Green Play Park Mainte	10,530.20	-556.66			9,973.54
Castle Hill CP Play Maintenance	96,337.15	-6,338.52	145.00		89,853.63
Longhedge Community Open S	396,520.14				396,520.14
Longhedge Play Area Improver	74,363.68				74,363.68
Bishopdown (HP1) Play Area M	9,950.00		9,950.00		0.00
Bishopdown (HP1) Play Area c	39,461.94		30,115.66		9,346.28
Total Earmarked	1,052,183.68	-21,687.22	41,296.66		989,199.80
TOTAL RESERVE	1,344,638.41	22,303.78	96,780.34		1,270,161.85