



FILTON TOWN COUNCIL

ELM PARK | FILTON | SOUTH GLOUCESTERSHIRE | BS34 7PS

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Town Clerk: Lesley Reuben

Tel: 01454 866698

FULL COUNCIL MEETING (Finance & General Purposes) – All Town Council Members

7th October 2021

Dear Member

You are hereby summoned to A meeting of the **FULL COUNCIL (FINANCE & GENERAL PURPOSES)** will be held on **Tuesday 12th October 2021 at 7.00pm in the Pavilion, Elm Park, Filton**

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L.A. Reuben', followed by a small dot.

L.A.Reuben
Town Clerk.

A G E N D A

1. Apologies for Absence
2. Declarations of Interest
3. Matters of report arising from the minutes not otherwise covered by the Agenda
4. To approve the minutes of the meeting Full Council (Finance) 14th September 2021. (*pages1-2*)
5. Public Participation – Advised that questions be sent to the Council Office 48 hours prior to meeting
6. Matters of report arising from the minutes not otherwise included on the Agenda
7. Reports from Committees, Working Groups and the Town Clerk:
 - i) MUGA update (previously circulated)
 - ii) Wessex Reserves update
8. Grant Application – Above and beyond (appendix 1)
9. Income & Expenditure Reports Month 5 (*pages 3-12*)
10. Balance Sheet Month 5 (*pages13-15*)
11. Bank Reconciliation (*pages 16-20*)
12. Payments for information up to date (*page 21*)

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Minutes of the Meeting of **FILTON TOWN COUNCIL FINANCE & GENERAL PURPOSES** held at 7:00p.m on **Tuesday 14th September 2021.**

PRESENT: Cllrs: D Collins (Chair), C Wood, A Bird, D Boardman, A Monk, K Briffett, A Kenyon, I Scott, M Chaudhry

ALSO, PRESENT: Lesley Reuben (Town Clerk), Natasha Gould (Support Officer)

APOLOGIES: A Robinson, A Doyle, B Mead, T Mewies

NON-ATTENDANCE: N/A

0299. APOLOGIES FOR ABSENCE: Apologies were noted

0300. EVACUATION PROCEDURE: Chair of Council gave evacuation procedures and COVID 19 compliance details.

0301. DECLARATIONS OF INTEREST: There were none.

0302. FUTURE LEISURE PROVISION (PRESENTATION FROM ROBIN AT RPT CONSULTING): Robin Thompson (RPT Consulting), updated Councillors on the progress of the project. Questions were asked regarding the 88K that needed to be underwritten by the council to reflect the commencement of the works prior to contract start with the Council only paying for this if the contract doesn't start through no fault of Active Nation. It was proposed, seconded and **Agreed** nem con. to write a letter of intent to Active Nation agreeing to the points summarised in this report.

Action:- Town Council Office

0303. MULTI USE GAMES AREA PRESENTATION (WICKSTEED): Lyn Eggerton talked through the presentation from Wickstead and answered questions about fence height, drainage, Tarmac and surfacing. The flood lights were raised as a concern and after a short discussion it was proposed and seconded to proceed in principle with the Wickstead proposal after getting conformation about tarmac surfacing and reduction in cost, the Council would also like Wickstea

d to provide a full quote for the flood lights as well as getting two quotes from local electricians and asking Active Nation. The final decision would be made at the next Full Council meeting in a public session once all other information had been received. This was **Agreed:** unanimously.

Action:- Town Council Office

0304. TO APPROVE THE MINUTES OF THE MEETING HELD 13TH JULY 2021: The minutes were approved.

0305. MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHER INCLUDED ON THE AGENDA: Arising from minute F202 (Defibrillator) the Town Clerk updated Councillors that the Circus had offered to pay for the new Defibrillator at Elm Park. The Town Clerk was asked to write to the Circus and thank them for their generosity.

Action: Town Clerk

0306. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

i) Wessex Reserve:- An update was given, Councillors asked if they could be invited to the next meeting.

Action: Town Council Office

ii) Shield Road Playing Field Update:- Noted.

ii) Millennium Green Lighting:- Councillors asked for more details to be brought back to the next Finance Meeting.

iii) Election of Staffing Committee:- It was proposed and seconded to keep the staffing committee as is, Cllrs T. Mewies, A. Doyle, D. Collins, A. Robinson and B. Mead.

0307. INCOME AND EXPENDITURE REPORTS MONTH 4: The reports were noted.

0308. BALANCE SHEETS MONTH 4: The reports were noted.

0309. BANK RECONCILIATION: The documents were noted.

0310. PAYMENTS FOR INFORMATION: The documents were noted.

THE CHAIR CLOSED THE MEETING AT 8.30PM

Summary Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|-----|--------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| 101 | Leisure Centre - General | | | | | | | |
| | Income | 1,485 | 14,737 | 18,683 | 3,946 | | | 78.9% |
| | Expenditure | 50,245 | 240,086 | 676,359 | 436,273 | 436,273 | | 35.5% |
| | Movement to/(from) Gen Reserve | <u>(48,760)</u> | <u>(225,349)</u> | | | | | |
| 102 | Leisure Centre - Swimming Pool | | | | | | | |
| | Income | 18,466 | 84,217 | 328,000 | 243,783 | | | 25.7% |
| | Expenditure | 7,073 | 23,569 | 127,475 | 103,906 | 103,906 | | 18.5% |
| | Movement to/(from) Gen Reserve | <u>11,393</u> | <u>60,647</u> | | | | | |
| 103 | Leisure Centre - Pool Vending | | | | | | | |
| | Income | 150 | 150 | 600 | 450 | | | 25.0% |
| 104 | Leisure Centre - Cafe | | | | | | | |
| | Income | 4,671 | 20,784 | 120,450 | 99,666 | | | 17.3% |
| | Expenditure | 8,571 | 23,352 | 145,686 | 122,334 | 122,334 | | 16.0% |
| | Movement to/(from) Gen Reserve | <u>(3,900)</u> | <u>(2,568)</u> | | | | | |
| 105 | Leisure Centre - Indoor Sports | | | | | | | |
| | Income | 265 | 800 | 8,050 | 7,250 | | | 9.9% |
| | Expenditure | 299 | 612 | 17,000 | 16,388 | 16,388 | | 3.6% |
| | Movement to/(from) Gen Reserve | <u>(34)</u> | <u>188</u> | | | | | |
| 106 | Leisure Centre - Outdoor Sport | | | | | | | |
| | Income | 330 | 3,185 | 3,125 | (60) | | | 101.9% |
| | Expenditure | 0 | 0 | 250 | 250 | 250 | | 0.0% |
| | Movement to/(from) Gen Reserve | <u>330</u> | <u>3,185</u> | | | | | |
| 201 | Playing Fields | | | | | | | |
| | Income | 0 | 539 | 2,500 | 1,961 | | | 21.6% |
| | Expenditure | 0 | 539 | 2,250 | 1,711 | 1,711 | | 24.0% |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>0</u> | | | | | |
| 202 | Play Areas | | | | | | | |
| | Expenditure | 0 | 587 | 2,000 | 1,413 | 1,413 | | 29.4% |
| 203 | Millennium Green | | | | | | | |
| | Income | 0 | 1,500 | 1,500 | 0 | | | 100.0% |
| | Expenditure | 0 | 0 | 500 | 500 | 500 | | 0.0% |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>1,500</u> | | | | | |
| 204 | Allotments | | | | | | | |
| | Income | 0 | 215 | 1,000 | 785 | | | 21.5% |
| | Expenditure | 37 | 310 | 925 | 615 | 615 | | 33.6% |
| | Movement to/(from) Gen Reserve | <u>(37)</u> | <u>(95)</u> | | | | | |
| 301 | Roads & Highways | | | | | | | |
| | Expenditure | 781 | 1,562 | 3,200 | 1,638 | 1,638 | | 48.8% |
| 302 | Community Development | | | | | | | |
| | Income | 0 | 0 | 2,500 | 2,500 | | | 0.0% |
| | Expenditure | 0 | 10,997 | 46,580 | 35,584 | 35,584 | | 23.6% |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>(10,997)</u> | | | | | |
| 801 | Corporate Management | | | | | | | |
| | Expenditure | (950) | (4,750) | (11,400) | (6,650) | (6,650) | | 41.7% |
| 802 | Democratic Rep'n & Mgmt | | | | | | | |
| | Expenditure | 0 | 375 | 6,150 | 5,775 | 5,775 | | 6.1% |
| 803 | Civic Expenses | | | | | | | |
| | Expenditure | 0 | 35 | 950 | 915 | 915 | | 3.7% |
| 901 | Central Services | | | | | | | |
| | Income | 0 | 0 | 2 | 2 | | | 0.0% |
| | Expenditure | 18,410 | 61,669 | 153,100 | 91,431 | 91,431 | | 40.3% |
| | Movement to/(from) Gen Reserve | <u>(18,410)</u> | <u>(61,669)</u> | | | | | |
| 902 | Outside Services | | | | | | | |
| | Income | 0 | 0 | 350 | 350 | | | 0.0% |
| | Expenditure | 7,988 | 45,079 | 111,750 | 66,671 | 66,671 | | 40.3% |
| | Movement to/(from) Gen Reserve | <u>(7,988)</u> | <u>(45,079)</u> | | | | | |

