

WORTH PARISH COUNCIL

General Purposes & Finance
Committee

Meeting Pack

11th March 2019

WORTH

Parish Council

Clerk to the Council
Jennifer Nagy

Council Offices

1st Floor, The Parish Hub,
Borers Arms Road,
Cophorne
West Sussex
RH10 3ZQ

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Issued: 5th March 2019

To: Members of the General Purposes & Finance Committee

Notice of Meeting

You are hereby summoned to the **General Purposes and Finance Committee** meeting of Worth Parish Council. To be held at 1st Floor, The Parish Hub, Borers Arms Road, Cophorne, on **Monday, 11th March 2019** commencing at 7.30pm

Mrs J. Nagy
CLERK TO THE COUNCIL

AGENDA

1. **Public Question Time** – 15 minutes – to receive, and act upon if considered necessary, comments made by members of the public.

Members of the Public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.
2. **Apologies** – to receive and approve apologies for absence.
3. **Declarations of Disclosable Pecuniary and Other Interests** – to receive any declarations of interest from Councillors.
4. **Minutes** – to approve the Minutes of the General Purpose & Finance Committee meeting held on 11th February 2019
5. **Chairman's Announcements** – to receive any announcements by the Chairman of the General Purpose & Finance Committee.
6. **Correspondence** – to note correspondence received since the last meeting including
7. **Accounts & Financial Matters** - to receive and approve expenditure lists and report on current financial situation to 28th February 2019 and to consider and approve other financially related matters if necessary, including:
 - Recommendation from the Planning & Highways Committee to offer financial assistance to the Pot Common Protection Association to the sum of £5000 in order to legally challenge the decision of Mid Sussex District Council to permit DM/18/3525 for 13 gypsy and traveller pitches on land at Lower Hollow Copse
 - Request from RFO to transfer monies between accounts
 - Request for purchase of salt bin for King's Acre
 - Update on investments
8. **Council Premises and Land**** – to discuss and comment upon matters relating to Council-owned, leased or managed land and buildings

9. Consideration of items for inclusion on future agendas – to consider and agree items for inclusion on a future agenda.

10. Date of the next meeting: Monday, April 15th 2019, after the Planning & Highways Committee meeting

****The press and public may be excluded from this item in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1 due to the confidential nature of the matter to be discussed**

ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS

Worth Parish Council

Minutes of the General Purposes and Finance Committee Meeting February 11th 2019 commencing at 19.30 hrs

Present: Cllr Scott (Chairman) Cllr Hollands (Vice Chairman)
Cllr Anscomb
Cllr Dorey
Cllr Hitchcock
Cllr Webb
Mrs J. Nagy (Clerk)
Cllr Coote
Cllr Gibson
Cllr Phillips
One member of the public

80 Election of Vice Chairman

The Chairman welcomed all present to the meeting, then highlighted the housekeeping rules.

He advised that due to the resignation of Cllr Lord as Vice Chairman of this Committee, it was necessary to elect a new Vice Chairman.

Cllr Coote proposed Cllr Hollands; this was seconded by Cllr Dorey and agreed by all.

Cllr Hollands was duly elected as Vice Chairman of the General Purposes & Finance Committee

81 Public Question Time

Mr John Plank was present at the meeting to speak in support of the Crawley Down Camera Club grant application. The Club started in 2012, and he has been on the Committee since the beginning. It is a friendly club open to all; the youngest member is a child, accompanied by a parent to meetings. The Club does not judge on the quality of members' camera equipment. A recent judge visiting the Club commented on the quality of the work. He asked the Committee to agree the grant request for £500 as a contribution towards a new projector, which would assist the Club to progress.

The Chairman thanked Mr Plank, and said that the grant application would be discussed later in the meeting.

82 Apologies

Apologies were received and noted from Cllr Lord

83 Declarations of Interest

Cllr Hitchcock declared an interest in the Camera Club grant application as he is a member of the Club. He did not intend to take part in discussions.

84 Minutes of General Purposes & Finance Committee held on January 14th 2019

Cllr Gibson said that he was disappointed that his comments in relation to his view that there should not be a large increase in the precept were not Minuted; he had suggested a precept of £265,000, an increase of 6%.

It was agreed that this information would be added to the Minutes, and they would be re-presented to the next meeting.

