

Hemblington Parish Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Council Costs							
Acer Laptop computer	07/02/2018			Parish Clerk's office	12 months		
Bench		650.00	650.00	Cuttons Corner	10 years		
Defibrillator	June 2017			Pedham Green	10 years		
Former BT Telephone Box		1.00	1.00		10 years		
HP Desktop computer	24/01/2018	332.50	332.50	Parish Clerk's office	10 years		
HP Printer	2017	69.95	69.95	Parish Clerk's office	3 years		
Pedham Green sign		2,500.00	2,500.00	Pedham Green	10 years		
Recycled plastic parish notice board	03/11/2020	1,466.03		Junction Mill Road/Pedham	20 years		
		5,019.48	3,553.45				
Grand Total:		5,019.48	3,553.45				

Hemblington Parish Council
ANNUAL RETURN - Section 2 : Statement of Accounts

Accounts for Year from 01/04/2020 to 31/03/2021

This is prepared based on the information in "Governance and Accountability for Local Councils : a Practitioners' Guide"

Important note: These figures have been prepared on a RECEIPTS and PAYMENTS basis.

* Note :- An asterisk to the right of the box below indicates it is an item that has changed by more than 15% and £200 from the previous year and probably warrants a comment in your notes. This is only an indication and should not be considered exclusive. You will only see asterisks if this is the second year you have used the report .

Box No.	Description	Year ending		
		31/03/2020 £	31/03/2021 £	
1	Balances brought fwd	6692.51	21419.99	*
2	Annual precept	2826.00	2854.00	
3	Total other receipts	17415.88	165.42	*
4	Staff Costs	1719.15	1640.99	
5	Loan interest/capital repayments	0.00	0.00	
6	Total other payments	3795.25	3931.79	
7	Balances carried forward	21419.99	18866.63	
8	Total Cash and Short Term Investments	21419.99	18866.63	
9	Total Fixed Assets and Long Term Investments	4753.45	5019.48	
10	Total Borrowings	0.00	0.00	

Hemblington Parish Council

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1 Precept	30/04/2020		Business Community /		Precept	Barclays Bank	X	2,854.00	0.00	2,854.00
2 VAT refund	01/05/2020		Business Community /		VAT refund	HMRC	X	165.35	0.00	165.35
3 Bank Interest	08/06/2020		Business Premium Acc		Bank Interest	Barclays Bank	X	0.05	0.00	0.05
4 Bank Interest	07/09/2020		Business Premium Acc		Bank Interest	Barclays Bank	X	0.02	0.00	0.02
Total								3,019.42	0.00	3,019.42

Hemblington Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

20 May 2021 (2020-2021)

Administration Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
10 Subs/Fees/Donations				150.00	225.94	-76	-76 (-50%)
12 Postage stamps				30.00	30.08	0	0 (-0%)
20 Printer supplies				75.00	55.15	20	20 (26%)
SUB TOTAL				255.00	311.17	-56	-56 (-22%)

Council Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
8 Precept		2,854.00	2,854				2,854 (N/A)
Annual Insurance Premium				168.00	167.44	1	1 (0%)
13 Bank Interest		0.07	0				0 (N/A)
14 50th Anniversary Exhibition							(N/A)
17 CIL					1,566.03	-1,566	-1,566 (N/A)
18 Village sign							(N/A)
19 Telephone kiosk							(N/A)
21 NALC Subscription				120.00	115.58	4	4 (3%)
22 VAT refund		165.35	165				165 (N/A)
SUB TOTAL		3,019.42	3,019	288.00	1,849.05	-1,561	1,458 (506%)

Employee Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Salary				1,036.00	1,039.60	-4	-4 (-0%)
2 PAYE				258.00	216.20	42	42 (16%)
Norfolk Pension Fund EES				76.00	81.79	-6	-6 (-7%)
4 Norfolk Pension Fund EMP				318.00	385.19	-67	-67 (-21%)
SUB TOTAL				1,688.00	1,722.78	-35	-35 (-2%)