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Summary Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--------------------------------|--------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| 909 Capital & Projects | Income | 0 | 13,309 | 0 | (13,309) | | | 0.0% |
| | Expenditure | 0 | 61,042 | 56,103 | (4,939) | | (4,939) | 108.8% |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>(47,733)</u> | | | | | |
| 998 Precept & Interest | Income | 12 | 493,402 | 987,194 | 493,792 | | | 50.0% |
| Grand Totals:- Income | | 25,379 | 632,839 | 1,473,954 | 841,115 | | | 42.9% |
| Expenditure | | 92,455 | 465,066 | 1,338,878 | 873,812 | 0 | 873,812 | 34.7% |
| Net Income over Expenditure | | <u>(67,076)</u> | <u>167,773</u> | <u>135,076</u> | <u>(32,697)</u> | | | |
| Movement to/(from) Gen Reserve | | <u>(67,076)</u> | <u>167,773</u> | | | | | |

Detailed Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--------------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <u>101 Leisure Centre - General</u> | | | | | | | | |
| 1001 RENT RECEIVED | 0 | 1,950 | 1,583 | (367) | | | 123.2% | |
| 1010 Pavillion Hire | 228 | 790 | 5,000 | 4,210 | | | 15.8% | |
| 1011 HALL BLOCK BOOKINGS | 290 | 933 | 1,500 | 567 | | | 62.2% | |
| 1013 EQUIPMENT HIRE INCOME | (0) | (0) | 0 | 0 | | | 0.0% | |
| 1054 Softplay Income | 966 | 2,293 | 9,600 | 7,307 | | | 23.9% | |
| 1077 GRANTS RECEIVED | 0 | 2,536 | 0 | (2,536) | | | 0.0% | |
| 1080 MISCELLANEOUS INCOME | 2 | 4 | 1,000 | 996 | | | 0.4% | |
| 1088 HMRC JRS Grant | 0 | 6,231 | 0 | (6,231) | | | 0.0% | |
| Leisure Centre - General :- Income | <u>1,485</u> | <u>14,737</u> | <u>18,683</u> | <u>3,946</u> | | | <u>78.9%</u> | <u>0</u> |
| 4001 SALARIES & WAGES | 41,861 | 183,313 | 524,162 | 340,849 | | 340,849 | 35.0% | |
| 4003 COST OF TRAINING COURSES | 0 | 375 | 1,000 | 625 | | 625 | 37.5% | |
| 4006 PROTECTIVE CLOTHING | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4008 TRAINING | 0 | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 4011 RATES | 5,205 | 26,029 | 63,150 | 37,121 | | 37,121 | 41.2% | |
| 4014 ELECTRICITY | 141 | 1,341 | 2,800 | 1,459 | | 1,459 | 47.9% | |
| 4015 GAS | 303 | 3,142 | 5,200 | 2,058 | | 2,058 | 60.4% | |
| 4016 JANITORIAL | 338 | 1,888 | 2,800 | 912 | | 912 | 67.4% | |
| 4017 HEALTH & SAFETY | 16 | 682 | 1,000 | 318 | | 318 | 68.2% | |
| 4018 REFUSE DISPOSAL | 895 | 4,299 | 7,200 | 2,901 | | 2,901 | 59.7% | |
| 4020 SUNDRY OFFICE & IT COSTS | 70 | 70 | 0 | (70) | | (70) | 0.0% | |
| 4021 TELEPHONE & FAX | 0 | 0 | 600 | 600 | | 600 | 0.0% | |
| 4023 STATIONERY/PRINTING | 0 | 34 | 1,721 | 1,687 | | 1,687 | 2.0% | |
| 4025 INSURANCE | 0 | 10,297 | 24,326 | 14,029 | | 14,029 | 42.3% | |
| 4030 RECRUITMENT ADVTG | 0 | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 4032 PUBLICITY | 250 | 1,031 | 3,000 | 1,969 | | 1,969 | 34.4% | |
| 4035 SECURITY COSTS | 0 | 330 | 3,000 | 2,670 | | 2,670 | 11.0% | |
| 4036 PROPERTY MAINTCE | 291 | 558 | 10,000 | 9,442 | | 9,442 | 5.6% | |
| 4038 MAINTENANCE CTRCTS | 6 | 4,963 | 8,000 | 3,037 | | 3,037 | 62.0% | |
| 4040 EQUIPMENT & SMALL TOOLS | 598 | 721 | 1,500 | 779 | | 779 | 48.1% | |
| 4042 EQUIPMENT MAINTCE | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4051 BANK CHARGES | 272 | 965 | 2,000 | 1,035 | | 1,035 | 48.2% | |
| 4069 Irrecoverable VAT | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| 4115 LICENCES | 0 | 48 | 400 | 352 | | 352 | 12.0% | |
| Leisure Centre - General :- Indirect Expenditure | <u>50,245</u> | <u>240,086</u> | <u>676,359</u> | <u>436,273</u> | <u>0</u> | <u>436,273</u> | <u>35.5%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(48,760)</u> | <u>(225,349)</u> | <u>(657,676)</u> | <u>(432,327)</u> | | | | |
| <u>102 Leisure Centre - Swimming Pool</u> | | | | | | | | |
| 1012 Bouncy Castle Parties | 0 | 0 | 10,000 | 10,000 | | | 0.0% | |

