

Finance, Administration & Remuneration (FAR) Committee Meeting	
10 January 2018   at 09:30	
Kings Worthy Community Centre, Fraser Road, Kings Worthy	
Clerk	Richard Hanney and Christopher Read
Chairman of the Meeting	Martin Taylor
Councillors	Ian Gordon, Sarah White
Members of the Public	2

F/18/01 – Apologies for absence	
Les Haswell, Noel McCleery, Stewart Newell and Denis Welstead.	
F/18/02 Public question time	
None.	
F/18/03– Agree & sign the minutes of the FAR committee meeting on 13 December 2017	
The minutes were agreed as a true record of the meeting and were signed by Cllr Taylor.	
F/18/04– Matters arising from the meeting held on 13 December 2017	
<p><b>F/17/138 – Worthys Youth Football Club</b> – The club are still to commence pre-booking of the pitches.</p> <p><b>F/17/141 – Merritt Tree Services</b> – The company have still failed to respond to our requests for credit notes on overcharged invoices despite numerous promises to do so.</p> <p><b>F/17/186 – Legal Issue Arson attack</b> – The culprits had been identified following publication of CCTV images on social media. It had been agreed with the police to follow the Community Court process as damage caused amounted to approximately £200.00.</p> <p><b>F/17/183 – Accounting package</b>- Scribe is due to be trialled over the next 2 weeks.</p>	
F/18/05– Proposed new expenditure	
<p><b>Planning &amp; Highways</b> – None.</p> <p><b>Finance, Administration &amp; Remuneration</b> –none</p> <p><b>Recreation &amp; Amenities</b> –</p> <p><b>ROSPA play area inspection course</b> – It was agreed to book a place for the Maintenance Technician’s on a ROSPA play area inspection course, at a cost of £260.00.</p> <p><b>Fryers Close Rook problem</b> – It was agreed to recommend to the Parish Council that 3 trees should be felled at a cost of approximately £2500.00 having considered other options to resolve this problem.</p>	

[Renewal of bark in burial ground, orchard and other areas](#) – it was agreed to see if bark could be obtained from local tree surgeons.

**Communications** – None

#### F/18/06– To receive the statement of accounts and management reports for the period ended 31 December 2017 (see attached)

The Clerks gave a presentation to members of the accounts for the month ending 31 December 2017. The costs for new benches and table tennis table had been taken from the Community Infrastructure Levy reserve.

The year to date figure showed a surplus of £1162.00 against a budgeted deficit of £22,544

#### F/18/07 – Budget 2018/19

The proposed budget is attached. It was agreed to recommend to the Parish Council that we should increase our precept to £132,739.00.

(2 members of the public arrived at the meeting.)

#### F/18/09 – Grant applications

[Kings Worthy pre-school](#) – A grant request for £1000 had been received towards the creation of sensory garden and supplies costing £2000.00. It was agreed to recommend to Parish Council to grant the full amount, subject to the production of invoices.

[St Mary's Parochial Church Council](#) – A grant request for £1500.00 had been received to buy 30 new gazebos for use at the fete and by the community as needed. It was agreed to recommend payment of 25% (£375.00).

[St Mary's Parochial Church Council](#)- A grant request for £800.00 had been received towards upfront costs of £2000.00 to organise the Community Fete. It was agreed to recommend payment of £500.00.

Action Items	Action by	Target
Grant application to be sent to Parish Council for ratification	Clerk	15/01/2018

(2 members of the public left the meeting.)

#### F/18/10– Remuneration & staffing

None.

#### F/18/11 – Tubbs Hall – landlord's responsibilities

None.

#### F/18/12 – Legal Issues

Our internal audit will be undertaken on 30 April 2018.

#### F/18/13– Clerk's Notices

It was agreed that a balance of up to £250.00 could be held on the Parish Council's cash card. A comparison of gas and electricity prices had been undertaken (comparison is attached). It was agreed to take up a 3-year contract with British Gas Lite for electricity and EDF for gas.

Action Items	Action by	Target
Accept new gas and electricity contracts	Clerk	ASAP

#### F/18/14 – Chairman's notices

None.

#### F/18/15– Authorise payments listing

The Committee received a schedule of invoices due for payment, and agreed the schedule.

#### F/18/16 – Items for next meeting – 10 January 2018

Review of contract for Dog Bins.

