

HAMBLEDON PARISH COUNCIL Q4 Financial Statement

Bank balance at 31 Mar 2020	£36,736.82	
Less uncleared payments	£0.00	
Less tennis fund	£2,626.15	
<b>Total funds available</b>	<b>£34,110.67</b>	
<b>Earmarked reserves</b>		
		£5531.96 carried forward from 2018/19, plus £4535 transferred from committed expenditure for granite sets, plus £5200 from precept for 2019/20, less £6289 for street signs, less £46.36 footpath signs maintenance costs, less £327.50 oak bollards balance.
Village Improvements	£8,604.14	
Village Design Statement	£100.00	£250.00 budget less £150.00 for layout editing
Parish Plan	£250.00	
Flood Reserve	£3,000.00	
Green Man Plants, Bulbs, Mulching etc.	£312.71	
Clerk's CiLCA Registration	£350.00	Should have been paid for 2019/20 but SLCC issues so not possible therefore virement will need to be approved for 2020/21.
Village entrance signs	£3,440.00	HCC grant
Hambledon and Denmead Ed Trust	£45.00	Held on their behalf for use by the PC
Finger Post Balance	£2,958.00	Moved from committed expenditure as contract cancelled.
Church/School sign	£217.00	A third of the full cost of £650. Cost shared with church and school. Moved from committed expenditure as contract cancelled.
HAP Reserve	£1,000.00	Approved extraordinary meeting 17/03/20
<b>Total</b>	<b>£20,276.85</b>	
<b>Committed expenditure</b>		
Street name signs	£6,289.00	Contract with JK Engineering for £10,750.00
New street name signs	£1,773.50	HCC grant
VE Day 75	£500.00	WCC grant (to be used now for post-lock-down party)
Kissing Gates	£1,050.00	HPC commitment
Kissing Gates	£1,050.00	HCC grant
GreenZone Planting Plans - The Gardens	£262.50	Contract with GreenZone
<b>Total</b>	<b>£10,925.00</b>	
<b>Unallocated reserves</b>	<b>£2,908.82</b>	Equivalent to circa 2-months' worth of total expenditure. HALC recommends maintaining general reserves between 3 and 12 months' worth of total expenditure.*
* unallocated reserves are lower than ideal, but first half of precept due April 2020, and grants are being sought to cover some/all of HAP costs. A substantial amount of money sits in earmarked reserves, which could be accessed in an emergency. Furthermore, VAT refund of £1257.48 is due imminently, as well as £500 donations made towards the costs of the V/H tree cutting.		
Joanna Tester Clerk to Hambledon PC Dated (minutes ref.):		

## HAMBLEDON PARISH COUNCIL

### Q4 Report 2019/20

		Actual to 31 Mar 2020	Annual Budget	Actual-v- Budget	Notes
<b>RECEIPTS</b>					
	Precept	£22,000.00	£22,000.00	100.0%	
		<b>£22,000.00</b>	<b>£22,000.00</b>	<b>100.0%</b>	
	<b>Other Income</b>				
	Tennis fees	£2,415.00			
	VAT Reclaimed to date	£1,048.14			
	Grants and Donations - see Schedule 1	£3,820.00			
	<b>Total Income</b>	<b>£29,283.14</b>			
<b>PAYMENTS</b>					
Parish Council Funded Expenditure					
	<b>Grants and Donations - see Schedule 2</b>	<b>£1,150.00</b>	<b>£1,150.00</b>	<b>100.0%</b>	<b>But doesn't take into account those in other approved costs</b>
	<b>Village Maintenance Costs</b>				
	Parish Maintenance (includes VH Grass & Grounds)	£3,456.60	£1,430.00	241.7%	Includes V/H tree cutting (£500 contributions due from V/H & neighbouring property)
	Village Hall Playground Maintenance	£131.10	£157.39	83.3%	
	Stewarts Green Playground Maintenance	£0.00	£50.00	0.0%	
	Village Hall & Stewarts Green Playground Inspections	£179.80	£89.90	200.0%	2019 and 2020 inspections carried out in 2019/20 financial year
	Glebe Land Maintenance	£580.00	£700.00	82.9%	
	Glebe Land Rent	£600.00	£600.00	100.0%	
	Defib Training & Maintenance	£178.90	£200.00	89.5%	Includes £100 donation following defib training
	<b>Total Village Maintenance Costs</b>	<b>£5,126.40</b>	<b>£3,227.29</b>	<b>158.8%</b>	
	<b>Salaries and Associated Costs</b>				
	Net Salaries	£7,591.81	£8,463.99	89.7%	
	Clerk's Expenses	£168.31	£180.00	93.5%	
	Clerk's Overtime	£272.48	£102.20	266.6%	
	Clerk's Pension	£690.82	£254.87	271.0%	
	Clerk's Training	£0.00	£0.00		

