Shinfield Parish Council - Report of Bank Balances as at 31st October 2021

Account	Statement Date	Statements Bank	Payments Pending/Cqs Clearing	To be Banked	Reconciled Balance	Financial System - Omega	Signed Off
		£	£	£	£	£	
Lloyds Bank Current	31/10/2021	1,722,832		35	1,722,867	1,722,867	
Lloyds Instant Access Account	31/10/2021	200,007			200,007	200,007	
NS&I	31/10/2021	500,000			500,000	500,000	
Petty Cash/Cash In Hand	31/10/2021	93			93	93	
Barclaycard Commercial	31/10/2021	-3,927			-3,927	-3,927	
Trade UK	31/10/2021	-120			-120	-120	
	Total	2,418,885	0	35	2,418,920	2,418,920	

Signed L James (Chairman F & GP)

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Dated

Reconciliation to Reserves

Sales Debtors	6,605
VAT Claim July	20,822
Accruals	4,913
Creditors	-15,917
Damage Deposits	-1,000
Allotment Key Deposits	-330
WBC - Sale of Bags	-1,764
Net Current Assets	2,432,249
Balance on Reserves As at 31st October 2021	2,432,249

Contract Tracker

Shinfield Parish Council

Project	New Community Centre	Approved Contract Budget	£2,702,000.00
Contractor	LIFE Build Solutions Ltd	Contract Price	£2,701,355.42
Comparison Expenditure to Contract Price	OVER 4.58%	Includes Project Contract	£50,000.00

Contract Certificate Number	Date of Contract Certificate	Value of Work	Retention	Payment	Cumulative Payment	Date Paid / Scheduled to be paid
1	03/09/2020	£198,000.00	£9,900.00	£188,100.00	£188,100.00	24/09/2020
2	13/10/2020	£518,000.00	£25,900.00	£304,000.00	£492,100.00	23/10/2020
3	10/11/2020	£668,000.00	£33,400.00	£142,500.00	£634,600.00	23/11/2020
4	10/12/2020	£810,000.00	£40,500.00	£134,900.00	£769,500.00	22/12/2020
5	18/01/2021	£951,000.00	£47,550.00	£133,950.00	£903,450.00	25/01/2021
6	12/02/2021	£1,239,000.00	£61,950.00	£273,600.00	£1,177,050.00	22/02/2021
7	11/03/2021	£1,441,000.00	£72,050.00	£191,900.00	£1,368,950.00	22/03/2021
8	08/04/2021	£1,651,000.00	£82,550.00	£199,500.00	£1,568,450.00	26/04/2021
9	12/05/2021	£1,866,000.00	£93,300.00	£204,250.00	£1,772,700.00	24/05/2021
10	11/06/2021	£2,007,000.00	£100,350.00	£133,950.00	£1,906,650.00	22/06/2021
11	16/07/2021	£2,210,000.00	£110,500.00	£192,850.00	£2,099,500.00	27/07/2021
12	16/08/2021	£2,451,000.00	£122,550.00	£228,950.00	£2,328,450.00	23/07/2021
13	20/09/2021	£2,687,000.00	£134,350.00	£224,200.00	£2,552,650.00	05/10/2021
14	19/10/2021	£2,748,000.00	£137,400.00	£57,950.00	£2,610,600.00	29/10/2021
15	18/11/2021	£2,825,000.00	£70,625.00	£143,775.00	£2,754,375.00	03/12/2021

All figures exclude VAT which is claimed back monthly from HMRC

ancial Position on Lifebuild Contract

Value of Contract - Estimated Works	£2,601,355.42
Contingency Built Into Contract Price	£100,000.00
Total Contract Price	£2,701,355.42
Interim Valuation 18/11/2021	£2,825,000.00
Retention Held @ 2.5%	£70,625.00
Total Paid as at 3rd December 2021	£2,754,375.00
Accumulated Balance to Pay	£70,625.00