Other

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
5 Telephone/Internet				156.00	78.00	78	78 (50%)
6 Mileage				60.00	32.35	28	28 (46%)
7 Pedham Green Community Impr					680.00	-680	-680 (N/A)
SUB TOTAL				216.00	790.35	-574	-574 (-265%)

Parish Maintenance

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
11 Parish maintenance				525.00	525.00		(0%)

Hemblington Parish Council
Summary of Receipts and Payments
 All Cost Centres and Codes

20 May 2021 (2020-2021)

SUB TOTAL		525.00	525.00	(0%)
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Subs/Fees/Donations

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
15	Scribe accounts subscription				129.00		129	129 (100%)
16	Information Commissioner annu:				40.00	40.00		(0%)
SUB TOTAL					169.00	40.00	129	129 (76%)

Summary

NET TOTAL	0.00	3,019.42	3,019	3,141.00	5,238.35	-2,097	922 (29%)
V.A.T.		0.00			334.43		
GROSS TOTAL		3,019.42			5,572.78		

Hemblington Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 Telephone/Internet	18/05/2020		Business Community /	100453	Expenses	Steven Ford	X	13.00	0.00	13.00
2 Salary	18/05/2020		Business Community /	100453	Salary	Steven Ford	X	168.92	0.00	168.92
3 Norfolk Pension Fund EES	18/05/2020		Business Community /	100454	Pension payment EES	Norfolk Pension Fund	X	18.42	0.00	18.42
4 Norfolk Pension Fund EMP	18/05/2020		Business Community /	100454	Pension payment EMP	Norfolk Pension Fund	X	77.07	0.00	77.07
5 PAYE	18/05/2020		Business Community /	100455	PAYE	HMRC	X	42.20	0.00	42.20
6 Annual Insurance Premium	18/05/2020		Business Community /	100457	Insurance premium	Zurich Municipal	X	167.44	0.00	167.44
7 Pedham Green Community I	18/05/2020		Business Community /	100456	Pedham Green telephone box	A11 Maintenance Services	X	680.00	0.00	680.00
8 Subs/Fees/Donations	15/06/2020		Business Community /	100458	Internal Audit	Pauline James	X	75.00	0.00	75.00
9 Postage stamps	15/06/2020		Business Community /	100459	Postage stamp reimbursement	Steven Ford	X	9.12	0.00	9.12
10 Printer supplies	15/06/2020		Business Community /	100459	Expenses	Steven Ford	S	55.15	11.03	66.18
11 Telephone/Internet	27/07/2020		Business Community /	100468	Expenses	Steven Ford	X	13.00	0.00	13.00
12 Mileage	27/07/2020		Business Community /	100460	Expenses	Steven Ford	X	26.95	0.00	26.95
13 Salary	27/07/2020		Business Community /	100460	Salary	Steven Ford	X	168.94	0.00	168.94
14 Norfolk Pension Fund EES	27/07/2020		Business Community /	100461	Pension payment EES	Norfolk Pension Fund	X	12.28	0.00	12.28
15 Norfolk Pension Fund EMP	27/07/2020		Business Community /	100461	Pension payment EMP	Norfolk Pension Fund	X	51.38	0.00	51.38
16 PAYE	27/07/2020		Business Community /	100462	PAYE	HMRC	X	42.20	0.00	42.20
17 Information Commissioner a	27/07/2020		Business Community /	100463	Data Protection Fee	Information Commissioner	X	40.00	0.00	40.00
18 Telephone/Internet	28/09/2020		Business Community /	100464	Expenses	Steven Ford	X	13.00	0.00	13.00
19 Salary	28/09/2020		Business Community /	100464	Salary	Steven Ford	X	182.69	0.00	182.69
20 PAYE	28/09/2020		Business Community /	100465	PAYE	HMRC	X	45.60	0.00	45.60
21 Parish maintenance	28/09/2020		Business Community /	100467	Hemblington parish churchyar	All Saints Church, Hemblingt	X	500.00	0.00	500.00
22 Norfolk Pension Fund EES	28/09/2020		Business Community /	100466	Pension payment EES	Norfolk Pension Fund	X	13.29	0.00	13.29
23 Norfolk Pension Fund EMP	28/09/2020		Business Community /	100466	Pension payment EMP	Norfolk Pension Fund	X	55.56	0.00	55.56
24 CIL	03/11/2020		Business Community /	100469	New parish notice board	Greenbarnes Ltd	S	1,466.03	293.21	1,759.24
25 CIL	30/11/2020		Business Community /	100470	New parish notice board	A11 Maintenance Services	X	100.00	0.00	100.00
26 CIL	30/11/2020		Business Community /	100471	New parish notice board	A11 Maintenance Services	X	0.00	0.00	0.00
27 Salary	30/11/2020		Business Community /	100471	Salary	Steven Ford	X	172.69	0.00	172.69
28 Telephone/Internet	30/11/2020		Business Community /	100471	Telephone/Internet	Steven Ford	X	13.00	0.00	13.00
29 Mileage	30/11/2020		Business Community /	100471	Expenses	Steven Ford	X	5.40	0.00	5.40
30 Postage stamps	30/11/2020		Business Community /	100471	Postage stamp reimbursement	Steven Ford	X	10.76	0.00	10.76
31 PAYE	30/11/2020		Business Community /	100472	PAYE	HMRC	X	43.00	0.00	43.00
32 Norfolk Pension Fund EMP	30/11/2020		Business Community /	100473	Pension payment EMP	Norfolk Pension Fund	X	53.02	0.00	53.02
33 Norfolk Pension Fund EES	30/11/2020		Business Community /	100473	Pension payment EES	Norfolk Pension Fund	X	12.60	0.00	12.60
34 Telephone/Internet	20/01/2021		Business Community /	100474	Expenses	Steven Ford	X	13.00	0.00	13.00
35 Parish maintenance	20/01/2021		Business Community /	100474	Cuttons Comer grass cutting	Steven Ford	X	25.00	0.00	25.00
36 Salary	20/01/2021		Business Community /	100474	Salary	Steven Ford	X	173.18	0.00	173.18

