

# Bryneglwys Community Council

## FINANCIAL REPORTS FOR THE PERIOD ENDED 31st August 2019

including Bank Reconciliations, Budgetary Control & Reserves

PREPARED BY:

David Rose

Clerk & Responsible Financial Officer

[Clerk@BryneglwysCC.Wales](mailto:Clerk@BryneglwysCC.Wales)

REVIEWED BY COUNCIL on 19th September 2019  
under MINUTE ref: 100 b)

signed off by:



name:

P. H. M. SIMON

**INCOME & EXPENDITURE REPORT OF**  
**FOR THE PERIOD ENDING**

**Bryneglwys Community Council**  
**31st August 2019**

**INCOME**

Bank interest received	2.20
Canolfan Ial Project	-
Precept income	4,974.00
VAT refund	133.37

**TOTAL INCOME**

**5,109.57**

**EXPENDITURE**

Clerk's mileage	69.30
Clerk's salary	1,683.15
Conferences & meetings	14.40
Contractual home expenses (Clerk)	12.00
Electricity (CI)	-
External auditor fees	-
Insurance	-
Internal auditor fees	134.64
IRPW allowances (net of PAYE)	212.10
Membership fees	75.00
PAYE paid	190.40
Payroll services	118.80
Periodic donations & grants	50.00
Postage	14.99
Projects	-
Repairs and maintenance	-
Stationery and printing	124.03
Statutory Fees	35.00
Telephone & Broadband	40.00
Training (Clerk)	-
Training (Councillors)	-
Water (CI)	57.25
Website expenses	-

**TOTAL EXPENDITURE**

**2,831.06**

CYNGOR CYMUNED **Bryneglwys** COMMUNITY COUNCIL

**SURPLUS/ (DEFICIT) OF INCOME OVER EXPENDITURE**

**2,278.51**

**PREPARED BY David Rose, Clerk & Responsible Financial Officer**

[Clerk@BryneglwysCC.Wales](mailto:Clerk@BryneglwysCC.Wales)

Bryneglwys Community Council

**Receipts Summary**

For Period Ended

31st August 2019

CYNGOR CYMUNED **B**

Prepared by

David Rose, Clerk & Responsible Financial Officer

expected to be received      reconciled to bank statement      **5109.57**      **5109.57**      **0.00**

Date	Customer name	Ref/ Inv No	Detail	Gross	Net	VAT	
29/04/2019	Denbighshire County Council		Precept	2,487.00	2,487.00	-	Bank m
03/05/2019	HMRC		VAT refund claim	133.37	133.37	-	Bank m
07/06/2019	HSBC		Interest	2.20	2.20	-	Money M
29/08/2019	Denbighshire County Council		Precept	2,487.00	2,487.00	-	Bank m

For Period Ended

31st August 2019

Prepared by

David Rose, Clerk & Responsible Financial Officer

to be approved & paid reconciled to bank statement

2831.06

2788.82

42.2

Date	Payee name	Cheque and/or Invoice Number	Minute Ref:	Detail	Gross	Net	VAT
18/04/2019	Mr D Rose	200260	10 b)	Clerk's salary	336.75	336.75	-
18/04/2019	One Voice Wales	200261	10 b)	Membership Fee	50.00	50.00	-
18/04/2019	Flintshire Local Voluntary Council	200262	10 b)	Membership Fee	25.00	25.00	-
18/04/2019	Welsh Water	200263	10 b)	Water services	57.25	57.25	-
18/04/2019	Mr D Rose	200264	10 b)	Postage	4.36	4.36	-
18/04/2019	Mr D Rose	200264	10 b)	Printing	65.90	65.90	-
18/04/2019	Mr D Rose	200264	10 b)	Mileage claim	22.05	22.05	-
18/04/2019	Mr D Rose	200264	10 b)	Telephone & broadband	10.00	10.00	-
18/04/2019	Mr D Rose	200264	10 b)	Brightpay payroll software	58.80	49.00	9.8
18/04/2019	Bryneglwys Show	200265	10 b)	Village Show Sponsorship	50.00	50.00	-
16/05/2019	Mr D Rose	200266	35 a)	Clerk's salary	336.55	336.55	-
16/05/2019	Mr D Rose	200267	35 a)	Postage	1.92	1.92	-
16/05/2019	Mr D Rose	200267	35 a)	Printing	15.45	15.45	-
16/05/2019	Mr D Rose	200267	35 a)	Mileage claim	20.70	20.70	-
16/05/2019	Mr D Rose	200267	35 a)	Telephone & broadband	10.00	10.00	-
16/05/2019	Cllr R Sinclair	200268	35 a)	Mileage claim	14.40	14.40	-
16/05/2019	JDH Business Services Ltd	200269	35 a)	Internal audit fees	134.64	112.20	22.4
20/06/2019	Mr D Rose	200270	61 a)	Clerk's salary	336.55	336.55	-
20/06/2019	Cllr A Kenrick	200271	61 a)	IRPW Allowance	50.10	50.10	-
20/06/2019	Cllr M Mortimer	200272	61 a)	IRPW Allowance	90.00	90.00	-
20/06/2019	Cllr R Sinclair	200273	61 a)	IRPW Allowance	72.00	72.00	-
20/06/2019	HMRC	200274	61 a)	PAYE	190.40	190.40	-
20/06/2019	Mr D Rose	200275	61 a)	Postage	8.71	8.71	-
20/06/2019	Mr D Rose	200275	61 a)	Printing	26.72	26.72	-
20/06/2019	Mr D Rose	200275	61 a)	Mileage claim	17.55	17.55	-
20/06/2019	Mr D Rose	200275	61 a)	Telephone & broadband	10.00	10.00	-
20/06/2019	Mr D Rose	200275	61 a)	Contractual home expenses	12.00	12.00	-
20/06/2019	Mr D Rose	200275	61 a)	Brightpay payroll software	60.00	50.00	10.0
15/07/2019	Information Commissioner's Office	direct debit	78 a)	Data protection fee	35.00	35.00	-
18/07/2019	Mr D Rose	200276	78 a)	Clerk's salary	673.30	673.30	-
18/07/2019	Mr D Rose	200277	78 a)	Printing	15.96	15.96	-
18/07/2019	Mr D Rose	200277	78 a)	Mileage claim	9.00	9.00	-
18/07/2019	Mr D Rose	200277	78 a)	Telephone & broadband	10.00	10.00	-

