

# GIMINGHAM PARISH COUNCIL

## Summary Receipts and Payments Account For the Year Ending 31st March 2024

31/03/2023		31/03/2024
£	Receipts	£
8,000.00	Precept	8,000.00
1,797.00	Allotment Rents	2,087.50
9.59	Interest on Investments	54.00
204.93	Recycling Credits	255.68
159.94	Wayleave Payments	159.94
261.85	Miscellaneous (incl VAT return)	196.62
<b>10,433.31</b>	<b>Total Receipts</b>	<b>10,753.74</b>
	<b>Payments</b>	
2,082.60	Staff Costs	2,217.80
240.08	Stationery/administration	243.50
253.40	HMRC payments	174.20
99.00	Hall Hire	48.00
1,845.50	Village Maintenance	3,037.50
800.00	Grass Cutting	1,775.00
1,376.33	Insurance	937.79
2,636.62	Miscellaneous	838.45
1,172.50	Section 137/Donations (incl Vhall recycling £0)	2,598.20
196.62	VAT	433.09
-	Allotment refunds	-
<b>10,702.65</b>	<b>Total Payments</b>	<b>12,303.53</b>

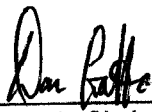
### Receipts and Payments Summary

8,382.03	Balance at 1st April 2023	8,382.03
10,433.31	Total receipts	10,753.74
10,702.65	Less Total Payments	12,303.53
<b>8,382.03</b>	<b>C/F 2023/2024</b>	<b>6,832.24</b>

These cumulative funds are represented by:


3,506.43	Savings Account - Lloyds	1,857.64
5,070.60	Business Account - current	5,124.60
-	195.00 Outstanding cheques 1090 - Secret Gardens	150.00
<b>8,382.03</b>	<b>TOTAL FUNDS HELD</b>	<b>6,832.24</b>

The above statement represents the financial position of the authority at 31st March 2024 and reflects its receipts and payments during the financial year.

  
 Signed - Chairman

Date

7/4/24.

  
 Signed - RFO

Date

7/5/24.

## GIMINGHAM PARISH COUNCIL EXPENDITURE 2023-2024

CHEQUE	DATE	TO	SALARY	EXPENSES ADMIN	HMRC	HALL HIRE	VILLAGE Maintenance	GRASS CUTTING	INSURANCE	MISC/ OTHER	ALLOTMENT REFUNDS	DONATIONS S137	VAT	TOTAL
1036	10.05.23	Elaine Pugh	254.60	17.19						30.38			5.06	307.23
1037	10.05.23	HAM Revenue & Customs			21.40			150.00						21.40
1038	10.05.23	NEPC - glass								65.00				65.00
1039	10.05.23	Ros Calvert								80.00				80.00
1040	10.05.23	NPTS												41.25
1041	10.05.23	Mr M Kinder - additional caretaking					41.25							231.00
1043	10.05.23	Mr Cheney (caretaker) (March)					231.00							231.00
1044	10.05.23	Mr Cheney (caretaker) (April)					288.75							288.75
1045	10.05.23	Countrystyle (April)								15.00		1,498.20	3.00	1,797.84
1046	17.07.23	Mr W Myhill - Village Hall Radiators											299.64	232.85
1047	17.07.23	Elaine Pugh - June												12.20
1048	17.07.23	HAMRC - June												12.20
1049	17.07.23	HAMRC - July												239.70
1050	17.07.23	Elaine Pugh - July	217.90	21.90				300.00						300.00
1051	17.07.23	NEPC - 2 cuts												623.50
1052	17.07.23	Mr Cheney (May/June/July)						450.00						450.00
1053	18.09.23	NEPC - 3 cuts												148.50
1054	18.09.23	Mr Cheney					148.50			22.50			4.50	27.00
1055	18.09.23	Countrystyle Recycling												39.80
1056	18.09.23	HMRC			39.80									37.77
1057	18.09.23	Elaine Pugh (2 months)	328.20	49.57										45.00
1058	18.09.23	Secret Gardens - Stuart Clark						45.00		135.00				135.00
1059	18.09.23	Steve Jackman (website)												500.00
1060	18.09.23	Grimingham Village Hall (Insurance)							937.79					937.79
1061	18.09.23	Zurich Insurance						150.00						150.00
1062	09.10.23	NEPC												220.05
1064	09.10.23	Elaine Pugh	181.00	39.05										3.00
1065	09.10.23	HMRC			3.00					74.95			14.99	89.94
1066	09.10.23	The Play Equipment Co								182.00			36.40	218.40
1067	09.10.23	NNDC - refuse emptying												50.00
1068	09.10.23	JBC Roofing (Clubhouse)						50.00						95.00
1070	09.10.23	Secret Gardens						95.00						264.00
1071	20.11.23	Mk Gardening Services						264.00						40.50
1072	20.11.23	NNDC - elections								40.50				300.00
1073	20.11.23	NEPC - 2 cuts - Oct/Nov						300.00						27.00
1074	20.11.23	Countrystyle - glass bottle emptying								22.50				35.00
1075	20.11.23	Stuart Clark - bus shelter clearance						35.00						279.90
1076	20.11.23	Elaine Pugh	254.60	25.30										21.40
1077	20.11.23	HMRC			21.40								1.00	6.00
1078	20.11.23	Countrystyle - glass bottle emptying								5.00				234.00
1079	22.01.24	J Middleton - hedge cutting						195.00						48.00
1080	22.01.24	Sauttrepps Village Hall												399.75
1081	22.01.24	Elaine Pugh	365.00	34.75										49.00
1082	22.01.24	HAMRC			49.00									600.00
1083	22.01.24	Grimingham PC (grass cutting)						550.00						550.00
1084	19.02.24	Richard Church - trees at Grove												202.05
1085	19.02.24	Elaine Pugh	181.00	21.05										

