

## Report 24.026 – Finance January 2024

This is an abbreviated Finance Report for January 2024. Monthly Finance checks, including Bank Reconciliation, Debit Card, Direct Debits and February BACS payments, have been carried out by Cllr Waller. All reports are now from Scribe Accounts. If any Councillor would like 'Read only' access to Scribe contact the RFO. All sums requiring Council approval are highlighted.

Page	Contents
1	SUMMARY PAGE
2, 3 & 4	SUMMARY OF RECEIPTS and PAYMENTS. <ul style="list-style-type: none"><li>• This shows all Income and Expenditure for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> January 2024, and compares them 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 January there should be 16.67% of the budget remaining. Anything less indicates an overspend.</li><li>• 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 the year-to-date, end of January 2024.</li></ul>
5	BANK RECONCILIATION. Total funds held on 31 <sup>st</sup> January 2024 <b>£1,829,182.44</b> .
6	DEBIT CARD & DIRECT DEBIT PAYMENTS. <b>£282.16</b> in January 2024.
7 & 8	BACS PAYMENTS. <b>£35,110.10</b> for February 2024. Salaries and Pensions for February £12,501.95. A large payment of £12,912 for tree work on the boundary between Old Sarum and Longhedge.
9 & 10	TREASURY DEPOSIT REPORT. Funds are held in a 32-Day Notice AC, a 32-Day Term AC, the CCLA Public Sector Deposit Fund and a Lloyds Fixed Term account that matures on 27 <sup>th</sup> March 2024. The 32-Day Notice Account earned interest of £664.30 which remains on deposit but £25,000 was transferred to the 32-Day Term AC. The CCLA PSDF yielded a dividend of £5,004.82 which was re-invested. Total funds on deposit on 31 <sup>st</sup> January 2024 were <b>£1,810,796.06</b> .
11 & 12	RESERVES BALANCE. Total Capital & Earmarked Reserves on 31 <sup>st</sup> January 2024 were <b>£1,627,895.96</b> .

## Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/01/2024)

Income		Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	295,838.00	295,838.00					(0%)
2	Lease and Site Rental	5,790.00	4,357.98	-1,432.02				-1,432.02 (-24%)
3	Newsletter Advertising	5,000.00	4,312.50	-687.50				-687.50 (-13%)
4	CIL		11,800.85	11,800.85				11,800.85 (N/A)
5	S106		427,836.65	427,836.65				427,836.65 (N/A)
6	Interest	7,500.00	7,177.26	-322.74				-322.74 (-4%)
7	Dividends	15,000.00	41,682.03	26,682.03				26,682.03 (177%)
8	Grants & Misc.		7,375.00	7,375.00				7,375.00 (N/A)
59	VAT Refund							(N/A)
60	Insurance Rent		2,994.05	2,994.05				2,994.05 (N/A)
<b>SUB TOTAL</b>		<b>329,128.00</b>	<b>803,374.32</b>	<b>474,246.32</b>				<b>474,246.32 (144%)</b>

Administration		Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Salaries				115,000.00	123,619.44	-8,619.44	-8,619.44 (-7%)
10	Mileage				2,850.00	1,670.53	1,179.47	1,179.47 (41%)
11	Office Sundries & Expenses				4,500.00	3,818.21	681.79	681.79 (15%)
12	Equipment & IT				3,000.00	108.32	2,891.68	2,891.68 (96%)
13	Professional Fees				2,950.00	6,623.75	-3,673.75	-3,673.75 (-124%)
14	Subscriptions				1,700.00	1,838.21	-138.21	-138.21 (-8%)
15	Insurance				1,750.00	1,574.02	175.98	175.98 (10%)
16	Grants				10,980.00	8,620.00	2,360.00	2,360.00 (21%)
17	Newsletter				7,500.00	6,265.00	1,235.00	1,235.00 (16%)
19	Training				1,500.00	905.00	595.00	595.00 (39%)
20	Councillor Expenses				250.00	71.30	178.70	178.70 (71%)
21	Business Support				5,600.00	3,860.28	1,739.72	1,739.72 (31%)
66	Community Engagement				7,870.00	1,262.93	6,607.07	6,607.07 (83%)
67	Youth Support				5,000.00	3,248.30	1,751.70	1,751.70 (35%)
68	Community Buildings				30,000.00	15,672.63	14,327.37	14,327.37 (47%)
69	OSCC Insurance					2,994.05	-2,994.05	-2,994.05 (N/A)
76	Bishopdown Farm Youth Club							(N/A)
78	OSCC LED Lighting					2,500.00	-2,500.00	-2,500.00 (N/A)
<b>SUB TOTAL</b>					<b>200,450.00</b>	<b>184,651.97</b>	<b>15,798.03</b>	<b>15,798.03 (7%)</b>

