**Bromeswell Parish Council**

**Parish Council Meeting 27 January 2020 – Finance Report**

(Prepared 23 January 2020)

**Opening Bank Balances as at 30 October 2019**

Community Account (Current A/c) £ 10457.21

Premium Account (Interest paying “reserve”) £ 1514.61

 TOTAL OPENING BANK BALANCE £ 11971.82 (A)

**Receipts**

Cleared receipts since 30 October 2019:

Donation towards notice board £ 100.00

Barclays Bank – Interest £ 0.76

 TOTAL RECEIPTS £ 100.76 (B)

**Cleared Payments**

Cleared Payments since 30 October 2019: NIL

 TOTAL PAYMENTS £ NIL (C)

**Closing Bank Balances as at 30 December 2019:**

Community Account £ 10557.21

Business Premium Account £ 1515.37

 **TOTAL BALANCE AS AT 30 DECEMBER 2019 £ 12072.58 (A+B-C)**

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**Uncleared Payments**

Uncleared payments since 30 October 2019:

 Leiston & District CAB £ 30.00

 Clerk wages (1/10-31/12/2019) & PAYE £ 500.00

 Clerks expenses £ 67.32

 Harry Stebbings Workshop (notice board) £ 2238.00

 Bromeswell Village Hall (2019-20 hire fees) £ 60.00

 Allen Turner (erecting notice board) £ 140.00

 **Total Uncleared Payments £ 3035.32**

**RESERVES AFTER PAYMENT OF UNCLEARED ITEMS £ 9037.26**

**For Information:**

1. The Audit for 2018-19 has been received and circulated. There are no matters of significant concern raised by the auditors. The following points remain outstanding and are to be actioned by the Clerk before the next audit:
2. Whilst all of the councils expenditure is covered under its general statutory powers of expenditure, future minutes and cash book have been amended to reflect this.
3. Clerk to investigate & bring forward more robust system of Risk Management and Budgetary Controls
4. Clerk to ensure that the War Memorial is included within its insurance and that the annual review of insurance confirms all assets are included in the PC insurance policy.
5. Clerk to bring the GDPR requirements up to date.
6. Significant expenditures expected before the end of the financial year include a £3000 contribution to the cost of the 20MPH zone in the village centre, £500 for Clerk wages and PAYE.
7. If approved at meeting on 27 January 2020, further uncleared payments of £562.00 to Bromeswell PCC for churchyard maintenance, and £19.20 to SALC for RFO Audit briefing will become uncleared payments, further reducing Total Reserves to £8456.06.
8. Clerk is advised that further donations towards the cost of the new notice board have been credited to our Barclays account totalling £1300. These will appear on our next bank statements due for receipt in early February. This will increase Total Reserves up to £9756.06.

Robert Cutts

Clerk & RFO

23 January 2020