

# CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

Council Meeting 1<sup>st</sup> October 2019

## **FINANCIAL STATEMENT**

**10.1** To receive the schedule of payments attached.

### **RECOMMENDATIONS:**

That the schedule of payments attached be received and the payments be approved

**SCHEDULE OF PAYMENTS  
Paid Accounts**

Date	Voucher No	Amount	VAT	Total	Name	For	Budget Code	Freq.
15-Jul-19	DD	77.60	15.52	93.12	SGW Payroll	Payroll processing	207	M
15-Jul-19	DD	888.83	177.72	1,066.55	Fuel Genie	Petrol & Diesel	1109	M
16-Jul-19	DD	143.37	7.17	150.54	Opus Energy	Electric - New Cricket Pavilion	1806	M
16-Jul-19	DD	251.00		251.00	Barclay Credit Card	Ts Me - refreshments	413	
16-Jul-19	DD	1,061.53	212.30	1,273.83	Barclay Credit Card	Gala Tent - marquees	1107	
16-Jul-19	DD	30.00	0.00	30.00	Barclay Credit Card	Black Wolf - Polaris	1107	
16-Jul-19	DD	40.00	0.00	40.00	Barclay Credit Card	Black Wolf - SP and BS keys	1413	
22-Jul-19	DD	135.35	6.76	142.11	Southern Electric	Electric - Leisure Centre	1407	
22-Jul-19	DD	270.10	54.02	324.12	EE	Mobile Phones	403	M
22-Jul-19	DD	4,692.38		4,692.38	PAYE		102	M
22-Jul-19	B1351	251.82	50.36	302.18	Amey Cespa	Skip hire	1010	
22-Jul-19	B1352	14.09	2.81	16.90	Anita Gyanchandani	Refund for overpaid booking	1423	
22-Jul-19	B1353	75.00	15.00	90.00	Briar Security	Alarm maintenance LC pavilion	1808	
22-Jul-19	B1353	80.00	16.00	96.00	Briar Security	Hub door call out	1419	
22-Jul-19	B1354	150.00	30.00	180.00	Cambridge Security Services	June unlocking Hub and Blue School	1419	
22-Jul-19	B1355	76.58	15.32	91.90	CBS	Stationery	405	
22-Jul-19	B1356	63.30	12.66	75.96	CCL Supplies	Cleaning supplies	1411	
22-Jul-19	B1357	1,600.00	320.00	1,920.00	Complete Cleaning	Hub and Blue School cleaning	1417	M
22-Jul-19	B1357	1,330.00	266.00	1,596.00	Complete Cleaning	Sports facilities cleaning	1820	M
22-Jul-19	B1358	78.35	15.67	94.02	Cooleraid	Water coolers	1421	M
22-Jul-19	B1359	137.60	27.52	165.12	GB Sport & Leisure	Playground repairs	1107	
22-Jul-19	B1360	30.00	6.00	36.00	Gr8 Tool Hire	Mixer hire	1107	
22-Jul-19	B1361	235.00	47.00	282.00	HAGS	Playground equipment swing harness	1107	
22-Jul-19	B1362	49.40	9.88	59.28	Hayes	Trailer park refund	1713	
22-Jul-19	B1363	747.00	149.40	896.40	Initial	Hand dryers	1409	A
22-Jul-19	B1364	19.22	3.85	23.07	John Vickery	Tyre repair Kit	1109	

