

**BLAXTON PARISH COUNCIL**  
**BANK RECONCILIATION FOR YEAR ENDED 31 MARCH 2016**

Balance at 1st April 2015	5,870.98
Total Receipts	24,754.40
Sub Total	<u>30,625.38</u>
Deduct Total Payments	-16,633.28
Total	<u><u>13,992.10</u></u>

These cumulative funds are represented by: -

Current Account	11,802.71
Deduct Unpresented Cheques at 31/03/16	0.00
Add Unbanked Income at 31/03/16	0.00
Sub Total	<u>11,802.71</u>
Business Reserve Account	2,189.39
Total	<u><u>13,992.10</u></u>

Signed \_\_\_\_\_ Signed \_\_\_\_\_  
Chair Clerk & RFO

Date \_\_\_\_\_ Date \_\_\_\_\_

**BLAXTON PARISH COUNCIL**  
**RECEIPTS AND PAYMENTS ANALYSIS AND EXPLANATION OF ANNUAL RETURN VARIANCES FOR YEAR ENDING 31 MARCH 2016**

	2014/15 £	2015/16 £	Variance £	Variance %	Explanation of Variances - More than 10% AND £100 in Boxes 2, 3, 4, <u>6 and 9</u>
<b><u>RECEIPTS</u></b>					
<b><u>BOX 2 - ANNUAL PRECEPT</u></b>					
Precept	21,316.00	21,641.00	325.00	1.52	
<b>BOX 2 Totals</b>	<b>21,316.00</b>	<b>21,641.00</b>	<b>325.00</b>	<b>1.52</b>	<b>Explanation not required</b>
<b><u>BOX 3 - OTHER RECEIPTS</u></b>					
Council Tax Support Grant	1,134.00	1,021.00	-113.00	-9.96	2015/16 Grant from DMBC kept at 2013/14 level
VAT Recovery	2,266.14	2,052.42	-213.72	-9.43	Change in year on year recoverable VAT
Deposit A/C Interest	1.08	1.10	0.02	1.85	Interest change due to balance increase
Other Income	0.00	38.88	38.88	100.00	Sale of surplus postage stamps
Transfers to Deposit Account	0.00	0.00	0.00	0.00	No transfers in 2015/16
<b>BOX 3 Totals</b>	<b>3,401.22</b>	<b>3,113.40</b>	<b>-287.82</b>	<b>-8.46</b>	<b>Explanations shown above</b>
<b>Receipts Totals</b>	<b>24,717.22</b>	<b>24,754.40</b>	<b>37.18</b>	<b>0.15</b>	<b>Note: Value above rounded up by £1 to £3,114 to balance Annual Return</b>
<b><u>PAYMENTS</u></b>					
<b><u>BOX 4 - STAFF COSTS</u></b>					
<b><u>Administration - Staffing</u></b>					
Clerk Salary	4,153.37	4,502.58	349.21	8.41	Increase in Clerk's hours from 7 to 9 pw from 01/01/16
Employer Pension Contributions	0.00	0.00	0.00	0.00	
Clerk Travel Expenses	0.00	0.00	0.00	0.00	
Clerk Allowance for working from home	300.00	300.00	0.00	0.00	
Employers NI	0.00	0.00	0.00	0.00	
<b>Administration - Staffing Costs - BOX 4 Totals</b>	<b>4,453.37</b>	<b>4,802.58</b>	<b>349.21</b>	<b>7.84</b>	<b>Explanation not required</b>

**BLAXTON PARISH COUNCIL**  
**RECEIPTS AND PAYMENTS ANALYSIS AND EXPLANATION OF ANNUAL RETURN VARIANCES FOR YEAR ENDING 31 MARCH 2015**