## **HSBC Community Account Reconciliation**

CYNGOR CYMUNED **Bryneglwys** COMMUNITY COUNCIL

31st August 2019

Opening bank balance at 1st April		10,863.70
Bank receipts in the year		5,107.37
Previous year outstanding receipts received		0.00
Total bank receipts	5,107.37	
Bank outgoings in the year		(2,831.06)
Previous year outstanding cheque cleared		242.26
Total bank outgoings	(3,073.32)	
Closing bank balance		<u>12,897.75</u>

Balance cross check 0.00  
(If there is **no** difference this will be zero)

### Reconciliation

Last bank statement balance		12,897.75
Add:		
Outstanding receipts - Total Figure		0.00
Less:		
Cheques not cleared - Total Figure		0.00
Equals = closing bank balance		<u>12,897.75</u>

Prepared by David Rose, RFO

## **HSBC Business Money Manager Reconciliation**

CYNGOR CYMUNED **Bryneglwys** COMMUNITY COUNCIL

31st August 2019

Opening bank balance at 1st April	4,100.29
Bank receipts in the year	2.20
Bank outgoings in the year	0.00
Closing bank balance	<u>4,102.49</u>

Balance cross check 0.00  
(If there is **no** difference this will be zero)

### Reconciliation

Last bank statement balance	4,102.49
Add:	
Outstanding receipts - Total Figure	0.00
Less:	
Outstanding transfers - Total figure	0.00
Equals = closing bank balance	<u>4,102.49</u>

Prepared by David Rose, RFO

	<b>Budget 2019-20</b>	<b>Actual to 31 Aug 19</b>	<b>Budg Remain</b>
<b>Payments</b>			
Clerk's Salary incl PAYE	£ 3,805	£ 1,783	£ 2
Conferences & Meetings	£ 50	£ 14	£
Clerk's Mileage & Car Parking	£ 230	£ 69	£
Contractual Home Expenses (Clerk)	£ 48	£ 12	£
Electricity Services	£ 600		£
Election Costs			£
External Auditor Fees	£ 250		£
Insurance	£ 850		£
Internal Auditor Fees	£ 150	£ 135	£
IRPW Councillor's Allowances & PAYE	£ 455	£ 303	£
Membership Fees	£ 150	£ 75	£
Payroll Services			£

	<b>Budget 2019-20</b>		<b>Actual to 31 Aug 19</b>		<b>Budg Remain</b>
Periodic Donations & Grants	£	200	£	50	£
Periodic Donations & Grants; Royal British Legion Poppy Appeal	£	20			£
Periodic Donations & Grants; Community Plants & Flowers	£	50			£
Postage	£	48	£	15	£
Projects	£	180			£
Repairs and Maintenance	£	1,000			£ 1
Room Hire					£
Stationery & Printing	£	310	£	124	£
Statutory Fees	£	35	£	35	£
Telephone & Broadband	£	120	£	40	£



	Budget 2019-20	Actual to 31 Aug 19	Budg Remain
Training (Clerk)	£ 100		£
Training (Councillors)	£ 210		£
Water Services	£ 229	£ 57	£
Website Expenses	£ 150		£
	<b>£ 9,240</b>	<b>£ 2,712</b>	<b>£ 6</b>

**Receipts**

Precept (DCC)	£ 7,461	£ 4,974
from Earmarked Reserves for Budget shortfall	£ 1,676	
Clerk's Training Bursary Scheme	£ 50	£ -
Councillor's Training Bursary Scheme	£ 50	
Bank Interest	£ 3	£ 2
	<b>subtotal £ 9,240</b>	<b>£ 4,976</b>
<b><i>Variances of Expenditure to Income</i></b>	<b>£ -</b>	<b>£ 2,264</b>
		<b>£ -</b>

Section 137/Power of Wellbeing

Prepared by David Rose, RFO



Reason	Reserves	Spent	Reserves Remaining
Nine months operating budget	£ 7,324		£ 7,324
Election Costs	£ 83		£ 83
Canolfan Ial Project	£ 5,641		£ 5,641
			£ -
			£ -
2019/20 Budget shortfall	£ 1,676		£ 1,676
<b>Earmarked Reserves</b>	<b>£ 14,724</b>	<b>£ -</b>	<b>£ 14,724</b>

**Earmarked Reserves Location**

in Money Manager account	£ 4,102
in current account	£ 10,622
	<b>£ 14,724</b>

**Unearmarked Reserves Location**

in Money Manager account	£ -
in current account	£ 121
	<b>£ 121</b>

**Budget Funds Location**

Money Manager balance	£ -
current account balance	£ 2,155
	<b>£ 2,155</b>

**Legal Funds on Account at Llewellyn-Jones, Ruthin**

money held on account	<b>£ 357</b>
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**Total Council Funds** ● **£ 17,357** at 31st August 2019

Prepared by David Rose, RFO