85 Chairman's Announcements

The Chairman advised that the Election promotion exhibition could not now be held at the Haven Centre on Saturday, 2nd March as there was a bookings clash. The Clerk was trying to book this for the following week, 9th March, although this would mean two consecutive exhibitions, as there was one at the Hub in Cophorne on 16th March.

86 Correspondence

The Correspondence List was NOTED

87 Account & Financial Matters

The Chairman referred Councillors to details of expenditure against budget, payments, bank balances and earmarked reserves up to end of January 2019.

The Clerk reported that:

Total receipts for January 2019 of £905.30 excl. VAT
Total payments for January 2019 of £26,296.85 excl. VAT,
Bank Balances as at 31st January 2019 £297,665.43 of which
Earmarked reserves of £113,663

Councillors NOTED and APPROVED the financial information supplied to 31st January 2019 as a true and correct record of the Council's financial affairs.

The Chairman referred to the Q3 Income and Expenditure Analysis up to the end of December 2018 and noted that there is likely to be a £27,250 underspend, should the anticipated scheduled payments take place.

Councillors thanked the Chairman for this report, which was NOTED.

Cllr Coote reminded Councillors of his view that it was prudent to keep a reasonable level of reserves, and that Councillors could be individually liable for financial mismanagement.

Provision of new photocopier

The lease on the current photocopier expires in March 2019. Councillors may recall that the Council investigated breaking the lease early in 2018 but this was cost prohibitive.

The Clerk referred to the comparison spreadsheet issued with the meeting pack and circulated a revised comparison due to last minute pricing changes by one supplier.

This showed a potential cost saving over the four-year contract of over £500 based on current copying usage.

It was proposed by Cllr Scott, seconded by Cllr Coote and agreed by all present that the new copier would be leased from KCS Professional Services, at an anticipated cost of a total of £3185 based on current copying usage over a four-year lease term.

Grant Application

Cllr Hitchcock declared a personal interest in this matter, as he is a member of the Camera Club. He took no part in discussion.

Crawley Down Camera Club has applied for a grant of £500 to go towards the purchase of a new projector, with a total cost of £1500.

A grant of £500 was AGREED by all present, with the exception of Cllr Hitchcock, who had declared an interest.

Training

The Clerk advised that the Council had previously authorised her to attend the SLCC Practitioners Conference on 14th/15th February at a cost of £299 + VAT, this covering conference cost, plus accommodation for the night of 14th February. However, there was an option to book an additional night's accommodation on 13th February at a cost of £125.

It was AGREED by all present that the additional expenditure of £125 was authorised.

Replacement Lamp Column

The replacement column has been erected and will be connected to the power supply 26th/27th February.

The insurance claim is with the insurance company, seeking recompense from the driver of the car which knocked down the column.

Councillors NOTED this information

88 Council Premises and Land

Crawley Down Cricket Field

The Clerk has made contact with the Chairman of the Cricket Club and is trying to arrange a site visit, together with Cllr Hitchcock.

A resident has reported that the gate onto the field is damaged; the Clerk has asked a groundsman to investigate.

Councillors NOTED this information

Allotment site

There has been a report of another break in on the site, and a hole has apparently been cut in the fencing.

The Allotment Sub Committee is meeting on 19th February; the meeting will be preceded by a site visit, to assist with the debate.

Councillors NOTED this information.

Cllr Coote asked if the provision of portable CCTV cameras could be investigated.

Cllr Webb thought that there had been more incidents at the allotment site since the gates were installed, as the restricted access was seen as a challenge. Cllr Anscomb disagreed with this view.

After discussion, it was generally felt that the Council should investigate additional security for the site, such as portable CCTV cameras. The Allotment Sub Committee would discuss potential solutions at its meeting and would provide a recommendation to this Committee.

The Clerk was asked to place a post on Facebook advising that the Council was aware of the problem and investigating the best way of providing extra security for allotment holders.

Air Conditioning

The Clerk advised that the air conditioning would be installed in the South Room next week, this being half term.

Councillors NOTED this information

89 Items for Future Inclusion on the Agenda

It was agreed that Allotments would be specific agenda item for the next meeting, to deal with any recommendation for an increase in security at the site.