	2014/15 £	2015/16 £	Variance £	Variance %	Explanation of Variances - More than 10% AND £100 in Boxes 2, 3, 4, 6 and 9
<b><u>BOX 6 - ALL OTHER PAYMENTS</u></b>					
<b><u>Administration - Running Costs</u></b>					
Clerk Gratuity Provision (Trans to Bus Res A/C)	0.00	0.00	0.00	0.00	Gratuity no longer payable
Postage	0.00	0.00	0.00	0.00	No stamps purchased in 2015/16
Office Equipment, Materials and Stationery	257.57	196.76	-60.81	-23.61	See Appendix 1 Notes
Chair's Allowance	120.00	120.00	0.00	0.00	No change
Members' Expenses	0.00	13.48	13.48	0.00	Agreement to reimburse Councillors for ink and paper from 19/11/15
Election Fees	0.00	89.45	89.45	100.00	Local Elections May 2015, none in 2014
Room Hire	0.00	0.00	0.00	0.00	No change
Internal Audit	150.00	200.00	50.00	33.33	Increase in Accountant's Fees
External Audit	100.00	200.00	100.00	100.00	Change in turnover
Insurance	431.95	421.61	-10.34	-2.39	Acceptance of new three year contract
Training	0.00	0.00	0.00	0.00	No training purchased during 2015/16
Subscriptions RAY, SLCC, YLCA, Open S Soc, ICO	512.00	552.00	40.00	7.81	See Appendix 1 Notes
Publications	23.00	8.80	-14.20	-61.74	See Appendix 1 Notes
Parish Publicity	27.00	0.00	-27.00	0.00	No Newsletter 2015/16
Website	24.95	134.88	109.93	440.60	See Appendix 1 Notes
Administration - Running Costs	1,646.47	1,936.98	290.51	17.64	
<b><u>Blaxton Playing Field</u></b>					
Maintenance of Playing Field Equipment	194.95	0.00	-194.95	100.00	<b>2014/15:</b> Paint Elephant £75, Annual Inspection £60, New Bench supports £60. <b>2015/16:</b> No maintenance
Grounds Maintenance	932.28	675.06	-257.22	-27.59	See Appendix 1 Notes
New Equipment and Furniture	14,980.00	0.00	-14,980.00	-100.00	<b>2014/15</b> - Projudic Junior multplay Unit £8,758, three Wicksteed Springies £5,204, one Sutcliffe Springie £1,018. <b>2015/16:</b> £0
Blaxton Playing Field	16,107.23	675.06	-15,432.17	-95.81	

**BLAXTON PARISH COUNCIL**  
**RECEIPTS AND PAYMENTS ANALYSIS AND EXPLANATION OF ANNUAL RETURN VARIANCES FOR YEAR ENDING 31 MARCH 2015**

	2014/15 £	2015/16 £	Variance £	Variance %	Explanation of Variances - More than 10% AND £100 in Boxes 2, 3, 4, <u>6 and 9</u>
<b><u>Joint Playing Field</u></b>					
Grant	1,685.00	1,750.00	65.00	3.86	Grant is £2,000pa LESS maintenance cost of Playing Field Access Ramp. See Appendix 1 Notes
Ramp Maintenance Costs (Recovered from Grant)	315.00	250.00	-65.00	-20.63	See Appendix 1 Notes
Emptying Dog Waste Bin	265.40	267.80	2.40	0.90	See Appendix 1 Notes
Joint Playing Field	2,265.40	2,267.80	2.40	0.11	
<b><u>Village Hall</u></b>					
Grant	1,600.00	1,600.00	0.00	0.00	No change
Village Hall	1,600.00	1,600.00	0.00	0.00	
<b><u>War Memorial and Street Furniture</u></b>					
Emptying Dog Waste Bin - Mosham/Bank End Roads	530.80	535.60	4.80	0.90	See Appendix 1 Notes
Planter Maintenance and Planting	530.00	697.95	167.95	31.69	See Appendix 1 Notes
Replacement War Memorial Flag	84.10	84.10	0.00	0.00	
War Memorial Maintenance	105.00	1,145.00	1,040.00	990.48	<b>2014/15</b> only tree pruning needed - £105. <b>2015/16:</b> Ground works £520, Memorial Cleaning and pointing £550 and tree pruning - £75
Street Furniture including Trees - New, Repair, Maintain	1,245.40	2,119.50	874.10	70.19	See Appendix 1 Notes
Christmas Lights - New, Repair, Maintain	467.49	209.05	-258.44	-55.28	See Appendix 1 Notes
War Memorial and Street Furniture	2,962.79	4,791.20	1,828.41	61.71	