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22-Jul-19	B1365	19.47	3.90	23.37	Madingley Mulch	Paint and silicone	1809
22-Jul-19	B1365	6.00	1.20	7.20	Madingley Mulch	Parts	1107
22-Jul-19	B1366	87.00	17.40	104.40	Premier Logos	Fun run banners	1412
22-Jul-19	B1367	129.89	25.98	155.87	Ridgeons	Timber MUGA repairs	1208
22-Jul-19	B1368	400.73	80.14	480.87	Scamblers	Service to zero turn	1109
22-Jul-19	B1368	494.43	98.89	593.32	Scamblers	Repairs to zero turn	1109
22-Jul-19	B1369	52.61	10.50	63.11	Screwfix	Drainage and irrigation parts	1107
22-Jul-19	B1369	67.48	13.50	80.98	Screwfix	Washers	1107
22-Jul-19	B1369	108.69	21.70	130.39	Screwfix	Brushes and screws	1107
22-Jul-19	B1370	370.00	74.00	444.00	Technical Surfaces	Service to Astro Turf pitch	1201
25-Jul-19	DD	7.95	0.40	8.35	Eon	Electric - Feeder pillar Greenhaze Lane	1102 ½
26-Jul-19	DD	20,882.75	0.00	20,882.75	Payroll		101 M
26-Jul-19	DD	10,902.75	0.00	10,902.75	Pension		103 M
29-Jul-19	DD	527.13	105.42	632.55	Southern Electric	Electricity - The Hub	1407 M
29-Jul-19	DD	1,046.67	209.33	1,256.00	Scottish Power	Electricity - MUGA	1202 M
29-Jul-19	DD	1,264.27	252.85	1,517.12	BT	Broadband	403 ½
01-Aug-19	DD	15.16		15.16	Pennon Water Services	Water - Burial Ground	905 ½
01-Aug-19	DD	15.68		15.68	Pennon Water Services	Water - Woodfield Lane	1210 ½
01-Aug-19	DD	29.41		29.41	Pennon Water Services	Water - LC Cricket Pavilion	1810 ½
01-Aug-19	DD	48.85		48.85	Pennon Water Services	Water - GC Cricket Field	1210 ½
01-Aug-19	DD	49.98		49.98	Pennon Water Services	Water - GC Cricket Pavilion	1810 ½
01-Aug-19	DD	54.57		54.57	Pennon Water Services	Water - Greenhaze Lane	1108 ½
01-Aug-19	DD	62.24		62.24	South Staffs Water	Water - Trailer Park	1710 ½
01-Aug-19	DD	81.00		81.00	SCDC	Rates - Cemetery	906 M
01-Aug-19	DD	102.00		102.00	SCDC	Rates - LC Cricket pavilion & pitch	1811 M
01-Aug-19	DD	164.00		164.00	SCDC	Rates - GC Cricket pavilion & pitch	1811 M
01-Aug-19	DD	183.57		183.57	Pennon Water Services	Water - Bowls Green	1210 ½
01-Aug-19	DD	227.31		227.31	Pennon Water Services	Water - Brace Dein Allotments	1011 ½
01-Aug-19	DD	258.33	51.67	310.00	SWALEC	Hub - Gas	1416 M
01-Aug-19	DD	329.59		329.59	Pennon Water Services	Water - The Hub	1414 ½
01-Aug-19	DD	447.92		447.92	Pennon Water Services	Water - School Lane	1414 ½

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01-Aug-19	DD	457.00	457.00	SCDC	Rates - MUGA	1206	M
01-Aug-19	DD	489.61	489.61	Pennon Water Services	Water - Sports Pavilion	1810	½
01-Aug-19	DD	550.92	550.92	SCDC	Bins - Hub, BS, Pavilions	1422	M
01-Aug-19	DD	565.00	565.00	SCDC	Rates - Sports Pavilion	1811	M
01-Aug-19	DD	589.00	589.00	SCDC	Rates - Trailer Park	1711	M
01-Aug-19	DD	638.00	638.00	SCDC	Rates - The Hub	1415	M
01-Aug-19	DD	712.50	712.50	Pennon Water Services	Water - Blue School	1414	½
05-Aug-19	DD	71.05	71.05	Barclays	Bank Charges A/C 93936082	203	M
05-Aug-19	DD	31.86	1.59	Eon	Electric - Trailer Park	1705	M
08-Aug-19	DD	55.30	11.06	Brightvisions	Office 365	404	M
09-Aug-19	DD	76.00	15.20	SGW Payroll	Payroll processing	207	M
12-Aug-19	DD	43.81	3.96	Barclaycard	Merchant services	203	M
13-Aug-19	DD	746.93	149.38	Fuel Genie	Petrol & Diesel	1109	M
15-Aug-19	DD	9.99	0.00	Barclay Credit Card	Amazon - blue light glasses	106	
15-Aug-19	DD	21.00	0.00	Barclay Credit Card	SCDC - Fete TEN	414	
15-Aug-19	DD	139.06	27.81	Barclay Credit Card	BT - rental charges	403	Q
15-Aug-19	DD	7.60	0.00	Barclay Credit Card	Morrisons	413	
15-Aug-19	DD	8.49	0.00	Barclay Credit Card	Home Bargains - refreshments for meeting	413	
15-Aug-19	DD	300.00	0.00	Barclay Credit Card	SCDC - tree inspection training course	501	
15-Aug-19	DD	176.03	176.03	Barclay Credit Card	BT -	403	Q
16-Aug-19	DD	120.53	6.03	Opus Energy	Electric - New Cricket Pavilion	1806	M
21-Aug-19	DD	283.57	56.71	EE	Mobile Phones	403	M
22-Aug-19	B1371	390.00	78.00	AH Electrical	Sockets for water coolers and install hand dryers	1413	
22-Aug-19	B1372	120.00	24.00	Cambridge Security Services	Unlock Hub and Blue school	1419	M
22-Aug-19	B1373	78.95	15.78	CBS	Stationery	405	
22-Aug-19	B1374	206.60	41.32	CCL Supplies	Cleaning supplies	1411	
22-Aug-19	B1374	123.60	24.72	CCL Supplies	Cleaning supplies	1411	
22-Aug-19	B1375	1,600.00	320.00	Complete Cleaning	Hub and Blue school cleaning	1417	M
22-Aug-19	B1375	1,330.00	266.00	Complete Cleaning	Sports facilities cleaning	1820	M



