

PC 01.24.07 – Clerk's Report (Correspondence to Note)

Item One:

(NB: This email relates to the litter bin at the bottom of the footpath from Merriam Close beside Decoy Pond which was removed by BDC due to being damaged.)

From: Nick Christo <Nick.Christo@babberghmidsuffolk.gov.uk>

Sent: Tuesday, December 19, 2023 5:17 PM

To: Brantham Parish Council <clerk@branthamparishcouncil.co.uk>; BMSDC Public Realm Mailbox <public.realm@babberghmidsuffolk.gov.uk>

Subject: Re: Bins at Decoy Pond

Hi Sarah,

It's disappointing that the path is being littered with dog mess as regardless if there's a bin close by or not, people should be picking up after their dogs regardless.

Nonetheless I'm surprised the bin hasn't been installed and can only assume it got lost during some key staff transition - I'm sorry about that. I'll speak to our maintenance team tomorrow and get it sorted.

Thanks

Nick Christo

Item Two:

From: No Reply <NoReply@suffolk.gov.uk>

Sent: Friday, December 29, 2023 1:29 PM

To: Brantham Parish Council <clerk@branthamparishcouncil.co.uk>

Subject: Suffolk Highways Update ref: 436758

Good afternoon,

Thank you for contacting us regarding Japanese Knotweed on Factory Lane, Brantham reported under reference number **436758**. Please quote this reference number in any future correspondence that relates to this issue.

We can now provide you with the following update:

Suffolk Highways has asked the SCC Ecology team to investigate and confirm whether there is Japanese Knotweed growing on scrubland behind Temple Pattle on north side of Factory Lane, Brantham. If SCC Ecology confirm that there is Japanese Knotweed growing on what is deemed to be 'highway' (i.e., Highway responsibility) then Suffolk Highways will arrange for it to be treated or if it is growing on private land but is affecting what is deemed to be 'highway' then Suffolk Highways will ask the Highway Enforcement team to take this up with the landowner.

Clerk to Brantham Parish Council

Please ask for: Jade Grand-Scrutton

Email to: Public.realm@baberghmidsuffolk.gov.uk

Date: Wednesday 6th December 2023

Dear Clerk

Annual price increase for litter and dog bin emptying services.

The current annual costs for emptying litter and dog bins is £39.73 per litter bin (76p per bin per week) and £46.53 per dog bin (89p per bin per week). Historically dog bins were charged at a higher rate due to the weight collected and time taken at each location.

As litter and dog waste are treated the same (staff allocation, collection, vehicle and disposal costs) we have proposed that we simplify our charges; introducing one cost for emptying either bin. Subject to approval by Cabinet, the proposed cost for emptying each bin will be **£69.00** per annum across both councils with effect from 1st April 2024. At this rate, the service is still significantly subsidised by the Council as, if we were to pass on the full costs associated with bin emptying, the charge would be **£175** per bin per annum.

Please see the following breakdown for Brantham Parish Council :

Current Subscriptions to 31st March 2024:

Dog bins collected weekly per year = 24 x £46.53 = £1116.72

Litter bins collected weekly per year = 17 x £39.73 = £675.41

Full invoiced value to Brantham Parish Council for 2023/24 = £1792.13.

24 and 17 bins for 2024/25 would be: £2829.

The cost to Babergh & Mid Suffolk for the direct service is £7,175.00.

We would be happy to support you in reviewing bin provision/number of bins you have in your Town or Parish if you feel there may be potential to rationalise the number of bins from which we collect. Please don't hesitate to get in contact with us to discuss this further.

Yours Sincerely

Jade Grand-Scrutton
Administrator & Technical Support Officer – Public Realm

Paper 1 – Expenditure to be approved**Agenda Item PC 01.24.09**

The integrity of the Council's finances is to be protected by two of the three signatories checking and reviewing the invoices for payment for which they will have seen an original copy.

Within the Council's Financial Regulations (4.1) – expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget or where prior approval has been given for such expenditure to be incurred (i.e. under contractual agreements)

Such authority is to be evidenced by a Minute or by an authorisation slip duly signed by the Clerk and where necessary also by the appropriate Chair. Invoices will only be processed for payment by the Parish Clerk once she is satisfied that the payment sums match the invoices produced.