**BLAXTON PARISH COUNCIL  
RECEIPTS AND PAYMENTS ANALYSIS AND EXPLANATION OF ANNUAL RETURN VARIANCES FOR YEAR ENDING 31 MARCH 2016**

	2014/15 £	2015/16 £	Variance £	Variance %	Explanation of Variances - More than 10% AND £100 in Boxes 2, 3, 4, <u>6 and 9</u>
<b><u>Section 137 Expenditure</u></b>					
Section 137 of the Local Government Act 1972 enables Parish and Town Councils to spend up to the product of £7.36 per head of the Electorate for the benefit of people in the area on activities or projects not specifically authorised by other powers. During 2015/16 the number of electors for Blaxton was 936 and the limit for expenditure not specifically authorised by other powers was £6,888.96.					
Grants to Charity	0.00	0.00	0.00	0.00	No change
Wreath Donation	75.00	80.00	5.00	6.67	Donation increased
Christmas Gifts for over 60's	0.00	0.00	0.00	0.00	Christmas gifts to senior citizens ceased.
Section 137 Expenditure	75.00	80.00	5.00	6.67	
<b>VAT</b>	3,582.60	479.66	-3,102.94	-86.61	Change in value of purchases subject to VAT
<b>BOX 6 Totals</b>	<b>28,239.49</b>	<b>11,830.70</b>	<b>-16,408.79</b>	<b>-58.11</b>	<b>Explanations shown above and on Appendix 1 Notes</b>
<b>Payments Totals</b>	32,692.86	16,633.28	-16,059.58	-49.12	

**BLAXTON PARISH COUNCIL**

**BOX 9 - EXPLANATION OF FIXED AND LONG TERM ASSETS VARIANCES - At 31st March 2016 the following assets were held by the Council**

<b>Assets</b>	<b>2014/15 £</b>	<b>2015/16 £</b>	<b>Variances £</b>	<b>Explanations</b>
Village Hall, Back Lane, Blaxton	188,606	188,606	0	
Playing Field, Bank End Road, Blaxton - 2 Acres	1	1	0	
Equipment, Playing Field, Bank End Road, Blaxton	0	0	0	
Playground equipment - swings (Monster Play)	5,000	5,000	0	
Diabolo Multiplay Unit	7,990	7,990	0	
Storm Shooter Ball Wall	3,144	3,144	0	
Goal Posts	495	495	0	
Joint Playing Field, Finningley - 3 Acres	1	1	0	
War Memorial	1	1	0	
Christmas Tree Lights (MK Illuminations Ltd)	600	600	0	
Christmas Tree Lights	0	0	0	
Christmas Tree Lights	0	0	0	
3 x Dog Waste Bins	858	858	0	
6 x Public Seats @ £500 each	3,000	3,000	0	
2 x Planters	915	915	0	
1 x Planter (Civic Pride)	500	500	0	
1 x Bench (from Ward Members flexible budget)	500	500	0	
Three Tilia cordata Rancho (Native small leaved limes)	360	360	0	
Printer (Curry's)	130	130	0	
Lenovo B320/4 PC and software - S/N VS50180102	715	715	0	
Log Bench (1)	185	185	0	
Proludic Multi Play Unit	8,758	8,758	0	
Cockerel Rock N Roll Bounce About	2,248	2,248	0	
Cockerel Rock 2 way Bounce About	1,377	1,377	0	
Donkey Spring Mobile	1,579	1,579	0	
Springie Buggy	1,081	1,081	0	
A Max 2- 21x A4 - Notice Board	890	890	0	
60 Metres Xmas Lights (600), 2 x extension leads, 'Y' Splitter	181	181	0	
60 Metres Xmas Lights (600), 1 x extension leads, 'Y' Splitter	191	191	0	
1 metre high iron railings on three sides with single gate access and 1.5 metre stone wall to fourth side	1,000	1,000	0	
Black Cherry Tree	300	300	0	
Nordman Fir Tree	300	300	0	
Conifer	300	300	0	