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22-Aug-19	B1376	120.12	24.02	144.14	Cooleraid	Overflow container	1421
22-Aug-19	B1376	59.25	11.85	71.10	Cooleraid	Water coolers	1421
22-Aug-19	B1376	600.00	120.00	720.00	Cooleraid	Annual rental water coolers Hub Refunded	1421 A
22-Aug-19	B1376	345.00	69.00	414.00	Cooleraid	Brackets for water coolers	1421
22-Aug-19	B1376	750.00	150.00	900.00	Cooleraid	Annual rental water coolers Pavilions Refunded	1421 A
22-Aug-19	B1377	22.56	4.52	27.08	ESPO	Bean bags for Fete	414
22-Aug-19	B1378	343.52	68.70	412.22	Fleet	Yellow and Red paint	1107
22-Aug-19	B1379	520.58	104.12	624.70	GB Sports and Leisure	Playground surface repairs	1107
22-Aug-19	B1380	5.10	1.02	6.12	Ibbetts	Staple on plate	1107
22-Aug-19	B1381	1,882.64	376.53	2,259.17	Initial	Contract renewal	1417 A
22-Aug-19	B1382	5.99	1.20	7.19	Madingley Mulch	Watering can	1105
22-Aug-19	B1382	13.48	2.70	16.18	Madingley Mulch	Cobbles for fete	414
22-Aug-19	B1383	225.00	45.00	270.00	Pear Technology	Technical support & updates renewal	404 A
22-Aug-19	B1384	87.00	17.40	104.40	Premier Logos	Fete banners	414
22-Aug-19	B1385	259.92	51.98	311.90	Ridgeons	Repairs to bus shelter	1107
22-Aug-19	B1386	750.00	150.00	900.00	S&C Slatter	3G Maintenance	1201 Q
22-Aug-19	B1387	207.66	41.53	249.19	Scamblers	Triple service	1109
22-Aug-19	B1387	41.25	8.25	49.50	Scamblers	Tractor repair	1109
22-Aug-19	B1387	64.64	12.93	77.57	Scamblers	Battery	1107
22-Aug-19	B1387	639.35	127.86	767.21	Scamblers	Zero turn service	1109
22-Aug-19	B1387	526.55	105.31	631.86	Scamblers	Zero turn repair	1109
22-Aug-19	B1388	199.95	0.00	199.95	Screwfix	Safety boots	106
22-Aug-19	B1388	17.20	3.44	20.64	Screwfix	Drill bit and discs	1107
22-Aug-19	B1389	224.33	44.87	269.20	Sherriff Amenity	Bowls green maintenance	1205
22-Aug-19	B1389	92.99	18.60	111.59	Sherriff Amenity	Sports maintenance	1205
22-Aug-19	DD	5,269.23		5,269.23	PAYE		102 M
23-Aug-19	DD	140.49	7.02	147.51	Southern Electric	Electric - Sports Pavilion	1407 M
23-Aug-19	DD	21,481.81	0.00	21,481.81	Payroll		101 M
23-Aug-19	DD	10,663.99	0.00	10,663.99	Pension		103 M

