

UNAUDITED

| 2019/20            | RECEIPTS                      | 2020/21            |
|--------------------|-------------------------------|--------------------|
| £ 33,225.00        | Precept                       | £ 35,107.00        |
| £ 4,194.84         | SCC/MSDC Grants               | £ 14,920.24        |
| £ 162.18           | Bank Interest                 | £ 48.64            |
| £ 1,520.00         | Cemetery                      | £ 1,130.00         |
| £ 200.00           | Miscellaneous Receipts        | £ 150.00           |
| £ 14,364.00        | Health Centre Rent            | £ 14,364.00        |
| £ 2,045.53         | VAT Reimbursement             | £ 1,407.48         |
| £ 20,846.18        | Community Infrastructure Levy | £ -                |
| £ 7,925.00         | Community Land Trust          |                    |
|                    | Youth Council                 | £ 500.00           |
|                    | Community Shed User Group     | £ 10,000.00        |
| <b>£ 84,482.73</b> | <b>Total Receipts</b>         | <b>£ 77,627.36</b> |

| 2019/20            | PAYMENTS                            | 2020/21            |
|--------------------|-------------------------------------|--------------------|
| £ 18,291.50        | Administration (inc staffing costs) | £ 21,177.40        |
| £ 4,512.18         | General Expenditure                 | £ 5,773.58         |
| £ 877.00           | Grants & Donations                  | £ 150.00           |
| £ 5,726.74         | Health Centre                       | £ 10,113.72        |
| £ 5,807.27         | Highways                            | £ 5,766.57         |
| £ 13,309.35        | Other inc Loan                      | £ 16,011.83        |
| £ 7,925.00         | Community Land Trust                |                    |
|                    | Youth Council                       | £ -                |
|                    | Community Shed User Group           | £ 7,500.00         |
| <b>£ 56,449.04</b> | <b>Total Payments</b>               | <b>£ 66,493.10</b> |

| 2019/20            | RECEIPTS AND PAYMENTS SUMMARY | 2020/21            |
|--------------------|-------------------------------|--------------------|
| £ 20,746.03        | Balance as at 1 April         | £ 48,779.72        |
| £ 84,482.73        | Total Receipts                | £ 77,627.36        |
| £ 56,449.04        | Total Payments                | £ 66,493.10        |
| <b>£ 48,779.72</b> | <b>balance c/f</b>            | <b>£ 59,913.98</b> |

**Bank reconciliation**

|                                   |             |                                 |             |
|-----------------------------------|-------------|---------------------------------|-------------|
| Account Balances at 1 April 2020  | £ 48,779.72 | Represented by:                 |             |
| add Receipts in the year          | £ 77,627.36 | Unity Trust Current Account     | £ 3,479.42  |
| deduct Payments in the year       | £ 66,493.10 | less unrepresented cheques/BACS |             |
| Account Balances at 31 March 2021 | £ 59,913.98 | Available funds                 | £ 3,479.42  |
|                                   |             | Unity Trust Deposit Account     | £ 56,434.56 |
|                                   |             | Bank balances @ 31st March 2021 | £ 59,913.98 |

**Reserves****Council Projects Earmarked Reserves:**

|                        |            |                                 |                    |
|------------------------|------------|---------------------------------|--------------------|
| Training / Legal fees  | £ 690.00   | Health Centre                   | £ 2,675.84         |
| Playpark Equipment     | £ 629.00   | Election Costs                  | £ 250.00           |
| Maintenance            | £ 623.00   | Defibrillator                   | £ 15.00            |
| Community Projects     | £ 573.00   | Refurb. Fitness Track           | £ 500.00           |
| Churchyard & Cemetery  | £ 3,772.00 | Refurb. Permissive Path         | £ 250.00           |
| Playing Field Drainage | £ 1,950.00 | <b>Total earmarked reserves</b> | <b>£ 11,927.84</b> |

**Other Restricted Reserves:**

|                                     |             |                                   |                    |
|-------------------------------------|-------------|-----------------------------------|--------------------|
| Youth Council                       | £ 500.00    | <b>Total other</b>                | <b>£ 21,635.70</b> |
| Community Shed User Group           | £ 2,500.00  |                                   |                    |
| Community Infrastructure Levy (CIL) | £ 18,635.70 | <b>General Reserves @ 31/3/21</b> | <b>£ 26,350.44</b> |