Meeting Closed:	21:15.
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Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## Kings Worthy Parish Council

### Management Accounts for the period ended 31st December 2017

2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)
157,226	10,136	10,051	-86	Finance (inc. Precept)	114,812	125,035	10,224	145,216	157,782	138,312
5,809	183	183	0	THMC Income	1,647	3,223	1,576	2,196	3,955	7,499
5,722	525	2,798	2,273	Recreation & Amenities	5,974	6,777	803	8,704	6,864	6,504
0	0	0	0	Planning & Highways	0	0	0	0	0	0
<b>168,757</b>	<b>10,844</b>	<b>13,032</b>	<b>2,187</b>	<b>Total Income</b>	<b>122,432</b>	<b>135,035</b>	<b>12,602</b>	<b>156,116</b>	<b>168,600</b>	<b>152,315</b>
				<b>Expenditure Item/Description</b>						
<b>72,167</b>	<b>4,570</b>	<b>4,306</b>	<b>264</b>	Finance	<b>56,823</b>	<b>55,028</b>	<b>1,795</b>	<b>71,437</b>	<b>70,382</b>	<b>76,188</b>
<b>77,454</b>	<b>4,872</b>	<b>882</b>	<b>3,990</b>	Recreation & Amenities	<b>54,115</b>	<b>53,327</b>	<b>788</b>	<b>71,154</b>	<b>86,074</b>	<b>69,717</b>
<b>5,644</b>	<b>0</b>	<b>0</b>	<b>0</b>	Planning & Highways	<b>11,200</b>	<b>2,661</b>	<b>8,539</b>	<b>14,200</b>	<b>5,922</b>	<b>6,250</b>
<b>155,266</b>	<b>9,442</b>	<b>5,188</b>	<b>4,255</b>	<b>Total Expenses</b>	<b>122,138</b>	<b>111,016</b>	<b>11,122</b>	<b>156,791</b>	<b>162,378</b>	<b>152,155</b>
168,757	10,844	13,032	2,187	<b>Total Income</b>	122,432	135,035	12,602	156,116	168,600	152,315
155,266	9,442	5,188	4,255	<b>Total Expenses</b>	122,138	111,016	11,122	156,791	162,378	152,155
<b>13,491</b>	<b>1,402</b>	<b>7,844</b>	<b>6,442</b>	<b>Net surplus (deficit)</b>	<b>294</b>	<b>24,019</b>	<b>23,725</b>	<b>-675</b>	<b>6,223</b>	<b>160</b>
				<b>Memorandum</b>						
<b>-23,249</b>	<b>1,402</b>	<b>7,844</b>	<b>6,442</b>	<b>Net surplus (deficit) exc. CIL receipts</b>	<b>-22,544</b>	<b>1,162</b>	<b>23,706</b>	<b>-23,513</b>	<b>-23,614</b>	<b>160</b>

				<b>Finance, Administration &amp; Remuneration</b>						
2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)
110,309	9,428	9,428	-0	Precept	84,855	84,855	-0.01	113,140	113,140	132,739
7,694	598	598	0	Council Tax Support Grant	5,381	5,381	0.01	7,175	7,175	3,588
448	21	0	-21	Meeting Room Hire	188	556	368	250	451	400
5,809	183	183	0	THMC	1,647	3,223	1,576	2,196	3,955	7,499
882	3	25	22	Bank interest received	768	726	-43	771	701	1,335
1,152	87	0	-87	Other income, donations	782	6,479	5,697	1,042	6,479	250
36,740	0	0	0	Community Infrastructure Levy	22,838	22,857	19	22,838	29,836	0
<b>163,035</b>	<b>10,319</b>	<b>10,234</b>	<b>-86</b>	<b>Total Income</b>	<b>116,459</b>	<b>124,075</b>	<b>7,617</b>	<b>147,412</b>	<b>161,737</b>	<b>145,811</b>
2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Expenditure Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)
33,006	2,773	2,717	56	Clerks' salaries	24,954	25,684	-730	33,272	33,834	34,511
6,673	567	447	120	Employer's pension	5,105	4,649	456	6,807	5,937	6,056
2,637	192	187	5	Employer's NI	1,730	1,761	-31	2,307	2,322	2,369
345	42	0	42	Training - Clerks/Council	375	370	5	500	570	500
123	17	0	17	Expenses -Travel/subsist.	150	57	93	200	113	150
<b>42,783</b>	<b>3,591</b>	<b>3,351</b>	<b>239</b>	<b>Salaries, Training. Expenses</b>	<b>32,315</b>	<b>32,520</b>	<b>-206</b>	<b>43,086</b>	<b>42,777</b>	<b>43,585</b>
580	54	24	30	Office stationery	488	422	66	650	650	650
829	56	157	-101	Computer software	501	703	-202	668	917	1,000
0	8	0	8	Computer support	75	0	75	100	0	0
78	8	0	8	Postage and carriage	75	160	-85	100	160	150
94	7	0	7	Document storage	60	78	-18	80	104	106
308	25	0	25	Office Consumables	225	412	-187	300	412	300
592	58	167	-109	Office Equip rental	525	498	27	700	686	700
1,366	8	0	8	Office capital expenditure	75	748	-673	100	748	550
1,072	19	147	-128	Subs to prof bodies	893	1,172	-279	950	1,025	1,046