Detailed Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-----------------------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 1020 SWIMMING - PUBLIC | 10,291 | 27,371 | 60,000 | 32,629 | | | 45.6% | |
| 1021 SWIMMING - LESSONS | 1,943 | 42,525 | 200,000 | 157,475 | | | 21.3% | |
| 1022 SWIMMING - SCHOOLS | 0 | (6,498) | 10,000 | 16,498 | | | (65.0%) | |
| 1023 SWIMMING - CLUBS | 4,455 | 13,503 | 25,000 | 11,498 | | | 54.0% | |
| 1024 SALES (STOCK) POOL | 587 | 1,692 | 5,000 | 3,308 | | | 33.8% | |
| 1025 Pool Parties | 475 | 1,250 | 2,500 | 1,250 | | | 50.0% | |
| 1026 One to One Lessons | 15 | (118) | 6,000 | 6,118 | | | (2.0%) | |
| 1027 Aqua Fit | 727 | 3,052 | 6,500 | 3,448 | | | 46.9% | |
| 1028 Lifeguard Courses | 0 | 1,367 | 2,000 | 633 | | | 68.3% | |
| 1080 MISCELLANEOUS INCOME | 0 | 115 | 1,000 | 885 | | | 11.5% | |
| 1099 TILL DISCREPANCIES | (27) | (41) | 0 | 41 | | | 0.0% | |
| Leisure Centre - Swimming Pool :- Income | <u>18,466</u> | <u>84,217</u> | <u>328,000</u> | <u>243,783</u> | | | <u>25.7%</u> | <u>0</u> |
| 4103 PURCHASES FOR RESALE | 529 | 1,393 | 4,000 | 2,607 | | 2,607 | 34.8% | |
| Leisure Centre - Swimming Pool :- Direct Expenditure | <u>529</u> | <u>1,393</u> | <u>4,000</u> | <u>2,607</u> | <u>0</u> | <u>2,607</u> | <u>34.8%</u> | <u>0</u> |
| 4002 TEMPORARY & CASUAL STAFF | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4008 TRAINING | 0 | 1,361 | 1,000 | (361) | | (361) | 136.1% | |
| 4012 WATER RATES | 1,364 | 2,472 | 20,000 | 17,528 | | 17,528 | 12.4% | |
| 4014 ELECTRICITY | 2,275 | 3,621 | 27,000 | 23,379 | | 23,379 | 13.4% | |
| 4015 GAS | 1,608 | 9,140 | 31,000 | 21,860 | | 21,860 | 29.5% | |
| 4017 HEALTH & SAFETY | 0 | 209 | 1,800 | 1,592 | | 1,592 | 11.6% | |
| 4020 SUNDRY OFFICE & IT COSTS | 0 | 0 | 1,200 | 1,200 | | 1,200 | 0.0% | |
| 4024 SUBSCRIPTIONS | 0 | 49 | 200 | 151 | | 151 | 24.5% | |
| 4036 PROPERTY MAINTCE | 0 | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4038 MAINTENANCE CTRCTS | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4040 EQUIPMENT & SMALL TOOLS | 0 | 172 | 500 | 328 | | 328 | 34.4% | |
| 4042 EQUIPMENT MAINTCE | 867 | 1,224 | 30,000 | 28,776 | | 28,776 | 4.1% | |
| 4115 LICENCES | 75 | 75 | 75 | 0 | | 0 | 100.0% | |
| 4120 POOL CHEMICALS | 245 | 2,759 | 4,200 | 1,441 | | 1,441 | 65.7% | |
| 4125 POOL PURCHASES NOT FOR RESALE | 110 | 1,095 | 1,000 | (95) | | (95) | 109.5% | |
| Leisure Centre - Swimming Pool :- Indirect Expenditure | <u>6,544</u> | <u>22,176</u> | <u>123,475</u> | <u>101,299</u> | <u>0</u> | <u>101,299</u> | <u>18.0%</u> | <u>0</u> |
| Net Income over Expenditure | <u>11,393</u> | <u>60,647</u> | <u>200,525</u> | <u>139,878</u> | | | | |
| <u>103 Leisure Centre - Pool Vending</u> | | | | | | | | |
| 1030 Vending Machine Income | 150 | 150 | 600 | 450 | | | 25.0% | |
| Leisure Centre - Pool Vending :- Income | <u>150</u> | <u>150</u> | <u>600</u> | <u>450</u> | | | <u>25.0%</u> | <u>0</u> |
| Net Income | <u>150</u> | <u>150</u> | <u>600</u> | <u>450</u> | | | | |

Detailed Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-----------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 104 Leisure Centre - Cafe | | | | | | | | |
| 1001 RENT RECEIVED | 0 | 28 | 8,700 | 8,673 | | | 0.3% | |
| 1016 Bouncy Castle | 512 | 512 | 0 | (512) | | | 0.0% | |
| 1031 MACHINE INCOME | 0 | 0 | 800 | 800 | | | 0.0% | |
| 1032 Tickets | (0) | (0) | 700 | 700 | | | 0.0% | |
| 1040 BAR INCOME - LOUNGE | 0 | 0 | 100,000 | 100,000 | | | 0.0% | |
| 1041 BAR INCOME - HALL | 0 | 0 | 10,000 | 10,000 | | | 0.0% | |
| 1049 CAFE INCOME | 4,161 | 4,161 | 0 | (4,161) | | | 0.0% | |
| 1056 FUNCTION ROOM HIRE | 0 | 0 | 250 | 250 | | | 0.0% | |
| 1088 HMRC JRS Grant | 0 | 16,086 | 0 | (16,086) | | | 0.0% | |
| 1099 TILL DISCREPANCIES | (2) | (2) | 0 | 2 | | | 0.0% | |
| Leisure Centre - Cafe :- Income | 4,671 | 20,784 | 120,450 | 99,666 | | | 17.3% | 0 |
| 4101 PURCHASES - WET STOCK | 0 | (371) | 40,500 | 40,871 | | 40,871 | (0.9%) | |
| 4102 PURCHASES - DRY STOCK | 0 | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4109 PURCHASES - CAFE | 672 | 741 | 0 | (741) | | (741) | 0.0% | |
| Leisure Centre - Cafe :- Direct Expenditure | 672 | 370 | 43,000 | 42,630 | 0 | 42,630 | 0.9% | 0 |
| 4001 SALARIES & WAGES | 4,125 | 17,510 | 87,886 | 70,376 | | 70,376 | 19.9% | |
| 4008 TRAINING | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4014 ELECTRICITY | 36 | 599 | 0 | (599) | | (599) | 0.0% | |
| 4019 DOG BINS | 68 | 68 | 0 | (68) | | (68) | 0.0% | |
| 4020 SUNDRY OFFICE & IT COSTS | 0 | 53 | 0 | (53) | | (53) | 0.0% | |
| 4036 PROPERTY MAINTCE | 216 | 886 | 3,000 | 2,114 | | 2,114 | 29.5% | |
| 4038 MAINTENANCE CTRCTS | 0 | 168 | 500 | 332 | | 332 | 33.5% | |
| 4040 EQUIPMENT & SMALL TOOLS | 1,100 | 1,150 | 400 | (750) | | (750) | 287.6% | |
| 4041 EQUIPMENT HIRE | 237 | 254 | 4,000 | 3,746 | | 3,746 | 6.3% | |
| 4051 BANK CHARGES | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4060 OTHER PROF FEES | 2,117 | 2,217 | 1,200 | (1,017) | | (1,017) | 184.8% | |
| 4104 BAR SUNDRIES | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4110 PROMOTIONS | 0 | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4111 CAFE | 0 | 78 | 0 | (78) | | (78) | 0.0% | |
| 4115 LICENCES | 0 | 0 | 1,200 | 1,200 | | 1,200 | 0.0% | |
| 4116 GAMING MACHINE DUTY | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| Leisure Centre - Cafe :- Indirect Expenditure | 7,899 | 22,982 | 102,686 | 79,704 | 0 | 79,704 | 22.4% | 0 |
| Net Income over Expenditure | (3,900) | (2,568) | (25,236) | (22,668) | | | | |
| 105 Leisure Centre - Indoor Sports | | | | | | | | |
| 1050 BADMINTON FEES | 0 | 196 | 850 | 654 | | | 23.1% | |
| 1051 SNOOKER FEES | 127 | 417 | 5,000 | 4,583 | | | 8.3% | |
| 1052 PARTY ROOM HIRE | 138 | 188 | 2,000 | 1,813 | | | 9.4% | |