Accounts submitted for payment – Current Account

Payee	Detail	Method	NETT	VAT	TOTAL
HMRC	P30 Q3	CHQ – 003511	1896.84		1896.84
BMCIC	Grounds Maintenance Contribution	CHQ – 003512	76.50		76.50
D. Childs	Grounds Maintenance – inv. TBC	CHQ - 003513	TBC		TBC

Presented by:..... Sarah Keys, Responsible Finance Officer

Countersigned by:..... Chair to the Parish Council

All payments authorised under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

Note: Council resolved at the 2023 Annual Meeting that it met the eligibility conditions, and this continues right through until the next relevant annual meeting which will be May 2027. This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 refers.

The integrity of the Council's finances is to be protected by two of the four signatories checking and reviewing the invoices for payment for which they will have seen a copy.

The authority is to be determined by; * the council for all items over £800; * the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £800. Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.

Accounts Paid since 06 December 2023

Payee	Detail	Method	NETT	VAT	TOTAL
S. Keys	Dec 2023 Salary & Office costs (including backdated pay increase from 01.04.23)	BACS	2156.65		2156.65
T. Bird	Dec 2023 Litter picker salary	BACS	297.92		297.92
P. Wainwright	Dec 2023 Litter picker salary	BACS	247.83		247.83
Microsoft	Monthly Subscription Charges –Nov 2023	DD	8.60	1.72	10.32
Brantham Village Hall	Support for running costs – Nov 2023	BACS	250.00		250.00
NEST	Clerk's Pension	DC	160.53		160.53
East of England Co-op	Food and Drink for Xmas celebrations	DC	54.39	7.55	61.94

Items paid following authorisation at meeting of 06 December 2023

Payee	Detail	Method	NETT	VAT	TOTAL
Village Hall Brantham	Hall Hire July - November (inv. BPC 972, 975 & 984)	CHQ - 003506	240.00		240.00
SALC	SALC Conference (inv. 27953)	CHQ – 003507	15.00	3.00	18.00
Simon Fisher	Email and Domain (inv. 2324-411)	CHQ – 003508	154.00		154.00
BMCIC	LPF Maintenance Contribution – Dec 2023	CHQ - 003509	113.00		113.00
D. Childs	Grounds Maintenance – inv. 1786	CHQ – 003510	105.00		105.00

Presented by:..... **Sarah Keys, Responsible Finance Officer**

Countersigned by:..... **Chair to the Parish Council**

All payments authorised under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

Note: Council resolved at the 2023 Annual Meeting that it met the eligibility conditions, and this continues right through until the next relevant annual meeting which will be May 2027. This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 refers.

Who	Detail	Method	Amount
Lloyds Bank	Bank Interest	DEP	180.25
HMRC	VAT Reclaim	DEP	5886.94

Presented by:..... Sarah Keys, Responsible Finance Officer

Countersigned by:..... Chair to the Parish Council



BRANTHAM
Parish Council

Brantham Parish Council
34 Sycamore Way
Brantham
CO11 1TL
07807 799480

clerk@branthamparishcouncil.co.uk
www.brantham.onesuffolk.net

CIL SPENDING REVIEW FOR THE YEAR ENDING 31 MARCH 2024

Neighbourhood CIL is governed by the CIL regulations and the rate at which it is paid is set out in national legislation. For those Parish Councils with a made Neighbourhood Plan it is 25% (with no CAP and for Parishes where there is no made Neighbourhood Plan it is 15% subject to a cap which is set out nationally (in legislation). The cap is worked out at £100 index linked per occupied property within the parish. The cap rate is set for the year and changes on the 1st January each year.

1. CIL Resources available

CIL Funding currently stands at:

Financial Year	Income	Expenditure	CIL running Total	Timescales
2018-19	£2,556.87		£2,556.87	SPENT
2019-20	£104.01			SPENT
	£3,258.75		£5,919.63	SPENT
2020-21	£3,258.67			SPENT
	£2,681.48		£11,859.78	SPENT
2021-22			£11,859.78	
2022-23	£9,734.69			07.04.27
	£7,747.54	£10,123.64	£19,218.37	12.10.27
2023-24	£53,848.41		£73,066.78	14.04.28
	£28,861.09		£101,927.87	13.10.28
Committed		£36,463.09	£65,464.78	Balance after committed funds
Totals	£112,051.51	£46,586.73		

2. Projects completed s bids against the Neighbourhood CIL pot

The following projects having been previously approved as valid projects for the Neighbourhood CIL pot are now completed with monies being fully paid out.