Budget Forecast for 2021/2022 and Proposed Budget for 2022/2023

5.1

	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
Communications & Policies	**39,014**	**72,550**	**22,588**	**33,800**	**(38,750)**	**19,100**
Communications	22,434	23,500	9,419	12,900	(10,600)	12,000
Community Development	16,580	49,050	13,169	20,900	(28,150)	7,100
Development Board	**10,133**	**20,000**	**1,422**	**6,600**	**(13,400)**	**10,000**
Feasibility Costs of Potential New Schemes	10,133	20,000	1,422	6,600	(13,400)	10,000
Finance & General Purposes	**(291,342)**	**(287,850)**	**(358,406)**	**(273,997)**	**13,853**	**(282,100)**
Parish Council Administration	155,758	188,947	118,391	202,800	13,853	216,400
Precept	(459,100)	(488,797)	(488,797)	(488,797)	0	(528,500)
Sinking Fund Contribution	12,000	12,000	12,000	12,000	0	30,000
Planning & Highways	**13,422**	**20,600**	**6,403**	**17,600**	**(3,000)**	**14,300**
Planning reviews	10,867	17,600	4,952	14,600	(3,000)	11,000
Street lighting	2,555	3,000	1,451	3,000	0	3,300
Recreation & Amenities	**203,044**	**174,700**	**106,784**	**215,800**	**41,100**	**238,700**
Allotments	923	2,000	2,088	3,600	1,600	8,200
Community Grants	15,677	32,000	29,290	38,000	6,000	30,000
Deardon Field	0	0	1,668	1,700	1,700	0
Facilities Management Team	41,838	45,500	21,367	39,700	(5,800)	47,600
Millworth Recreation Grd	3,940	1,100	683	7,400	6,300	1,100
Playgrounds	6,100	5,100	4,769	4,800	(300)	6,000
Recreation Grounds and Street Furniture	38,496	51,900	20,871	45,900	(6,000)	72,000
Ryeish Pavilion & sports pitch	257	0	123	400	400	1,000
School Green Centre	21,868	33,500	12,171	61,600	28,100	49,900
Spencers Wood Pavilion	65,989	(24,200)	9,747	3,900	28,100	(2,300)
Youth Services	7,956	27,800	4,007	7,800	(20,000)	15,200
Planning and Surveys to Implement Sports Strategy	0	0	0	1,000	1,000	10,000
Grand Total	**(25,729)**	**0**	**(221,209)**	**(197)**	**(197)**	**0**

Detailed Monitoring and Proposed Budgets for Committees

Communications & Policies

Row Labels	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
Communications	**22,434**	**23,500**	**9,419**	**12,900**	**(10,600)**	**12,000**
Hospitality	52	0	31	0	0	0
Newsletter	3,156	6,200	2,903	6,000	(200)	10,800
Noticeboards (new)	2,264	6,000	6,102	6,100	100	0
Promoting the Council	0	1,000	0	0	(1,000)	0
Website	16,962	10,300	383	600	(9,700)	700
Systems Licences Web Input	0	0	0	200	200	500
Community Development	**16,580**	**49,050**	**13,169**	**20,900**	**(28,150)**	**7,100**
Consultancy fees	13,900	41,200	11,100	17,000	(24,200)	0
Local Community events	1,770	7,600	753	2,500	(5,100)	7,000
Marketing consultancy	575	0	127	200	200	0
New noticeboards	0	0	1,089	1,100	1,100	0
Printing & Stationery	335	0	100	100	100	100
Promotional material	0	250	0	0	(250)	0
Grand Total	**39,014**	**72,550**	**22,588**	**33,800**	**(38,750)**	**19,100**

Detailed Monitoring and Proposed Budgets for Committees

Development Board

Row Labels	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
Feasibility Costs of Potential New Schemes	**10,133**	**20,000**	**1,422**	**6,600**	**(13,400)**	**10,000**
Architects Fees	2,000	0	640	700	700	0
Postage & Delivery Charges	0	0	552	600	600	0
Printing & Stationery	24	0	230	300	300	0
Surveyors	1,133	0	0	0	0	0
Strategic Consultants	6,976	20,000	0	5,000	(15,000)	10,000
Grand Total	**10,133**	**20,000**	**1,422**	**6,600**	**(13,400)**	**10,000**