Detailed Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-----------------------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| 1053 SKITTLE ALLEY | 0 | 0 | 200 | 200 | | | 0.0% | |
| Leisure Centre - Indoor Sports :- Income | 265 | 800 | 8,050 | 7,250 | | | 9.9% | 0 |
| 4014 ELECTRICITY | 299 | 612 | 12,000 | 11,388 | | 11,388 | 5.1% | |
| 4036 PROPERTY MAINTCE | 0 | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| 4038 MAINTENANCE CTRCTS | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| Leisure Centre - Indoor Sports :- Indirect Expenditure | 299 | 612 | 17,000 | 16,388 | 0 | 16,388 | 3.6% | 0 |
| Net Income over Expenditure | (34) | 188 | (8,950) | (9,138) | | | | |
| <u>106 Leisure Centre - Outdoor Sport</u> | | | | | | | | |
| 1060 GRASS INCOME | 330 | 3,185 | 2,000 | (1,185) | | | 159.3% | |
| 1061 OUTSIDE COURTS | 0 | 0 | 1,000 | 1,000 | | | 0.0% | |
| 1063 Petanque Income | 0 | 0 | 125 | 125 | | | 0.0% | |
| Leisure Centre - Outdoor Sport :- Income | 330 | 3,185 | 3,125 | (60) | | | 101.9% | 0 |
| 4014 ELECTRICITY | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| Leisure Centre - Outdoor Sport :- Indirect Expenditure | 0 | 0 | 250 | 250 | 0 | 250 | 0.0% | 0 |
| Net Income over Expenditure | 330 | 3,185 | 2,875 | (310) | | | | |
| <u>201 Playing Fields</u> | | | | | | | | |
| 1078 DONATIONS RECEIVED | 0 | 539 | 0 | (539) | | | 0.0% | |
| 1201 Field Hire Income | 0 | 0 | 2,500 | 2,500 | | | 0.0% | |
| Playing Fields :- Income | 0 | 539 | 2,500 | 1,961 | | | 21.6% | 0 |
| 4037 GROUNDS MAINTENANCE | 0 | 0 | 2,250 | 2,250 | | 2,250 | 0.0% | |
| 4040 EQUIPMENT & SMALL TOOLS | 0 | 539 | 0 | (539) | | (539) | 0.0% | |
| Playing Fields :- Indirect Expenditure | 0 | 539 | 2,250 | 1,711 | 0 | 1,711 | 24.0% | 0 |
| Net Income over Expenditure | 0 | 0 | 250 | 250 | | | | |
| <u>202 Play Areas</u> | | | | | | | | |
| 4037 GROUNDS MAINTENANCE | 0 | 320 | 1,000 | 680 | | 680 | 32.0% | |
| 4042 EQUIPMENT MAINTCE | 0 | 267 | 1,000 | 733 | | 733 | 26.7% | |
| Play Areas :- Indirect Expenditure | 0 | 587 | 2,000 | 1,413 | 0 | 1,413 | 29.4% | 0 |
| Net Expenditure | 0 | (587) | (2,000) | (1,413) | | | | |
| <u>203 Millennium Green</u> | | | | | | | | |
| 1001 RENT RECEIVED | 0 | 1,500 | 1,500 | 0 | | | 100.0% | |
| Millennium Green :- Income | 0 | 1,500 | 1,500 | 0 | | | 100.0% | 0 |

Detailed Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-----------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| 4037 GROUNDS MAINTENANCE | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| Millennium Green :- Indirect Expenditure | 0 | 0 | 500 | 500 | 0 | 500 | 0.0% | 0 |
| Net Income over Expenditure | 0 | 1,500 | 1,000 | (500) | | | | |
| <u>204 Allotments</u> | | | | | | | | |
| 1001 RENT RECEIVED | 0 | 215 | 1,000 | 785 | | | 21.5% | |
| Allotments :- Income | 0 | 215 | 1,000 | 785 | | | 21.5% | 0 |
| 4012 WATER RATES | 37 | 210 | 400 | 190 | | 190 | 52.6% | |
| 4013 RENT | 0 | 0 | 275 | 275 | | 275 | 0.0% | |
| 4037 GROUNDS MAINTENANCE | 0 | 100 | 250 | 150 | | 150 | 40.0% | |
| Allotments :- Indirect Expenditure | 37 | 310 | 925 | 615 | 0 | 615 | 33.6% | 0 |
| Net Income over Expenditure | (37) | (95) | 75 | 170 | | | | |
| <u>301 Roads & Highways</u> | | | | | | | | |
| 4080 STREET CARE (ex S Glos) | 781 | 1,562 | 3,200 | 1,638 | | 1,638 | 48.8% | |
| Roads & Highways :- Indirect Expenditure | 781 | 1,562 | 3,200 | 1,638 | 0 | 1,638 | 48.8% | 0 |
| Net Expenditure | (781) | (1,562) | (3,200) | (1,638) | | | | |
| <u>302 Community Development</u> | | | | | | | | |
| 1082 Filton Festival | 0 | 0 | 2,500 | 2,500 | | | 0.0% | |
| Community Development :- Income | 0 | 0 | 2,500 | 2,500 | | | 0.0% | 0 |
| 4701 GRANTS - N BRISTOL ADVICE | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4702 GRANTS - TWINNING ASS'N | 0 | 0 | 300 | 300 | | 300 | 0.0% | |
| 4703 GRANTS - FOUR TOWNS TPT | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4706 GRANTS - Four Towns Play Assoc | 0 | 0 | 4,280 | 4,280 | | 4,280 | 0.0% | |
| 4707 GRANTS - YOUTH PROVISION | 0 | 8,750 | 17,500 | 8,750 | | 8,750 | 50.0% | |
| 4708 GRANTS - COMM'Y PARTNERSHIP | 0 | 2,247 | 3,500 | 1,254 | | 1,254 | 64.2% | |
| 4711 GRANTS - S137 GENERAL | 0 | 0 | 6,500 | 6,500 | | 6,500 | 0.0% | |
| 4720 CHRISTMAS ACTIVITIES | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4725 FILTON FESTIVAL | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| Community Development :- Indirect Expenditure | 0 | 10,997 | 46,580 | 35,584 | 0 | 35,584 | 23.6% | 0 |
| Net Income over Expenditure | 0 | (10,997) | (44,080) | (33,084) | | | | |
| <u>801 Corporate Management</u> | | | | | | | | |
| 4004 PENSION DEFICIT | (950) | (4,750) | (11,400) | (6,650) | | (6,650) | 41.7% | |
| Corporate Management :- Indirect Expenditure | (950) | (4,750) | (11,400) | (6,650) | 0 | (6,650) | 41.7% | 0 |
| Net Expenditure | 950 | 4,750 | 11,400 | 6,650 | | | | |