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Start date	Current Position
Lower Playing Field Goal Posts	None	Approx. £10,000	None	£10,123.64	Jun-23	Completed

3. Projects identified as potential bis against the Neighbourhood CIL Pot

The following projects have been identified as valid bids against the Neighbourhood CIL pot, have approval and are awaiting completion with monies being fully allocated and therefore committed:

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Start date	Current Position
Play area updates	None allocated	£27,599.99	Neighbourhood CIL (BDC) £5,111	£22,488.99	Jul-23	Funding request to BDC CIL amended and under review
Play area signage	None	£3,074.10	£0	£3,074.10	May-23	Underway
CCTV in play areas	None	£5,450	£0	£10,900.00	Nov-23	Underway

4. The following projects may be identified or submitted as potential discussion bids and will provide the basis for infrastructure spending as developments come online.

Items highlighted in GRAY will be identified as on an "as and when demand" as the parish continues to grow

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Additional consultation required	Further information
Village Hall	None allocated	Unknown	Neighbourhood CIL (BDC), bDC CIL Infrastructure pot and external funding	Unknown	Consultation with Brantham residents and PC needed	
Signage for cycleway to Manningtree	None Allocated	Unknown	SCC Locality Budget	£Unknown	PC Approval needed	
Crossing on A137	None allocated	£100,000	S106? /locality funding	£unknown	Community Consultation needed	
Other major projects	None allocated	Unknown	To be determined		Subject to consultation	
New Grit Bins	On as an when basis			Neighbourhood CIL (Parish)		
New Waste Bins	On as and when basis			Neighbourhood CIL (Parish)		

BPC ANNUAL BUDGET 2024-25

VERSION 4

DATE OF ADOPTION:

MINUTE NO.

CATEGORY	BUDGET 2022-23	BUDGET 2023-24	BUDGET 2024-25
INCOME			
Precept	53,728	57,581	63,636
Bank Interest	30	30	1,800
Rent (BMCIC)	1,650	1,650	1,650
Annual Insurance repayment from BMCIC			2,000
Highcliff Lease	5,000	5,000	5,460
Braiswick road contribution			150
VAT reclaimed	1,500	1,500	2,000
Recycling	300	300	300
Scouts Ground Rent	1	1	1
Private Road contribution	40	40	40
Wayleaves	50	50	
CIL	5,000	5,000	5,000
TOTAL INCOME	67,299	71,152	82,037

EXPENDITURE

Salaries

Clerk/RFO	17,900	18,000	21,000
Litter Pickers	6,000	6,500	8,000
Employers PAYE & NI	4,000	5,000	5,000
Clerk's Pension	750	1,000	1,300
Payroll costs	350	350	350
TOTAL	29,000	30,850	35,650

Administration			
Audit	700	700	800
Hall Hire	400	500	570
Insurance	5,500	5,500	5,500
Office Allowance	240	240	240
Petrol/travel costs	50	50	50
Postage	60	70	100
Telephone	300	300	
Stationery	300	300	300
Website/Email	500	500	350
Training	1,000	500	500
GDPR costs	50	50	50
Miscellaneous	1,000		
Staff recruitment	200	200	200
Election costs	1,000	1,500	500
Councillor expenses	200	200	200
Purchases (i.e. office equipment)		200	200
ZOOM subscription	180		
Accounting software			300
Microsoft subscription			110
TOTAL	11,680	10,810	9,970

Subscriptions/Grants, Donations			
SALC Subscription	850	850	850
SLCC Subscription	197	197	120
Donations	1,900	1,500	3,000
Brantham Open Spaces support		1,200	1,200
TOTAL	2,947	3,747	5,170