90 Date of the next meeting

The date of the next meeting is Monday, 11th March 2019


Meeting closed at 8.10pm

Chairman: _____

Date: _____

Worth Parish Council: List of correspondence 20th February to 11th March 2019

Via Email

Received	From	Subject	Action
20/02/19	MSVA	MSVA E-Bulletin, 20 February 2019	To note
20/02/19	WSCC	Temporary Night Closure of Copthorne Way, Copthorne	To note
20/02/19	WSCC	Planned roadworks in West Sussex – 20 February 2019 and 19 March 2019	To note
21/02/19	WSCC	Members' Information Service Newsletter	To note
21/02/19	MSDC	Weekly list of Planning Applications Received	To note
22/02/19	NALC	Chief executive's bulletin	To note
24/02/19	CAGNE	Aviation Talk	To note
25/02/19	MSDC	Press Release- Charity clothes swap	To note
26/02/19	SE Water	A helping hand from South East Water	To note
26/02/19	MSVA	Volunteer Management Forum - Building Blocks	To note
27/02/19	WSCC	Planned roadworks in West Sussex – 27 February 2019 and 26 March 2019	To note
28/02/19	TDC	Assets of Community Value- Burstow	To note
28/02/19	MSDC	Assets of Community Value	To note
01/03/19	NALC	Chief executive's bulletin	To note
03/03/19	Ian Gibson	MSALC Conference 22nd February: Presentations	To note
04/03/19	SALC	Sussex ALC Weekly Bulletin 10-2019	To note
04/03/19	WSCC	West Sussex County Council news release: Meals on Wheels customers raise a mug to Fairtrade Fortnight	To note
04/03/19	MSDC	PR2208 Planning Prosecution	To note
04/03/19	SALC	Sussex ALC Weekly Bulletin 10-2019	To note
05/03/19	SSALC	Elections Frequently Asked Questions	To note
05/03/19	SSALC	SALC Meeting with Chief Constable of Sussex Police	To note
05/03/19	MSDC	PR 2209 Budget & Corporate Plan	To note
06/03/19	MSVA	MSVA E-Bulletin, 6 March 2019	To note
06/03/19	WSCC	Planned roadworks in West Sussex – 06 March 2019 and 05 April 2019	To note
06/03/19	WSCC	Public Notice - Temporary Traffic Regulation Order - Turners Hill Road, Crawley Down - Start date: 20/03/19	To note
06/03/19	NALC	 NALC Newsletter	To note

**Bank Reconciliation Statement as at 28/02/2019
for Cashbook 1 - Barclays - Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	28/02/2019		14,952.55
			<u>14,952.55</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			14,952.55
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			14,952.55
		Balance per Cash Book is :-	14,952.55
		Difference is :-	0.00

**Bank Reconciliation Statement as at 28/02/2019
for Cashbook 2 - Barclays - Business Premium ME**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Premium ME	31/01/2019		237,864.35
			<u>237,864.35</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			237,864.35
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			237,864.35
		Balance per Cash Book is :-	237,864.35
		Difference Excluding Adjustments is :-	0.00
<u>Adjustments to Reconciliation</u>			
01/01/2001		0.00	
			<u>0.00</u>
		Unreconciled Difference is :-	<u>0.00</u>

**Bank Reconciliation Statement as at 28/02/2019
for Cashbook 3 - Barclays - Business Tracker Ac**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Tracker	31/12/2018		0.00
			<u>0.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 28/02/2019
for Cashbook 5 - NAT.WEST - CURRENT**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
NAT.WEST - CURRENT	28/02/2019		33,165.52
			<u>33,165.52</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			33,165.52
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			33,165.52
		Balance per Cash Book is :-	33,165.52
		Difference is :-	0.00

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
200	Barclays - Current Account			14,952.55	
210	Barclays - Business Premium ME			237,864.35	
230	NAT.WEST - CURRENT			33,165.52	
Trial Balance Totals :				285,982.42	0.00
Difference				285,982.42	

Earmarked Reserves

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR N/Hood Plans	32,000.00		32,000.00
321 EMR Watershed	41,650.00		41,650.00
325 EMR Election Costs	0.00	2,000.00	2,000.00
330 EMR C.Down - Legal	0.00	1,263.00	1,263.00
335 EMR C.Down - Project	0.00	8,750.00	8,750.00
340 EMR Website Costs	0.00	0.00	0.00
345 EMR Vision (incl.part CCTV)	0.00	25,000.00	25,000.00
350 Locality Grant	0.00	3,000.00	3,000.00
	<u>73,650.00</u>	<u>40,013.00</u>	<u>113,663.00</u>