Detailed Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-------------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>802 Democratic Rep'n & Mgmt</u> | | | | | | | | |
| 4007 COURSES/CONFERENCES | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4009 TRAVEL | 0 | 0 | 50 | 50 | | 50 | 0.0% | |
| 4024 SUBSCRIPTIONS | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4028 ELECTION COSTS | 0 | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4033 NEWSLETTER | 0 | 375 | 3,000 | 2,625 | | 2,625 | 12.5% | |
| 4065 MEETING COSTS | 0 | 0 | 150 | 150 | | 150 | 0.0% | |
| Democratic Rep'n & Mgmt :- Indirect Expenditure | 0 | 375 | 6,150 | 5,775 | 0 | 5,775 | 6.1% | 0 |
| Net Expenditure | 0 | (375) | (6,150) | (5,775) | | | | |
| <u>803 Civic Expenses</u> | | | | | | | | |
| 4006 PROTECTIVE CLOTHING | 0 | 35 | 0 | (35) | | (35) | 0.0% | |
| 4066 CHAIRMANS ALLOWANCE | 0 | 0 | 950 | 950 | | 950 | 0.0% | |
| Civic Expenses :- Indirect Expenditure | 0 | 35 | 950 | 915 | 0 | 915 | 3.7% | 0 |
| Net Expenditure | 0 | (35) | (950) | (915) | | | | |
| <u>901 Central Services</u> | | | | | | | | |
| 1001 RENT RECEIVED | 0 | 0 | 2 | 2 | | | 0.0% | |
| Central Services :- Income | 0 | 0 | 2 | 2 | | | 0.0% | 0 |
| 4001 SALARIES & WAGES | 8,622 | 43,325 | 106,000 | 62,675 | | 62,675 | 40.9% | |
| 4005 HR Costs-Service level agr'mnt | 8,178 | 8,735 | 7,500 | (1,235) | | (1,235) | 116.5% | |
| 4007 COURSES/CONFERENCES | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4008 TRAINING | 0 | 110 | 2,500 | 2,390 | | 2,390 | 4.4% | |
| 4009 TRAVEL | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4010 OTHER STAFF COSTS | 0 | 120 | 1,600 | 1,480 | | 1,480 | 7.5% | |
| 4020 SUNDRY OFFICE & IT COSTS | 472 | 2,964 | 6,000 | 3,036 | | 3,036 | 49.4% | |
| 4021 TELEPHONE & FAX | 102 | 353 | 750 | 397 | | 397 | 47.1% | |
| 4022 POSTAGE | 0 | 310 | 1,000 | 690 | | 690 | 31.0% | |
| 4023 STATIONERY/PRINTING | 329 | 769 | 1,000 | 231 | | 231 | 76.9% | |
| 4024 SUBSCRIPTIONS | 0 | 1,794 | 1,700 | (94) | | (94) | 105.6% | |
| 4026 PHOTOCOPY CHARGES | 0 | 357 | 2,000 | 1,643 | | 1,643 | 17.8% | |
| 4027 OFFICE EQUIPMENT | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4039 MISC EXPS, XMAS DECORATIONS | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| 4051 BANK CHARGES | 30 | 122 | 1,500 | 1,378 | | 1,378 | 8.1% | |
| 4056 LEGAL FEES | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4057 AUDIT FEES | 0 | 0 | 3,300 | 3,300 | | 3,300 | 0.0% | |
| 4058 ACCOUNTANCY FEES | 677 | 2,708 | 12,600 | 9,892 | | 9,892 | 21.5% | |
| 4060 OTHER PROF FEES | 10,500 | 14,250 | 3,600 | (10,650) | | (10,650) | 395.8% | |