**BLAXTON PARISH COUNCIL**

**BOX 9 - EXPLANATION OF FIXED AND LONG TERM ASSETS VARIANCES - At 31st March 2016 the following assets were held by the Council**

<u>Assets</u>	<b>2014/15 £</b>	<b>2015/16 £</b>	<b>Variances £</b>	<u>Explanations</u>
Seat - Teak	500	500	0	
Seat - Metal supports with wooden rails	500	500	0	
Seat - Metal supports with wooden rails	500	500	0	
Seat - Metal supports with wooden rails	500	500	0	
Golden Jubilee Tree	200	200	0	
Golden Jubilee Tree	200	200	0	
Golden Jubilee Tree	200	200	0	
Log Bench	185	185	0	
Log Bench	185	185	0	
<b>Acquired 2015/16</b>				
Amberol Planter	0	350	350	<b>Acquired 04/11/2015</b>
60 Metres Xmas Lights (600)	0	114	114	<b>Acquired 20/01/2016</b>
Wrought ironwork for display of wreaths	0	610	610	<b>Acquired 18/02/2016</b>
Slabs around four planters	0	940	940	<b>Acquired 17/03/2016</b>
<b>Omitted 2014/15</b>				
Picnic Bench - Blaxton Playing Field	0	295	295	<b>Omitted during 2014/15 Inventory/Asset check</b>
Golden Jubilee Tree	0	200	200	<b>Omitted during 2014/15 Inventory/Asset check</b>
<b>Assets - BOX 9 Totals</b>	<b>234,176</b>	<b>236,685</b>	<b>2,509</b>	<b>Total Variance 2014/15 to 2015/16</b>

**OTHER INFORMATION**

**Nil** values are reported in respect of Leases, Borrowings, Capital Reserves, Earmarked Reserves, Tenancies, Advertising and Publicity, Contingent Liabilities and Pensions.

Chair:- \_\_\_\_\_

Date:- \_\_\_\_\_

<b>BLAXTON PARISH COUNCIL</b>				
<b>EXPLANATION OF VARIANCE NOTES 2014/15 - 2015/16</b>				
<b>Budget Heading</b>	<b>2014/15</b>	<b>2015/16</b>	<b>Var £</b>	<b>Comments</b>
<b><u>Office Equipment, Materials and Stationery</u></b>				
Ink and Paper	197.63	116.78	-80.85	Agendas sent by email from 2015/16
MS Office 365 Subs	0.00	49.99	49.99	New purchase for 2015/16
Norton Security	29.99	29.99	0.00	No Change
Know How Cloud Backup	29.95	0.00	-29.95	Discontinued - included in Office 365 Subscription
<b>Office Equipment, Materials and Stationery</b>	<b>257.57</b>	<b>196.76</b>	<b>-60.81</b>	
<b><u>Subscriptions</u></b>				
YLCA	366.00	369.00	3.00	Increase in Subs
Open Spaces Soc	45.00	45.00	0.00	No Change
SLCC	101.00	103.00	2.00	Increase in Subs
Data Protection	0.00	35.00	35.00	Introduced 2015/16
<b>Subscriptions</b>	<b>512.00</b>	<b>552.00</b>	<b>40.00</b>	
<b><u>Publications</u></b>				
SLCC	23.00	0.00	-23.00	Governance and Accountability
YLCA	0.00	2.80	2.80	Postage for 'Planning Explained'
Land Registry	0.00	6.00	6.00	Land Registry Title and Map
<b>Publications</b>	<b>23.00</b>	<b>8.80</b>	<b>-14.20</b>	
<b><u>Website</u></b>				
Nov 15 - Mar 16	24.95	0.00	-24.95	Concessionary Rate of £4.99 pm for 5 months
Apr - Mar 2015/16	0.00	134.88	134.88	Concessionary Rate of £4.99 pm for 7 months (£34.93) then full price of £19.99 pm (£99.95)
<b>Website</b>	<b>24.95</b>	<b>134.88</b>	<b>109.93</b>	
<b><u>Blaxton Playing Field</u></b>				
Strim entrance	75.00	125.00	50.00	3 Cuts 2014/15 @ £25, 5 Cuts 2015/16
Clear vegetation from Basketball Court	55.00	75.00	20.00	Remove Bush 2014/15, Remove Moss and apply herbicide 2015/16
Gang Mow Field	407.28	450.06	42.78	12 cuts at £33.94 in 2014/15, 13 cuts at £34.62 in 2015/16- increase of 68p per cut and 1 extra at £34.62
Remove rotten Bench	65.00	0.00	-65.00	Not needed 2015/16
Brush Cut around play equipment	65.00	0.00	-65.00	Significant overgrowth needed to be cleared
Strim around play equipment	0.00	25.00	25.00	Only light trim needed 2015/16
Strim Fence lines and apply herbicide	265.00	0.00	-265.00	Not needed 2015/16
<b>Blaxton Playing Field</b>	<b>932.28</b>	<b>675.06</b>	<b>-257.22</b>	



