

**Natwest Current Bank Account - Expenditure**  
**01.04.14 to 31.03.15**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Bill Pmt -Cheque	4/1/2014	1777	SEC	Lighting Maintenance	(52.66)
Bill Pmt -Cheque	4/1/2014	1778	Brian Weekes	Maintenance	(186.00)
Bill Pmt -Cheque	4/1/2014	1779	David Cook	JCB ditch clearance	(375.00)
Cheque	4/1/2014	so	David James	Playing field lease	(212.50)
Cheque	4/7/2014	1780	Metroplan	Notice board	(477.60)
Cheque	4/9/2014	so	PBS Ltd	Administration	(795.00)
Sales Receipt	4/15/2014	4	Leigh Court Farm	Ditch clearance reimbursement	250.00
Cheque	5/9/2014	so	PBS Ltd	Administration	(795.00)
Bill Pmt -Cheque	5/9/2014	1781	AON	Parish Insurance	(681.00)
Bill Pmt -Cheque	5/9/2014	1782	Brian Weekes	Maintenance	(418.00)
Bill Pmt -Cheque	5/9/2014	1783	EDF	Electricity Supply	(135.23)
Bill Pmt -Cheque	5/9/2014	1784	K & E Services	Supply of posts and nails	(125.00)
Bill Pmt -Cheque	5/9/2014	1785	Portishead Youth club	Donation	(50.00)
Cheque	6/3/2014	1786	Brian Weekes	Maintenance	(144.00)
Cheque	6/7/2014	so	PBS Ltd	Administration	(795.00)
Payment	6/23/2014		Ms A Muller-Haas	Allotment fee	25.00
Bill Pmt -Cheque	7/1/2014	1787	K & E Services	Notice board installation	(244.00)
Bill Pmt -Cheque	7/1/2014	1788	Brian Weekes	Maintenance	(242.00)
Bill Pmt -Cheque	7/1/2014	1789	SEC	Lighting Maintenance	(52.66)
Bill Pmt -Cheque	7/1/2014	1790	Stylish Plaques	War memorial repairs	(520.00)
Cheque	7/1/2014	so	David James	Playing field lease	(212.50)
Cheque	7/7/2014	so	PBS Ltd	Administration	(795.00)
Bill Pmt -Cheque	8/5/2014	1791	Grant Thornton	External auditor's fee	(120.00)
Bill Pmt -Cheque	8/5/2014	1792	GB Sport	Playground Inspection	(90.00)
Bill Pmt -Cheque	8/5/2014	1793	K & E Services	Notice board	(115.00)
Bill Pmt -Cheque	8/5/2014	1794	Brian Weekes	Maintenance	(242.00)
Cheque	8/9/2014	so	PBS Ltd	Administration	(795.00)
Bill Pmt -Cheque	9/2/2014	1795	Brian Weekes	Maint Aug 14	(200.00)
Bill Pmt -Cheque	9/2/2014	1796	PSC	Rent April May June	(54.00)
Bill Pmt -Cheque	9/2/2014	1797	Bristol Water	Water - allotments	(33.09)
Bill Pmt -Cheque	9/2/2014	1798	EDF	Electricity Supply	(112.46)
Bill Pmt -Cheque	9/2/2014	1799	Mr John	Web hosting reimbursement	(66.98)
Bill Pmt -Cheque	9/2/2014	1800	Stylish Plaques	War memorial repairs	(515.00)
Cheque	9/9/2014	so	PBS Ltd	Administration	(795.00)
Cheque	10/1/2014	so	David James	Playing Field Lease	(212.50)
Cheque	10/7/2014	1804	Sharon Worthy	Playground maintenance - reimbursement	(122.45)
Cheque	10/9/2014	so	PBS Ltd	Administration	(795.00)
Bill Pmt -Cheque	10/9/2014	1801	Brian Weekes	Maint Sept 14	(256.00)
Bill Pmt -Cheque	10/9/2014	1802	PSC	rent July Aug Sept 14	(54.00)
Bill Pmt -Cheque	10/9/2014	1803	SEC	Lighting Maintenance	(52.66)
Bill Pmt -Cheque	11/1/2014	1805	CPRE	Subscription	(36.00)
Bill Pmt -Cheque	11/1/2014	1806	K & E Services	Village Green	(440.00)
Bill Pmt -Cheque	11/1/2014	1807	Brian Weekes	Maintenance	(165.00)
Cheque	11/9/2014	so	PBS Ltd	Administration	(795.00)
Bill Pmt -Cheque	12/2/2014	1808	EDF	Electricity Supply	(128.30)
Bill Pmt -Cheque	12/2/2014	1809	Brian Weekes	Maintenance Nov 14	(158.00)
Bill Pmt -Cheque	12/2/2014	1810	Cllr Cooke	reimbursement of payment to TLC - Christ	(92.76)
Bill Pmt -Cheque	12/2/2014	1811	J Hardwicke	Christmas trees x 2	(120.00)
Cheque	12/9/2014	so	PBS Ltd	Administration	(795.00)
Cheque	1/2/2015	so	David James	Playing Field Lease	(212.50)
Bill Pmt -Cheque	1/6/2015	1812	K & E Services	Village Green Cut	(48.00)
Bill Pmt -Cheque	1/6/2015	1813	Brian Weekes	Maintenance Nov 14	(221.00)