Environment		Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Bins & Litter				12,500.00	6,605.19	5,894.81	5,894.81 (47%)
24	Grass Cutting & POS Maintenance				31,400.00	24,504.44	6,895.56	6,895.56 (21%)
25	Trees				5,000.00	5,500.00	-500.00	-500.00 (-10%)
26	Bus Shelters				1,000.00		1,000.00	1,000.00 (100%)
27	Play Parks Maintenance & Inspe				10,000.00	6,258.77	3,741.23	3,741.23 (37%)
28	Highways & SIDs				5,000.00	142.50	4,857.50	4,857.50 (97%)

# Laverstock & Ford Parish Council

## Summary of Receipts and Payments

7 February 2024 (2023-2024)

All Cost Centres and Codes (Between 01/04/2023 and 31/01/2024)

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)
31 Community Farm Support	10,000.00	10,000.00		(0%)
32 Miscellaneous				(N/A)
35 Longhedge Community Growing				(N/A)
36 Wiltshire Council Play Areas		64,418.54	-64,418.54	-64,418.54 (N/A)
39 Old Sarum Country Park Wesse:				(N/A)
40 Pilgrims Way Maintenance Pt 1		935.00	-935.00	-935.00 (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		109.25	-109.25	-109.25 (N/A)
46 OSCC Play Park		1,821.00	-1,821.00	-1,821.00 (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		1,480.07	-1,480.07	-1,480.07 (N/A)
57 Longhedge Community Open Sp				(N/A)
65 Longhedge Outdoor Gym				(N/A)
71 Trigg Green Play Park & Open S				(N/A)
72 Hawker Green Play Park Mainte				(N/A)
73 McCudden and Liddell Play Park				(N/A)
74 Campbell Vale Play Park Mainte				(N/A)
75 McLeod Green Play Park Mainte				(N/A)
77 Lodge Old Sarum Tree Work				(N/A)
79 Ward Grove Play Park Maintena				(N/A)
<b>SUB TOTAL</b>		<b>79,450.00</b>	<b>180,484.22</b>	<b>-101,034.22 (-127%)</b>

### 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					839.43	-839.43	-839.43 (N/A)
62	Longhedge Cemetery Contributi							(N/A)
63	Bishopdown (HP1) Play Area M					9,950.00	-9,950.00	-9,950.00 (N/A)
64	Bishopdown (HP1) Play Area Cc					39,461.94	-39,461.94	-39,461.94 (N/A)
70	Bishopdown Farm Yard Play Imp					23,640.02	-23,640.02	-23,640.02 (N/A)
<b>SUB TOTAL</b>						<b>73,891.39</b>	<b>-73,891.39</b>	<b>-73,891.39 (N/A)</b>

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/01/2024)

**CIL**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34	Community Infrastructure Levy					9,075.71	-9,075.71	-9,075.71 (N/A)
<b>SUB TOTAL</b>						<b>9,075.71</b>	<b>-9,075.71</b>	<b>-9,075.71 (N/A)</b>

**Summary**

<b>NET TOTAL</b>	<b>329,128.00</b>	<b>803,374.32</b>	<b>474,246.32</b>	<b>279,900.00</b>	<b>448,103.29</b>	<b>-168,203.29</b>	<b>306,043.03 (50%)</b>
V.A.T.		81,158.80			53,820.75		
<b>GROSS TOTAL</b>		<b>884,533.12</b>			<b>501,924.04</b>		



**Laverstock & Ford Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
259	Business Support	09/01/2024		Trustee		IT Support	Hive Communications Ltd	S	167.68	33.53	201.21
											<b>201.21</b>
260	Office Sundries & Expenses	12/01/2024		Trustee		Operations Sundries	Wickes Corporate plc	S	24.70	4.95	29.65
											<b>29.65</b>
261	Professional Fees	15/01/2024		Trustee		Payroll	Sandra Silk Bookkeeping & B	S	33.75	6.75	40.50
											<b>40.50</b>
262	Office Sundries & Expenses	18/01/2024		Trustee		Stamps/Postage	Post Office	Z	4.80		4.80
											<b>4.80</b>
263	Office Sundries & Expenses	24/01/2024		Trustee		Office Sundries	Land Registry	Z	3.00		3.00
											<b>3.00</b>
264	Office Sundries & Expenses	24/01/2024		Trustee		Office Sundries	Land Registry	Z	3.00		3.00
											<b>3.00</b>
<b>Total</b>									<b>236.93</b>	<b>45.23</b>	<b>282.16</b>