Detailed Monitoring and Proposed Budgets for Committees

Finance & General Purposes

Row Labels	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
Parish Council Administration	**155,758**	**188,947**	**118,391**	**202,800**	**13,853**	**216,400**
Accountancy	825	2,000	550	900	(1,100)	0
Bank Charges & Fees	395	600	239	300	(300)	400
Chairmans Allowance	800	800	400	800	0	800
Consultancy fees	600	0	0	0	0	0
Corporate Subscriptions	3,372	4,500	2,320	3,000	(1,500)	3,000
External Audit	600	2,400	2,400	2,400	0	2,500
Furniture and Equipment	2,608	4,800	1,273	2,000	(2,800)	3,000
General Admin Costs	222	200	345	400	200	500
Hospitality	0	0	98	200	200	200
HR, H&S services	6,180	7,000	3,711	7,000	0	8,000
Insurance	8,629	12,000	10,569	13,800	1,800	17,000
Interest	(7,573)	(15,000)	(36)	(100)	14,900	(1,000)
Internal audit	413	1,000	275	400	(600)	600
IT Management, Support & Kit	18,080	23,747	10,502	20,000	(3,747)	20,300
Land Registry Fees	39	200	9	100	(100)	100
Legal, Financial Advice and Fees	250	0	380	1,000	1,000	1,000
Loan Repayment	0	(3,000)	(6,000)	(6,000)	(3,000)	0
Mileage	54	500	30	100	(400)	100
Misc Admin Income	(13)	0	(26)	(100)	(100)	0
Payroll	112,708	134,000	81,514	143,000	9,000	146,500
Photocopying Rental and Charge	700	1,700	490	1,000	(700)	1,700
Postage & Delivery Charges	1,512	800	727	900	100	900
Printing & Stationery	2,424	1,600	1,693	2,000	400	1,600
Professional Fees	0	0	835	1,400	1,400	1,500
Public Transport	0	400		200	(200)	500
Publications	0	0	52	200	200	200
Recruitment Costs	824	1,500		0	(1,500)	0
Systems Licences Rialtas, Payroll etc	0	0	1,500	2,000	2,000	2,100
Telephone & Internet	826	100	0	0	(100)	0
Training and Conferences	1,412	7,100	4,541	6,000	(1,100)	5,000
Wayleave income	(129)	0		(100)	(100)	(100)
Precept	**(459,100)**	**(488,797)**	**(488,797)**	**(488,797)**	**0**	**(528,500)**
Precept	(459,100)	(488,797)	(488,797)	(488,797)	0	(528,500)
Sinking Fund Contribution	**12,000**	**12,000**	**12,000**	**12,000**	**0**	**30,000**
Repairs & Maintenance	12,000	12,000	12,000	12,000	0	30,000
Grand Total	**(291,342)**	**(287,850)**	**(358,406)**	**(273,997)**	**13,853**	**(282,100)**

Detailed Monitoring and Proposed Budgets for Committees

Planning & Highways

Row Labels	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
Planning reviews	**10,867**	**17,600**	**4,952**	**14,600**	**(3,000)**	**11,000**
Air Quality Monitoring	2,940	3,000	990	1,000	(2,000)	2,000
Consultancy fees	1,336	1,500		1,500	0	1,500
Footpath & Signage	2,132	2,000	1,174	7,200	5,200	2,500
Land Registry Fees	0	100	3	100	0	0
Planning Cttee Support	4,060	8,000	2,310	4,000	(4,000)	4,000
Speeding Restrictions	399	3,000	475	800	(2,200)	1,000
Street lighting	**2,555**	**3,000**	**1,451**	**3,000**	**0**	**3,300**
Electricity	2,161	2,500	1,317	2,600	100	2,700
Maintenance & Repairs	394	500	134	400	(100)	600
Grand Total	**13,422**	**20,600**	**6,403**	**17,600**	**(3,000)**	**14,300**

Detailed Monitoring and Proposed Budgets for Committees

Recreation & Amenities

Row Labels	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
Allotments	**923**	**2,000**	**2,088**	**3,600**	**1,600**	**8,200**
Allotment Income	(5,840)	(6,000)	(5,015)	(5,400)	600	(6,000)
Allotment Management	0	200	0	0	(200)	200
Corporate Subscriptions	55	0	55	100	100	100
Furniture and Equipment	461	0	1,649	1,800	1,800	6,000
Grass & Hedge Cutting/Trees	1,116	2,000	667	800	(1,200)	800
Honorarium payments	0	100	0	0	(100)	0
Materials for Repairs to Facil	4	0	0	0	0	0
Postage & Delivery Charges	216	500	276	300	(200)	300
Printing & Stationery	11	100	41	100	0	100
Repairs & Maintenance	2,653	2,100	1,148	2,000	(100)	2,000
Service and Maint Contracts	0	1,000	720	800	(200)	1,000
Systems Support & Licenses	0	0	150	200	200	200
Tree Maintenance	0	0	850	900	900	1,000
Water & sewerage	2,247	2,000	1,547	2,000	0	2,500
Community Grants	**15,677**	**32,000**	**29,290**	**38,000**	**6,000**	**30,000**
Grants	15,579	30,000	29,290	38,000	8,000	30,000
Hospitality	0	2,000	0	0	(2,000)	0
Local Community events	98	0		0	0	0
Deardon Field	**0**	**0**	**1,668**	**1,700**	**1,700**	**0**
Grass & Hedge Cutting/Trees	2,512	0	0	0	0	0
Section 106 funding	(2,512)	0	1,668	1,700	1,700	0
Facilities Management Team	**41,838**	**45,500**	**21,367**	**39,700**	**(5,800)**	**47,600**
Facilities Tools and Equipment	1,674	3,000	500	1,000	(2,000)	3,000
Fuel for Van & Mower	909	1,600	720	900	(700)	1,000
Insurance	509	700	0	600	(100)	600
Materials for Repairs to Facil	157	100	390	600	500	600
Mileage	306	300	0	0	(300)	100
Payroll	33,596	34,400	17,306	30,500	(3,900)	35,100
Protective Clothing and Unifor	534	500	88	300	(200)	1,000
Repairs and Parts etc for Vehi	260	500	98	100	(400)	500
Telephone & Internet	729	800	442	800	0	800
Training and Conferences	25	0	0	0	0	200
Vehicle Rental	3,139	3,600	1,823	4,900	1,300	4,700