Detailed Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4992 FUNDING FROM R CAP FUND | (10,500) | (14,250) | 0 | 14,250 | | 14,250 | 0.0% | |
| Central Services :- Indirect Expenditure | <u>18,410</u> | <u>61,669</u> | <u>153,100</u> | <u>91,431</u> | <u>0</u> | <u>91,431</u> | <u>40.3%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(18,410)</u> | <u>(61,669)</u> | <u>(153,098)</u> | <u>(91,429)</u> | | | | |
| <u>902 Outside Services</u> | | | | | | | | |
| 1001 RENT RECEIVED | 0 | 0 | 350 | 350 | | | 0.0% | |
| Outside Services :- Income | <u>0</u> | <u>0</u> | <u>350</u> | <u>350</u> | | | <u>0.0%</u> | <u>0</u> |
| 4001 SALARIES & WAGES | 7,529 | 38,951 | 99,200 | 60,249 | | 60,249 | 39.3% | |
| 4006 PROTECTIVE CLOTHING | 65 | 106 | 200 | 94 | | 94 | 53.1% | |
| 4008 TRAINING | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4016 JANITORIAL | 42 | 42 | 0 | (42) | | (42) | 0.0% | |
| 4036 PROPERTY MAINTCE | 53 | 1,445 | 1,500 | 55 | | 55 | 96.3% | |
| 4037 GROUNDS MAINTENANCE | 0 | 2,054 | 2,500 | 446 | | 446 | 82.2% | |
| 4039 MISC EXPS, XMAS DECORATIONS | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| 4040 EQUIPMENT & SMALL TOOLS | 179 | 1,340 | 2,000 | 660 | | 660 | 67.0% | |
| 4041 EQUIPMENT HIRE | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4042 EQUIPMENT MAINTCE | 19 | 19 | 3,000 | 2,981 | | 2,981 | 0.6% | |
| 4044 VEHICLE FUEL,OIL & MAINT | 101 | 1,122 | 2,500 | 1,378 | | 1,378 | 44.9% | |
| Outside Services :- Indirect Expenditure | <u>7,988</u> | <u>45,079</u> | <u>111,750</u> | <u>66,671</u> | <u>0</u> | <u>66,671</u> | <u>40.3%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(7,988)</u> | <u>(45,079)</u> | <u>(111,400)</u> | <u>(66,321)</u> | | | | |
| <u>909 Capital & Projects</u> | | | | | | | | |
| 1074 CIL Income | 0 | 13,309 | 0 | (13,309) | | | 0.0% | |
| Capital & Projects :- Income | <u>0</u> | <u>13,309</u> | <u>0</u> | <u>(13,309)</u> | | | | <u>0</u> |
| 4054 LOAN INTEREST PWLB | 0 | 271 | 986 | 715 | | 715 | 27.4% | |
| 4055 LOAN CAPITAL REPAID | 0 | 7,463 | 15,117 | 7,654 | | 7,654 | 49.4% | |
| 4918 CAP Gates & Fencing | 0 | 3,500 | 0 | (3,500) | | (3,500) | 0.0% | |
| 4965 CAP Cafe Furniture & Equipment | 0 | 3,075 | 0 | (3,075) | | (3,075) | 0.0% | |
| 4982 CAP LC Outsourcing costs | 0 | 525 | 0 | (525) | | (525) | 0.0% | |
| 4992 FUNDING FROM R CAP FUND | 0 | (7,100) | 0 | 7,100 | | 7,100 | 0.0% | |
| 4993 TFR TO ROLLING CAPITAL FUND | 0 | 40,000 | 40,000 | 0 | | 0 | 100.0% | |
| 4998 TFR TO EARMARKED RSV | 0 | 13,309 | 0 | (13,309) | | (13,309) | 0.0% | |
| Capital & Projects :- Indirect Expenditure | <u>0</u> | <u>61,042</u> | <u>56,103</u> | <u>(4,939)</u> | <u>0</u> | <u>(4,939)</u> | <u>108.8%</u> | <u>0</u> |
| Net Income over Expenditure | <u>0</u> | <u>(47,733)</u> | <u>(56,103)</u> | <u>(8,370)</u> | | | | |

Detailed Income & Expenditure by Budget Heading 06/10/2021

Month No: 5

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-----------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <u>998 Precept & Interest</u> | | | | | | | | |
| 1076 PRECEPT | 0 | 493,347 | 986,694 | 493,347 | | | 50.0% | |
| 1090 INTEREST RECEIVED | 12 | 55 | 500 | 445 | | | 11.0% | |
| Precept & Interest :- Income | <u>12</u> | <u>493,402</u> | <u>987,194</u> | <u>493,792</u> | | | <u>50.0%</u> | <u>0</u> |
| Net Income | <u>12</u> | <u>493,402</u> | <u>987,194</u> | <u>493,792</u> | | | | |
| Grand Totals:- Income | 25,379 | 632,839 | 1,473,954 | 841,115 | | | 42.9% | |
| Expenditure | 92,455 | 465,066 | 1,338,878 | 873,812 | 0 | 873,812 | 34.7% | |
| Net Income over Expenditure | <u>(67,076)</u> | <u>167,773</u> | <u>135,076</u> | <u>(32,697)</u> | | | | |
| Movement to/(from) Gen Reserve | <u>(67,076)</u> | <u>167,773</u> | | | | | | |

Summary Balance Sheet - Excluding Stock Movement

Month 5 Date 06/10/2021

| | <u>Actual</u> | | |
|---------------------------------------|------------------|------------------|------------------|
| <u>Fixed Assets</u> | Asset Value | Depreciation | Net Value |
| Total Fixed Assets | <u>3,061,013</u> | <u>2,370,677</u> | 690,336 |
| <u>Current Assets</u> | | | |
| Total Current Assets | | 692,142 | |
| <u>Current Liabilities</u> | | | |
| Total Current Liabilities | | <u>40,026</u> | |
| Net Current Assets | | | 652,116 |
| Total Assets less Current Liabilities | | | <u>1,342,452</u> |
| <u>Long Term Liabilities</u> | | | |
| Total Long Term Liabilities | | <u>180,214</u> | |
| Total Assets less Total Liabilities | | | <u>1,162,238</u> |
| <u>Represented by :-</u> | | | |
| Total Equity | | | <u>1,162,238</u> |

Detailed Balance Sheet - Excluding Stock Movement

Month 5 Date 06/10/2021

| <u>A/c</u> | <u>Description</u> | <u>Actual</u> | | |
|------------|----------------------------------------------|------------------|------------------|------------------|
| | | Asset Value | Depreciation | Net Value |
| | <u>Fixed Assets</u> | | | |
| 1 | FREEHOLD LAND & BUILDINGS | 2,214,528 | 1,619,152 | 595,376 |
| 11 | LEASEHOLD LAND & BUILDINGS | 25,000 | 7,000 | 18,000 |
| 21 | VEHICLES & EQUIPMENT | 565,508 | 530,530 | 34,978 |
| 41 | INFRASTRUCTURE ASSET | 194,605 | 182,829 | 11,776 |
| 61 | COMMUNITY ASSETS | 61,372 | 31,166 | 30,206 |
| | Total Fixed Assets | 3,061,013 | 2,370,677 | 690,336 |
| | <u>Current Assets</u> | | | |
| 105 | VAT CONTROL | 4,699 | | |
| 119 | MISSING CHEQUE BANKINGS | 345 | | |
| 120 | STOCK - BAR | 821 | | |
| 121 | STOCK - LEISURE | 642 | | |
| 190 | CAPITAL WORK IN PROGRESS | 141 | | |
| 200 | BANK ACCOUNT-GENERAL | 76,464 | | |
| 201 | BANK IMPREST WAGES AC | 82,692 | | |
| 215 | POOL TAKINGS CASHBOOK | 508 | | |
| 220 | PETTY CASH - OFFICE | 58 | | |
| 221 | PETTY CASH - BAR | 211 | | |
| 225 | FLOAT - BAR | 295 | | |
| 226 | FLOAT - GAMBLING MACHINE | 100 | | |
| 230 | FLOAT - POOL | 165 | | |
| 245 | CCLA Public Sector Investment | 525,000 | | |
| | Total Current Assets | | 692,142 | |
| | <u>Current Liabilities</u> | | | |
| 500 | TRADE CREDITORS | 12,823 | | |
| 510 | ACCRUED EXPENSES | 6,080 | | |
| 520 | NET WAGES CONTROL | 115 | | |
| 525 | PAYE AND NI DUE | 8,963 | | |
| 526 | SUPERANNUATION DUE | 7,488 | | |
| 528 | A of E CONTROL | 58 | | |
| 560 | INCOME IN ADVANCE | 4,500 | | |
| | Total Current Liabilities | | 40,026 | |
| | Net Current Assets | | | 652,116 |
| | Total Assets less Current Liabilities | | | 1,342,452 |
| | <u>Long Term Liabilities</u> | | | |
| 390 | Deferred Grants Applied | 1,471,220 | | |
| 391 | Deferred Grants Released | (1,306,510) | | |
| 401 | PWLB Loan 486814 | 15,504 | | |
| | Total Long Term Liabilities | | 180,214 | |
| | Total Assets less Total Liabilities | | | 1,162,238 |
| | <u>Represented by :-</u> | | | |
| 300 | CURRENT YEAR FUND | 167,773 | | |
| 310 | GENERAL FUND | 361,361 | | |
| 315 | ROLLING CAPITAL FUND | 49,690 | | |