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29-Aug-19	DD	668.47	133.69	802.16	Southern Electric	Electricity - The Hub	1407	M
29-Aug-19	DD	1,046.67	209.33	1,256.00	Scottish Power	Electricity - MUGA	1202	M
30-Aug-19	DD	750.00	150.00	900.00	Cooleraid	First annual rental Pavilions	1421	A
30-Aug-19	DD	1,065.12	213.02	1,278.14	Cooleraid	First annual rental Hub and accessories	1421	A
02-Sep-19	DD	55.30	11.06	66.36	Brightvisions	Office 365	404	M
02-Sep-19	DD	81.00		81.00	SCDC	Rates - Cemetery	906	M
02-Sep-19	DD	102.00		102.00	SCDC	Rates - LC Cricket pavilion & pitch	1811	M
02-Sep-19	DD	164.00		164.00	SCDC	Rates - GC Cricket pavilion & pitch	1811	M
02-Sep-19	DD	258.33	51.67	310.00	SWALEC	Hub - Gas	1416	M
02-Sep-19	DD	265.11	53.02	318.13	Shire Leasing PLC	Telephones	403	M
02-Sep-19	DD	457.00		457.00	SCDC	Rates - MUGA	1206	M
02-Sep-19	DD	550.92		550.92	SCDC	Bins - Hub, BS, Pavilions	1422	M
02-Sep-19	DD	565.00		565.00	SCDC	Rates - Sports Pavilion	1811	M
02-Sep-19	DD	589.00		589.00	SCDC	Rates - Trailer Park	1711	M
02-Sep-19	DD	638.00		638.00	SCDC	Rates - The Hub	1415	M
02-Sep-19	DD	808.50		808.50	Pennon Water Services	Water - Blue School	1414	½
03-Sep-19	DD	128.25		128.25	Anglian Water	Sewerage - Sports Centre	1810	A
03-Sep-19	DD	808.17		808.17	Anglian Water	Sewerage - The Hub	1414	A
03-Sep-19	DD	5,240.48		5,240.48	Anglian Water	Sewerage - Blue School	1414	A
05-Sep-19	DD	33.18	1.66	34.84	Eon	Electric - Trailer Park	1705	M
05-Sep-19	DD	81.47		81.47	Barclays	Bank Charges A/C 93936082	203	M
06-Sep-19	DD	76.00	15.20	91.20	SGW Payroll	Payroll processing	207	M
09-Sep-19	DD	533.63	106.72	640.35	Southern Electric	Electric - Blue School	1407	M
10-Sep-19	DD	39.80	3.96	43.76	Barclaycard	Merchant services	203	M
13-Sep-19	DD	784.63	156.92	941.55	Fuel Genie	Petrol & Diesel	1109	M
16-Sep-19	DD	176.55	8.83	185.38	Opus Energy	Electric - New Cricket Pavilion	1806	M
16-Sep-19	DD	29.98	0.00	29.98	Barclay Credit Card	Home Bargains - fans	1806	
16-Sep-19	DD	118.5	0.00	118.50	Barclay Credit Card	Black Wolf - Tennis keys	1208	
16-Sep-19	DD	21	0.00	21.00	Barclay Credit Card	Morrisons - storage boxes	405	
16-Sep-19	DD	9.72	0.00	9.72	Barclay Credit Card	Ebay - tombola prizes	414	
16-Sep-19	DD	39.70	0.00	39.70	Barclay Credit Card	Lou Lous Bits - tombola prizes	414	

