

DALHAM PARISH COUNCIL
Financial Report 2017 - 2018

Parish Councillors in 2017/18

Isobel Aylott (Chairman)
 Rachael Padman (Vice-Chairman)
 Jackie Bolton
 John Riddell – co-opted July 2017
 John McDonagh - co-opted July 2017
 Simon Bates - co-opted September 2017
 David Fitch - co-opted November 2017

Details of Public Land and Building Assets

The Council is not responsible for any public land or building assets.

Income and Expenditure Account for Year Ended 31 March 2018 (including expenditure above £100)

		2017	2018
29/04/17 & 29/07/17	Precept	£5,964	£6,037
03/05/2017	VAT reclaimed	£221	£654
06/04/2016	Refund of pension costs	£15	£0
05/07/2017	Transparency fund grant	£0	£597
08/03/2017	Highways money from Robin Millar for VAS	£3,000	£0
10/01/2017	Locality funding from Robin Millar to cover website hosting costs	£60	£0
2016/17	Donations for defibrillator	£1,340	£0
01/09/2017	FHDC - locality funding for VAS	£0	£1,000
2018	Interest received	£0	£0
	Total income	£10,600	£8,289
	Expenditure		
2017/18	Staff costs	£2,904	£3,451
02/10/2017	Phone costs	£21	£27
31/07/2017	Membership subscriptions (SALC)	£128	£131
02/10/2017	Insurance	£247	£351
21/07/2017	Audit fees	£65	£165
30/05/2017	GDPR training - clerk	£0	£5
2017/18	VAT	£654	£968
17/10/2017	ICO	£0	£35
17/11/2017	One Suffolk - website hosting fee	£50	£50
2017/18	Verge cutting/maintenance costs	£1,080	£1,440
2017/18	S137	£356	£15
19/05/2017	Donation to Dalham PCC for churchyard maintenance	£500	£500
29/09/2016	Teak oil for staining notice boards	£10	£0
01/12/2016	Defibrillator and cabinet	£1,945	£0
27/04/2017	Westcotec - VAS	£0	£3,100
2017/18	Brackets and locks for VAS	£0	£187
11/10/2017	Footpath leaflets	£0	£94
03/10/2016	Portable hard drive 1/6	£6	£0
	Total Expenditure	£7,966	£10,519

Statement of receipts and payments

B/F April 1st 2017	£9,714
Add total income	£8,289
Less total expenditure	£10,519
Balance as of 31/03/18	£7,484

Year-end bank reconciliation

Current account balance as per bank statement	£1,700.24
Reserve account	£6,001.41
Less uncleared payments	£217.78
Total balances as at 31/03/18	£7,483.87

Significant Variations in Accounts from 2017 to 2018 as listed above (more than 10%)

Income

	2017	2018	Explanation of variations over 10%
Precept	£5,964	£6,037	
VAT reclaimed	£221	£654	More VAT was claimed in 2017/18
FHDC locality funding for VAS	£0	£1,000	One-off grant
Transparency fund grant		£597	Dalham Parish Council received a grant from the Transparency Fund to cover the costs of setting up and maintaining the new Parish Council website to comply with the Transparency Code 2015
Donations for defibrillator	£1,340	£0	Dalham Parish Council received donations of £840 from residents and £500 from the Dalham Estate
Refund of pension costs in Feb 2016	£15	£0	This was a one off payment due to an error
Highways money from Robin Millar for VAS	£3,000	£0	Dalham Parish Council received funding in 2017 from County Councillor Robin Millar's highways budget towards the cost of a new Vehicle Activated Sign.
Locality funding from Robin Millar to cover website hosting costs	£60	£0	Dalham Parish Council received locality funding in 2017 from County Councillor Robin Millar to cover the new website hosting fee charged by CAS
Expenses	£138	£110	The amount of expenses claimed varies annually depending on expenditure
PAYE	£2	£110	PAYE was higher in 2017 as it was paid on the additional salary as detailed above
Pension costs	£180	£180	

Expenditure

	2017	2018	Explanation of variations over 10%
Staff costs	£2,584	£3,052	Dalham Parish Council received a grant of £597 from the Transparency Fund to enable it to meet the requirements of the Transparency Code 2015. This money was paid to the clerk to cover the hours worked setting up and maintaining the new Parish Council website to comply with the Transparency Code.

Insurance	£247	£351	The insurance premium increased as the new VAS was added to the insurance
SALC membership subscription	£128	£131	The membership fee increased slightly in 2017/18
GDPR training - clerk	£0	£5	
Audit fees	£65	£165	The Parish Council had to pay for the external audit as its income and expenditure in 2016/17 was above the £10,000 threshold
ICO		£35	The Parish Council paid a registration fee to the Information Commissioner's Office
Phone costs	£21	£27	The cost of the annual phone contract paid for by Risby Parish Council increased so Dalham Parish Council's 15% share increased as well
S137	£356	£15	See breakdown of S137 payments below
VAT	£654	£968	More VAT was paid in 2016/17
Verge cutting	£1,080	£1,440	The amount varies depending on the number of cuts
CAS ltd - website hosting fee	£50	£50	
Portable hard drive 1/6	£6	£0	Dalham Parish Council made a 1/6 contribution to Risby Parish Council towards the cost of a new portable hard drive for the backing up of Council files
Westcotec - VAS	£0	£3,100	
Westcotec - brackets for VAS	£0	£150	
Locks for VAS	£0	£37	
Dalham PCC	£500	£500	
Stain for noticeboard	£10	£0	The Council reimbursed the cost of teak oil used to stain the noticeboards
Three Villages Walk footpath leaflets	£0	£94	
Defibrillator	£1,945	£0	