**Bromeswell Parish Council**

**Parish Council Meeting 30 March 2020 – Finance Report**

(Prepared 28 March 2020)

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

Community Account (Current A/c) £ 10557.21

Premium Account (Interest paying “reserve”) £ 1515.37

TOTAL OPENING BANK BALANCE £ 12072.58 (A)

**Receipts**

Cleared receipts since 30 December 2019:

Donations towards notice board £ 1300.00

Barclays Bank – Interest £ 0.00

TOTAL RECEIPTS £ 1300.00 (B)

**Cleared Payments**

Cleared Payments since 30 December 2019:

Clerks Wages, expenses & PAYE for Oct-Dec 2019 £ 567.32

H Stebbings Workshop – Notice board £ 2238.00

Leiston & Woodbridge CAB £ 30.00

A Turner – erecting notice board £ 140.00

Bromeswell Village Hall – room hire 2019/20 £ 60.00

Bromeswell PCC – donation for churchyard maintenance £ 562.00

TOTAL PAYMENTS £ 3597.32 (C)

**Closing Bank Balances as at 28 February 2020**

Community Account £ 8259.89

Business Premium Account £ 1515.37

**TOTAL BALANCE AS AT 30 DECEMBER 2019 £ 9775.26 (A+B-C)**

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**Uncleared Payments**

SALC – audit training course for clerk £ 19.20

**Total Uncleared Payments £ 19.20**

**RESERVES AFTER PAYMENT OF UNCLEARED ITEMS £ 9756.06**

**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. Asset register amended to ensure war memorial included. New style policy from SALC introduced this year ensures more than ample cover is in place automatically. Clerk has reviewed Asset Register to Policy and confirms cover appears adequate in breadth of cover and sums insured for the Council’s assets.
5. Clerk to bring the GDPR requirements up to date.
6. Significant expenditures expected before the end of the financial year of £3000 contribution to the cost of the 20MPH zone in the village centre will not be incurred until next financial year.
7. Payments of £500 for Clerk wages and PAYE and £118.90 for expenses for the period Jan-March 2020 will not be made in the current year as it is not possible to get cheques safely signed in light of current government regulations on movement due to Coronavirus pandemic. Clerk is happy that these sums are carried forward until it is safe to make them.
8. A generous grant of £196.29 has been awarded to the Council from District Councillor James Mallinder’s local budget for equipment to support the Community Emergency Plan. The claim for this was sent to ESC on 14 March. It is expected that these monies will not be received until next financial year. The monies received will be used to reimburse councillors who have incurred this expenditure on behalf of the council.
9. There will be further reimbursement to councillors for other approved expenditure in support of the Community Emergency Plan in due course from the budget of £300.00 allocated to this project.
10. The Clerk has carried out the necessary re-enrolment and re-declaration to the Pensions Regulator. The Clerk is the Council’s only eligible employee and has confirmed that he does not wish to be enrolled in the scheme and is in the class of employees who can opt out.
11. It is expected that this Report will accurately indicate the end of year financial position of the Council.
12. Audit is due to be undertaken by SALC on 26 May 2020 although that may change in light of current restrictions imposed by government due to the pandemic. The Clerk intends to prepare for audit as usual as he believes he has everything he needs to do this.

**Summary**

It is my opinion that this report provides a full and accurate indication of the finances of the Council and that there are no financial concerns that need bringing to the Council’s attention.

Robert Cutts

Clerk & RFO

28 March 2020