

**Groton Parish Council Income 2017/18**

<u>Date</u>	<u>Detail</u>	<u>Total</u>	<u>Precept</u>	<u>Tax refund</u>	<u>VAT refund</u>	<u>Bank Interest</u>	<u>Other</u>	<u>Notes</u>
10/04/2017	Babergh DC	£2,074.50	£2,074.50					
28/04/2017	NatWest Bank	£0.03				£0.03		
31/05/2017	NatWest Bank	£0.03				£0.03		
30/06/2017	NatWest Bank	£0.03				£0.03		
28/07/2017	HMRC	£125.17			£125.17			
31/07/2017	NatWest Bank	£0.03				£0.03		
21/08/2017	HMRC	£68.20		£68.20				
31/08/2017	NatWest Bank	£0.03				£0.03		
25/09/2017	Babergh DC	£2,074.50	£2,074.50					
29/09/2017	NatWest Bank	£0.03				£0.03		
31/10/2017	NatWest Bank	£0.03				£0.03		
30/11/2017	NatWest Bank	£0.12				£0.12		
29/12/2017	NatWest Bank	£0.14				£0.14		
31/01/2018	NatWest Bank	£0.16				£0.16		
28/02/2018	NatWest Bank	£0.14				£0.14		
02/03/2018	SALC	£49.92					£49.92	Transp Fund Grant
29/03/2018	NatWest Bank	£0.14				£0.14		
<b>Total income 2017/18</b>		<b>£4,393.20</b>	<b>£4,149.00</b>		<b>£125.17</b>	<b>£0.91</b>		

**Groton Parish Council Payments 1st quarter ended 30 June 2017 - Sheet 1**

<b>Date</b>	<b>Ref</b>	<b>Chq no</b>	<b>Payee</b>	<b>Total</b>	<b>VAT</b>	<b>Description</b>
11/05/2017	1	735	Anita Robinson	£71.45		Clerk's expenses Mar-April 2017
11/05/2017	2	736	Anita Robinson	£443.95		Clerk's salary 1/1/17-31/3/17
17/05/2017	3	737	HMRC	£2.40		Tax on clerk's salary
24/05/2017	4	738	SALC	£18.00	£3.00	6 months payroll service to 31/3/17
24/05/2017	5	739	SALC	£19.20	£3.20	Clerk's networking and training 23/3/17
24/05/2017	6	740	SALC	£131.90		Subscription 2017-18
24/05/2017	7	741	SALC	£162.00	£27.00	Annual Internal Audit 2016-17
<b>Totals</b>				<b>£848.90</b>	<b>£33.20</b>	

**Bank reconciliation 30/6/17**

Balance at bank:

Balance b/f	£6,811.04	Reserve account	£3,518.57
plus receipts	£2,074.59	Current account	£4,518.16
less payments	£848.90		<u>£8,036.73</u>
<b>Total</b>	<u>£8,036.73</u>	less unpaid cheques	

Groton Parish Council Payments 1st quarter ended 30 June 2017 - Sheet 2

Ref	Salary LGA 1972 s111/112	Expenses LGA 1972 s111	Training LGA 1972 s111	Subscri ptions LGA 1972 s111/14 3	Insurance LGA 1972 s111/s114/ s140(i)	Storage LGA 1972 s111	Audit fee LGA 1972 s111/115	Bins LGA 1972 s111	Inf Commr LGA 1972 s111/DP Act 1998	Payroll LGA 1972 s111	Donation s LGA 1972 2 142(a)/s2 14/LG (Misc Provs) 1972 s19	S137 payments LGA 1972 s137
1		£71.45										
2	£443.95											
3	£2.40											
4												
5			£19.20									
6				£131.90								
7							£162.00					

**Groton Parish Council Payments 2nd quarter ended 30 Sept 2017 - Sheet 1**

<b>Date</b>	<b>Ref</b>	<b>Chq no</b>	<b>Payee</b>	<b>Total</b>	<b>VAT</b>	<b>Description</b>
05/07/2017	8	742	Anita Robinson	£83.54	£10.00	Clerk's expenses
05/07/2017	9	743	Anita Robinson	£463.26		Clerk's salary
05/07/2017	10	744	HMRC	£4.40		Tax on clerk's salary
06/09/2017	11	745	Anita Robinson	£22.66		Clerk's expenses
06/09/2017	12	746	Bus Servs at CAS	£196.27		Insurance
21/09/2017	13 d/d		Information Cmr	£35.00		Data Protection Reg

**Totals** **£805.13**

**Bank reconciliation 30/9/17**

Balance at bank:

Balance b/f	£8,036.73	Reserve account	£3,518.66
plus receipts	£2,267.96	Current account	£5,980.90
less payments	£805.13		<u>£9,499.56</u>
<b>Total</b>	<u><b>£9,499.56</b></u>	less unpaid cheques	

Groton Parish Council Payments 2nd quarter ended 30 September 2017 - Sheet 2

Ref	Salary LGA 1972 s111/112	Expenses LGA 1972 s111	Training LGA 1972 s111	Subscript ions LGA 1972 s111/143	Insuranc e LGA 1972 s111/s114 /s140(i)	Storage LGA 1972 s111	Audit fee LGA 1972 s111/115	Bins Inf LGA 1972 s111	Commr LGA 1972 s111/DP Act 1998	Payroll LGA 1972 s111	Donations LGA 1972 2 142(a)/s21 4/LG (Misc Provs) 1972 s19	S137 payments LGA 1972 s137
8		£83.54										
9	£463.26											
10	£4.40											
11		£22.66										
12					£196.27							
13								£35.00				

