

## Oakington & Westwick Parish Council

### Payments & Income Schedule – May 2023

<b>Invoices</b>	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
SSE Electric	Street lighting energy 2.3.23-3.4.23	18.30	.91	19.21
CAPALC	Affiliation 23-24 + DPO scheme	534.09		534.09
S Moore	Chair's allowance 22-23	200.00		200.00
SLCC Enterprises Ltd	Refund – Clerk's training webinar (cancelled)	-30.00	-6.00	-36.00
Roofing Megastore Ltd	Bus shelter roof materials	194.18	38.84	233.02
Brookfield Contracting	Grass cutting April 23	392.00	78.40	470.40
<b>Salaries</b>	Salaries (net)	1176.64		1176.64
	Expenses	30.00		30.00
HMRC	PAYE/NI	150.13		150.13
NEST	Pensions	170.84		170.84
<b>Charge Card</b>				
Lloyds Bank	Monthly charge card fee	3.00		3.00
Screwfix	Bus shelter roof fixings	18.72	3.75	22.47
Tradefix Direct Ltd	Bus shelter roof metal straps	16.36	3.27	19.63
<b>Total</b>				<b>2993.43</b>
<b>Income</b>				
HMRC	VAT reclaim 1.3.23-31.3.23	461.83		461.83
South Cambs DC	Precept 23/A	34245.00		34245.00
Co-Op Funeral Services	Interment fee	200.00		200.00
<b>Total</b>				<b>34906.83</b>

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6	Training				500.00	90.00	410.00	410.00 (82%)
7	Insurance				2,700.00	2,183.33	516.67	516.67 (19%)
11	Audit				450.00	425.00	25.00	25.00 (5%)
12	Journal				500.00		500.00	500.00 (100%)
13	Contingency							(N/A)
14	Street Lighting				500.00	210.77	289.23	289.23 (57%)
16	Subscriptions				700.00	750.12	-50.12	-50.12 (-7%)
17	Allowances				200.00	200.00		(0%)
18	Community Grants				1,000.00	681.25	318.75	318.75 (31%)
24	Caretaker Duties				200.00	350.00	-150.00	-150.00 (-75%)
27	Website				500.00	400.13	99.87	99.87 (19%)
32	Accounting Software				300.00	345.60	-45.60	-45.60 (-15%)
40	General Admin/Contingency				2,000.00	2,434.70	-434.70	-434.70 (-21%)
45	Election				2,500.00	135.00	2,365.00	2,365.00 (94%)
<b>SUB TOTAL</b>					<b>12,050.00</b>	<b>8,205.90</b>	<b>3,844.10</b>	<b>3,844.10 (31%)</b>

Capital Items & New Projects

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
15	Highways				3,000.00		3,000.00	3,000.00 (100%)
46	Bus Shelters				2,000.00	480.00	1,520.00	1,520.00 (76%)
<b>SUB TOTAL</b>					<b>5,000.00</b>	<b>480.00</b>	<b>4,520.00</b>	<b>4,520.00 (90%)</b>

Earmarked Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34	Section 106/Open Spaces Projer		52,334.90	52,334.90	18,060.00	64,863.71	-46,803.71	5,531.19 (30%)
<b>SUB TOTAL</b>			<b>52,334.90</b>	<b>52,334.90</b>	<b>18,060.00</b>	<b>64,863.71</b>	<b>-46,803.71</b>	<b>5,531.19 (30%)</b>

Grounds & Open Spaces

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4	Grass Cutting				4,000.00	3,520.00	480.00	480.00 (12%)
5	Cemetery				2,400.00	1,630.00	770.00	770.00 (32%)
19	Extra Grounds Maintenance				2,000.00	6,047.95	-4,047.95	-4,047.95 (-202%)
21	Stocks Green				15,000.00	1,087.40	13,912.60	13,912.60 (92%)
22	Flood Mitigation							(N/A)
25	Play Area				2,610.00	2,007.50	602.50	602.50 (23%)
26	Orchards				1,200.00	843.65	356.35	356.35 (29%)
33	Planted containers				600.00	606.64	-6.64	-6.64 (-1%)
42	Sign Boards				2,000.00		2,000.00	2,000.00 (100%)
43	Drainage works					1,700.00	-1,700.00	-1,700.00 (N/A)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

<b>SUB TOTAL</b>				<b>29,810.00</b>	<b>17,443.14</b>	<b>12,366.86</b>	<b>12,366.86 (41%)</b>
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<b>Income</b>		<b>Receipts</b>			<b>Payments</b>			<b>Net Position</b>
<b>Code</b>	<b>Title</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>	<b>+/- Under/over spend</b>
36	Precept	61,225.00	61,225.00					(0%)
37	Interest	600.00	518.77	-81.23				-81.23 (-13%)
38	Cemetery	2,000.00	1,150.00	-850.00				-850.00 (-42%)
39	Miscellaneous	200.00	425.00	225.00				225.00 (112%)
41	VAT							(N/A)
44	Donations							(N/A)
48	Grants		257.50	257.50		285.00	-285.00	-27.50 (N/A)
<b>SUB TOTAL</b>		<b>64,025.00</b>	<b>63,576.27</b>	<b>-448.73</b>		<b>285.00</b>	<b>-285.00</b>	<b>-733.73 (-1%)</b>