Mr James Hargrave  
ChairMiss Odile Wladon  
Responsible Finance Officer

Date

|                          | 2019/20            | 2020/21            | Year on Year Variance |      | Explanation of variances of 15% or more  |
|--------------------------|--------------------|--------------------|-----------------------|------|--|
|                          | Annual Total       | Annual Total       | Actual                | %    |  |
| <b>AGAR BOXES</b>        |                    |                    |                       |      |  |
| 1. Balances brought f/w  | £ 20,746.03        | £ 48,779.72        |                       |      |  |
| 2. Precept               | £ 33,225.00        | £ 35,107.00        | £ 1,882.00            | 6%   |  |
| 3. Total Other Receipts  | £ 51,257.73        | £ 42,520.36        | -£ 8,737.37           | -17% | see below  |
| 4. Staff costs           | £ 16,570.27        | £ 20,276.42        | £ 3,706.15            | 22%  | see below  |
| 5. Loan Interest/capital | £ 5,787.32         | £ 5,787.32         | £ -                   | 0%   |  |
| 6. All Other Payments    | £ 34,091.45        | £ 40,429.36        | £ 6,337.91            | 19%  | see below  |
| <b>7. Balance C/f</b>    | <b>£ 48,779.72</b> | <b>£ 59,913.98</b> |                       |      |  |
| 8. total value of cash   | £ 48,779.72        | £ 59,913.98        |                       |      |  |
| 9. fixed assets          | £ 74,474.05        | £ 74,750.30        | £ 276.25              |      | Safety signs purchased at £275.25. Leisure Centre added to register at £1: financed, built (in 1994), insured and managed by |
| 10. Total Borrowings.    | £ 21,723.18        | £ 16,522.27        |                       |      | Mid Suffolk District Council on land owned by Stradbroke Parish Council  |

**INCOME**

|                               |                    |                    |              |       |  |
|-------------------------------|--------------------|--------------------|--------------|-------|--|
| Precept                       | £ 33,225.00        | £ 35,107.00        | £ 1,882.00   | 6%    |  |
| SCC/MSDC Grants               | £ 4,194.84         | £ 14,920.24        | £ 10,725.40  | 256%  | COVID grant of £10,000 received in August 2020 plus £500 locality grant from County Councillor                       |
| Interest                      | £ 162.18           | £ 48.64            | -£ 113.54    | -70%  | Bank interest rate reduced to 0% in May 2020/21  |
| Cemetery                      | £ 1,520.00         | £ 1,130.00         | -£ 390.00    | -26%  | Variable figure annually   |
| VAT                           | £ 2,045.53         | £ 1,407.48         | -£ 638.05    | -31%  | Variable figure annually   |
| Drs surgery rent              | £ 14,364.00        | £ 14,364.00        | £ -          | 0%    |  |
| Community Infrastructure Levy | £ 20,846.18        | £ -                | -£ 20,846.18 | -100% | No CIL received in 2020/21   |
| Miscellaneous                 | £ 200.00           | £ 150.00           | -£ 50.00     | -25%  | Varies year on year, 2019/20 £200 donation to Council. 2020/21 £150 service charge for Community Shed (new)          |
| <b>Total</b>                  | <b>£ 76,557.73</b> | <b>£ 67,127.36</b> |              |       |  |
| Youth Council                 |                    | £ 500.00           |              |       | 2020/21 Parish Council received a locality grant to help establish a Youth Council                                   |
| Community Shed User Group     |                    | £ 10,000.00        |              |       | 2020/21 Parish Council facilitated receipts and payments for Shed User Group as COVID prevented bank account opening |
| Community Land Trust          | £ 7,925.00         |                    |              |       | 2019/20 Parish Council facilitated receipts and payments until Land Trust had established its own bank account.      |
| <b>GRAND TOTAL:</b>           | <b>£ 84,482.73</b> | <b>£ 77,627.36</b> |              |       |  |

**EXPENDITURE****Staffing Costs**

|                              |                    |                    |            |     |  |
|------------------------------|--------------------|--------------------|------------|-----|--|
| Employee Salary/Wages        | £ 16,071.54        | £ 19,350.22        | £ 3,278.68 | 20% | Regrading of Clerk's position plus 3% national agreement on pay scales |
| Employers National Insurance | £ 498.73           | £ 926.20           | £ 427.47   | 86% | increase in costs due to regrading of Clerk's position                 |
| <b>TOTAL :</b>               | <b>£ 16,570.27</b> | <b>£ 20,276.42</b> |            |     |  |