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16-Sep-19	DD	10.50	0.00	10.50	Barclay Credit Card	Amazon - bunting for fete	414
16-Sep-19	DD	12.95		12.95	Barclay Credit Card	Amazon - balloons for fete	414
16-Sep-19	DD	5.95		5.95	Barclay Credit Card	Amazon - balloons for fete	414
16-Sep-19	DD	5.85		5.85	Barclay Credit Card	Morrisons - bread rolls	414
16-Sep-19	DD	11.90		11.90	Barclay Credit Card	Black Wolf - Toy cupboard keys	1413
16-Sep-19	DD	77.09	15.43	92.52	Barclay Credit Card	Baker Ross - craft supplies for fete	414
16-Sep-19	DD	33.45	5.90	39.35	Barclay Credit Card	Party Packs - donation pots	1412
16-Sep-19	DD	139.18		139.18	Barclay Credit Card	B&M - tombola prizes	414
16-Sep-19	DD	115.90		115.90	Barclay Credit Card	Post Office - stamps	406
16-Sep-19	DD	32.00		32.00	Barclay Credit Card	Card fee	203 M
17-Sep-19	B1390	80.00	16.00	96.00	Briar Security	Hub cameras call out	1413
17-Sep-19	B1390	15.00	3.00	18.00	Briar Security	Remote reset Sports Pavilion	1809
17-Sep-19	B1390	2,115.00	423.00	2,538.00	Briar Security	Replacement Hub cameras	1410
17-Sep-19	B1390	910.00	182.00	1,092.00	Briar Security	Annual alarm maintenance sports pavilion	1808 A
17-Sep-19	B1391	400.00	0.00	400.00	Cambourne Basketball Club	Grant	1209a
17-Sep-19	B1392	35.00	7.00	42.00	Cambridge Security Services	NCP alarm call out	1812
17-Sep-19	B1393	115.00	23.00	138.00	CamFire	Hub fire equipment maintenance	1410 A
17-Sep-19	B1393	60.00	12.00	72.00	CamFire	Maintenance sports pavilion	1808 A
17-Sep-19	B1394	230.00	0.00	230.00	CB Leaflet Distribution	Fete Leaflet Distribution	1412
17-Sep-19	B1395	90.10	18.02	108.12	CBS	Stationery	405
17-Sep-19	B1396	12.22	2.44	14.66	Collings Brothers	Assortment box grease	1109
17-Sep-19	B1397	19.00	3.80	22.80	Dr Ritesh Chauhan	Sports pavilion refund	1813
17-Sep-19	B1398	25.00	0.00	25.00	Hilary's Wholesale	Coconuts for fete	1412
17-Sep-19	B1399	220.99	44.20	265.19	Huck Nets	Swing frame leg	1107
17-Sep-19	B1400	22.52	4.50	27.02	Ibbetts	7 pin plug and mallet	1107
17-Sep-19	B1401	510.00	102.00	612.00	Jezo	Stage for fete	1412
17-Sep-19	B1402	230.00	46.00	276.00	Landsman	Fete toilets	1412
17-Sep-19	B1403	7.76	1.56	9.32	Madingley Mulch	Tap washers	1809
17-Sep-19	B1403	2.98	0.60	3.58	Madingley Mulch	Cistern lever arm	1413
17-Sep-19	B1404	120.00	0.00	120.00	Marcus Gibbins	Pest control Blue School	1413

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17-Sep-19	B1404	90.00	0.00	0.00	90.00	Marcus Gibbins	Pest control Sports Pavilion	1809
17-Sep-19	B1404	60.00	0.00	0.00	60.00	Marcus Gibbins	Pest control Great Cambourne Play Area	1107
17-Sep-19	B1405	82.00	4.10	86.10	86.10	Mark Weatherhead	Propane	1109
17-Sep-19	B1406	1,600.00	320.00	1,920.00	1,920.00	PFK Littlejohn	Annual return	201
17-Sep-19	B1407	31.41	1.57	32.98	32.98	Scottish Power	Feeder pillar Brace Dein	1102
17-Sep-19	B1408	12.00	2.40	14.40	14.40	Shanard Ltd	Screws	1107
17-Sep-19	B1409	2,986.90	597.38	3,584.28	3,584.28	Sherriff Amenity	Pitch Maintenance	1205
17-Sep-19	B1409	820.80	164.16	984.96	984.96	Sherriff Amenity	Pitch Maintenance	1205
17-Sep-19	B1409	274.40	54.88	329.28	329.28	Sherriff Amenity	Pitch Maintenance	1205
17-Sep-19	B1410	500.00	0.00	500.00	500.00	TEP Willett	PA and Technician Hire	1412
19-Sep-19	DD	113.78		113.78	113.78	BT	Rental charges	403
20-Sep-19	DD	4,144.77		4,144.77	4,144.77	PAYE		102
23-Sep-19	DD	271.32	54.26	325.58	325.58	EE	Mobile Phones	403
23-Sep-19	DD	136.02	6.80	142.82	142.82	Southern Electric	Electric - Sports Pavilion	1407
24-Sep-19	DD	23,201.40	0.00	23,201.40	23,201.40	Payroll		101
24-Sep-19	DD	12,329.66	0.00	12,329.66	12,329.66	Pension		103



**10.2 CURRENT FINANCIAL STATEMENT:** the council has been keeping within its agreed revised budgets and spending in accordance with our Financial Regulations, copy of Finance Spreadsheet as at 25.9.19.