Prepared by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_

**Laverstock & Ford Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
265	Mileage	20/02/2024		Trustee	240201	Salary & Expenses	Staff	Z	52.20		52.20
265	Office Sundries & Expenses	20/02/2024		Trustee	240201	Salary & Expenses	Staff	Z	10.99		10.99
265	Salaries	20/02/2024		Trustee	240201	Salary & Expenses	Staff	X	2,203.24		2,203.24
											<b>2,266.43</b>
266	Mileage	20/02/2024		Trustee	240202	Salary & Expenses	Staff	Z	9.00		9.00
266	Office Sundries & Expenses	20/02/2024		Trustee	240202	Salary & Expenses	Staff	Z	35.44		35.44
266	Salaries	20/02/2024		Trustee	240202	Salary & Expenses	Staff	X	1,804.10		1,804.10
											<b>1,848.54</b>
267	Salaries	20/02/2024		Trustee	240203	Salary	Staff	X	1,611.28		1,611.28
											<b>1,611.28</b>
268	Mileage	20/02/2024		Trustee	240204	Salary & Expenses	Staff	Z	24.75		24.75
268	Salaries	20/02/2024		Trustee	240204	Salary & Expenses	Staff	X	1,241.84		1,241.84
											<b>1,266.59</b>
269	Salaries	20/02/2024		Trustee	240205	Salary & Expenses	Staff	X	899.12		899.12
269	Mileage	20/02/2024		Trustee	240205	Salary & Expenses	Staff	Z	104.85		104.85
											<b>1,003.97</b>
270	Salaries	20/02/2024		Trustee	240206	PAYE & NI	HMRC	X	2,725.74		2,725.74
											<b>2,725.74</b>
271	Salaries	20/02/2024		Trustee	240207	Pensions	Wiltshire Pension Fund	X	2,016.63		2,016.63
											<b>2,016.63</b>
272	Grass Cutting & POS Mainter	20/02/2024		Trustee	240208	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd	S	2,005.16	401.03	2,406.19
											<b>2,406.19</b>
273	Grass Cutting & POS Mainter	20/02/2024		Trustee	240208	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd	S	460.00	92.00	552.00
											<b>552.00</b>
274	Wiltshire Council Play Areas	20/02/2024		Trustee	240208	Play Park Construction	Hurdcott Landscapes Ltd	S	150.00	30.00	180.00
											<b>180.00</b>
275	Grass Cutting & POS Mainter	20/02/2024		Trustee	240208	Open Space & Play Area Maint	Hurdcott Landscapes Ltd	S	180.00	36.00	216.00
											<b>216.00</b>
276	Bins & Litter	20/02/2024		Trustee	240208	Bins & Litter	Hurdcott Landscapes Ltd	S	180.00	36.00	216.00
											<b>216.00</b>
277	Grass Cutting & POS Mainter	20/02/2024		Trustee	240208	Grass Cutting & POS Maintena	Hurdcott Landscapes Ltd	S	325.00	65.00	390.00
											<b>390.00</b>
278	Bins & Litter	20/02/2024		Trustee	240209	Bin Emptying	Idverde Ltd	S	1,029.18	205.84	1,235.02
											<b>1,235.02</b>
279	Trees	20/02/2024		Trustee	240210	Tree work	Ockenden Tree Services Ltd	S	9,760.00	1,952.00	11,712.00
279	Lodge Old Sarum Tree Work	20/02/2024		Trustee	240210	Tree work	Ockenden Tree Services Ltd	S	1,000.00	200.00	1,200.00
											<b>12,912.00</b>