**Groton Parish Council Payments 3rd quarter ended 31 December 2017 - Sheet 1**

<b>Date</b>	<b>Ref</b>	<b>Chq no</b>	<b>Payee</b>	<b>Total</b>	<b>VAT</b>	<b>Description</b>
01/11/2017	14	d/d	Community Action Sfk	£60.00	£10.00	Website hosting
01/11/2017	15	747	Anita Robinson	£42.61		Clerk's expenses
01/11/2017	16	748	Anita Robinson	£472.06		Clerk's salary
01/11/2017	17	749	HMRC	£4.40		Tax on clerk's salary
01/11/2017	18	750	SALC	£13.20	£2.20	Data Protection training

**Totals** **£592.27**

**Bank reconciliation 31/12/17**

Balance at bank:

Balance b/f	£9,499.56	Reserve account	£3,518.95
plus receipts	£0.29	Current account	£5,388.63
less payments	£592.27		
		less unpaid cheques	
<b>Total</b>	<b><u>£8,907.58</u></b>		<b><u>£8,907.58</u></b>



**Groton Parish Council Payments 4th quarter ended 31 March 2018 - Sheet 1**

Date	Ref	Chq no	Payee	Total	VAT	Description
24/01/2018	19	751	Anita Robinson	£476.66		Clerk's salary
24/01/2018	20	752	Anita Robinson	£23.08		Clerk's expenses
24/01/2018	21	753	SALC	£21.60	£3.60	Payroll provision 6 months
07/03/2018	22	754	Anita Robinson	£25.22		Clerk's expenses
07/03/2018	23	755	BDC	£148.64	£24.77	Dog bin emptying
07/03/2018	24	756	East Anglian Air Amb	£100.00		s137 payment
07/03/2018	25	757	Boxford Playing Fields	£420.00		Donation
07/03/2018	26	758	Groton PCC	£330.00		Donation
07/03/2018	27	759	Sudbury CAB	£150.00		Donation
07/03/2018	28	760	EACH	£100.00		s137 payment
07/03/2018	29	761	Kernos Centre	£100.00		s137 payment
<b>Totals</b>				<b>£1,895.20</b>		

**Bank reconciliation 31/3/18**

		Balance at bank:		
Balance b/f	£8,907.58	Reserve account	£3,519.39	
plus receipts	£50.36	Current account	£3,873.35	
less payments	£1,895.20			
		less unpaid cheques*	£330.00	*758
<b>Total</b>	<b><u>£7,062.74</u></b>		<b><u>£7,062.74</u></b>	



Groton Parish Council Payments 4th quarter ended 31 March 2018 - Sheet 2

Ref	Salary LGA 1972 s111/112	Expenses LGA 1972 s111	Training LGA 1972 s111	Subs cripti ons LGA 1972 s111/ 143	Insura nce LGA 1972 s111/s 114/s1 40(i)	Storage LGA 1972 s111	Audit fee LGA 1972 s111/11 5	Bins LGA 1972 s111	Inf Commr LGA 1972 s111/D P Act 1998	Payroll LGA 1972 s111	Donation s LGA 1972 2 142(a)/s2 14/LG (Misc Provs) 1972 s19	S137 paymen ts LGA 1972 s137	Web site LGA 1972 s111
19	£476.66												
20		£23.08											
21										£21.60			
22		£25.22											
23								£148.64					
24												£100.00	
25											£420.00		
26											£330.00		
27											£150.00		
28												£100.00	
29												£100.00	

## GROTON PARISH COUNCIL

### RECEIPTS & PAYMENTS ACCOUNT - YEAR ENDED 31 MARCH 2018

	2016/17	2017/18
<b>RECEIPTS</b>		
Precept	£4,149.00	£4,149.00
Parish Council Tax Grant	£47.25	£0.00
VAT Refund	£35.97	£125.17
Bank Interest	£1.20	£0.91
Tax refund	£72.60	£68.20
Transparency Fund Grants	£857.86	£49.92
<b>Total Receipts</b>	<b>£5,163.88</b>	<b>£4,393.20</b>

### PAYMENTS

Parish Clerk Salary	£1,765.64	£1,855.93
HMRC PAYE	£6.80	£11.20
Training	£0.00	£32.40
Expenses	£203.86	£268.56
Laptop purchase	£249.99	£0.00
Dog bin purchase	£152.02	£0.00
Subscriptions	£127.68	£131.90
Insurance	£188.05	£196.27
Storage Fee	£40.00	£0.00
Audit Fee	£105.60	£162.00
Section 137 Donations	£350.00	£300.00
Donations	£775.00	£900.00
Dog/Litter Bin emptying	£148.65	£148.64
SALC payroll	£34.80	£39.60
Information Commissioner	£35.00	£35.00
Website fee	£60.00	£60.00
Perspex for noticeboard	£0.00	
<b>Total Payments</b>	<b>£4,243.09</b>	<b>£4,141.50</b>