Detailed Balance Sheet - Excluding Stock Movement

Month 5 Date 06/10/2021

| <u>A/c</u> | <u>Description</u> | <u>Actual</u> |
|------------|------------------------------|------------------|
| 323 | EMR Festival | 10,000 |
| 325 | EMR 4 Towns Play Association | 4,580 |
| 328 | EMR Elections | 10,338 |
| 329 | EMR CIL 19/20 | 3,961 |
| 330 | CAPITAL FINANCE ACCOUNT | 510,263 |
| 331 | EMR CIL 20/21 | 30,963 |
| 332 | EMR CIL 21/22 | 13,309 |
| | Total Equity | 1,162,238 |

**Bank Reconciliation Statement as at 30/09/2021
for Cashbook 1 - BANK ACCOUNT-GENERAL**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--------------------------------------------------|-----------------------|------------------------------------|------------------|
| Co-Operative Community Acc | 30/09/2021 | 300 | 17,412.19 |
| Unity Trust Current Account | 30/09/2021 | 4 | 80,063.58 |
| | | | <u>97,475.77</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| 05/05/2021 5644 | | 100.00 | |
| 19/05/2021 5661 | | 396.00 | |
| 11/08/2021 5746 | | 9,814.14 | |
| 25/08/2021 11 | | 348.72 | |
| 08/09/2021 27 | | 704.94 | |
| 22/09/2021 31 | | 70.00 | |
| 22/09/2021 32 | | 284.92 | |
| 22/09/2021 33 | | 408.49 | |
| 22/09/2021 34 | | 420.00 | |
| 22/09/2021 35 | | 451.20 | |
| 22/09/2021 36 | | 137.94 | |
| 22/09/2021 37 | | 1,452.70 | |
| 22/09/2021 38 | | 300.00 | |
| 22/09/2021 39 | | 421.20 | |
| 22/09/2021 40 | | 1,319.90 | |
| 22/09/2021 41 | | 75.00 | |
| 22/09/2021 42 | | 474.00 | |
| 22/09/2021 43 | | 254.14 | |
| 22/09/2021 44 | | 535.22 | |
| 22/09/2021 45 | | 5,813.19 | |
| 22/09/2021 46 | | 2,160.00 | |
| 22/09/2021 47 | | 331.08 | |
| 22/09/2021 48 | | 90.66 | |
| 22/09/2021 49 | | 495.00 | |
| | | | <u>26,858.44</u> |
| | | | 70,617.33 |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| 30/09/2021 PCC30 | | 397.75 | |
| 30/09/2021 CCC30 | | 151.90 | |
| | | | <u>549.65</u> |
| | | | 71,166.98 |
| | | Balance per Cash Book is :- | 71,166.98 |
| | | Difference is :- | 0.00 |

phone 03457 213 213

MRS L A REUBEN
Filton Town Council
Elm Park
Filton
Bristol
BS34 7PS

MB060/J1065291000

39600

Current Account

Summary **Date** **Description** **Withdrawals** **Deposits** **Balance**

| Summary | Date | Description | Withdrawals | Deposits | Balance |
|----------------------------------------------------|------------------|-----------------------------------|-------------|----------|------------------|
| Account title FILTON TOWN COUNCIL | 31 AUG 21 | OPENING BALANCE | | | 18,334.61 |
| | 1 SEP 21 | 005724 0023766400870000 | 160.00 ✓ | | |
| | 1 SEP 21 | 005733 0023752280870000 | 41.24 ✓ | | |
| | 1 SEP 21 | 005734 0023759054870000 | 422.16 ✓ | | 17,721.21 |
| | 2 SEP 21 | 005755 0023780039870000 | 93.49 ✓ | | 17,627.72 |
| | 3 SEP 21 | SERVICE CHARGE | 10.00 ✓ | | |
| | 3 SEP 21 | COMMISSION | 13.90 ✓ | | |
| | 3 SEP 21 | FEE DELTA CARD-PURCHASES | 0.50 ✓ | | 17,603.32 |
| | 15 SEP 21 | CHAPS STG R00180DX GYMPASS US LLC | | 19.70 ✓ | 17,623.02 |
| | 27 SEP 21 | 005747 0024185733870000 | 196.44 ✓ | | 17,426.58 |
| | 30 SEP 21 | 3209 ZOOM.US 888-7 | 14.39 ✓ | | 17,412.19 |
| Statement closing balance | | | | | 17,412.19 |

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTF** Non Sterling Transaction Fee. Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

Statement opening balance
18,334.61

Total withdrawals
942.12

Total deposits
19.70

Statement closing balance
17,412.19

International Bank Account Number
GB92 CPBK 0892 9965 3164 12

Bank Identification Code
CPBK GB22

Name of account: Filton Town Council

Date: 30 September 2021

Statement 005 (page 2 of 2)