Payments for Month 11

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/02/2019	Lex Autolease	LEXAUTO	162.56		27.09	4115	100	135.47	Van Lease - February 2019
01/02/2019	Copthorne Village Millenium Gr	COPTHORNEM	20.00			4900	700	20.00	2 x Copthorne -story so far
19/02/2019	Now Pensions	NOWPENSION	1,011.94			517		1,011.94	January 2019
01/02/2019	Jupp & Son	GJUPP	576.00		96.00	4205	200	480.00	Supply/Fit Fencing- Allotments
02/02/2019	All Saints Church-Crawley Down	ALLSAINTS	425.00			4060	100	425.00	All Saints Mag.Dec18- Nov.19
02/02/2019	Kate Bagnall	KATEBAGNAL	12.00			4900	700	12.00	Replace.keys-Penrhyn
02/02/2019	Campaign to protect Rural Engl	CPRE	36.00			4095	100	36.00	Membership
02/02/2019	CSD Ltd (phones)	CSD	136.69		22.78	4036	100	57.50	Broadband/Bus.Fibre
						4036	100	24.00	4 x VOIP
						4036	100	21.00	2 x 'phone lines
						4036	100	11.41	Telephone calls Jan.2019
02/02/2019	Ryall & Edwards Ltd	RYALLEDWA	29.57		4.93	4200	300	24.64	1 x 2.1m 150x150 gatepost
02/02/2019	SOS Systems	SOS	86.82		14.47	4025	100	72.35	photocopies 06/01/19 - 05/02/19
02/02/2019	SP Web Connections	SPWEB	187.80		31.30	4036	100	80.00	Support-Jan.19
						4036	100	38.50	Host exchange - Feb.2019
						4036	100	32.50	Web.Host-Copthorne Plan
						4036	100	5.50	Copthorne Plan.org.uk
02/02/2019	Surrey Hills	SURREYHILL	303.60		50.60	4066	100	253.00	Fees-Burleigh Way-18/10- 16/11/
02/02/2019	4 Sight Vision	4SIGHTVISI	320.00			4020	100	320.00	4 Sight Vision-Grant given
06/02/2019	CDG - Crawley Down Group	CDG	222.26		37.03	4110	100	185.23	January 2019
06/02/2019	Councillor Cootes	CLLR.COOTE	14.85			4045	100	14.85	Travel-Cllr Cootes-MSDC
06/02/2019	Royal Mail	ROYALMAIL	247.08		41.18	4720	700	205.90	Free post - 29/12/18- 26/01/19
06/02/2019	SLCC Enterprises Ltd	SLCC	464.00		40.00	4055	100	424.00	Practioners Conf.2019-JN
06/02/2019	Now Pensions	NOWPENSION	730.60			1900	700	730.60	Repay-error refund-Now Pension
06/02/2019	Jewson	JEWSON	47.00		7.83	4200	400	39.17	Type.1-Metals to fill potholes
06/02/2019	Vistec Systems Ltd	VISTEC	2,574.00		429.00	4605	600	2,145.00	Replace.Col.8.Station Rd.C.D
06/02/2019	Staff	STAFF	130.00			4045	100	130.00	Travel-JN-Practioners Conf
06/02/2019	Surrey Hills	SURREYHILL	340.20		55.20	4066	100	285.00	Fees-18/01-18/02/19- ref.Lease
08/02/2019	Staff	STAFF	6,459.69			515		6,459.69	February 2019
08/02/2019	HMRC	HMRC	1,592.55			516		1,592.55	February 2019
Total Payments for Month			16,130.21	0.00	857.41			15,272.80	
Balance Carried Fwd			14,952.55						
Cashbook Totals			31,082.76	0.00	857.41			30,225.35	