75	0	0	0	Subscriptions & affiliations	75	75	0	75	75	77
0	0	0	0	Public consultations	0	0	0	100	0	250
201	13	-33	45	Sundry expenses	113	259	-146	150	292	300
99	13	81	-69	Events	113	152	-40	150	142	150
<b>5,294</b>	<b>269</b>	<b>544</b>	<b>-275</b>	<b>General Administration</b>	<b>3,217</b>	<b>4,679</b>	<b>-1,462</b>	<b>4,123</b>	<b>5,211</b>	<b>5,279</b>
550	0	0	0	Audit fees - Internal	550	550	0	550	550	561
400	0	0	0	Audit fees - External	400	400	0	400	400	400
519	0	0	0	Accountancy/bookkeeping	156	140	15	311	311	317
566	250	0	250	Legal fees	750	429	321	1,000	544	1,000
0	8	0	8	Consultancy fees	75	0	75	100	0	0
3,102	0	0	0	Insurance	3,226	4,272	-1,046	3,226	4,272	4,036
35	0	0	0	Information Commissioner	35	35	0	35	35	36
147	21	37	-16	Bank charges & interest	193	127	66	257	173	200
<b>5,318</b>	<b>280</b>	<b>37</b>	<b>243</b>	<b>Accountancy, Legal, Tax</b>	<b>5,384</b>	<b>5,953</b>	<b>-569</b>	<b>5,879</b>	<b>6,285</b>	<b>6,550</b>
2,713	150	0	150	Grants to village org (inc. s137)	2,400	2,030	370	3,000	3,000	3,500
0	0	0	0	Election exps (earmarking)	0	0	0	0	0	3,500
-204	0	0	0	Write-Offs	0	0	0	0	0	0
0	0	0	0	Contingencies	3,000	0	3,000	3,000	0	0
<b>2,510</b>	<b>150</b>	<b>0</b>	<b>150</b>	<b>Grants, Other,Contingency</b>	<b>5,400</b>	<b>2,030</b>	<b>3,370</b>	<b>6,000</b>	<b>3,000</b>	<b>7,000</b>
<b>16,262</b>	<b>281</b>	<b>374</b>	<b>92</b>	<b>KWCC - total expenses</b>	<b>10,508</b>	<b>9,846</b>	<b>662</b>	<b>12,349</b>	<b>13,109</b>	<b>13,774</b>
0	0	0	0	Capital Projects (Finance)	0	0	0	0	0	0
0	0	0	0	Capital Projects (Finance)	0	0	0	0	0	0
<b>72,167</b>	<b>4,570</b>	<b>4,306</b>	<b>449</b>	<b>Total Expenses</b>	<b>56,823</b>	<b>55,028</b>	<b>1,795</b>	<b>71,437</b>	<b>70,382</b>	<b>76,188</b>

Recreation & Amenities										
2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)
2,533	525	1,103	578	Burial Ground	4,725	3,761	-964	6,300	3,858	4,000
1,743	0	1,670	1,670	Pitch fees	1,045	2,733	1,688	2,200	2,733	2,200
204	0	0	0	Communication	204	153	-51	204	153	204
100	0	25	25	Ground Fees/other	0	130	130	0	120	100
1,142	0	0	0	Grants : s106	0	0	0	0	0	0
<b>5,722</b>	<b>525</b>	<b>2,798</b>	<b>2,273</b>	<b>Total Income</b>	<b>5,974</b>	<b>6,777</b>	<b>803</b>	<b>8,704</b>	<b>6,864</b>	<b>6,504</b>
2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Expenditure Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)
30,468	2,741	2,699	42	Grounds maintenance contract	24,673	24,564	108	32,897	33,167	35,940
207	0	0	0	Contract supervision (trees)	0	0	0	600	600	600
10,601	667	0	667	Maintenance Pitch/Playgrd	6,000	2,755	3,245	8,000	8,562	6,000
5,061	430	433	-3	Dog bins	3,870	3,898	-28	5,160	5,198	5,302
1,081	350	0	350	Notice Boards & Signs	1,000	477	523	1,000	2,672	500
5,817	0	-797	797	Seats, Tables & Shelters	3,109	679	2,430	3,109	2,872	1,000
380	14	0	14	Litter pickers & bins	128	0	128	170	0	170
8,498	0	120	-120	Trees	4,500	4,539	-39	5,000	6,319	7,500
1,853	0	0	0	Burial Ground Capital Projects	950	251	699	950	251	500
315	8	0	8	Burial Ground Maintenance	75	175	-100	100	103	100
7,943	625	272	353	Maintenance Technician	5,625	4,239	1,386	7,500	6,488	9,000
59	0	0	0	Water Rates - Burial Ground	20	20	0	40	40	50
35	0	0	0	Water Rates - Eversley Park	13	28	-16	25	50	40
<b>72,318</b>	<b>4,836</b>	<b>2,472</b>	<b>2,363</b>	<b>Maintenance/Serviceing</b>	<b>49,962</b>	<b>41,975</b>	<b>7,987</b>	<b>64,551</b>	<b>66,926</b>	<b>66,702</b>