GIMINGHAM PARISH COUNCIL EXPENDITURE 2023-2024													
CHEQUE	DATE	TO	EXPENSES	HALL	VILLAGE	GRASS	MISC/	ALLOTMENT	DONATIONS				
1086	19.02.24	HMRC		3.00						3.00			
1087	19.02.24	Mick Kinder			470.50					470.50			
1088	18.03.24	HMRC		12.20						12.20			
1089	18.03.24	Elaine Pugh	217.80	19.64						237.44			
1090	18.03.24	Secret Gardens				125.00				150.00			
D/D	07.02.24	ICO					35.00			35.00			
Direct	12.06.23	NEPC - grass - 2 cuts				300.00				300.00			
TRFR	02.05.23	SPC - Galligher					130.62			130.62			
		<b>TOTAL</b>	<b>2,217.80</b>	<b>243.50</b>	<b>174.20</b>	<b>48.00</b>	<b>3,037.50</b>	<b>1,775.00</b>	<b>1,068.41</b>	<b>707.83</b>	<b>2,698.20</b>	<b>433.09</b>	<b>12,303.53</b>

04/05/2024 13:23

GIMMINGHAM PARISH COUNCIL - INCOME MARCH 2023-APRIL 2024

RECEIVED FROM	PRECEPT	GRANT	ALLOTMENTS	VAT	RECYCLE	OTHER	INTEREST	WAYLEAVE	TOTAL
28.04.23 NNDC - 1st tranche	4,000.00								4,000.00
11.05.23 HMRC - VAT reclaim				196.62					196.62
14.07.23 NCC - bottle bank					184.69				184.69
17.07.23 NCC - bottle bank					57.64				57.64
02.10.23 NNDC - clothes bank					13.35				13.35
29.09.23 NNDC - 2nd tranche	4,000.00								4,000.00
30.10.23 UK Power Networks								159.94	159.94
<b>Allotment funds received</b>									
14.06.23 Allotment payment			345.00						345.00
30.06.23 Allotment payment			40.00						40.00
30.10.23 Allotment funds received			720.00						720.00
06.12.23 Allotment payments			195.00						195.00
07.12.23 Allotment payments - direct			165.00						165.00
11.12.23 Allotments - payments direct			100.00						100.00
08.01.24 Allotment payment:			472.50						472.50
22.01.21 Allotment payment:			50.00						50.00
<b>Interest on funds held</b>									
11.04.23 Lloyds Bank							3.21		3.21
09.05.23 Lloyds Bank							2.88		2.88
09.06.23 Lloyds Bank							3.23		3.23
10.07.23 Lloyds Bank							3.45		3.45
09.08.23 Lloyds Bank							3.76		3.76
11.09.23 Lloyds Bank							4.75		4.75
09.10.23 Lloyds Bank							4.69		4.69
09.11.23 Lloyds Bank							5.63		5.63
11.12.23 Lloyds Bank							5.82		5.82
09.01.24 Lloyds Bank							5.28		5.28
09.02.24 Lloyds Bank							5.65		5.65
09.03.23 Lloyds Bank							5.65		5.65
<b>TOTAL INCOME</b>	<b>8,000.00</b>	<b>-</b>	<b>2,087.50</b>	<b>196.62</b>	<b>255.68</b>	<b>-</b>	<b>54.00</b>	<b>159.94</b>	<b>10,753.74</b>

Explanation of variances

Attachment 1.2

Name of Council: **GIMINGHAM PARISH COUNCIL**

Explanations for variance of more than 15% (and over £200) for individual boxes in Section 1 except where there are "compensating" variances which leave a box relatively unchanged.