<b>Sports Pavilion</b>		<b>Receipts</b>			<b>Payments</b>			<b>Net Position</b>
<b>Code</b>	<b>Title</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>	<b>+/- Under/over spend</b>
9	Pavilion				1,700.00	738.00	962.00	962.00 (56%)
10	MUGA				700.00	1,138.58	-438.58	-438.58 (-62%)
47	Pavilion & MUGA (Sinking fund)				5,000.00		5,000.00	5,000.00 (100%)
<b>SUB TOTAL</b>					<b>7,400.00</b>	<b>1,876.58</b>	<b>5,523.42</b>	<b>5,523.42 (74%)</b>

<b>Staffing</b>		<b>Receipts</b>			<b>Payments</b>			<b>Net Position</b>
<b>Code</b>	<b>Title</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>	<b>+/- Under/over spend</b>
1	Salary (Inc Tax and NI)				13,840.00	13,870.04	-30.04	-30.04 (-0%)
2	Pension				1,900.00	1,796.45	103.55	103.55 (5%)
3	Expenses				100.00		100.00	100.00 (100%)
<b>SUB TOTAL</b>					<b>15,840.00</b>	<b>15,666.49</b>	<b>173.51</b>	<b>173.51 (1%)</b>

<b>Youth</b>		<b>Receipts</b>			<b>Payments</b>			<b>Net Position</b>
<b>Code</b>	<b>Title</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>	<b>+/- Under/over spend</b>
8	Youth Work				10,000.00	8,412.00	1,588.00	1,588.00 (15%)
<b>SUB TOTAL</b>					<b>10,000.00</b>	<b>8,412.00</b>	<b>1,588.00</b>	<b>1,588.00 (15%)</b>

**Summary**

<b>NET TOTAL</b>	<b>64,025.00</b>	<b>115,911.17</b>	<b>51,886.17</b>	<b>98,160.00</b>	<b>117,232.82</b>	<b>-19,072.82</b>	<b>32,813.35 (20%)</b>
<b>V.A.T.</b>		<b>16,412.46</b>			<b>15,619.60</b>		
<b>GROSS TOTAL</b>		<b>132,323.63</b>			<b>132,852.42</b>		

## Oakington & Westwick Parish Council

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 31/03/2023</b>			
	Cash in Hand 01/04/2022			102,165.65
	<b>ADD</b>			
	Receipts 01/04/2022 - 31/03/2023			132,323.63
				234,489.28
	<b>SUBTRACT</b>			
	Payments 01/04/2022 - 31/03/2023			132,852.42
<b>A</b>	<b>Cash in Hand 31/03/2023</b> (per Cash Book)			<b>101,636.86</b>
	Cash in hand per Bank Statements			
	Petty Cash	01/03/2023	0.00	
	Cambridge&Counties 95 Day Notic	31/03/2023	12,387.49	
	Santander Savings Account	31/03/2023	210.60	
	Unity Trust Current Account	01/03/2023	89,220.91	
				<b>101,819.00</b>
	Less unrepresented payments			182.14
				101,636.86
	Plus unrepresented receipts			
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>101,636.86</b>
	<b>A = B Checks out OK</b>			

**Oakington & Westwick Parish Council**  
**Fixed Assets and Long Term Investments**

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Sports Pavilion	2008	700,000.00	1,067,816.00				
MUGA Surface	2009	27,738.00	27,738.00				
MUGA fencing	2009	22,575.00	22,575.00				
MUGA floodlights	2009	17,874.00	17,874.00				
Ocean/Home net & tower	2012	15,567.00	15,567.00				
Pavilion Car park surface	2008	15,000.00	15,000.00				
Combination Unit	2012	14,874.00	14,874.00				
Wetpour Surface	2012	10,583.00	10,583.00				
4 x Brick bus shelters	Various	10,200.00	10,200.00				
Cableway	2012	7,203.00	7,203.00				
Wicksteed rota rider	2012	6,628.00	6,628.00				
Rec Barriers		5,800.00	5,800.00				
2 x Metal/Perspex Shelter -Cam	Various	5,100.00	5,100.00				
Pavilion Path	2016	4,157.00	4,157.00				
Birds Nest swing	2012	3,637.00	3,637.00				
Garden Seesaw	2012	3,573.00	3,573.00				
MVAS (Speed unit)	2019	3,500.00	3,500.00				
100 x Pavilion chairs	2008	3,300.00	3,300.00				
3 x Hardwood picnic tables	2012	3,219.00	3,219.00				
Rocking Horse	2012	2,400.00	2,400.00				
2 x Spinner Bowls	2012	2,208.00	2,208.00				
Duo Swing	2012	2,087.00	2,087.00				
Car Park Lighting	2008	2,000.00	2,000.00				
Height Barrier	2018	1,840.00	1,840.00				
3 x breakfast benches	2012	1,731.00	1,731.00				
Storage container	2016	1,650.00	1,650.00				