0	0	300	-300	Advertising	200	819	-619	200	819	200
888	0	7	-7	Leaflets and publications	1,260	1,125	135	1,400	1,118	1,250
0	37	20	17	Website fees	329	493	-165	438	646	400
<b>888</b>	<b>37</b>	<b>327</b>	<b>-291</b>	<b>Communication Expenses</b>	<b>1,789</b>	<b>2,436</b>	<b>-648</b>	<b>2,038</b>	<b>2,582</b>	<b>1,850</b>
940	0	0	0	Eversley Park Path & Steps	565	565	0	565	565	0
787	0	0	0	Fryers Close Play Area	0	0	0	0	0	0
2,521	0	0	0	Playground Gates	0	0	0	0	0	0
0	0	1,144	-1,144	Fencing	0	1,777	-1,777	0	5,210	500
0	0	0	0	Christmas lights	0	400	-400	400	400	0
0	0	33	-33	Defibrillators	0	6,174	-6,174	0	7,041	665
0	0	-3,094	3,094	Capital Projects (R&A)	1,800	0	1,800	3,600	3,350	0
<b>4,248</b>	<b>0</b>	<b>-1,918</b>	<b>1,918</b>	<b>Capital Projects (R&amp;A)</b>	<b>2,365</b>	<b>8,916</b>	<b>-6,551</b>	<b>4,565</b>	<b>16,566</b>	<b>1,165</b>
<b>77,454</b>	<b>4,872</b>	<b>882</b>	<b>3,990</b>	<b>Total expenses</b>	<b>54,115</b>	<b>53,327</b>	<b>788</b>	<b>71,154</b>	<b>86,074</b>	<b>69,717</b>

<b>Planning &amp; Highways</b>										
2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Expenditure Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)
5,644	0	0	0	Street Lighting	3,000	2,661	339	6,000	5,922	6,250
0	0	0	0	Speedwatch	1,500	0	1,500	1,500		0
0	0	0	0	Cycle Chicanes	1,200	0	1,200	1,200		0
0	0	0	0	Fraser Road Parking Measures	5,500	0	5,500	5,500		0
<b>5,644</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Total Expenses</b>	<b>11,200</b>	<b>2,661</b>	<b>8,539</b>	<b>14,200</b>	<b>5,922</b>	<b>6,250</b>



Tubbs Hall Management Committee											
2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)	
2,630	183	183	0	Mngmt fee - THMC	1,647	1,647	0	2,196	2,196	2,196	
3,179	0	0	0	THMC - exp recharged	0	1,576	1,576	0	1,576	5,303	
<b>5,809</b>	<b>183</b>	<b>183</b>	<b>0</b>	<b>KWCC - income</b>	<b>1,647</b>	<b>3,223</b>	<b>1,576</b>	<b>2,196</b>	<b>3,772</b>	<b>7,499</b>	
<b>Expenditure</b>											
<b>Item/Description</b>											
<b>Shared Expenses</b>											
<b>(KWPC 40% / THMC 60%)</b>											
561	0	0	0	Caretaker's salary	0	0	0	0	0	0	
257	26	25	-1	Water	233	221	-11	310	295	300	
993	79	97	17	Electricity	713	709	-4	951	960	1,050	
971	75	99	24	Gas	675	514	-161	900	932	700	
319	0	0	0	Rent	319	319	-0	319	319	335	
172	101	123	22	Waste collection charges	712	626	-86	712	845	850	
0	0	0	0	Maintenance contracts	0	0	0	0	0	0	
686	37	0	-37	Telephone & broadband	333	468	135	444	697	700	
1,951	0	109	109	Electrical infrastructure, installations & PAT testing	0	522	522	695	553	835	
2,911	0	0	0	Fire safety	321	387	66	321	387	350	
60	60	60	0	Pest control	180	180	0	240	240	245	
0	0	0	0	Loft space	0	0	0	0	1,250	0	
0	0	0	0	Energy efficiency surveys	0	0	0	0	0	0	
<b>8,882</b>	<b>378</b>	<b>513</b>	<b>135</b>		<b>3,486</b>	<b>3,947</b>	<b>462</b>	<b>4,892</b>	<b>6,479</b>	<b>5,365</b>	