Section 1	2022/2023 £	2023/2024 £	Variance (+/-) £	Detailed explanation of variance (with amounts to nearest £10)
<b>Box 1</b> Balances carried forward	8,652	8,382	-£270	
<b>Box 2</b> Precept	8,000	8,000	+£0	The Precept increased due to budgetting
<b>Box 3</b> Other Income	2,433	2,753	+£320	Income remained static
<b>Box 4</b> Staff costs	2,336	2,392	+£56	
<b>Box 5</b> Loan interest/ capital	NIL	NIL	£NIL	
<b>Box 6</b> Other payments	8,367	9,911	+£1,544	Payments increased for grass cutting as the incumbent contractor resigned from duty. We then had to source at short notice a new supplier whose charge was double.
<b>Box 7</b> Balances carried forward	8,382	6,832	-£1,550	Balances are lower due to the impact of the rise in the grass cutting costs
<b>Box 9</b> Fixed assets & Long term assets	200,369	200,369	£0	
<b>Box 10</b> Total Borrowings	Nil	Nil	£Nil	

GIMINGHAM PARISH COUNCIL  
Bank reconciliation  
For The Year Ending 31st March 2024

Attachment 1.1

Prepared by: Elaine Pugh - Clerk and RFO

10th April 2024

	£	£
<b>Balance per bank statements as at 31 March 2024</b>		
Current Account - Lloyds	1,857.64	
Business Saver - Lloyds	5,124.60	
		<u><b>6,982.24</b></u>
Petty cash float (not applicable)		0
<b>Less any unpresented cheques at 31st March 2023</b>		
<i>Secret Gardens cheque 1090</i>	150.00	
Unbanked cash at 31st March 2023		0
Net bank balance as at 31 March 2023	150.00	0
		<u><b>6,832.24</b></u>
Net balances as at 31st March 2023		

The net balances reconcile to the Cash Book (receipts and payments) for the year as follows:

<b>CASH BOOK</b>	
Opening Balance 1st April 2023	8,382.03
Add: Receipts in the year 2023/2024	10,753.74
Less: Payments in the 2023/2024	12,303.53
	<u><b>6,832.24</b></u>
Closing balance per cash book 2024 (receipts and payments book) as at 31st March 2024	

# GIMINGHAM PARISH COUNCIL

ASSET LIST AT 31st March 2024

	INSURANCE VALUE
Bus Shelter at Pound	£15,000.00
Bus Shelter near (Old Post Office)	£15,000.00
The Pound	£15,000.00
Village Sign	£5,000.00
Office Contents - 2 paintings Village Hall	£1,000.00
Playground Equipment	£14,253.00
Allotments	£1.00
Zip wire	7,248.00
SAM 2	5,847
Defibrillator at Village Hall	2,020
Football Clubhouse	120,000
<b>TOTAL ASSETS HELD</b>	<b>£200,369.00</b>

Reviewed April 2024

**GIMINGHAM PARISH COUNCIL - RISK ASSESSMENT 2023-2024**

<b>Risk</b>	<b>Insured</b>	<b>Risk</b>	<b>Action</b>	<b>Completed</b>
Allotments	Yes	Low	Maintain payments and leases	Updated regularly and invoiced in October
Grass cut and maintained	N	Low	Ensure mowed regularly and moles deterred	New contractor appointed
Playing Field	Yes	High	Trip hazard - signs installed	Signage installed - unsuitable for sport
Moles on play area	N	Low	Patrolled by grass cutting contractor	As necessary
Play Equipment	Y	Low	Play Inspection in June/July	Yearly and checked
Bus Shelters	Y	Low	Monitor	Replaced roof at the Pound
Objection to Parish Council Accounts	No	Low	Monitor	
Fidelity guarantee	Yes	Low	Ensure insurance policy in place and meets reserves	In place
Cheque Fraud	No	Low	Councillor's to check invoices	Checked monthly
Cheque signing	No	Low	To be signed by 2 Members	Monthly
Payments to HMRC	No	Low	Clerk to ensure paid and provide payslips	Reported regularly
Income	No	Low	Clerk to ensure all income is accounted for	Clerk
Village sign	Yes	Medium	Removed for assessment and maintenance	Replaced with new carved sign
VAT return	No	Low	To be undertaken in May/June	Completed
Asset register	No	Low	Reviewed annually in April/May	Done
Council insurance	N/A	Low	Ensure insurance policy in place	Done
Gimingham Football Club house	No	Medium	Check status regularly	Insured assessing what to do with it
Defibrillator	Yes	Low	Check status regularly	Colin Hart - monthly
The Pound Grade II Listed	Yes	Low	Works to be carried out	Works completed
<b>Prepared by Elaine Pugh</b>				
<b>Date: April 2024</b>				