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		29,791.08					29,791.08	
bgc	Banked: 14/02/2019	36.68						
bgc	Allotment Rents	36.68			1200	200	36.68	M.Holland
bgc	Banked: 14/02/2019	36.00						
bgc	South Room - Hire Receipts	36.00			1306	500	36.00	331.Springfit
bgc	Banked: 19/02/2019	797.00						
bgc	South Room - Hire Receipts	797.00			1306	500	797.00	Penrhyn-Nov/Dec/Jan
bgc	Banked: 25/02/2019	84.00						
bgc	South Room - Hire Receipts	84.00			1306	500	84.00	Gracie Grooves
bgc	Banked: 25/02/2019	168.00						
bgc	South Room - Hire Receipts	168.00			1306	500	168.00	Hartbeep
bgc	Banked: 25/02/2019	170.00						
bgc	South Room - Hire Receipts	170.00			1306	500	170.00	330.Crawley Baptist(Hayden)
Total Receipts for Month		1,291.68	0.00	0.00			1,291.68	
Cashbook Totals		31,082.76	0.00	0.00			31,082.76	

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	30,000.00					30,000.00	
bgc	Banked: 11/02/2019	3,315.96						
bgc	HMRC	3,315.96			105		3,315.96	VAR Refund
00001	Banked: 25/02/2019	23.00						
00001	South Room - Hire Receipts	23.00			1306	500	23.00	322.Scott
00001	Banked: 25/02/2019	48.00						
00001	South Room - Hire Receipts	48.00			1306	500	48.00	329.Vaughan
Total Receipts for Month		3,386.96	0.00	0.00			3,386.96	
Cashbook Totals		<u>33,386.96</u>	<u>0.00</u>	<u>0.00</u>			<u>33,386.96</u>	

Payments for Month 11

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
31/01/2019	Nat.West	NAT.WEST	4.42			4026	100	4.42	Bank Charges - Jan.2019
06/02/2019	Hendy Ford	HENDYFORD	212.02		35.34	4115	100	176.68	Replace N/S lamp assemb!
28/02/2019	Nat.West	NAT.WEST	5.00			4026	100	5.00	February 2019
Total Payments for Month			221.44	0.00	35.34			186.10	
Balance Carried Fwd			33,165.52						
Cashbook Totals			33,386.96	0.00	35.34			33,351.62	

BANK RECEIPTS AND PAYMENTS - FEBRUARY 2019 - EXCLUDING VAT

	<u>RECEIPTS</u>	<u>PAYMENTS</u>
BARCLAYS-CURRENT ACCOUNT	£1,291.68	£15,272.80
NAT.WEST - CURRENT ACCOUNT	£3,386.96	£186.10
	<u>£4,678.64</u>	<u>£15,458.90</u>

Detailed Income & Expenditure by Budget Heading 28 February 2019

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Full Council							
100 General Administration							
1076 Precept	0	251,000	251,000	0			100.0%
1090 Interest Received	0	403	60	(343)			672.1%
1307 Coffee Machine Receipts	0	85	0	(85)			0.0%
1900 Miscellaneous Income	0	1,783	120	(1,663)			1485.8%
General Administration :- Income	0	253,271	251,180	(2,091)			100.8%
4000 Clerk, Assistant & RFO	5,098	55,948	61,550	5,602		5,602	90.9%
4005 Handypersons	3,027	33,301	36,760	3,459		3,459	90.6%
4020 Grants Given	320	1,711	3,060	1,349		1,349	55.9%
4021 Churchyard Maint.Coph/C.Down	0	0	1,020	1,020		1,020	0.0%
4025 Office Suppl, eg-paper/photocop	72	2,123	3,060	937		937	69.4%
4026 Bank Charges	9	9	0	(9)		(9)	0.0%
4030 Postage	0	40	153	113		113	25.8%
4035 Utilities-Electric/Gas	0	537	800	263		263	67.2%
4036 Telephone/Internet/IT Supp.	270	3,042	2,400	(642)		(642)	126.7%
4040 Chairman's Allowance	0	178	500	322		322	35.6%
4045 Travelling	145	312	510	198		198	61.2%
4050 Office Exps. eg.Clean,	0	933	1,600	667		667	58.3%
4051 Website costs	0	2,425	3,560	1,135		1,135	68.1%
4052 Software Updates/Support	0	439	1,300	861		861	33.8%
4055 Recruitment & Staff Training	424	1,475	1,428	(47)		(47)	103.3%
4056 Members Training	0	667	1,500	833		833	44.4%
4060 Publicity	425	1,425	1,530	105		105	93.1%
4065 Audit Fees	0	93	1,938	1,845		1,845	4.8%
4066 Legal Fees	538	5,374	510	(4,864)		(4,864)	1053.7%
4070 Insurances	0	4,099	5,000	901		901	82.0%
4075 Hire of Halls	0	73	102	30		30	71.1%
4080 Meeting. Conferences, etc.	0	48	255	207		207	18.6%
4090 Election Expenses	0	0	4,000	4,000		4,000	0.0%
4095 Subscriptions / Memberships	36	120	663	543		543	18.1%
4100 West Sussex ALC & NALC	0	2,245	2,250	5		5	99.8%
4105 Repairs and Renewals	0	53	1,020	967		967	5.2%
4110 Fuel	185	2,094	2,244	150		150	93.3%
4115 Motor Repairs & Expenses	312	2,965	3,500	535		535	84.7%
4120 Equipment & Supplies	0	0	1,020	1,020		1,020	0.0%
4150 Capital Purchases	0	15,500	17,000	1,500		1,500	91.2%
4151 Capital Purch.Devices	0	0	10,000	10,000		10,000	0.0%
4152 Vision	0	0	5,000	5,000		5,000	0.0%