				Shared Expenses (50/50)						
441	0	0	0	Repairs to entrance hall (inc. flooring)	0	18	18	0	18	0
130	0	0	0	External doors	5,431	3,178	-2,253	5,431	3,178	260
166	0	0	0	Repairs in toilet area	255	572	317	255	1,527	3,050
47	13	0	-13	Heating repairs	38	2	-35	50	2	3,000
<b>784</b>	<b>13</b>	<b>0</b>	<b>-13</b>		<b>5,724</b>	<b>3,770</b>	<b>-1,954</b>	<b>5,736</b>	<b>4,725</b>	<b>6,310</b>
				Capital expenditure split on individual basis (by prior agreement)						
514	0	0	0	Kitchen and equipment	0	0	0	0	0	0
2,715	0	0	0	CCTV / Security	0	140	140	90	90	92
0	0	0	0	Insurance claim excess	0	0	0	0	0	0
<b>514</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Capital (THMC share)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2,715</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Capital (KWPC Share)</b>	<b>0</b>	<b>140</b>	<b>140</b>	<b>90</b>	<b>90</b>	<b>92</b>
				THMC 100% Expenses						
764	33	0	-33	Cleaning supplies	300	67	-233	400	268	300
223	8	218	210	Repairs Internal	75	912	837	100	700	700
724	21	0	-21	Other Tubbs Hall costs	188	176	-12	250	10	125
0	0	0	0	Window cleaning (internal)	0	0	0	0	0	0
<b>1,711</b>	<b>63</b>	<b>218</b>	<b>156</b>		<b>563</b>	<b>1,154</b>	<b>592</b>	<b>750</b>	<b>979</b>	<b>1,125</b>
				PC 100% Expenses						
295	0	0	0	Rates - Business	301	284	-17	301	284	300
1,321	42	66	24	Repairs External	375	550	175	500	472	500
40	7	0	-7	Window cleaning (external)	60	0	-60	80	80	82
<b>1,656</b>	<b>48</b>	<b>66</b>	<b>18</b>		<b>736</b>	<b>834</b>	<b>98</b>	<b>881</b>	<b>836</b>	<b>882</b>
<b>16,262</b>	<b>281</b>	<b>374</b>	<b>92</b>	<b>KWCC - total expenses</b>	<b>10,508</b>	<b>9,846</b>	<b>-662</b>	<b>12,349</b>	<b>13,109</b>	<b>13,774</b>
<b>10,453</b>	<b>-98</b>	<b>-191</b>	<b>-92</b>	<b>Total Net</b>	<b>8,861</b>	<b>6,623</b>	<b>-2,238</b>	<b>10,153</b>	<b>9,337</b>	<b>6,275</b>

Tubbs Hall Management Committee										
2016/17 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2017/2018 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2017/2018 Budget (£)	Forecast Outturn (£)	2018/19 Budget (£)
2,630	183	183	0	Mngmt fee - THMC	1,647	1,647	0	2,196	2,196	2,196
3,179	0	0	0	THMC - exp recharged	0	1,576	1,576	0	1,576	5,303
<b>5,809</b>	<b>183</b>	<b>183</b>	<b>0</b>	<b>KWCC - income</b>	<b>1,647</b>	<b>3,223</b>	<b>1,576</b>	<b>2,196</b>	<b>3,772</b>	<b>7,499</b>
Expenditure Item/Description										
Shared Expenses (KWPC 40% / THMC 60%)										
561	0	0	0	Caretaker's salary	0	0	0	0	0	0
257	26	25	-1	Water	233	221	-11	310	295	300
993	79	97	17	Electricity	713	709	-4	951	960	1,050
971	75	99	24	Gas	675	514	-161	900	932	700
319	0	0	0	Rent	319	319	-0	319	319	335
172	101	123	22	Waste collection charges	712	626	-86	712	845	850
0	0	0	0	Maintenance contracts	0	0	0	0	0	0
686	37	0	-37	Telephone & broadband	333	468	135	444	697	700
1,951	0	109	109	Electrical infrastructure, installations & PAT testing	0	522	522	695	553	835
2,911	0	0	0	Fire safety	321	387	66	321	387	350
60	60	60	0	Pest control	180	180	0	240	240	245
0	0	0	0	Loft space	0	0	0	0	1,250	0
0	0	0	0	Energy efficiency surveys	0	0	0	0	0	0
<b>8,882</b>	<b>378</b>	<b>513</b>	<b>135</b>		<b>3,486</b>	<b>3,947</b>	<b>462</b>	<b>4,892</b>	<b>6,479</b>	<b>5,365</b>
Shared Expenses (50/50)										
441	0	0	0	Repairs to entrance hall (inc. flooring)	0	18	18	0	18	0
130	0	0	0	External doors	5,431	3,178	-2,253	5,431	3,178	260
166	0	0	0	Repairs in toilet area	255	572	317	255	1,527	3,050
47	13	0	-13	Heating repairs	38	2	-35	50	2	3,000
<b>784</b>	<b>13</b>	<b>0</b>	<b>-13</b>		<b>5,724</b>	<b>3,770</b>	<b>-1,954</b>	<b>5,736</b>	<b>4,725</b>	<b>6,310</b>