Account number: 40000000000000000000

Bank sort code: 200000

Type of account: Current T2

| Date | Details | Payments | Receipts | Balance |
|-----------|---------------------------------|----------|------------|-------------|
| | Balance brought forward | | | 74,153.30 * |
| 16 SEP 21 | Cheque 000020 | 221.26 ✓ | | |
| 16 SEP 21 | BCARD1478496150921 BCARD | | 630.55 ✓ | 74,562.59 * |
| 17 SEP 21 | Cheque 000002 | 514.20 ✓ | | |
| 17 SEP 21 | Cheque 000004 | 425.88 ✓ | | |
| 17 SEP 21 | Cheque 000022 | 63.00 ✓ | | |
| 17 SEP 21 | Cheque 000030 | 717.60 ✓ | | |
| 17 SEP 21 | BCARD1478496160921 BCARD | | 694.55 ✓ | 73,536.46 * |
| 20 SEP 21 | Cheque 000013 | 293.59 ✓ | | |
| 20 SEP 21 | Cheque 000019 | 492.43 ✓ | | |
| 20 SEP 21 | BCARD1478496190921 BCARD | | 1,033.85 ✓ | |
| 20 SEP 21 | BCARD1478496180921 BCARD | | 750.40 ✓ | |
| 20 SEP 21 | BCARD1478496170921 BCARD | | 659.85 ✓ | |
| 20 SEP 21 | BCARD1478496170921 BCARD | | 120.00 ✓ | 75,314.54 * |
| 21 SEP 21 | Cheque 000021 | 812.52 ✓ | | |
| 21 SEP 21 | Cheque 000024 | 16.96 ✓ | | |
| 21 SEP 21 | Cheque 000025 | 500.40 ✓ | | |
| 21 SEP 21 | BCARD1478496200921 BCARD | | 425.90 ✓ | 74,410.56 * |
| 22 SEP 21 | Cheque 000018 | 209.10 ✓ | | |
| 22 SEP 21 | BCARD1478496210921 BCARD | | 602.35 ✓ | 74,803.81 * |
| 23 SEP 21 | Cheque 000016 | 51.76 ✓ | | |
| 23 SEP 21 | Cheque 000029 | 6.77 ✓ | | |
| 23 SEP 21 | BCARD1478496220921 BCARD | | 538.84 ✓ | 75,284.12 * |
| 24 SEP 21 | BCARD1478496230921 BCARD | | 946.10 ✓ | 76,230.22 * |
| 27 SEP 21 | Direct Debit (BRITISH GAS TRADI | 40.10 ✓ | | |
| 27 SEP 21 | Direct Debit (BRITISH GAS TRADI | 157.52 ✓ | | |
| 27 SEP 21 | Cheque 000008 | 454.20 ✓ | | |
| 27 SEP 21 | BRISTOL NORTH SW | | 1,800.00 ✓ | |
| 27 SEP 21 | BCARD1478496260921 BCARD | | 908.00 ✓ | |
| 27 SEP 21 | BCARD1478496240921 BCARD | | 641.45 ✓ | |
| 27 SEP 21 | BCARD1478496250921 BCARD | | 626.76 ✓ | |
| 27 SEP 21 | BCARD1478496250921 BCARD | | 30.00 ✓ | 79,584.61 * |
| 28 SEP 21 | Cheque 000015 | 540.00 ✓ | | |
| 28 SEP 21 | Cheque 000017 | 11.95 ✓ | | |
| 28 SEP 21 | Cheque 000023 | 45.24 ✓ | | |
| 28 SEP 21 | BCARD1478496270921 BCARD | | 774.00 ✓ | 79,761.42 * |
| 29 SEP 21 | Direct Debit (PITNEY BOWES) | 119.76 ✓ | | |
| 29 SEP 21 | Cheque 000026 | 551.78 ✓ | | |
| 29 SEP 21 | BCARD1478496280921 BCARD | | 500.20 ✓ | 79,590.08 * |
| 30 SEP 21 | BCARD1478496290921 BCARD | | 499.30 ✓ | |
| 30 SEP 21 | Service Charge | 25.80 ✓ | | 80,063.58 * |
| | Balance carried forward | | | 80,063.58 * |

You can ask us to send you details of our rates and how we work them out.
 Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

**Bank Reconciliation Statement as at 30/09/2021
for Cashbook 2 - BANK ACCOUNT-IMPREST**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|-------------------------------------------|-----------------------|------------------------------------|------------------|
| Natwest Imprest A/c -01364383 | 22/09/2021 | 453 | 100.00 |
| Natwest Business A/c -08609098 | 22/09/2021 | 496 | 68,384.16 |
| | | | <u>68,484.16</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| 20/09/2021 8978 Deposit Refund | | 400.00 | |
| | | | <u>400.00</u> |
| | | | <u>68,084.16</u> |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | <u>68,084.16</u> |
| | | Balance per Cash Book is :- | 68,084.16 |
| | | Difference is :- | 0.00 |

00526082
00102 0001/0001
2



Current Account

| Date | Details | Withdrawn | Paid in | Balance |
|-------------|------------------------------|-----------|----------|---------|
| 17 Sep 2021 | BROUGHT FORWARD | | | 100.00 |
| 21 Sep | Credit No.000009 521005 | | 953.54 | |
| | Debit TO 08609098 | 953.54 | | 100.00 |
| 22 Sep | Credit FROM 08609098 | | 8,962.66 | |
| | Direct Debit FILTON TOWN CSV | | | |
| | BACS 525 | 8,962.66 | | 100.00 |

Account Number 10000000
 Branch sort code 453
 National Westminster Bank Plc

FILTON TOWN COUNCIL
 V5

00526084
00102 0001/0001
2



Business Reserve Account

| Date | Details | Withdrawn | Paid in | Balance |
|-------------|----------------------|-----------|---------|-----------|
| 17 Sep 2021 | BROUGHT FORWARD | | | 76,393.28 |
| 21 Sep | Credit FROM 01364383 | | 953.54 | 77,346.82 |
| 22 Sep | Debit TO 01364383 | 8,962.66 | | 68,384.16 |

Account Number 10000000
 Branch sort code 496
 National Westminster Bank Plc

FILTON TOWN COUNCIL
 V5

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BANK ACCOUNT-GENERAL

List of Payments made between 28/09/2021 and 06/10/2021

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|--------------------------------|------------------|--------------------|-----------------------|-----------------------------|
| 29/09/2021 | Pitney Bowes | DDR4 | 119.76 | | 444-Meter Reset, Rental |
| 30/09/2021 | Unity Bank | DDR | 25.80 | | Bank charges |
| 30/09/2021 | Zoom | D/CARD | 14.39 | | Zoom Subscription |
| 06/10/2021 | Brenntag UK Ltd | 50 | 926.70 | | 487-Pool chemicals |
| 06/10/2021 | Avon Local Councils' Associati | 51 | 30.00 | | 484-CILCA Traning CW |
| 06/10/2021 | A.M.P Window Cleaning Services | 52 | 50.00 | | 483-Window cleaning 21.9.21 |
| 06/10/2021 | Biffa Waste Services Ltd | 53 | 678.22 | | 485Trade Refuse |
| 06/10/2021 | Chapple & Jenkins Ltd | 54 | 344.73 | | 489-Cafe purchases |
| 06/10/2021 | Complete Weed Control (North W | 55 | 314.40 | | 490-Footpath weed control |
| 06/10/2021 | DCK Accounting Solutions Ltd | 56 | 455.10 | | 491-Vat Part Ex 20/21 |
| 06/10/2021 | DL I.T. Solutions Ltd | 57 | 63.00 | | 492-Ratepayers broadband |
| 06/10/2021 | FACE | 58 | 10,996.50 | | 493-FACE Youthworker grant |
| 06/10/2021 | Filton Voice Ltd | 59 | 300.00 | | 494-Filton voice advert |
| 06/10/2021 | Glacier environmental Ltd | 60 | 250.20 | | 495-WATER Hygiene contract |
| 06/10/2021 | Rentokil Initial UK Ltd | 61 | 85.01 | | 496-Hand wash |
| 06/10/2021 | Cape Meridian Ltd | 62 | 210.00 | | 497-Alarm callouts |
| 06/10/2021 | PKF Littlejohn LLP | 63 | 2,400.00 | | 498-External Audit 20/21 |
| 06/10/2021 | The Real Wrap Co | 64 | 609.86 | | 504-Cafe purchases |
| 06/10/2021 | Surrey Hills Solicitors LLP | 65 | 2,262.00 | | 505-Outsourcing legal fees |
| 06/10/2021 | Tailor Made Office Supplies Lt | 66 | 32.37 | | 507-Optical mouse |
| 06/10/2021 | Ernest Till (South West) & co | 67 | 2,253.60 | | 511-Repair light |
| 06/10/2021 | Travis Perkins Trading Co Ltd | 68 | 32.40 | | 510-Postcrete |
| Total Payments | | | 22,454.04 | | |