**Oakington & Westwick Parish Council**  
**Fixed Assets and Long Term Investments**

<b>Asset Description</b>	<b>Date Acquired</b>	<b>Purchase Value</b>	<b>Current Value</b>	<b>Location /Responsibility</b>	<b>Estimated Life</b>	<b>Usage/Capacity</b>	<b>Charges</b>
20 x Large tables	2008	1,558.00	1,558.00				
4 x HD CCTV camera	2015-2018	1,475.00	1,475.00				
Swings - flat seats	2012	1,410.00	1,410.00				
Stepping Blocks with rope	2012	1,274.00	1,274.00				
1 x CCTV hub (DVR)	2014	1,164.00	1,164.00				
Pond railing	2017	1,092.00	1,092.00				
4 x Chair trucks	2008	1,028.00	1,028.00				
1 x Village sign		1,000.00	1,000.00				
MUGA goals	2009	972.00	972.00				
16 x Planted containers	2018	867.00	867.00				
MUGA tennis posts	2009	819.00	819.00				
Crazy Dragon	2012	716.00	716.00				
1 x Wooden bench, Rec	2009	600.00	600.00				
1 x Wooden bench, Village Sign	2014	564.00	564.00				
Noticeboard, Longstanton Road	2018	550.00	550.00				
Queensgate bench	2012	466.00	466.00				
8 x Small tables	2008	435.00	435.00				
Laptop	2017	360.00	360.00				
2 x Table trolley	2008	340.00	340.00				
Debrillator Cabinet	2015	340.00	340.00				
Cableway tensioner	2012	330.00	330.00				
1 x Printer	2019	228.00	228.00				
1 x Wooden bench, near shop	2018	220.00	220.00				
Bin, Longstanton Road	2018	153.00	153.00				
Cradle seats	2012	120.00	120.00				
10 x Filing cabinets		10.00	10.00				
Community Assets (Nominal)		6.00	6.00				
1 x Bench Set, Orchard	Donated 2018						

**Oakington & Westwick Parish Council**  
**Fixed Assets and Long Term Investments**

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
		<b>912,541.00</b>	<b>1,280,357.00</b>				
<b>Administration</b>							
Defibrillator	14/11/2022	873.00	873.00				
		<b>873.00</b>	<b>873.00</b>				
<b>Earmarked Reserves</b>							
Curved Seating - Rec project	19/08/2022	12,102.00	12,102.00				
2 sets seats Rec project	19/08/2022	3,135.00	3,135.00				
Corten display boards (balance)	14/11/2022	1,470.00	1,470.00				
50% deposit Corten boards - Rec Project	04/10/2022	1,350.00	1,350.00				
A1 Interpretation Boards - Rec project	14/11/2022	700.00	700.00				
Solar Lights - Rec project	14/11/2022	199.97	199.97				
		<b>18,956.97</b>	<b>18,956.97</b>				
<b>Grounds &amp; Open Spaces</b>							
Cemetery path	2021	10,550.00	10,550.00				
1 x ANPR camera	2020	1,670.00	1,670.00	Pavilion building externa			
Picnic bench	2021	550.00	550.00	Community Orchard, Rec			
Picnic bench - Rec orchard	12/12/2022	540.00	540.00				
Water bowser	17/01/2023	430.28	430.28				
		<b>13,740.28</b>	<b>13,740.28</b>				
<b>Grand Total:</b>		<b>946,111.25</b>	<b>1,313,927.25</b>				

**Oakington & Westwick Parish Council**  
**Reserves Balance up to 31st Mar 2023**  
**2022-2023**

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<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Pavilion & MUGA maintenance	35,000.00				35,000.00
Section 106 - Open Spaces	18,059.85		64,863.71	52,334.90	5,531.04
Section 106 - Indoor Community	2,062.86				2,062.86
Stocks Green Renovation	17,300.00	-2,300.00			15,000.00
Rec Drainage	8,970.00	-8,970.00			0.00
Pavilion & MUGA - sinking fund	5,000.00				5,000.00
Highways - LHI 20mph contribu		3,000.00			3,000.00
Highways - Solar speed units		4,680.00			4,680.00
Open Spaces - EAG informatior		2,000.00			2,000.00
<b>Total Earmarked</b>	<b>86,392.71</b>	<b>-1,590.00</b>	<b>64,863.71</b>	<b>52,334.90</b>	<b>72,273.90</b>
<b>TOTAL RESERVE</b>	<b>86,392.71</b>	<b>-1,590.00</b>	<b>64,863.71</b>	<b>52,334.90</b>	<b>72,273.90</b>
<b>GENERAL FUND</b>					29,362.96
<b>TOTAL FUNDS</b>					101,636.86