Detailed Income & Expenditure by Budget Heading 28 February 2019

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4200 Maintenance-various n/codes	0	142	0	(142)		(142)	0.0%
4900 Miscellaneous Expenses	0	0	510	510		510	0.0%
4907 Drinks Machine Supplies	0	121	153	32		32	79.0%
General Administration :- Indirect Expenditure	10,863	137,490	175,896	38,406	0	38,406	78.2%
Movement to/(from) Gen Reserve	(10,863)	115,781					
200 Allotments							
1200 Allotment Rents	37	2,392	2,200	(192)			108.7%
1201 Allotment Assoc. (C.Down)	0	33	0	(33)			0.0%
Allotments :- Income	37	2,425	2,200	(225)			110.2%
4200 Maintenance-various n/codes	0	17	500	483		483	3.3%
4205 Allotment - Costs	480	1,080	400	(680)		(680)	270.0%
Allotments :- Indirect Expenditure	480	1,097	900	(197)	0	(197)	121.8%
Movement to/(from) Gen Reserve	(443)	1,328					
300 Recreation Grounds							
1300 MSDC Grounds Management	0	626	950	324			65.9%
Recreation Grounds :- Income	0	626	950	324			65.9%
4200 Maintenance-various n/codes	25	5,579	5,000	(579)		(579)	111.6%
4300 New Works - Lashmere	0	0	1,000	1,000		1,000	0.0%
Recreation Grounds :- Indirect Expenditure	25	5,579	6,000	421	0	421	93.0%
Movement to/(from) Gen Reserve	(25)	(4,953)					
400 Copthorne Pavilion							
1400 Pavilion Lease	0	2,050	4,700	2,650			43.6%
Copthorne Pavilion :- Income	0	2,050	4,700	2,650			43.6%
4200 Maintenance-various n/codes	39	3,719	5,000	1,281		1,281	74.4%
4305 Loan Repaym.Copthorne Pavilion	0	11,506	11,500	(6)		(6)	100.1%
Copthorne Pavilion :- Indirect Expenditure	39	15,225	16,500	1,275	0	1,275	92.3%
Movement to/(from) Gen Reserve	(39)	(13,175)					
500 Parish Office							
1306 South Room Hire - Receipts	1,326	8,598	6,000	(2,598)			143.3%
1308 Meeting Room Hire-Deposits	0	300	0	(300)			0.0%
Parish Office :- Income	1,326	8,898	6,000	(2,898)			148.3%
4077 Rent South Room- 1st Floor	0	4,750	4,750	0		0	100.0%