**Administration**

|                     |                   |                 |           |       |  |
|---------------------|-------------------|-----------------|-----------|-------|--|
| Office allowance    | £ 120.00          | £ 180.00        | £ 60.00   | 50%   | Review led to increase from 1/4/20   |
| IT Support          | £ 300.00          | £ 360.00        | £ 60.00   | 20%   | Review led to increase from 1/4/20   |
| Mobile Phone        | £ 94.38           | £ 75.03         | -£ 19.35  | -21%  | New contract negotiated at lower cost  |
| Postages            | £ 85.96           | £ -             | -£ 85.96  | -100% | No postage charges incurred in 2020/21   |
| Stationery          | £ 262.65          | £ 53.84         | -£ 208.81 | -80%  | Less stationery purchased in 2020/21. Reference book purchased in 2019/20 @ £150, more printing also required for in person meetings, therefore more paper required. |
| Travelling Expenses | £ 858.24          | £ 232.11        | -£ 626.13 | -73%  | COVID led to fewer in person meetings/training sessions therefore less mileage claimed   |
| <b>TOTAL :</b>      | <b>£ 1,721.23</b> | <b>£ 900.98</b> |           |       |  |

|                                       | 2019/20           | 2020/21            | Year on Year Variance |       | Explanation of variances of 15% or more   |
|---------------------------------------|-------------------|--------------------|-----------------------|-------|---|
|                                       | Annual Total      | Annual Total       | Actual                | %     |   |
| <b>General Expenses</b>               |                   |                    |                       |       |   |
| Data Protection                       | £ 35.00           | £ 35.00            | £ -                   | 0%    |   |
| Insurance                             | £ 968.95          | £ 1,161.32         | £ 192.37              | 20%   | Includes full year for Health Centre at renewal in October 2020, previous year only partial health centre cost  |
| Subscriptions                         | £ 692.07          | £ 720.90           | £ 28.83               | 4%    |   |
| Audit                                 | £ 500.00          | £ 520.00           | £ 20.00               | 4%    |   |
| Cost of Meetings                      | £ 248.44          | £ -                | -£ 248.44             | -100% | No Annual Parish Meeting or in person meetings held in year due to COVID.   |
| Election Costs                        | £ 1,269.33        | £ -                | -£ 1,269.33           | 100%  | No contested election in 2020/21, therefore no costs incurred   |
| Training                              | £ 362.00          | £ 70.00            | -£ 292.00             | -81%  | Invoices awaited for training webinars undertaken but not yet invoiced £190, less training in general due to COVID  |
| Website                               | £ 112.39          | £ 216.36           | £ 103.97              | 93%   | Additional costs to facilitate Cllr emails and online meetings due to COVID   |
| RBL                                   | £ -               | £ 50.00            | £ 50.00               | 100%  | Included in "other" in 2019/20  |
| Other                                 | £ 324.00          | £ 3,000.00         | £ 2,676.00            | 826%  | 2019/20 includes £274 for land registry fees and £50 for wreath included above in 2020/21<br>2020/21 includes solicitors fees: £500 planning and £2,500 lease work  |
| <b>TOTAL :</b>                        | <b>£ 4,512.18</b> | <b>£ 5,773.58</b>  |                       |       |   |
| <b>Grants &amp; Donations (s.137)</b> |                   |                    |                       |       |   |
| Donations                             | £ 150.00          | £ -                | -£ 150.00             | -100% | No donations requested. 2019/20 included donation to foodbank   |
| Good Neighbours                       | £ 150.00          | £ 150.00           | £ -                   | 0%    |   |
| Grants                                | £ 577.00          | £ -                | -£ 577.00             | -100% | No grants awarded in financial year. 2019/20 includes funds for Xmas lights   |
| <b>TOTAL :</b>                        | <b>£ 877.00</b>   | <b>£ 150.00</b>    |                       |       |   |
| <b>Health Centre</b>                  |                   |                    |                       |       |   |
| Assessments                           | £ 616.26          | £ 3,088.90         | £ 2,472.64            | 401%  | 2020/21: 5 yearly Hardwiring assessment £1196, plus Fire Assessment £200, EPC £280 and £1412 rent review work.<br>2019/20: Legionella Assessment £280, Fire Assessment £295 and Legionella Test £41.25  |
| Maintenance                           | £ 1,568.00        | £ 2,156.00         | £ 588.00              | 38%   | 2020/21: gardening charge £720, £380 for tree works, £764 for flood clearance and £161 for aircon service<br>2019/20: Gardening £1407, plus air con service £161  |
| Repairs & Renewals                    | £ 1,332.00        | £ 4,868.82         | £ 3,536.82            | 266%  | This varies year on year depending on what repairs are required and which areas are due for renewal. Building was taken on in 2019/20 and immediate repairs were required totalling £1332. 2020/21 - urgent works to replace taps and water heaters, cost £4000, plus some electrical work and minor repairs. |
| Facilities upgrade project            | £ 2,210.48        | £ -                | -£ 2,210.48           | -100% | On going project, initial work to centralise alarm systems undertaken 2019/20, further works scheduled for 2021/22  |
| <b>TOTAL :</b>                        | <b>£ 5,726.74</b> | <b>£ 10,113.72</b> |                       |       |   |
| <b>Highways</b>                       |                   |                    |                       |       |   |
| Public Lighting                       | £ 75.00           | £ 75.00            | £ -                   | 0%    |   |
| Playing Field grasscutting            | £ 1,660.90        | £ 1,660.90         | £ -                   | 0%    |   |
| Community Centre Grasscutting         | £ 686.12          | £ 646.73           | -£ 39.39              | -6%   |   |
| Westhall grasscutting                 | £ 891.16          | £ 891.16           | £ -                   | 0%    |   |
| Footpath Maintenance                  | £ 1,166.43        | £ 1,166.43         | £ -                   | 0%    |   |
| Permissive Path                       | £ 289.08          | £ 514.08           | £ 225.00              | 78%   | Repair to footbridge cost £225 in 2020/21   |
| Street cleaning                       | £ 562.40          | £ 550.67           | -£ 11.73              | -2%   |   |
| Debris Clearance                      | £ 476.18          | £ 261.60           | -£ 214.58             | -45%  | COVID lockdown prevented work being undertaken  |
| <b>TOTAL :</b>                        | <b>£ 5,807.27</b> | <b>£ 5,766.57</b>  |                       |       |   |