Services			
BDC Litter bin emptying	1,800	2,000	2,830
Litter purchases	500	900	1,000
Playground Inspection	300	300	300
Churchyard Grounds Maintenance			
General Village Maintenance	9,960	7,000	7,000
Playground equipment/repairs	1,000	4,000	1,500
BLC Grounds Maintenance	4,000	4,000	480
GPL Play area rent	10	10	10
Horticulture	170	200	200
SCC Street Light contract Maintenance	2,250	2,400	1,700
Village Hall Maintenance Grant	3,000	3,000	5,000
TOTAL	22,990	23,810	20,020
Other items			
CCTV Costs			400
SID/SID Maintenance	100	100	1,000
Defibrillator Maintenance	250	250	500
Parish Plan activities/support			5,000
Miscellaneous purchases/large projects	332	1,586	4,327
TOTAL	682	1,936	11,227
TOTAL EXPENDITURE	67,299	71,153	82,037

COUNCIL TAX BASE FIGURES 2024-25	2024-25
COUNCIL TAX BASE	998.16
BAND D COUNCIL TAX	63.75

Council tax base Calculations*	same	add 6.7% **
Council tax base	963.70	998.16
Band D Council Tax	59.75	63.75
PRECEPT AMOUNT	57,581	63,636

Local Government Finance Act 1992
PRECEPT UPON CHARGING AUTHORITY

To **BABERGH DISTRICT COUNCIL** being the Relevant Charging Authority for the above Parish.

YOU ARE HEREBY DIRECTED to pay to (Name of bank) Lloyds Bank
(Account No) 00626016 (Sort Code) 30-94-55
(Being the Bankers of the Parish Council/Meeting of the above-named Parish)
at (Address of Bank) Cornhill North Ipswich, Lloyds Bank PLC, PO Box 1000
Postcode BX1 1LT

the sum of (amount in words) Sixty-three thousand, six hundred and thirty-six pounds.
(£63,636.00 amount in figures)

TO BE PAID IN TWO EQUAL INSTALMENTS, EITHER:-

- * (A) 1ST INSTALMENT OF £31,818 TO BE PAID NO LATER THAN: 30 APRIL 2024
2ND INSTALMENT OF £31,818 TO BE PAID NO LATER THAN: 30 SEPTEMBER 2024

OR If this form is not returned by 31 March 2024

- * (B) 1st instalment within 1 month, and 2nd instalment within 6 months of the receipt of this form by the District Council

Being the Parish Council/Meeting's **total precept requirement** for the financial year commencing 1 April 2024 from the **BABERGH DISTRICT COUNCIL** Collection Fund to meet the expenses payable by the Parish Council/Meeting under the Local Government Acts.

SIGNED at a meeting of the Parish Council/Meeting held on 03 January 2024

Presiding Chairman SIGNATURE _____ or

Member of the Parish Council/Meeting SIGNATURE _____

COUNTERSIGNED (Clerk to the Parish Council/Meeting) _____

PLEASE RETURN SCANNED FORMS TO : Precept@baberghmidsuffolk.gov.uk
ALTERNATIVELY: FINANCIAL SERVICES, BABERGH AND MID SUFFOLK DISTRICT COUNCILS,
ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH, IP1 2BX BY **31 JANUARY 2024**



PROJECT 2017



Registered Charity No 1072556
(1st Brantham Scout Group)

Registered Charity No 1072555
(1st Brantham Guide Group)

1st Brantham Scout and Guide Group

November 23rd 2023

To the Parish Clerk Brantham Parish Council,

Request for Financial Assistance for Unexpected Expenditure

Dear Sarah,

The Joint Scout and Guide Group is thriving and we currently have over 120 young people between the ages of 5 – 14 in our various sections and units. As you may be aware our headquarters building in Factory Lane is beyond economic repair and we are actively developing plans for a replacement which we call Project 2017.

In the meantime, we have to keep our existing building operational. Unfortunately, this summer, whilst removing a derelict shed in the front grounds of our premises, asbestos was discovered. As this had been disturbed, we had no option other than to get quotes and engage a professional licensed company to test, report and subsequently remove and safely dispose of the asbestos. We were fortunate that this occurred during the summer holiday closure period so disruption to our sections and units was minimal.

This unexpected and unbudgeted expenditure totalled £5922 and as the work was urgent the invoices attached for your information have been paid. This is an enormous sum for us. I write to request if the Parish Council is able to assist the Group with any contribution towards this.