**RECOMMENDATIONS:** That the report on the Finance Spreadsheet as at 25.9.19 be received

ESTIMATES OF EXPENDITURE 2019/2020

ADMINISTRATION

	Code		2017/18	2017/18	2018/19	2018/19	2019/20	2019/20	2019/20	
			Estimate	Actual	Estimate	Projected	Estimate	Spent	Balance	Power
<b>EMPLOYEES</b>										
Salaries 86.3%	101	Admin	196,693.82	202,842.28	226,623.50	223,179.59	252,018.91	109,834.28	142,184.63	LGA 1972 s111
National Insurance 86.3%	102	Admin	21,513.17	19,392.08	25,610.99	19,454.99	29,309.56	9,809.64	19,499.92	LGA 1972 s111
Pension LGPS 86.3%	103	Admin	48,159.72	60,119.56	58,507.60	78,257.99	68,731.18	43,144.37	25,586.81	LGA 1972 s111
Mileage & travel	104	Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	LGA 1972 s111
Protective clothing & uniform	106	Admin	2,000.00	2,684.99	2,000.00	2,000.00	2,000.00	3,828.03	-1,828.03	LGA 1972 s111
Advertising (Staff)	108	Admin	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00	1,000.00	LGA 1972 s111
Advertising (Admin)	109	Admin	1,000.00	165.00	1,000.00	0.00	1,000.00	0.00	1,000.00	LGA 1972 s111
Payroll Processing	110	Admin	1,100.00	962.20	1,100.00	1,025.10	1,100.00	0.00	1,100.00	LGA 1972 s111
<b>FINANCIAL</b>										
Audit Fee	201	Admin	2,200.00	2,000.00	2,200.00	1,920.00	2,200.00	1,600.00	600.00	LGA 1972 s111
Internal Audit Fee	202	Admin	250.00	0.00	250.00	210.00	250.00	0.00	250.00	LGA 1972 s111
Bank charges/costs	203	Admin	1,750.00	1,442.33	1,750.00	1,937.42	2,000.00	755.80	1,244.20	LGA 1972 s111
Petty Cash (recharged)	204	Admin	500.00	0.00	500.00	250.00	500.00	0.00	500.00	LGA 1972 s111
Insurances	205	Admin	33,650.00	23,764.69	25,000.00	22,616.00	25,000.00	0.00	25,000.00	LGA 1972 s111
Election contributions	206	Admin	2,000.00	0.00	4,000.00	10,000.00	1,000.00	0.00	1,000.00	
Fees/subscriptions	207	Admin	2,000.00	17,374.47	2,000.00	3,756.40	3,000.00	2,201.55	798.45	
Legal fees	208	Admin	1,000.00	3,213.45	1,000.00	1,000.00	1,000.00	0.00	1,000.00	
<b>GRANT SUPPORT</b>										
To organisations 137	301	Parish	1,000.00	0.00	500.00	0.00	500.00	0.00	500.00	LGA 1972 s137
Cambourne Youth Partnership	302	Parish	30,000.00	27,561.52	30,000.00	30,000.00	30,000.00	20,775.00	9,225.00	
Other Grant Aid	303	Parish	2,000.00	300.00	1,500.00	1,771.32	1,500.00	1,280.00	220.00	
Sports Development	1209	R&L	19,000.00	500.00	19,380.00	0.00	19,767.60	407.99	19,359.61	
Community Devt	1412	Comm	15,000.00	11,297.48	10,000.00	10,000.00	10,000.00	4,631.13	5,368.87	
<b>PARISH</b>										
Telephone/Internet	403	Parish	6,500.00	8,900.24	6,500.00	8,048.18	8,000.00	5,135.57	2,864.43	
Computer services	404	Parish	1,000.00	3,498.99	2,000.00	2,060.00	2,000.00	596.50	1,403.50	
Stationery/printing	405	Parish	2,000.00	591.83	1,000.00	2,052.00	2,000.00	734.05	1,265.95	
Postages	406	Parish	300.00	136.50	300.00	360.00	300.00	115.90	184.10	
Photocopying	407	Parish	2,500.00	2,558.47	2,500.00	2,062.00	2,500.00	1,343.56	1,156.44	
Equipment	408	Parish	1,000.00	2,210.37	1,200.00	1,200.00	1,200.00	0.00	1,200.00	
Data Protection/FOI	410	Parish	35.00	35.00	35.00	35.00	35.00	0.00	35.00	
Web Site	411	Parish	5,000.00	1,320.00	1,500.00	0.00	1,000.00	0.00	1,000.00	LGA 1972 s142
Newsletter/Annual rep't	412	Parish	0.00	0.00	0.00	0.00	0.00	0.00	0.00	LGA 1972 s142
Hospitality	413	Parish	150.00	2,892.72	500.00	500.00	500.00	316.44	183.56	LG (Misc Prov) 1976 s19
Festivals	414	Parish	2,000.00	3,623.97	2,000.00	5,625.65	2,000.00	644.98	1,355.02	
Chairman's Allowance	415	Parish	300.00	0.00	300.00	100.00	300.00	0.00	300.00	LGA 1972 ss15(5)
Youth Council	416	Parish	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Winter Gritting	417	Parish	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
School Crossing Patrol	418	Parish	5,000.00	4,485.00	0.00	0.00	0.00	0.00	0.00	
<b>HEALTH &amp; SAFETY, TRAINING and CONFERENCES</b>										
Staff training	501	Parish	2,000.00	1,576.00	2,500.00	1,000.00	2,000.00	350.00	1,650.00	
Members training	502	Parish	500.00	1,250.00	2,000.00	0.00	1,000.00	0.00	1,000.00	
Staff & Members conf	503	Parish	500.00	0.00	500.00	0.00	500.00	0.00	500.00	
Health & Safety	504	Parish	500.00	72.00	500.00	350.00	500.00	69.45	430.55	
<b>TOTAL</b>			<b>411,101.71</b>	<b>406,771.14</b>	<b>437,257.09</b>	<b>430,771.64</b>	<b>475,712.25</b>	<b>207,574.24</b>	<b>268,138.01</b>	
<b>INCOME</b>	100	Parish	<b>40,000.00</b>	<b>132,455.64</b>	<b>50,000.00</b>	<b>129,215.50</b>	<b>50,000.00</b>	<b>74,031.91</b>	<b>-24,031.91</b>	
<b>NET EXPENDITURE</b>			<b>371,101.71</b>	<b>274,315.50</b>	<b>387,257.09</b>	<b>301,556.14</b>	<b>425,712.25</b>	<b>133,542.33</b>	<b>292,169.92</b>	