|                           | 2019/20            | 2020/21            | Year on Year Variance  |       | Explanation of variances of 15% or more  |
|---------------------------|--------------------|--------------------|--|-------|--|
|                           | Annual Total       | Annual Total       | Actual   | %     |  |
| <b>Other inc loan</b>     |                    |                    |  |       |  |
| Cemetery & Churchyard     | £ 3,269.54         | £ 4,183.92         | £ 914.38   | 28%   | 2020/21 increase due to soil removal £200, treeworks £660 plus safety signs at £100.   |
| Property Other            | £ 1,264.75         | £ 1,916.76         | £ 652.01   | 52%   | Annual costs vary dependent on repairs/maintenance required. 2019/20 included costs for Community Shed (£144) now moved to own cost centre. Also includes significant spend on repairs to noticeboard, War Memorial and replacement gate lock (£774) plus ditch clearances etc. 2020/21 includes costs for treeworks carried out (£1620) and safety signs (£252.80) balance other smaller items such as keys and wasp nest treatment/removal |
| Gate locking              | £ 225.00           | £ 225.00           | £ -  | 0%    |  |
| Clock winding             | £ 150.00           | £ 150.00           | £ -  | 0%    |  |
| Neighbourhood Plan        | £ 179.00           |                    | -£ 179.00  | -100% | Plan adopted no further costs incurred   |
| Community Shed            | £ -                | £ 111.57           | £ 111.57   | 100%  | New cost centre in 2020/21, costs included in "Property Other" in 2019/20 (£144),  |
| Recreation                | £ 954.26           | £ 541.46           | -£ 412.80  | -43%  | Costs vary depending on repairs required to play park equipment, plus cost of annual ROSPA inspections. 2019/20 included major repair to one piece of play equipment (£767). 2020/21 includes goal post stands (£120) and additional RoSPA (£80) plus repair to a self-closing gate (£206.25).   |
| Loan repayment capital    | £ 5,018.80         | £ 5,200.91         | £ 182.11   | 4%    |  |
| Loan interest             | £ 768.52           | £ 586.41           | -£ 182.11  | -24%  |  |
| VAT                       | £ 1,407.48         | £ 2,921.14         | £ 1,513.66   | 108%  | variable figure dependent on items purchased in year   |
| Bank Charges              | £ 72.00            | £ 143.00           | £ 71.00  | 99%   | Parish Council credit card taken out in August 2020 with a £3 per month (£21) charge plus £50 set up fee   |
| Defibrillator             | £ -                | £ 31.66            | £ 31.66  | 100%  | Costs in previous years included in "property other", new cost centre set up in 2020/21  |
| <b>TOTAL:</b>             | <b>£ 13,309.35</b> | <b>£ 16,011.83</b> |  |       |  |
| Youth Council             |                    | £ -                | 2020/21 No payments were requested due to COVID restrictions preventing the project moving forward (funds earmarked) |       |  |
| Community Shed User Group |                    | £ 7,500.00         | 2020/21 Parish Council facilitated receipts and payments for Shed User Group as COVID prevented bank account opening |       |  |
| Community Land Trust      | £ 7,925.00         |                    | 2019/20 Parish Council facilitated receipts and payments until Land Trust had established its own bank account.      |       |  |
| <b>GRAND TOTAL:</b>       | <b>£ 56,449.04</b> | <b>£ 66,493.10</b> |  |       |  |