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The Mission Hall
Forge Hill
Aldington
Kent
TN25 7DT

To all members of the Council

You are hereby summoned to attend an online meeting of Aldington and Bonnington Parish Council for the purpose of transacting the following business.

Peter Setterfield

Peter Setterfield PSLCC Clerk and Responsible Financial Officer to the Council.

Agenda for the Meeting of
Aldington and Bonnington Parish Council
To be held on 10th August 2020 at 7.30pm

Login:-

<https://us02web.zoom.us/j/87100422316?pwd=ZmxJeGZuVnpvZktCVFdhVTBMOFViUT09>

Please follow the instructions on the screen.

The meeting reference and password are available on prior application to the Parish Clerk by email clerk@ald-bonnpc.kentparishes.gov.uk before 3pm on the 3rd August 2020.

1. **Apologies for Absence.**
2. **Declarations of Interest.**
3. **Minutes of the meeting held on 6th July 2020.**
4. **Financial year 2020/21 Quarter 1 review:**

Report ABPC/20/09 brings to the Parish Council an update on its financial standing at the end of the first quarter of the financial year.



Report ABPC/20/09

To: Aldington and Bonnington Parish Council.

Date: 4th August 2020

Status: Public Report

Subject: Finance, Quarterly review

1. **SUMMARY:**

This report brings to the Parish Council an update on its financial standing against its budget at the end of the first quarter of the financial year.

2. **REASON FOR RECOMMENDATION.**

The Parish Council is required to be open and transparent in its day to day financial transactions

3. **RECOMMENDATIONS:**

1. To receive and note Report ABPC/20/09.
2. To receive and note the financial position at the end of the first quarter of the financial year.
3. To verify the payments authorised by two signatures for the period 10th March 2020 to date

4. **INTRODUCTION:**

The Parish Council Financial Regulations require the members to be updated with the current financial position on a regular basis. The opportunity has been taken to provide an up to date summary against the annual budget.

It should be noted that the overall expenditure at the end of the first quarter of the financial year is at 20% of the annual budget and it is anticipated that the overall expenditure at the year end will remain within the budget. Any sections of the budget that are likely to exceed the budget will be covered by savings made elsewhere within the budget.

5. **CONTACT OFFICER AND BACKGROUND DOCUMENTS.**

If you have any queries about this report please contact the Responsible Financial Officer of the Council Tel.: 01233 721757 or email: clerk@ald-bonnpc.kentparishes.gov.uk prior to the meeting.

| | Budget 2020/21 | 1/4/20 - 30/6/20 | % of budget | Remaining budget |
|-----------------------------------|-------------------|---------------------|-------------|---------------------|
| Allotments | 50.00 | - | 0 | 50.00 |
| Audit | 550.00 | - | 0 | 550.00 |
| Contingency | 3,577.00 | 1,213.31 | 34 | 2,363.69 |
| Dog Waste bags | 550.00 | 247.50 | 45 | 302.50 |
| Donations | 500.00 | - | 0 | 500.00 |
| Electricity/telephone | 800.00 | 20.00 | 3 | 780.00 |
| Grounds maintenance | 13,000.00 | 2,490.11 | 19 | 10,509.89 |
| Hire of halls | 150.00 | - | 0 | 150.00 |
| Insurance | 1,500.00 | - | 0 | 1,500.00 |
| Newsletter | 650.00 | - | 0 | 650.00 |
| Reynolds | 1,000.00 | - | 0 | 1,000.00 |
| Staff costs | 16,000.00 | 3,525.93 | 22 | 12,474.07 |
| staff expenses | | 103.00 | | |
| stationery/postage | 400.00 | 10.87 | 3 | 389.13 |
| subscriptions | 800.00 | 695.00 | 87 | 105.00 |
| Training | 200.00 | - | 0 | 200.00 |
| VE Day | 1,000.00 | - | 0 | 1,000.00 |
| Total Budgeted expenditure | 40,727.00 | 8,305.72 | 20 | 32,421.28 |