Detailed Income & Expenditure by Budget Heading 28 February 2019

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4200 Maintenance-various n/codes	0	2,672	200	(2,472)		(2,472)	1336.1%
4306 Loan Repaym.New Parish Office	0	9,726	10,230	504		504	95.1%
4307 Marketing - South Room	0	1,920	2,600	680		680	73.8%
Parish Office :- Indirect Expenditure	<u>0</u>	<u>19,069</u>	<u>17,780</u>	<u>(1,288)</u>	<u>0</u>	<u>(1,288)</u>	<u>107.2%</u>
Movement to/(from) Gen Reserve	<u>1,326</u>	<u>(10,170)</u>					
600 Street Lighting							
4600 Energy - Street Lights	0	11,065	14,000	2,935		2,935	79.0%
4605 Repairs to Street Lights/Lamps	2,145	8,510	10,000	1,490		1,490	85.1%
Street Lighting :- Indirect Expenditure	<u>2,145</u>	<u>19,575</u>	<u>24,000</u>	<u>4,425</u>	<u>0</u>	<u>4,425</u>	<u>81.6%</u>
Movement to/(from) Gen Reserve	<u>(2,145)</u>	<u>(19,575)</u>					
700 Miscellaneous							
1900 Miscellaneous Income	(731)	402	0	(402)			0.0%
Miscellaneous :- Income	<u>(731)</u>	<u>402</u>	<u>0</u>	<u>(402)</u>			
4700 Car Park Maintenance	0	0	1,000	1,000		1,000	0.0%
4702 Maint.Memorial Car Park	0	243	500	257		257	48.5%
4703 Burleigh Way Car Park-Purchase	0	10,000	0	(10,000)		(10,000)	0.0%
4705 Litter & Dog Bin Emptying	0	0	2,500	2,500		2,500	0.0%
4710 Replacement of Litter Bins	0	0	1,000	1,000		1,000	0.0%
4720 N/Hood Plan Crawley Down	1,144	3,505	1,000	(2,505)		(2,505)	350.5%
4721 N/H Plan C.Down Legal & Profes	0	0	9,000	9,000		9,000	0.0%
4722 N/H Plan C.Down - Project	0	0	9,000	9,000		9,000	0.0%
4725 N/Hood Plan Copthorne	0	0	15,000	15,000		15,000	0.0%
4900 Miscellaneous Expenses	32	1,810	0	(1,810)		(1,810)	0.0%
4901 Return Hire Deposits	0	300	0	(300)		(300)	0.0%
Miscellaneous :- Indirect Expenditure	<u>1,176</u>	<u>15,858</u>	<u>39,000</u>	<u>23,142</u>	<u>0</u>	<u>23,142</u>	<u>40.7%</u>
Movement to/(from) Gen Reserve	<u>(1,907)</u>	<u>(15,456)</u>					
800 S106 - Income							
1707 S106 Receipts	0	0	15,000	15,000			0.0%
S106 - Income :- Income	<u>0</u>	<u>0</u>	<u>15,000</u>	<u>15,000</u>			<u>0.0%</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
Full Council :- Income	632	267,673	280,030	12,357			95.6%
Expenditure	14,728	213,892	280,076	66,184	0	66,184	76.4%
Movement to/(from) Gen Reserve	<u>(14,096)</u>	<u>53,780</u>					

Detailed Income & Expenditure by Budget Heading 28 February 2019

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	632	267,673	280,030	12,357			95.6%
Expenditure	14,728	213,892	280,076	66,184	0	66,184	76.4%
Net Income over Expenditure	(14,096)	53,780	(46)	(53,826)			
Movement to/(from) Gen Reserve	(14,096)	53,780					

WORTH PARISH COUNCIL

BANK ACCOUNTS

BALANCES AS AT 28 FEBRUARY 2019

<u>BARCLAYS - CURRENT ACCOUNT</u>	£14,952.55
<u>BARCLAYS - PREMIUM ACCOUNT</u>	£237,864.35
<u>BARCLAYS TRACKER</u>	£0.00
<u>NAT WEST - CURRENT</u>	£33,165.52
	<u>£285,982.42</u>
	(113,663) Less Earmarked Reserves (see below)
	<u>£172,319.42</u>

<u>EARMARKED RESERVES</u>	<u>B/Fwd</u> <u>31/03/2018</u>	<u>Earmarked</u> <u>2018/2019</u>	<u>Balance</u>
N/Hood Plans	£32,000.00		£32,000.00
Watershed	£41,650.00		£41,650.00
Election Costs		£2,000.00	£2,000.00
Crawley Down - Legal		£1,263.00	£1,263.00
Crawley Down - Project		£8,750.00	£8,750.00
Vision (includes part CCTV)		£25,000.00	£25,000.00
Locality Grant		£3,000.00	£3,000.00
	<u>£73,650.00</u>	<u>£40,013.00</u>	<u>£113,663.00</u>