Bill Pmt -Cheque	1/6/2015	1814	SEC	Lighting Maintenance	(52.66)
Bill Pmt -Cheque	1/6/2015	1815	Matthew Bryant	Lime Tree	(870.00)
Cheque	1/9/2015	so	PBS Ltd	Administration	(795.00)
Bill Pmt -Cheque	2/3/2015	1816	David James	Lease Increase	(25.50)
Bill Pmt -Cheque	2/3/2015	1817	Brian Weekes	Maintenance	(250.00)
Bill Pmt -Cheque	2/3/2015	1818	North Somerset Council	Road signs - passing only	(400.00)
Cheque	2/9/2015	so	PBS Ltd	Administration	(795.00)
Bill Pmt -Cheque	3/3/2015	1819	EDF	Electricity Supply	(92.28)
Bill Pmt -Cheque	3/3/2015	1820	PSC	Rent Oct Nov and Dec 14	(54.00)
Bill Pmt -Cheque	3/3/2015	1821	Brian Weekes	Administration	(182.50)
Bill Pmt -Cheque	3/3/2015	1822	Webhost.uk	Web hosting	(65.99)
Cheque	3/9/2015	so	PBS Ltd	Administration	(795.00)

**Petty Cash Expense - 01.04.14 to 31.03.15****Transaction History**

	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Petty cash				
	4/15/2014	Proper Job	Bin liners	(5.97)
	5/29/2014	Post Office	Recorded delivery	(6.40)
	5/30/2014	Homebase	Compost	(16.47)
	6/3/2014	Cllr Marshall	Mileage expense	(15.00)
	6/11/2014	Proper Job	Bin Liners	(5.97)
	7/29/2014	Garden & Hire Lrd	Strimmer heads - nylon	(11.87)
	8/23/2014	Proper Job	Bin liners	(5.97)
	8/31/2014	Budgens	Machine fuel - strimmer	(12.00)
	9/1/2014	Screwfix	Gripfill - War memorial	(4.99)
	10/16/2014	B & Q	Lead - War memorial	(12.00)
	10/22/2014	Morrisons	machine fuel	(10.00)
	11/9/2014	Proper Job	Bin liners	(5.97)
	12/16/2014	Tesco	batteries - xmas lights	(15.00)
	12/24/2014	Proper Job	Bin liners	(5.97)
	2/19/2015	Brian Weekes	Bin liners	(5.97)
	3/11/2015	Mr Phipps	Mileage expense	(36.50)
Total Petty cash				
<b>TOTAL</b>				

PORTBURY PARISH COUNCIL

Bank Reconciliation

Portbury Parish Council

County - North Somerset

BANK RECONCILIATION YEAR ENDED 31 MARCH 2015

	£
Balance per bank statements at 31 March 2015 (taken from bank statements)	
Current Account	£ 4,254.10
Reserve Account	£ 20,906.55
<b>Outstanding items</b>	
Less unpresented cheques as of 31.03.15	-£ 54.00
Plus uncleared payments into bank	£ -
<b>Petty Cash</b>	
Plus any petty cash balance held 31 March 2015	£ 71.17
Balance per cash book at 31 March 2015 (Box 8 on Annual Return)	£ 25,177.82

Portbury Parish Council

Section 1 - Accounting Statements

b) Explanations of significant variances

Box on Section 1		2014 £	2015 £	Variance £	Variance %	Explanation Required?
Box 2	Annual Precept	14528	19087	4559	31.38078	Yes
Box 3	Total other receipts	6052	2454	-3598	-59.4514	Yes
Box 4	Staff Costs	0	0	0	0	No
Box 5	Loan Interest	0	0	0	0	No
Box 6	All other payments	18074	19400	1326	7.336505	No
Box 9	Total fixed assets	19503	19503	0	0	No

**Portbury Parish Council**

**Explanations**

**Appendix 3**

**Box 2**

	£
Figure in 2014 column	14,528.00
Figure in 2015 column	19,087.00
Variance (2015 figure less 2014 figure)	4,559.00
<b>Reason</b>	<b>Amount</b>
<b>Reason 1</b> Increase in number of Band D equivalent properties from 323.57 to 425.10. 101.53 properties @£44.90 each	4,558.70
<b>Reason 2</b>	
<b>Reason 3</b>	
<b>Reason 4</b>	
Unexplained	-
Confirm unexplained amount is less than 15% 2014 figure	

**Box 3**

	£
Figure in 2014 column	6,052.00
Figure in 2015 column	2,454.00
Variance (2015 figure less 2014 figure)	- 3,598.00
<b>Reason</b>	<b>Amount</b>
<b>Reason 1</b> Due to increase of precept, council tax support grant reduced	- 4,048.00
<b>Reason 2</b> Donation received from Bristol Port Co to assist with the purchase of defibrillator	500.00
<b>Reason 3</b> VAT reclaim reduction from £410 (2014) to £329 (2015)	-81
<b>Reason 4</b> Increase in allotment fees from £212 (2014) to £243 (2015)	31.00
Unexplained	0
Confirm unexplained amount is less than 15% 2014 figure	yes

Portbury Parish Council

Community Assets Register as of 31 March 2015

Description	Location	Size	Use	Date Acquired	Cost	Nominal value as per accounts
Boundary Wall	Village Green, High Street			Pre 2000		£ 1.00
Bus Shelter	Sheepway			Pre 2000		£ 1.00
The Green	Village Green, High Street	0.4 acre	Public	Pre 2000		£ 1.00
Seats	Village Green/Mill Lane			Pre 2000		£ 1.00
Allotments	Priory Road	0.3 acre	Allotments	Pre 2000		£ 1.00
War Memorial	Village Green, High Street			Pre 2000		£ 1.00
Strimmer	Village lengthsman			01.04.10	£ 367.24	
Playground Equipment	Playing Field			26.05.11	£ 19,030.00	
Laptop/Printer	PBS office			01.04.12	£ 100.00	
					£ 19,497.24	£ 6.00