Hemblington Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
37 Norfolk Pension Fund EMP	20/01/2021		Business Community /	100475	Pension payment EMP	Norfolk Pension Fund	Z	52.30	0.00	52.30
38 PAYE	20/01/2021		Business Community /	100476	PAYE	HMRC	Z	43.20	0.00	43.20
39 Norfolk Pension Fund EES	25/01/2021		Business Community /	100475	Pension payment EES	Norfolk Pension Fund	X	12.60	0.00	12.60
40 Telephone/Internet	29/03/2021		Business Community /	100477	Expenses	Steven Ford	X	13.00	0.00	13.00
41 Postage stamps	29/03/2021		Business Community /	100477	Expenses	Steven Ford	X	10.20	0.00	10.20
42 Salary	29/03/2021		Business Community /	100477	Salary	Steven Ford	X	173.18	0.00	173.18
43 Norfolk Pension Fund EES	29/03/2021		Business Community /	100478	Pension payment EES	Norfolk Pension Fund	X	12.60	0.00	12.60
44 Norfolk Pension Fund EMP	29/03/2021		Business Community /	100478	Pension payment EMP	Norfolk Pension Fund	X	52.66	0.00	52.66
45 Norfolk Pension Fund EMP	29/03/2021		Business Community /	100479	Pension payment EMP	Norfolk Pension Fund	X	43.20	0.00	43.20
46 NALC Subscription	29/03/2021		Business Community /	100480	Norfolk ALC	Norfolk ALC	X	115.58	0.00	115.58
47 Subs/Fees/Donations	29/03/2021		Business Community /	100481	Domain name/web hosting	Tsohost	S	21.94	4.39	26.33
48 Subs/Fees/Donations	29/03/2021		Business Community /	100482	Scribe Accounts Annual Softwa	Starboard Systems Ltd	S	129.00	25.80	154.80
Total								5,238.35	334.43	5,572.78