Detailed Monitoring and Proposed Budgets for Committees

Recreation & Amenities

Row Labels	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
Millworth Recreation Grd	**3,940**	**1,100**	**683**	**7,400**	**6,300**	**1,100**
Cleaning services	0	800	547	2,100	1,300	1,000
Electricity	0	2,000	0	300	(1,700)	500
Furniture and Equipment	0	0	95	100	100	0
Insurance	0	500	0	0	(500)	0
Repairs & Maintenance	4,000	0	0	5,000	5,000	0
Sports Pitch Maintenance	0	4,000		500	(3,500)	2,100
Surveyors	0	0	350	400	400	0
Water & sewerage	0	2,000	(309)	0	(2,000)	500
Income from Clubs	(60)	(8,200)		(1,000)	7,200	(3,000)
Playgrounds	**6,100**	**5,100**	**4,769**	**4,800**	**(300)**	**6,000**
Engineers Professional Service Allianz	2,306	0	1,974	2,000	2,000	2,000
Insurance Allianz	0	2,000	0	0	(2,000)	0
Repairs & Maintenance - Kompan	3,794	3,100	2,795	2,800	(300)	4,000
Recreation Grounds and Street Furniture	**38,496**	**51,900**	**20,871**	**45,900**	**(6,000)**	**72,000**
Benches	720	0		0	0	0
Bus shelters	60	1,000		1,000	0	1,000
Charges for Event Hire	(514)	(500)	(4,160)	0	500	(1,000)
Cleaning services	0	0	274	300	300	300
Electricity	307	300	198	300	0	500
Furniture and Equipment	1,542	0	1,659	2,000	2,000	30,000
Grants Received	0	(1,000)		0	1,000	0
Grass & Hedge Cutting/Trees	7,682	14,000	8,001	14,000	0	18,000
Legal Advice and Fees	5	0		0	0	500
Litter collection & waste bins	20,159	20,000	10,486	20,000	0	22,100
Misc Repairs & Maintenance	4,087	8,000	917	1,000	(7,000)	10,000
Payroll	4,081	4,100	2,432	4,200	100	4,400
Plants and Flowers	17	0		0	0	5,000
Pride in Our Parish	0	5,000	952	3,000	(2,000)	0
Rechargeable Costs	0	0	(52)	(100)	(100)	0
Waste Carriers Licence	0	0	164	200	200	200
Tree Surveys & Other	350	1,000		0	(1,000)	1,000
Works Paid From Reserve	0	0	0	0	0	(20,000)
Ryeish Pavilion & sports pitch	**257**	**0**	**123**	**400**	**400**	**1,000**
Contribution	(1,668)	0		0	0	0
Contribution WBC	1,000	0		0	0	0
Electricity	575	0	(496)	(500)	(500)	0
Maintenance & Repairs	(447)	0		0	0	0
Rates	797	0	619	900	900	1,000