I have attached our annual audited accounts as I imagine you may wish to see them. The Project 2017 item is the money we have raised so far for our replacement building project. The general account balance may seem high. This is because we are very actively fundraising at present for Project 2017 and the amounts raised go into our general fund first, being transferred out annually into the Project 2017 account. We retain a large balance in the general account because we are continually having unexpected building expenses due to the age and poor repair of the building. In the past two years these have included a large electrical rewiring exercise following statutory testing; installation of smoke detectors; plumbing repairs; heating system problems; roof repairs; repairs to our entrance ramp. Our insulation is also very poor and our electric bills reflect that if we have a cold season.

National and regional scouting and guiding make zero contribution to local groups who must be self funding. Our only income comes from subscriptions from the young people and our fundraising events and activities


We were advised to seek financial support from the Babergh Capital grant funding for those with community assets and we started the process, however those grants are allocated in advance of works being undertaken and quotes are needed, clearly we would not qualify as our need was retrospective, we had already incurred the expenditure and paid for the works.

We may also approach individual councillors for support from their locality budgets.

I am also approaching East Bergholt Parish council with this request as we have 32 children from East End/East Bergholt in our sections and units.

I hope you will consider our request for support favourably.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Julie C Price'.

Julie Price - Chair Brantham Scout & Guide Group

julie.price@wolveyscouts.org.uk

01206 298341

Attachments:

3 x invoices for asbestos works (paid)
Group annual account statement

1st Brantham Scout and Guide Group

Fund Movements for the year ending 31st March 2023

	General Fund	Project 2017	Total
Opening Balances 1st April 2022	29,664.95	27,295.03	56,959.98
Prior Year Adjustment			0.00
Adjusted Opening Balance	29,664.95	27,295.03	56,959.98
Receipts in Year	4,405.55	6,932.80	11,338.35
Payments in Year	-5,909.40	0.00	-5,909.40
Balance at Bank 31st March 2022	28,161.10	34,227.83	62,388.93
Transfer from General acct to Project 17 re Fundraising	-5,000.00	5,000.00	0.00
Closing Balances at 31st March 2023	23,161.10	39,227.83	62,388.93



Asbestos Removal

Asbestos Surveys

Asbestos Training

TAX INVOICE

Wolsey Scouts
Factory Lane
Manningtree
Suffolk
CO11 1QL
GBR

Invoice Date
18 Aug 2023

Payment Due
29 Aug 2023

Invoice Number
INV-1296

Order No
Q3790

Demcom Asbestos Services Ltd
28 St Thomas' Place
Ely, Cambs, CB7 4EX
Tel: 01353 886132
Email:accounts@demcom.co.uk

VAT Number
354504411

Description	Quantity	Rate	VAT	Amount GBP
DEPOSIT INVOICE- 50% PAYMENT				
Site: Wolsey Scouts, Factory Lane CO11 1RZ				
To carry out the safe removal and disposal of the following asbestos containing materials as per site visit on 25.07.23: o Asbestos insulation board to part wall and ceiling in Shed (18m2)				
	0.50	4,440.00	20%	2,220.00
Works to commence on 6th September 2023 50% deposit due before works commence. Remaining 50% due upon completion.				
Subtotal				2,220.00
Total VAT 20%				444.00
Invoice Total GBP				2,664.00
Total Net Payments GBP				0.00
Amount Due GBP				2,664.00

Retention is not appropriate for Asbestos Services

For Bank Transfers

Acc Name: Demcom Asbestos Services Ltd
Sort Code: 20-29-68 Acc. Number: 73277453
UTR: 73990 26487



Company Registration No: 12474547. Registered Office: Gable House, 239 Regents Park Road, London, N3 3LF, United Kingdom

DEMCOM

ASBESTOS SERVICES

Asbestos Removal

Asbestos Surveys

Asbestos Training

TAX INVOICE

Wolsey Scouts
Factory Lane
Manningtree
Suffolk
CO11 1QL
GBR

Invoice Date
23 Aug 2023

Payment Due
22 Sep 2023

Invoice Number
INV-1304

Order No

Demcom Asbestos Services Ltd
28 St Thomas' Place
Ely, Cambs, CB7 4EX
Tel: 01353 886132
Email: accounts@demcom.co.uk

