

## Groton Parish Council Income 2021/22

<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>
12/04/2021	BDC	£ 2,187.50	£ 2,187.50					
12/04/2021	BDC	£ 2,442.44					£ 2,442.44	CIL Payment
12/04/2021	BDC	£ 98.00					£ 98.00	PC Grant
30/04/2021	Nat West	£ 0.03				£ 0.03		
28/05/2021	Nat West	£ 0.03				£ 0.03		
30/06/2021	Nat West	£ 0.03				£ 0.03		
30/07/2021	Nat West	£ 0.03				£ 0.03		
31/08/2021	Nat West	£ 0.03				£ 0.03		
13/09/2021	BDC	£ 2,187.50	£ 2,187.50					
30/09/2021	Nat West	£ 0.03				£ 0.03		
29/10/2021	Nat West	£ 0.01				£ 0.01		
30/11/2020	Unity Trust	£ 1.16				£ 1.16		

**Total income 2021/22**

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<b>£ 6,916.79</b>	<b>£ 4,375.00</b>		<b>£ 1.35</b>	<b>£ 2,540.44</b>
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**Groton Parish Council Payments 1st quarter ended 30 June 2021 - Sheet 1**

<b>Date</b>	<b>Ref</b>	<b>Chq no</b>	<b>Payee</b>	<b>Total</b>	<b>VAT</b>	<b>Description</b>
26/05/2021	1	848	Babergh DC	£ 208.75		Bin Emptying 2021/22
26/05/2021	2	849	SALC	£ 144.43		Membership Fee 2021/22
25/06/2021	3	850	R J Jones	£ 460.96		Clerk's Salary Apr - Jun 21

**Totals** **£ 814.14**

**Bank reconciliation 30/6/21**

Balance at bank:

Balance b/f	£5,932.37	Reserve account	£ 3,532.39
plus receipts	£4,728.03	Current account	£ 7,128.01
less payments	£814.14		
		less unpaid cheques	£ 814.14
<b>Total</b>	<b><u>£ 9,846.26</u></b>		<b><u>£ 9,846.26</u></b>



**Groton Parish Council Payments 2nd quarter ended 30 Sept 2021 - Sheet 1**

<b>Date</b>	<b>Ref</b>	<b>Chq no</b>	<b>Payee</b>	<b>Total</b>	<b>VAT</b>	<b>Description</b>
07/07/2021	4		851 R J Jones	£ 48.06		Clerk's Expenses Jun - Jul 21
07/07/2021	5		852 HMRC	£ 115.20		Tax on Clerk's Salary
01/09/2021	6		853 Groton PC Unity Trust a/c	£ 5,000.00		Transfer of Funds to new bank account
01/09/2021	7		854 R J Jones	£ 84.96		Clerk's Expenses Aug - Sept 21
21/09/2021	8	d/d	Information Commissioner	£ 35.00		Data Protection Fee
30/09/2021	9		Unity Trust Bank	£ 18.00		Service Charge
<b>Totals</b>				<b>£ 5,301.22</b>	<b>£0.00</b>	

**Bank reconciliation 30/9/21**

Balance at bank:					
Balance b/f	£	9,846.26	Reserve account	£	3,532.48
plus receipts	£	2,187.59	Current account	£	8,303.11
less payments	£	301.22			
			less unpaid cheques	£	84.96
<b>Total</b>	<b>£</b>	<b><u>11,732.63</u></b>		<b>£</b>	<b><u>11,750.63</u></b>

Groton Parish Council Payments 2nd quarter ended 30 September 2021 - 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)	Bank Fees	Audit fee LGA 1972 s111/115	Bins LGA 1972 s111	Inf Commr LGA 1972 s111/DP Act 1998	Payroll LGA 1972 s111	Donations LGA 1972 2 142(a)/s21 4/LG (Misc Provs) 1972 s19	Footpath Cutting
4		£ 48.06										
5	£ 115.20											
6												
7		£ 84.96										
8									£ 35.00			
9	£ 115.20	£ 133.02				£ 18.00						
						£ 18.00			£ 35.00			

**Groton Parish Council Payments 3rd quarter ended 31 December 2021 - Sheet 1**

Date	Ref	Chq no	Payee	Total	VAT	Description
08/10/2021	10	855	R J Jones	£ 460.96		Clerk's Salary Jul - Sept 21
03/11/2021	11	300001	SALC	£ 22.80	£ 3.80	6 month's payroll
01/11/2021	12	d/d	Community Action Suffolk	£ 60.00		Website Fee
03/11/2021	13	300002	HMRC	£ 115.20		Tax on Clerk's Salary
03/11/2021	14	300003	R J Jones	£ 36.99		Clerk's Expenses
10/11/2021	15	300004	Friends of Boxford Primary School	£ 500.00		Donation
23/12/2021	16	300005	A.Adams	£ 450.00		Grass Cutting
23/12/2021	17	300006	R J Jones	£ 460.96		Clerk's Salary Oct - Dec 21
23/12/2021	18	300007	HMRC	£ 115.20		Tax on Clerk's Salary
	19		Unity Trust Bank	£ 18.00		Account Fee
	20			£ 0.15		
<b>Totals</b>				<b>£ 2,240.26</b>	<b>£ 3.80</b>	

**Bank reconciliation 31/12/21**

Balance at bank:

Balance b/f	<u>£ 11,732.63</u>	Reserve account	£ 0.01
plus receipts	£ 0.01	Current account 1 Nat West	£ 6,229.67
		Current account 2 Unity Trust	£ 4,327.90
less payments	£ 2,240.26		
		less unpaid cheques*	<u>£ 1,065.20</u>
<b>Total</b>	<b><u>£ 9,492.38</u></b>		<b><u>£ 9,492.38</u></b>

