

## Finance Report for Therfield Parish Council meeting to be held on the 9<sup>th</sup> March 2021

### Review of 2020/21 Budget

1. Current expenditure over budget due to agreed grant to Newsletter, but below income excluding Thespians cheque of £2,000. Expenditure £6,008.46, Income £6,713.59, budget £5,736.
2. Precept request submitted to NHDC based on a £6,000 budget.
3. Purchase of replacement grit bin for Meadow Way was not required after some maintenance.
4. Donation to Therfield & Kelshall Newsletter of £750.
5. VAT claim of £356 submitted 1<sup>st</sup> March 2021.
6. PAYE rebate of £82.45
7. Sale of wine £113 credited to Barclays Bank but part of the Community Lunch fund.

### Financial Transactions

1. Current bank balances of £5,970.19 (dep) and £12,498.87 = £18,469.06 at 28<sup>th</sup> January 2021.
2. One uncleared cheque of £750
3. March expenditure to be agreed;
  - a. Expenditure of the following to be agreed
    - D Whitby exp £22.90
    - Clerks Salary £267
    - Safety Officers fee £200
    - D Dodkin, notice board repairs tbc

### Clerk Duties

1. Following the letter sent to HMRC to try to resolve the outstanding issue with the tax rebate due to the Clerk as sum of £82.45 has been credited to the Parish Councils bank account. (see separate report)
2. Review of financial risks and revision of Internal Controls document.
3. Review of Assets Register. If the grit bin in Meadow way belongs to the Parish Council it should be recorded. There is no proof of purchase.
4. Arrange with internal auditor to review the PC 2020-21 accounts prior to external audit.
5. Confirmed balances held by Community Lunch organiser and PC at Barclays Bank; £117.

Consider the request from Royston & District Community Transport (RDCT) for a grant. A grant of £100 could be afforded. Last grant made in May 2020 so could wait until 2021/22 budget.