**Laverstock & Ford Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
280 OSCC Play Park	20/02/2024		Trustee	240211	Play Parks Maintenance & Insp	Alvian Ltd	S	347.50	69.50	417.00
280 Castle Hill Country Park Play	20/02/2024		Trustee	240211	Play Parks Maintenance & Insp	Alvian Ltd	S	371.50	74.30	445.80
										<b>862.80</b>
281 Play Parks Maintenance & In	20/02/2024		Trustee	240211	Play Parks Maintenance & Insp	Alvian Ltd	S	910.00	182.00	1,092.00
										<b>1,092.00</b>
282 Bins & Litter	20/02/2024		Trustee	240212	Bins & Litter	Glasdon UK Ltd	S	1,259.94	251.99	1,511.93
										<b>1,511.93</b>
283 Bins & Litter	20/02/2024		Trustee	240212	Bins & Litter	Glasdon UK Ltd	S	419.98	84.00	503.98
										<b>503.98</b>
284 Training	20/02/2024		Trustee	240213	Training	Greenway Training	S	225.00	45.00	270.00
										<b>270.00</b>
285 Youth Support	20/02/2024		Trustee	240214	Hall hire	Old Sarum Community Centr	Z	23.00		23.00
										<b>23.00</b>
<b>Total</b>								<b>31,385.44</b>	<b>3,724.66</b>	<b>35,110.10</b>

Prepared by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_



LAVERSTOCK & FORD PARISH COUNCIL								
TREASURY DEPOSIT REPORT			31st JANUARY 2024					
LLOYDS Accounts								
Description	Reference	Value Date	Invested	Withdrawn	Balance	Matures	Rate %	Interest
173 days Term	XXXXXX	6-Oct-23	£390,000.00		£390,000.00	27-Mar-24	3.50%	£6,469.73
			Invested	Withdrawn	Balance	Month's Interest	Total Interest	
32-Day Notice	XXXXXX							
Previous Statement		31-Jul-23		-£120,000.00	£323,345.67	£736.80	£11,462.26	
Current Statement		31-Aug-23			£324,013.86	£668.19	£12,130.45	
		29-Sep-23			£324,654.49	£640.63	£12,771.08	
		31-Oct-23			£325,395.33	£740.84	£13,511.92	
		30-Nov-23		-£30,000.00	£296,048.63	£653.30	£14,165.22	
		29-Dec-23			£296,660.79	£612.16	£14,777.38	
		31-Jan-24		-£25,000.00	£272,325.09	£664.30	£15,441.68	
32-Day Term	XXXXXX	12-Jan-24	£25,000.00		£25,000.00	13-Feb	2.60%	£56.99



**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>
<b>Capital</b>					
Asset Replacement	176,177.66	88,006.00	53,670.01		210,513.65
Wiltshire Council Play Areas	81,837.61		64,418.54		17,419.07
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
Bishopdown Farm Yard Play Im		23,640.02	23,640.02		0.00
OSCC LED Lighting		2,500.00	2,500.00		0.00
<b>Total Capital</b>	<b>292,454.73</b>	<b>114,134.02</b>	<b>144,228.57</b>		<b>262,360.18</b>
<b>Earmarked</b>					
Community Infrastructure Levy	78,248.32	11,800.85	9,075.71		80,973.46
Old Sarum Wessex Water Com	1,400.00				1,400.00
Pilgrims Way Maintenance Part	23,422.97	-4,425.00	935.00		18,062.97
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	109.25		21,151.17
OSCC Play Park Maintenance	46,769.83	-3,888.49	1,821.00		41,060.34
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 Maii	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	1,480.07		88,518.56
Longhedge Community Open S	396,520.14				396,520.14
Longhedge Play Area Improver	74,363.68		839.43		73,524.25
Bishopdown (HP1) Play Area M	9,950.00		9,950.00		0.00
Bishopdown (HP1) Play Area c	39,461.94		39,461.94		0.00
Trigg Green Play Park & OS Ma		100,031.24			100,031.24
Hawker Green Play Park Mainte		12,785.36			12,785.36

**Laverstock & Ford Parish Council**  
**Reserves Balance**  
**2023-2024**

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<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
McCudden Grove & Liddell Pla		140,637.56			140,637.56
Campbell Vale Play Park Mainte		127,852.20			127,852.20
McLeod Green Play Park Mainti		12,785.36			12,785.36
Bishopdown Farm Youth Club		3,875.00			3,875.00
Lodge Old Sarum Tree Work Cc		1,000.00			1,000.00
<b>Total Earmarked</b>	<b>1,052,183.68</b>	<b>377,279.50</b>	<b>63,927.40</b>		<b>1,365,535.78</b>
<b>TOTAL RESERVE</b>	<b>1,344,638.41</b>	<b>491,413.52</b>	<b>208,155.97</b>		<b>1,627,895.96</b>
<b>GENERAL FUND</b>					197,158.05
<b>TOTAL FUNDS</b>					1,825,054.01