<b><u>Joint Playing Field</u></b>				
Grant	1,685.00	1,750.00	65.00	Change in ramp cutting deductions
First Ramp cut of year	65.00	0.00	-65.00	Additional cut needed due to excessive growth in 2014/15
5 in-year ramp cuts	250.00	250.00	0.00	
<b>Joint Playing Field</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	
<b><u>Joint Playing Field Dog Waste Bin</u></b>				
1 Dog Waste Bin	265.40	267.80	2.40	16 @ £5 + 36 @ £5.15 in 2014/15. 52 @ £5.15 in 2015/16 no increase
<b>Joint Playing Field Dog Waste Bin</b>	<b>530.80</b>	<b>535.60</b>	<b>2.40</b>	
<b><u>War Memorial and Street Furniture</u></b>				
Dog Waste Bins (2) emptying	530.80	535.60	4.80	16 @ £10 + 36 @ £10.30 in 2014/15. 52 @ £10.30 in 2015/16 no increase
<b><u>Planter Maintenance and Planting</u></b>				
Spring Planting	260.00	260.00	0.00	3 Planters
Spring Planter Watering	10.00	10.00	0.00	
Autumn Planting	260.00	346.00	86.00	4 Planter in Autumn 2015/16
Roadside bulbs purchased	0.00	81.95	81.95	Addition to existing roadside stock in 2015/16
<b>Planter Maintenance and Planting</b>	<b>530.00</b>	<b>697.95</b>	<b>167.95</b>	
<b><u>Street Furniture including Trees - New, Repair, Maintain</u></b>				
New Public Notice Board	890.40	0.00	-890.40	One-off purchase
Install public notice board	0.00	25.00	25.00	One-off purchase
Seat Maintenance	355.00	195.00	-160.00	Change in maintenance needs
New Planter	0.00	349.50	349.50	One-off purchase
Wrought Ironwork for wreath display	0.00	610.00	610.00	One-off purchase
Supply and install traffic grade slabs around four planters	0.00	940.00	940.00	One-off purchase
<b>Street Furniture including Trees - New, Repair, Maintain</b>	<b>1,245.40</b>	<b>2,119.50</b>	<b>874.10</b>	
<b><u>Christmas Lights</u></b>				
120 Metres Christmas Lights	372.49	0.00	-372.49	Smaller quantity 2015/16 - see below
60 Metres Christmas Lights	0.00	114.05	114.05	Lights reduced in price and discount for January 2016 purchase
Lights Installation	95.00	95.00	0.00	No change
<b>Christmas Lights</b>	<b>467.49</b>	<b>209.05</b>	<b>-258.44</b>	