				Capital expenditure split on individual basis (by prior agreement)						
514	0	0	0	Kitchen and equipment	0	0	0	0	0	0
2,715	0	0	0	CCTV / Security	0	140	140	90	90	92
0	0	0	0	Insurance claim excess	0	0	0	0	0	0
<b>514</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Capital (THMC share)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2,715</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Capital (KWPC Share)</b>	<b>0</b>	<b>140</b>	<b>140</b>	<b>90</b>	<b>90</b>	<b>92</b>
				THMC 100% Expenses						
764	33	0	-33	Cleaning supplies	300	67	-233	400	268	300
223	8	218	210	Repairs Internal	75	912	837	100	700	700
724	21	0	-21	Other Tubbs Hall costs	188	176	-12	250	10	125
0	0	0	0	Window cleaning (internal)	0	0	0	0	0	0
<b>1,711</b>	<b>63</b>	<b>218</b>	<b>156</b>		<b>563</b>	<b>1,154</b>	<b>592</b>	<b>750</b>	<b>979</b>	<b>1,125</b>
				PC 100% Expenses						
295	0	0	0	Rates - Business	301	284	-17	301	284	300
1,321	42	66	24	Repairs External	375	550	175	500	472	500
40	7	0	-7	Window cleaning (external)	60	0	-60	80	80	82
<b>1,656</b>	<b>48</b>	<b>66</b>	<b>18</b>		<b>736</b>	<b>834</b>	<b>98</b>	<b>881</b>	<b>836</b>	<b>882</b>
<b>16,262</b>	<b>281</b>	<b>374</b>	<b>92</b>	<b>KWCC - total expenses</b>	<b>10,508</b>	<b>9,846</b>	<b>-662</b>	<b>12,349</b>	<b>13,109</b>	<b>13,774</b>
<b>10,453</b>	<b>-98</b>	<b>-191</b>	<b>-92</b>	<b>Total Net</b>	<b>8,861</b>	<b>6,623</b>	<b>-2,238</b>	<b>10,153</b>	<b>9,337</b>	<b>6,275</b>
5,809	341	183	-158	KWCC - income	1,647	3,223	1,576	2,196	3,772	7,499
7,946	251	526	274	Expenses (THMC share)	5,516	5,408	-108	6,553	3,341	7,499
8,316	237	271	34	Expenses (PC share)	4,992	4,438	-554	5,796	3,199	6,183
<b>-2,137</b>	<b>89</b>	<b>-343</b>	<b>-432</b>	<b>KWCC cost to PC*</b>	<b>-3,869</b>	<b>-2,185</b>	<b>1,684</b>	<b>-4,357</b>	<b>430</b>	<b>0</b>

<b>Balance Sheet</b>		<b>Period ended 31st December 2017</b>
		<b>Current Assets</b>
0		Co-Op Fixed Deposit 1 year (to 16/09/16) (1.125%)
9,799		Unity Trust Current
52,288		Unity Trust Tailored Deposit
21,000		Hampshire Trust Bank variable
35,438		Hampshire Trust Bank 12 month (to 27/09/2018)
60,000		Hampshire Trust Bank 10196472
107		Bread4Business **** * 2261
0		Bread4Business **** * 1588
76		Debtors Control
0		Prepayments
<b>178,708</b>		<b>Current Assets</b>
		<b>Current Liabilities (inc. Precept received in advance)</b>
<b>41,937</b>		
		<b>Current Assets - Current Liabilities</b>
<b>136,771</b>		
		<b>Earmarked Funds in Reserve</b>
19,267		Church Green
55,414		CIL Reserve 2016-17
<b>74,681</b>		<b>Earmarked Total</b>
		<b>Net Assets</b>
<b>62,090</b>		
		Net Assets
62,090		
Made up by:		
11,519		Profit & Loss account brought forward
30,735		Reserves
19,836		P&L for year to date