VAT Number
354504411

Description	Quantity	Rate	VAT	Amount GBP
Site: Wolsey Scouts, Factory Lane, Cattawade, Manningtree, CO11 1QL				
Management Asbestos Survey	1.00	495.00	20%	495.00
Results released on payment				
			Subtotal	495.00
			Total VAT 20%	99.00
			Invoice Total GBP	594.00
			Total Net Payments GBP	0.00
			Amount Due GBP	594.00

Retention is not appropriate for Asbestos Services

For Bank Transfers

Acc Name: Demcom Asbestos Services Ltd
Sort Code: 20-29-68 Acc. Number: 73277453
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Company Registration No: 12474547. Registered Office: Gable House, 239 Regents Park Road, London, N3 3LF, United Kingdom





Asbestos Removal

Asbestos Surveys

Asbestos Training

TAX INVOICE

Wolsey Scouts
Factory Lane
Manningtree
Suffolk
CO11 1QL
GBR

Invoice Date
08 Sep 2023

Payment Due
12 Sep 2023

Invoice Number
INV-1352

Order No
Q3790

Demcom Asbestos Services Ltd
28 St Thomas' Place
Ely, Cambs, CB7 4EX
Tel: 01353 886132
Email:accounts@demcom.co.uk

VAT Number
354504411

Description	Quantity	Rate	VAT	Amount GBP
COMPLETION INVOICE- 50% FINAL PAYMENT				
Site: Wolsey Scouts, Factory Lane CO11 1RZ				
To carry out the safe removal and disposal of the following asbestos containing materials as per site visit on 25.07.23: o Asbestos insulation board to part wall and ceiling in Shed (18m2)	0.50	4,440.00	20%	2,220.00
			Subtotal	2,220.00
			Total VAT 20%	444.00
			Invoice Total GBP	2,664.00
			Total Net Payments GBP	0.00
			Amount Due GBP	2,664.00

Retention is not appropriate for Asbestos Services

For Bank Transfers

Acc Name: Demcom Asbestos Services Ltd
Sort Code: 20-29-68 Acc. Number: 73277453
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Company Registration No: 12474547. Registered Office: Gable House, 239 Regents Park Road, London, N3 3LF, United Kingdom

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Brantham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

2 January 2024 (2023-2024)

Administration

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
15	Payroll costs				350.00	192.00	158.00	158.00 (45%)
16	Audit				700.00	797.00	-97.00	-97.00 (-13%)
17	Hall Hire				500.00	392.00	108.00	108.00 (21%)
18	Insurance				5,500.00	5,267.74	232.26	232.26 (4%)
19	Office Allowance				240.00	180.00	60.00	60.00 (25%)
20	Petrol/Travel				50.00	61.65	-11.65	-11.65 (-23%)
21	Postage				70.00	64.80	5.20	5.20 (7%)
22	Telephone				300.00		300.00	300.00 (100%)
23	Stationary				300.00	65.69	234.31	234.31 (78%)
24	Website/Email				500.00	211.90	288.10	288.10 (57%)
25	Training				500.00	567.00	-67.00	-67.00 (-13%)
26	GDPR costs				50.00	35.00	15.00	15.00 (30%)
27	Miscellaneous				200.00	401.10	-201.10	-201.10 (-100%)
28	Staff recruitment				200.00		200.00	200.00 (100%)
29	Election costs				1,500.00	204.23	1,295.77	1,295.77 (86%)
30	Councillor expenses				200.00		200.00	200.00 (100%)
31	Zoom Subscription							(N/A)
SUB TOTAL					11,160.00	8,440.11	2,719.89	2,719.89 (24%)

CIL

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
10	CIL	5,000.00	53,848.41	48,848.41		28,543.26	-28,543.26	20,305.15 (406%)
SUB TOTAL		5,000.00	53,848.41	48,848.41		28,543.26	-28,543.26	20,305.15 (406%)