| | | | | |
|------------------------------|------------------|------------------|-----------|------------------|
| Allotments | 250.00 | - | 0 | 250.00 |
| concurrent grant | 860.00 | 430.00 | 50 | 430.00 |
| council tax support grant | 952.00 | 476.00 | 50 | 476.00 |
| Grounds maintenance | 900.00 | - | 0 | 900.00 |
| interest | 50.00 | 11.22 | 22 | 38.78 |
| Miscellaneous | 180.00 | - | 0 | 180.00 |
| Precept | 35,975.00 | 17,987.50 | 50 | 17,987.50 |
| Transfer Aldington Meadows | 1,560.00 | 390.00 | 25 | 1,170.00 |
| Total budgeted income | 40,727.00 | 19,294.72 | 47 | 21,432.28 |

| | Opening balance | Payments 1/3/20 - 30/6/20 | Receipts 1/3/20 - 30/6/20 | Closing balance |
|-------------------------------------|--------------------|---------------------------------|---------------------------------|--------------------|
| Reserves | | | | 0 |
| current year | - | 8,305.72 | 19,294.72 | 10,989.00 |
| General reserve | 12,460.14 | - | | 12,460.14 |
| Contingency (by-election) | 3,500.00 | - | | 3,500.00 |
| play equipment (repairs & renewals) | 14,206.40 | - | | 14,206.40 |
| Quarry field (Maintenance) | 1,297.62 | - | | 1,297.62 |
| Grants | - | - | - | - |
| Village Hall | 0.02 | - | - | 0.02 |
| Reynolds Playing Field | - | - | - | - |
| War Memorial | 4,338.63 | - | - | 4,338.63 |
| War memorial maintenance | 770.00 | 113.90 | - | 656.10 |
| Aldington Meadows S106 funds | | | | - |
| Bus shelter | 33.50 | - | | 33.50 |
| Play area & land maintenance | 2,421.05 | 390.00 | | 2,031.05 |
| Badgers Close S106 funds | | | | - |
| sport contribution | 134.61 | - | | 134.61 |
| play area contribution | 489.84 | - | | 489.84 |
| Taylor Wimpey s106 | (3,256.18) | - | - | (3,256.18) |
| VE Day | 2,633.00 | 32.18 | - | 2,600.82 |
| VE Day programme | 300.00 | - | - | 300.00 |
| VAT | (8,312.91) | 892.44 | 8,312.91 | (892.44) |
| Total | 31,015.72 | 9,734.24 | 27,607.63 | 48,889.11 |
| | | | | |

Payments

| Chq No | Payee | Purpose | Amount |
|----------------|---------------------------------------|--------------------------------------|-----------|
| 1490 &1491 | Staff costs | | £1,245.45 |
| 1492 | R Spicer | Web domain purchase | £20.15 |
| 1493 | J Evans | Reimbursement war memorial plants | £113.90 |
| 1494 | Harmer & Sons | Grounds maintenance | £930.00 |
| 1495 | R Smith | Tree planting | £60.00 |
| 1496 | Information Commissioners Office | Data protection subscription | £40.00 |
| 1497 | Kent Association of Local Councils | Annual subscription | £611.81 |
| 1498 | Action Communities in Rural Kent | Annual subscription | £80.00 |
| 1499 | CPRE | Annual subscription | £36.00 |
| 1500 | Harmer & Sons | Grounds maintenance | £957.90 |
| 1501 | JRB Enterprises | Dog Waste bags | £297.00 |
| 1502 | BWP Creative Ltd | Website deposit | £226.44 |
| 1503 | Cancelled | | |
| 1504 & 1505 | Staff costs | | £2,481.07 |
| 1506 | P Kemp | Reimbursement | £38.62 |
| 1507 | Harmer & Sons | Grounds maintenance | £957.90 |
| 1508 | D Earnshaw | Reimbursement | £70.34 |
| 1509 & 1510 | Staff costs | | £1,177.66 |
| 1511 | D Earnshaw | | £814.78 |
| 1512 | Society of Local Council Clerks | Annual subscription | £117.50 |
| 1513 | Harmer & Sons | Grounds maintenance | £957.90 |
| 1514 | H J Hoad | Internal Audit | £190.00 |
| 1515 & 1516 | Staff costs | | £1,414.72 |