	Administration - Clerk's Office	£480.00	£480.00	100.0%	
	HMRC - Tax & NI	£57.38			8122.0%
	<b>Total Salaries &amp; Associated Costs</b>	<b>£9,260.80</b>	<b>£9,481.06</b>	<b>97.7%</b>	
	<b>Administration Costs</b>				
	Hall Hire	£303.00	£276.00	109.8%	
	Insurance Premium	£693.91	£626.00	110.8%	
	Audit - Internal	£240.00	£240.00	100.0%	
	Audit - External	£240.00	£200.00	120.0%	
	Web-site	£605.00	£605.00	100.0%	
	Microsoft 365	£0.00	£150.00	0.0%	No longer required
	Norton Anti-virus	£0.00	£50.00	0.0%	No longer required
	Annual Meeting of the Parish	£84.37	£100.00	84.4%	Refreshments & printing of VDS proofs
	Remembrance Sunday Wreath	£30.00	£30.00	100.0%	
	Village Christmas Tree	£0.00	£50.00	0.0%	
	Subscriptions - see Schedule 3	£588.00	£509.00	115.5%	
	Bank Service Charges	£72.00	£72.00	100.0%	
	<b>Total Admin Costs</b>	<b>£2,856.28</b>	<b>£2,908.00</b>	<b>98.2%</b>	
	<b>Councillors' and Meeting Costs</b>				
	APM	£46.92	£100.00	46.9%	APM 2020 did not happen
	Councillors' Expenses	£30.00	£50.00	60.0%	
	Councillors' Training	£155.00	£200.00	77.5%	
	<b>Total Councillors' and Meeting Costs</b>	<b>£231.92</b>	<b>£350.00</b>	<b>66.3%</b>	
	<b>Other Approved Costs (extra to Initial Budget)</b>				
	Hambledon Man Shed Grant 2019/20	£200.00	£0.00		
	Victim Support Grant 2019/20	£50.00	£0.00		
	Silhouettes (Man Shed)	£80.00	£0.00		
	PCC Grant to Assist with Dangerous Tree Felling	£600.00	£0.00		
	ICO Registration 2019/20	£35.00	£0.00		
	MacBook for Clerk	£928.00	£0.00		
	<b>Total Other Approved Costs</b>	<b>£1,893.00</b>	<b>£0.00</b>		
	<b>Total Parish Council Expenditure</b>	<b>£20,518.40</b>	<b>£17,116.35</b>	<b>119.9%</b>	

<b>Other Funded Expenditure</b>					
	Tennis Coaching	£4,161.25			
	Tennis Equipment	£61.00			
	Tennis Other	£990.74			
	Earmarked Reserves - see Schedule 6	£3,294.32			
	VAT to be reclaimed for payments in FY 19/20	£1,257.48			
	<b>Total Other Funded Expenditure</b>	<b>£9,764.79</b>			
<b>Total Expenditure</b>		<b>£30,283.19</b>			
<b>Assets</b>					
	Unity Trust Bank a/c @ 31/03/20 (statement no 108)	£36,736.82			
	Fixed Assets	£68,817.00			
	<b>Total Assets</b>	<b>£105,553.82</b>			
<b>Schedule 1 - Grants &amp; Donations Received</b>					
	Tennis Donations	£545.00			
	Tennis Grants	£1,725.00			
	PC Grants	£1,550.00			
	<b>Total Grants &amp; Donations Received</b>	<b>£3,820.00</b>			
<b>Schedule 2 - Grants Paid Out</b>					
	Citizens Advice Bureau	£300.00	£300.00	100.0%	
	Home Start Meon Valley	£250.00	£250.00	100.0%	
	Churchyard Grant	£600.00	£600.00	100.0%	
	<b>Total Grants Paid Out</b>	<b>£1,150.00</b>	<b>£1,150.00</b>	<b>100.0%</b>	
<b>Schedule 3 - Subscriptions</b>					
	HALC & NALC	£372.00	£328.00	113.4%	
	SLCC	£136.00	£101.00	134.7%	
	HPFA	£40.00	£40.00	100.0%	
	CPRE	£40.00	£40.00	100.0%	
	<b>Total Subscription Costs</b>	<b>£588.00</b>	<b>£509.00</b>	<b>115.5%</b>	
<b>Schedule 6 - Earmarked Reserves</b>					
		Spent YTD		Unspent	
	Village Design Statement	£150.00	£250.00	£100.00	

	Parish Plan Actions	£0.00	£250.00	£250.00	
	Flood Reserve	£0.00	£3,000.00	£3,000.00	
	Clerk's CiLCA Registration	£0.00	£350.00	£350.00	Should have been spent before 31/03/20 but not able to register due to back-log in marking. To be moved into 2020/21.
	Green Man Plants, Bulbs, Mulching etc.	£82.96	£395.67	£312.71	
	Village Improvements	£373.86	£8,978.00	£8,604.14	(Starting point of £15,267 i.e. £5531.96 carried forward from 2018/19, plus £4535 transferred from committed expenditure for granite sets, plus £5200 from precept for 2019/20.) Less £6289.00 when contract let for Street Name Signs, gives balance of £8,978.00. N.b. WCC have promised £196 to cover cost of removal of redundant sign-posts.
	Street Signs	£0.00	£6,289.00	£6,289.00	£10,750 less grants of £4461 (i.e. £2061 + £1000 + £1400)
	Village Entrance Signs	£0.00	£3,440.00	£3,440.00	HCC grant
	Replacement Street Name Signs	£287.50	£2,061.00	£1,773.50	HCC grant
	New Street Name Signs	£2,400.00	£2,400.00	£0.00	WCC grant
	<b>Total Earmarked Reserves</b>	<b>£3,294.32</b>	<b>£27,413.67</b>	<b>£24,119.35</b>	
Other Ring-Fenced Funds	Denmead & Hambledon Ed. Trust Grant - Tennis Camps balance b/fwd	£0.00	£45.00	£45.00	
	<b>Total Other Ring Fenced Funds</b>	<b>£0.00</b>	<b>£45.00</b>	<b>£45.00</b>	

Joanna Tester  
Clerk to Hambledon PC  
Dated (minutes ref.):