Income

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	57,581.00	57,581.00					(0%)
2	Bank Interest	30.00	1,109.72	1,079.72				1,079.72 (3599%)
3	Rents	1,650.00	1,388.50	-261.50				-261.50 (-15%)
4	Highcliff Lease	5,000.00	3,750.00	-1,250.00				-1,250.00 (-25%)
5	VAT Reclaimed	1,500.00	5,886.94	4,386.94				4,386.94 (292%)
6	Recycling	300.00	335.24	35.24				35.24 (11%)
7	Scouts Ground Rent	1.00		-1.00				-1.00 (-100%)
8	Private Road Contribution	40.00	40.00					(0%)
9	Wayleaves	50.00		-50.00				-50.00 (-100%)
48	Miscellaneous Income		1,022.22	1,022.22				1,022.22 (N/A)
49	Miscellaneous Income							(N/A)
52	CIL		28,861.09	28,861.09				28,861.09 (N/A)
SUB TOTAL		66,152.00	99,974.71	33,822.71				33,822.71 (51%)

Brantham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

2 January 2024 (2023-2024)

Other items

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
44	SID Maintenance				100.00		100.00	100.00 (100%)
45	Defibrillator Maintenance				250.00	126.90	123.10	123.10 (49%)
46	Miscellaneous				1,586.00	4,343.28	-2,757.28	-2,757.28 (-173%)
51	Parish Plan				5,000.00	159.96	4,840.04	4,840.04 (96%)
SUB TOTAL					6,936.00	4,630.14	2,305.86	2,305.86 (33%)

Salaries

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
11	Clerk/RFO Salary				18,000.00	14,077.67	3,922.33	3,922.33 (21%)
12	Litter Picker Salaries				6,500.00	4,861.48	1,638.52	1,638.52 (25%)
13	Employers PAYE & NI				5,000.00	4,219.72	780.28	780.28 (15%)
14	Clerk's Pension				1,000.00	844.84	155.16	155.16 (15%)
SUB TOTAL					30,500.00	24,003.71	6,496.29	6,496.29 (21%)

Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35	BDC Litter bin emptying				2,000.00	1,792.13	207.87	207.87 (10%)
36	Litter purchases				900.00		900.00	900.00 (100%)
37	Playground inspection				300.00		300.00	300.00 (100%)
38	Playground equipment/repairs				4,000.00	100.88	3,899.12	3,899.12 (97%)
39	BLC Grounds Maintenance				4,000.00	2,941.50	1,058.50	1,058.50 (26%)
40	GPL Play area rent				10.00	10.00		(0%)
41	Horticulture				200.00	35.98	164.02	164.02 (82%)
42	SCC Street lighting				2,400.00	1,216.66	1,183.34	1,183.34 (49%)
43	Village Hall Maintenance Grant				3,000.00	2,250.00	750.00	750.00 (25%)
47	Village Grounds Maintenance				7,000.00	2,065.00	4,935.00	4,935.00 (70%)
SUB TOTAL					23,810.00	10,412.15	13,397.85	13,397.85 (56%)

Subscriptions/Grants/Donations

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
32	SALC subscription				850.00	808.20	41.80	41.80 (4%)
33	SLCC Subscription				197.00		197.00	197.00 (100%)
34	Donations				1,500.00	150.00	1,350.00	1,350.00 (90%)
50	Brantham Open Spaces Group				1,200.00	98.41	1,101.59	1,101.59 (91%)
SUB TOTAL					3,747.00	1,056.61	2,690.39	2,690.39 (71%)

Brantham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

2 January 2024 (2023-2024)

Summary

NET TOTAL	71,152.00	153,823.12	82,671.12	76,153.00	77,085.98	-932.98	81,738.14 (55%)
V.A.T.					6,994.27		
GROSS TOTAL		153,823.12			84,080.25		

Brantham Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/12/2023		
	Cash in Hand 01/04/2023		98,440.62
	ADD		
	Receipts 01/04/2023 - 31/12/2023		153,823.12
			252,263.74
	SUBTRACT		
	Payments 01/04/2023 - 31/12/2023		84,080.25
	Cash in Hand 31/12/2023 (per Cash Book)		168,183.49
B	Cash in hand per Bank Statements		
	Petty Cash 31/12/2023	0.00	
	Salaries Account 31/12/2023	1,320.09	
	Deposit Account 31/12/2023	162,234.40	
	Current Account 31/12/2023	5,000.00	
			168,554.49
	Less unrepresented payments		371.00
			168,183.49
	Plus unrepresented receipts		
	Adjusted Bank Balance		168,183.49
	A = B Checks out OK		