

Wickham Market Parish Council

CONFIDENTIAL

This report is **confidential** when it contains individuals' salary details. Therefore a redacted version is published on the website

Finance Report

July 2022

Balance at bank as at

04 July 2022

| | |
|---------------------------|-------------------|
| Community Account | 116,628.14 |
| Business Premium Account | 20,819.87 |
| Total at bank | 137,448.01 |
| Less Unpresented Payments | 5,531.65 |
| | 131,916.36 |

(See bank reconciliation for more details)

Other items to note:

Grants

Totalling £9,690 from four different sources have been applied for and approved so far this year
Neighbourhood Plan grant of £2,836 received in August 2021 has only had £540 spent against it so £2,296 will need to be returned

Audit 2020-21

Investigation still incomplete. The outcome is still expected by September

Electronic Payments

have now been set up for 2 of the 3 signatories and the first test payments are being made. This does not compromise control as there are still two electronic authorisations required before a payment is processed

Interest Rates

Now that interest rates are rising, the accounts will be managed to safely maximise credit interest. A low credit warning has been built into the Cashbook to ensure funds are available for forthcoming payments

PayPal

I discovered last week that the Parish Council have a PayPal account linked to the clerk's email and the PC bank account. It was set up in 2019 but has never been used. I have changed the log in details so that only I can access it. This still poses a security risk but at least it is under control now.

Payment Advice Schedule

July 2022

FC: Full Council

FGP: Finance & General Purpose Cttee

EL: Environment and Leisure Cttee

Followed by meeting date and agenda item

| Meeting Date | Chq No | Payment | Supplier | Description or Reference | Authority | Total |
|--------------------|--------|---------|-------------------------------|-------------------------------------|-------------------|------------------|
| July | DD | May | Anglian Water | Allotment Water | DD | 242.97 |
| | DD | May | e-on | Power on the Hill | DD | 20.39 |
| | DD | May | NEST | Clerk's Pension | | |
| | DD | Jun | Anglian Water | Allotment Water | DD | 135.61 |
| | DD | Jun | Anglian Water | Cemetery Water | DD | 16.39 |
| | DD | Jun | e-on | Power on the Hill | DD | 19.53 |
| | DD | Jun | NEST | Clerk's Pension | | |
| | 103775 | May | L Merriam | Salary P2 | | |
| | 103776 | May | A Besly | Salary P2 | | |
| | 103777 | Jun | Ibis Marketing | Art Materials for Jubilee Event | Chair & Clerk | 55.87 |
| | 103778 | Jun | Abbey Protective Coatings Ltd | Village Sign Powder Coat | FC 13 Jun 22: 7.1 | 627.60 |
| | 103779 | Jun | Business Services at CAS | Insurance | FC 13 Jun 22: 7.2 | 1,234.53 |
| | 103780 | Jun | Bulstrodes | Suffolk Flags | Chair & Clerk | 68.75 |
| | 103781 | Jun | Adrian Clarke | Handy man | Chair & Clerk | 150.00 |
| | 103782 | Jun | Tuddenham Press Ltd | Choir Leaflets | Chair & Clerk | 72.00 |
| | EP | Jun | A Besly | Q1 Expenses | Chair & Clerk | 87.00 |
| | EP | Jun | A Besly | Salary P3 | | |
| | EP | Jun | HMRC | PAYE & NIC Q1 | FC 15 Nov 21: 26 | 3,002.83 |
| | EP | Jun | L Merriam | Salary P3 | | |
| | EP | Jun | Wickham Market Village Hall | Deposit on 2 Keys (Y Adults & Choir | Chair & Clerk | 30.00 |
| | EP | Jun | Future Pressure Washing | Play Area Cleaning | Chair & Clerk | 250.00 |
| Grand Total | | | | | | 10,083.57 |