Groton Parish Council Payments 3rd quarter ended 31 December 2021 - Sheet 2

Ref	Salary LGA 1972 s111/112	Expenses LGA 1972 s111	Training LGA 1972 s111	Subscrip tions LGA 1972 s111/143	Insuranc e LGA 1972 s111/s114 /s140(i)	Bank Fees	Audit fee LGA 1972 s111/ 115	Payroll LGA 1972 s111	Donation s LGA 1972 2 142(a)/s2 14/LG (Misc Provs) 1972 s19	S137 paym ents LGA 1972 s137	Website LGA 1972 s111	Footpath Cutting
10	£ 460.96											
11								£ 22.80				
12										£ 60.00		
13	£ 115.20											
14		£ 36.99										
15									£ 500.00			
16												£ 450.00
17	£ 460.96											
18	£ 115.20											
19						£ 18.00						
20						£ 0.15						
	<b>£1,152.32</b>	<b>£ 36.99</b>				<b>£ 18.15</b>		<b>£ 22.80</b>	<b>£ 500.00</b>		<b>£ 60.00</b>	<b>£ 450.00</b>

**Groton Parish Council Payments 4th quarter ended 31 March 2022 - Sheet 1**

Date	Ref	Chq no	Payee	Total	VAT	Description
12/01/2022	21	300008	CAS Ltd	£ 154.28		Insurance
12/01/2022	22	300009	R J Jones	£ 10.00		Clerk's Expenses Dec 21 - Jan 22
02/03/2022	23	300011	R J Jones	£ 36.32		Clerk's Expenses Feb - Mar 22
02/03/2022	24	300012	PKF Littlejohn	£ 48.00	£ 8.00	Audit Fee
02/03/2022	25	300013	Royal British Legion	£ 25.00		Poppy Wreath Donation
02/03/2022	26	300014	SALC	£ 17.84	£ 0.84	Purchase of Good Councillor Guide
30/03/2022	27	300015	Boxford Playing Fields	£ 300.00		Donation
30/03/2022	28	300016	R J Jones	£ 460.96		Clerk's Salary Jan - Mar 22
30/03/2022	29	300017	HMRC	£ 115.20		Tax on Clerk's Salary
31/03/2022	30		Unity Trust Bank	£ 18.00		Service Charge

**Totals** £ 1,185.60 £ 8.84

**Bank reconciliation 31/3/22**

Balance at bank:			
Balance b/f	£ 9,492.38	Reserve account	£ 2,698.36
plus receipts	£ 1.16	Current account	£ 6,615.62
less payments	£ 1,185.60		
		less unpaid cheques*	£1,006.04
<b>Total</b>	<b>£ 8,307.94</b>		<b>£ 8,307.94</b>



	Salary LGA 1972 s111/112	Expenses LGA 1972 s111	Training LGA 1972 s111	Subscripti ons LGA 1972 s111/143	Insurance LGA 1972 s111/s114 /s140(i)	Bank Fees	Audit fee LGA 1972 s111/115	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	Web site LGA 1972 s111
21					£ 154.28							
22		£ 10.00										
23		£ 36.32										
24							£ 48.00					
25											£ 25.00	
26			£ 17.84									
27											£ 300.00	
28	£ 460.96											
29	£ 115.20											
30						£ 18.00						
	<b>£ 576.16</b>	<b>£ 46.32</b>	<b>£ 17.84</b>		<b>£ 154.28</b>	<b>£ 18.00</b>	<b>£ 48.00</b>				<b>£ 325.00</b>	

## GROTON PARISH COUNCIL

### RECEIPTS & PAYMENTS ACCOUNT - YEAR ENDED 31 MARCH 2022

	2019/20	2020/21	2021/22
<b>RECEIPTS</b>			
Precept	£ 4,290.00	£ 4,375.00	£ 4,375.00
Community Infrastructure Levy			£ 2,442.44
BDC Local Council Grant			£ 98.00
VAT Refund			
Bank Interest	£ 7.06	£ 1.44	£ 1.35
Grass Cutting Grant SCC	£ 393.20		
<b>Total Receipts</b>	<b><u>£ 4,690.26</u></b>	<b><u>£ 4,376.44</u></b>	<b><u>£ 6,916.79</u></b>
<b>PAYMENTS</b>			
Parish Clerk Salary	£ 1,632.08	£ 2,353.73	£ 1,843.84
HMRC PAYE	£ 551.50	£ 588.20	£ 460.80
Expenses	£ 242.61	£ 119.99	£ 216.33
Training			£ 17.54
Subscriptions	£ 136.15	£ 140.50	£ 144.43
Insurance	£ 154.28	£ 154.28	£ 154.28
Audit Fee			£ 48.00
Donations	£ 2,495.00	£ 825.00	£ 825.00
Dog/Litter Bin emptying	£ 296.24	£ 167.62	£ 208.75
SALC payroll	£ 43.20	£ 67.20	£ 22.80
Information Commissioner	£ 35.00	£ 35.00	£ 35.00
Website fee	£ 60.00	£ 60.00	£ 60.00
Grass Cutting	£ 675.00	£ 450.00	£ 450.00
Job Advert			
Election Admin Fee	£ 104.78		
Bank Fees			£ 54.15
<b>Total Payments</b>	<b><u>£ 6,425.84</u></b>	<b><u>£ 4,961.52</u></b>	<b><u>£ 4,540.92</u></b>