<b>Kings Worthy Parish Council - Finance, Administration &amp; Remuneration Committee Payment Listing</b>						
<b>Date</b>	<b>Committee</b>	<b>Beneficiary</b>	<b>Description</b>	<b>Category</b>	<b>Total Amount (Inc. VAT)</b>	<b>Unrecoverable VAT</b>
<b>Payments previously authorised:</b>						
						£ -
				<b>Total:</b>	£ -	£ -
<b>Payments to be authorised:</b>						
12/01/2018	R&A	Environment Hygeine Services	Cleaning of bus shelters	Shelters	£ 36.00	£ -

12/01/2018	R&A	MRS Services	December work	Maintenance Technican / Burial Ground maintenance	£ 396.00	£
12/01/2018	FIN	RHanney/ Waitrose	Christmas party	Events	£ 81.07	£ -
12/01/2018	THMC	Rentokil	pest control	Pest control	£ 72.00	£ -
12/01/2018	R&A	A2 Builders	wall removal K Bishop walk - tree felling	Tree Works	£ 120.00	£ -
12/01/2018	FAR	Hampshire Media Ltd	advert - grounds maintenance	advert	£ 360.00	£ -
12/01/2018	THMC	Hampshire PAT testing	PAT testing	Electrical infrasture/ PAT	£ 131.28	£ -
12/01/2018	R&A	Jacksons Fencing	timber rails/posts/ wire	Fencing	£ 1,372.60	£ -
12/01/2018	FAR	Viking	stationery	stationery	£ 29.09	£ -
12/01/2018						£ -
12/01/2018						£ -
12/01/2018						£ -

12/01/2018	FAR	PCC of Kings Worthy	magazine subscription	leaflets and publications	£ 7.00	£ -
12/01/2018	R&A	IDVerde	Dog Bin Oct - Dec	R&A	£ 1,559.38	£ -
12/01/2018	FAR	Boxit	storage	storage	£ 31.52	£ -
				<b>Total:</b>	<b>£ 4,195.94</b>	<b>£ -</b>

<b>Direct Debits / Standing Orders</b>						
05/12/2017	TH	Business Stream Ltd.	Water supply (monthly)	Water Rates - Tubbs Hall	£ 24.60	£ -
08/12/2017	TH	E.ON	Tubbs Hall gas supply (monthly)	Gas - Tubbs Hall	£ 104.45	£ -
08/12/2017	TH	E.ON	Tubbs Hall electricity supply (monthly)	Electricity - Tubbs Hall	£ 101.42	£ -
18/12/2017	TH	Biffa	6 months waste collection	Waste collection charges	£ 147.00	£ -
18/12/2017	FAR	SAGE	Accounting software (monthly)	Computer software	£ 33.00	£ -



27/12/2017	R&A	Green Smile Ltd.	Grounds maintenance contract (monthly)	Grounds maintenance contract	£ 3,239.25	£ -
15/01/2018	FAR	TLC Online	Website and email support	Website expenses	£ 20.00	£ -
03/01/2018	FAR	Plusnet	Internet & telephone (monthly)	Telephone & broadband	£ 52.98	£ -
				<b>Total:</b>	<b>£ 3,722.70</b>	<b>£ -</b>
<b>Salary Costs</b>						
22/12/2017	FAR	Staff	Net Wages (net of PAYE & NI)	Clerks Salaries	£ 2,295.24	£ -
19/12/2017	FAR	HMRC	PAYE (see above)	PAYE	£ 164.00	£ -
19/12/2017	FAR	HMRC	National Insurance (see above)	Employers NI	£ 349.85	£ -
19/12/2017	FAR	Pensions	(Paid by EKS Accounting)	Employers Pension	£ 867.17	£ -
				<b>Total:</b>	<b>£ 3,676.26</b>	<b>£ -</b>

<b>Payments from Procurement Cards</b>						
<i>Chris Read</i>						
13/12/2017	THMC	lights4fun	Xmas lights	R&M Tubbs Hall	£ 179.94	£ -
11/12/2017	THMC	spare2go	descaler	R&M TH	£ 28.99	£ -
15/12/2017	THMC	amazon	filter water	R&M TH	£ 22.99	£ -
						£ -
				<b>Total:</b>	<b>£ 231.92</b>	<b>£ -</b>
<b>Bank Fees &amp; Interest Charges</b>				<b>Committees</b>		
<b>Period</b>		<b>Total Fees</b>		R&A	Recreation & Amenities	
Oct - Dec		£ 34.65		FAR	Finance, Administration & Remuneration	
<b>Card Fees</b>				P&H	Planning & Highways	
Dec-17		£ 2.54				

