

# **Preston Brook Parish Council**

## Q1 Finance Report

2021-2022

[www.prestonbrookparishcouncil.gov.uk](http://www.prestonbrookparishcouncil.gov.uk)  
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Prepared by Luke Trevaskis

**Preston Brook Parish Council - Cashbook  
2021-2022**

**RECEIPTS**

Receipt No	Date	Tender	Supplier	Description	Budget Line	Net	VAT	Total
1	1.4.21	Online	Halton Borough Council	Precept	Precept	£13,000.00	£0.00	£13,000.00
TOTAL								£13,000.00

**PAYMENTS**

Payment No	Date	Tender	Supplier	Description	Budget Line	Net	Recoverable VAT	Unrecoverable VAT	Total
1	23.4.21	Online	ChALC	Chairmanship Training	Training	£25.00	£0.00	£0.00	£25.00
2	23.4.21	Online	DM Payroll	Administration of Payroll 2021-2022	Payroll Services	£120.00	£0.00	£0.00	£120.00
3	23.4.21	Online	J Kinross	Reimbursements for sign, gardening materials, and alcohol.	Earmarked Bridgewater Green Reserve				£373.14
4	23.4.21	Online	ChALC	Membership Fee	ChALC	£261.36	£0.00	£0.00	£261.36
5	23.4.21	Online	HMRC	PAYE	Staffing	£74.20	£0.00	£0.00	£74.20

6	23.4.21	Online	ChALC	Planning Workshops x 3	Training	£90.00	£0.00	£0.00	£90.00
7	23.4.21	Online	C Wyna	Payroll - Salary	Staffing	£320.42	£0.00	£0.00	£320.42
8	4.5.21	Direct Debit	CF Corporate Finance	Photocopier Lease	Printer Lease & Charges	£63.00	£12.60	£0.00	£75.60
9	24.5.21	Online	Zurich	Insurance	Insurance	£257.60	£0.00	£0.00	£257.60
10	24.5.21	Online	C Wyna	Donation of Washing Machine and Dishwasher to Preston Brook Village Hall.	Grants / Donations	£488.00	£0.00	£0.00	£488.00
11	24.5.21	Online	HMRC	PAYE	Staffing	£74.20	£0.00	£0.00	£74.20
12	24.5.21	Online	C Wyna	Payroll - Salary	Staffing	£320.42	£0.00	£0.00	£320.42
13	21.6.21	Online	Parish Online	Subscription for mapping software.	Software Subscriptions	£33.75	£6.75	£0.00	£40.50
14	21.6.21	Online	HMRC	PAYE	Staffing	£74.20	£0.00	£0.00	£74.20
15	21.6.21	Online	C Wyna	Payroll - Salary	Staffing	£320.42	£0.00	£0.00	£320.42
16	21.6.21	Online	Halton Borough Council	Election Costs (uncontested election 6.5.21)	Miscellaneous	£308.50	£0.00	£0.00	£308.50
17	30.6.21	Direct Debit	SBSUK Plc	Photocopier Maintenance	Printer Lease & Charges	£63.00	£12.60	£0.00	£75.60
18	30.6.21	Online	Unity Trust	Service Charge	Banking Charges	£18.00	£0.00	£0.00	£18.00



**Preston Brook Parish Council - Q1 Accounts  
2021-2022**

**Preston Brook Parish Council**  
**Bank: Unity Trust Bank**  
**Bank Account Number: 20332444**  
**Sort Code: 60-83-01**

**Opening balance as at 1 April 2021: £26,683.38**

**INCOME**

Income	Budget	Actual	Variance
Precept	£13,000.00	£13,000.00	£0.00
Area Forum Grant	£0.00	£0.00	£0.00
VAT Refund	£1,597.77	£0.00	-£1597.77
Village Hall Match Funding	£17,344.60	£0.00	-£17344.60
<b>Total</b>	<b>£31942.37</b>	<b>£13000.00</b>	<b>-£18942.37</b>

**EXPENDITURE**

Expenditure	Budget	Actual	Variance
Staffing	£5,300.00	£1183.86	£4116.14
Staffing Expenses / Allowances	£35.00	£0.00	£35.00
Stationary / Postage / Office Supplies	£210.00	£0.00	£210.00

Training	£500.00	£115.00	£385.00
Insurance	£300.00	£257.60	£42.40
Audit	£325.00	£0.00	£325.00
ChALC	£270.00	£261.36	£8.64
Website	£300.00	£0.00	£300.00
Software Subscriptions	£150.00	£40.50	£109.50
Equipment / Assets	£100.00	£0.00	£100.00
Repairs / Renewals	£100.00	£0.00	£100.00
Village Hall Rental	£200.00	£0.00	£200.00
Remembrance Sunday	£35.00	£0.00	£35.00
Garden Maintenance (planters, manweb corner, Bridgewater Green)	£3,000.00	£0.00	£3000.00
Payroll Services	£120.00	£120.00	£0.00
Banking Charges	£72.00	£18.00	£54.00
Subscriptions (Other)	£75.00	£0.00	£75.00
Miscellaneous	£300.00	£308.50	-£8.50
Printer Lease & Charges	£400.00	£151.20	£248.80
Grants / Donations	£500.00	£488.00	£12.00
Village Hall Refurbishment	£0.00	£0.00	£0.00
Total	£12292.00	£2944.02	£9347.98

## RESERVES

Reserve	Budget	Actual	Variance
Earmarked Bridgewater Green Reserve	£2,532.22	£373.14	£2159.08

**Preston Brook Parish Council**  
**Bank: Unity Trust Bank**  
**Bank Account Number: 20332444**  
**Sort Code: 60-83-01**

**Closing balance as at 30 June 2021: £36,366.22**

**Preston Brook Parish Council - Q1 Bank Reconciliation  
2021-2022**

**Preston Brook Parish Council operates one bank account.**

**Bank: Unity Trust Bank  
Bank Account Number: 20332444  
Sort Code: 60-83-01**

**Opening balance as at 1 April 2021: £26,683.38**

**Total Receipts: £13,000.00  
Total Payments: £3,317.16**

**LESS un-presented cheques: nil  
LESS un-debited payments: nil  
ADD un-credited receipts: nil**

**Closing balance as at 30 June 2021: £36,366.22**