Detailed Monitoring and Proposed Budgets for Committees

Recreation & Amenities

Row Labels	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
School Green Centre	**21,868**	**33,500**	**12,171**	**61,600**	**28,100**	**49,900**
Advertising	0	500		500	0	500
Cleaning services	3,934	12,400		22,000	9,600	66,000
Cleaning Supplies	48	600		200	(400)	600
Community Centre Venue Hire	106	(45,000)	0	(5,000)	40,000	(88,600)
Consultancy fees	4,516	0	5,695	9,000	9,000	0
Corporate Subscriptions	0	0	159	600	600	700
Electricity	5,796	9,900	35	2,000	(7,900)	4,500
Furniture and Equipment	0	1,500	40	100	(1,400)	500
Grass & Hedge Cutting/Trees	50	0		0	0	0
IT Management, Support & Kit	230	0	0	0	0	0
Litter collection & waste bins	(39)	2,000		500	(1,500)	1,600
Mileage	0	0	38	100	100	100
Payroll	0	47,400	4,733	25,200	(22,200)	51,700
Protective Clothing and Unifor	0	0	108	400	400	400
Rates	1,492	4,300		3,000	(1,300)	6,000
Rental Income	0	(7,000)	0	(2,000)	5,000	(6,500)
Repairs & Maintenance	363	600		0	(600)	1,000
Security Services	250	200		500	300	2,400
Service and Maint Contracts	2,487	0		1,000	1,000	4,600
Telephone & Internet	2,069	5,100	1,272	2,600	(2,500)	2,600
Training and Conferences	0	0	75	100	100	300
Water & sewerage	566	1,000	16	800	(200)	1,500

Detailed Monitoring and Proposed Budgets for Committees

Recreation & Amenities

Row Labels	Outturn 2020/2021	Original Budget 2021/22	Net Exp to 31st October	Forecast	Forecast Variation	Proposed Budget 2022/23
Spencers Wood Pavilion	**65,989**	**(24,200)**	**9,747**	**3,900**	**28,100**	**(2,300)**
CCTV	240	200	0	0	(200)	0
Cleaning services	3,476	11,600	7,504	14,000	2,400	18,000
Cleaning Supplies	116	0	330	400	400	600
Consultancy fees	1,748	0	(577)	0	0	0
Contract Maintenance	0	0	177	200	200	0
Corporate Subscriptions	0	0	159	200	200	200
Electricity	546	1,000	5,083	5,500	4,500	2,600
Employers Agent Fees	14,086	0	0	0	0	0
Furniture and Equipment	22,704	1,000	5,738	6,000	5,000	1,500
Gas	695	0	0	0	0	0
Grass & Hedge Cutting/Trees	5,308	0	0	0	0	0
Hall Hirers	(9,299)	(27,500)	(7,405)	(12,000)	15,500	(12,000)
Hire of Plant & Machinery	569	0	0	0	0	0
IT Management, Support & Kit	3,272	0	0	0	0	0
Litter collection & waste bins	319	800	0	0	(800)	0
Rates	1,238	2,300	1,006	1,600	(700)	1,800
Rental Income	0	(18,000)	(5,600)	(18,700)	(700)	(21,000)
Repairs & Maintenance	16,120	500	379	500	0	1,000
Security Services	3,172	1,000	0	500	(500)	500
Service and Maint Contracts	772	2,000	120	2,000	0	2,500
Surveyors	0	0	1,170	1,200	1,200	0
Telephone & Internet	758	600	1,452	2,100	1,500	1,500
Water & sewerage	149	300	211	400	100	500
Youth Services	**7,956**	**27,800**	**4,007**	**7,800**	**(20,000)**	**15,200**
Payroll	7,485	13,000	3,918	7,300	(5,700)	9,200
Youth Equipment	288	0		0	0	0
Youth service expenditure	183	11,500	89	500	(11,000)	5,000
Youth services BY contracted	0	3,300		0	(3,300)	1,000
Planning and Surveys to Implement Sports	**0**	**0**	**0**	**1,000**	**1,000**	**10,000**
Professional Advice	0	0	0	1,000	1,000	10,000
Grand Total	**203,044**	**174,700**	**106,784**	**215,800**	**41,100**	**238,700**

Total Proposed Budget By Committee 2022/2023

Summary Current Forecast and Proposed Budget By Committee 2022/2023

Row Labels	Outturn 2020/2021	Forecast	Proposed Budget 2022/23
Communications & Policies	39,014	33,800	19,100
Development Board	10,133	6,600	10,000
Finance & General Purposes	-291,342	-273,997	-282,100
Planning & Highways	13,422	17,600	14,300
Recreation & Amenities	203,044	215,800	238,700
Grand Total	**-25,729**	**-197**	**0**

Total Proposed Budget By Committee 2022/2023

Summary Current Forecast and Proposed Budget By Committee 2022/2023

Row Labels	Outturn 2020/2021	Forecast	Proposed Budget 2022/23
Communications & Policies	39,014	33,800	19,100
Development Board	10,133	6,600	10,000
Finance & General Purposes	-291,342	-273,997	246,400
Planning & Highways	13,422	17,600	14,300
Recreation & Amenities	203,044	215,800	238,700
Grand Total	**-25,729**	**-197**	**528,500**