KW/h used						Year fixed contracts (Economy 7)		3 Year fixed contracts (Single Rate)	5 Year fixed contract (Economy 7)	5 Year fixed contract (Single Rate)
	Day	Night	Period Usage	Days in Period	Actual	British Gas Lite	Scottish Power	British Gas Lite	British Gas Lite	British Gas Lite
Dec-17	896	153	1049	40	£ 126.58	£ 146.40	£ 153.27	£ 125.07	£ 158.86	£ 136.86
Nov-17	707	90	797	32	£ 96.59	£ 112.76	£ 117.90	£ 95.35	£ 122.27	£ 104.31
Oct-17	554	73	627	27	£ 76.46	£ 88.98	£ 93.17	£ 75.38	£ 96.45	£ 82.43
Sep-17	598	88	686	34	£ 84.81	£ 97.88	£ 102.83	£ 83.38	£ 106.04	£ 91.08
Aug-17	417	67	484	28	£ 60.87	£ 69.65	£ 73.45	£ 59.64	£ 75.39	£ 65.07
Jul-17	381	59	440	23	£ 54.71	£ 62.91	£ 66.18	£ 53.72	£ 68.13	£ 58.66
Jun-17	419	20	439	33	£ 47.77	£ 66.58	£ 70.26	£ 55.64	£ 71.84	£ 60.55
May-17	461	85	546	28	£ 67.75	£ 77.41	£ 81.52	£ 66.55	£ 83.88	£ 72.68
Apr-17	457	101	558	27	£ 68.81	£ 78.14	£ 82.33	£ 67.69	£ 84.72	£ 73.95
Mar-17	1067	194	1261	45	£ 151.36	£ 174.90	£ 183.03	£ 149.72	£ 189.87	£ 163.90
Feb-17	785	101	886	28	£ 105.41	£ 123.77	£ 128.98	£ 104.46	£ 134.35	£ 114.43
Jan-17	472	69	541	20	£ 64.86	£ 75.83	£ 79.26	£ 64.38	£ 82.27	£ 70.46
<b>Total:</b>	7214	1100	<b>8314</b>	<b>365</b>	<b>#####</b>	<b>£ 1,175.20</b>	<b>£ 1,232.16</b>	<b>£ 1,001.00</b>	<b>£ 1,274.07</b>	<b>£ 1,094.36</b>
<b>Split:</b>	87%	13%								
						<b>3 Year Cost: £ 3,525.61</b>	<b>£ 3,696.49</b>	<b>£ 3,002.99</b>	<b>£ 3,822.21</b>	<b>£ 3,283.08</b>
						<b>5 Year Cost: £ 6,214.48</b>	<b>£ 6,515.68</b>	<b>£ 5,293.27</b>	<b>£ 6,370.36</b>	<b>£ 5,471.80</b>
						Assumes a further 14.4% increase				

				3 Year fixed contracts		
	Period Usage	Days in Period	Actual	British Gas	Scottish Power	EDF
Dec-17	3725	40	£ 164.14	£ 137.53	£ 141.49	£ 135.53
Nov-17	2209	32	£ 99.48	£ 83.13	£ 85.98	£ 82.44
Oct-17	772	27	£ 38.37	£ 32.06	£ 34.00	£ 32.77
Sep-17	786	34	£ 41.26	£ 33.88	£ 36.25	£ 34.99
Aug-17	483	28	£ 27.20	£ 22.17	£ 24.05	£ 23.28
Jul-17	225	26	£ 16.03	£ 12.79	£ 14.44	£ 14.08
May & Jun 17	728	57	£ 44.25	£ 36.22	£ 39.95	£ 38.78
Apr-17	2484	36	£ 111.35	£ 93.48	£ 96.69	£ 92.71
Mar-17	3024	37	£ 134.68	£ 112.51	£ 116.00	£ 111.16
Feb-17	2071	28	£ 92.75	£ 77.56	£ 80.11	£ 76.79
Jan-17	2502	20	£ 108.21	£ 91.07	£ 93.32	£ 89.32
<b>Total:</b>	<b>19009</b>	<b>365</b>	<b>£ 877.72</b>	<b>£ 732.38</b>	<b>£ 762.27</b>	<b>£ 680.62</b>

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