SERVICES			2017/18	2017/18	2018/19	2018/19	2019/20	2019/20	2019/20
			Estimate	Actual	Estimate	Projected	Estimate	Spent	Balance
<b>CEMETERIES</b>									
Maintenance	901	Cem	0.00	1,100.47	0.00	0.00	0.00	0.00	0.00 LGA 1972 s214
Electricity	902	Cem	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Repairs and renewals	903	Cem	1,000.00	0.00	750.00	0.00	750.00	195.00	555.00
Tree and hedge Maint.	904	Cem	200.00	652.50	200.00	0.00	200.00	0.00	200.00
Water	905	Cem	145.00	14.07	145.00	676.00	700.00	15.16	684.84 sewage
Rates	906	Cem	0.00	0.00	1,200.00	717.45	1,000.00	483.35	516.65
<b>ALLOTMENTS</b>									
Salaries 1.3%	1001	Allots	3,004.20	2,381.21	3,735.90	2,618.84	4,400.27	1,150.92	3,249.35
National Insurance 1.3%	1002	Allots	554.52	244.85	866.92	221.92	979.23	99.95	879.28
Pension LGPS 1.3%	1003	Allots	544.76	639.85	349.40	918.11	388.49	488.10	-99.61
Electricity	1005	Allots	0.00	0.00	0.00	54.41	0.00	0.00	0.00
Plant & equipment	1006	Allots	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Plant maintenance	1007	Allots	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials	1008	Allots	300.00	0.00	300.00	0.00	300.00	0.00	300.00
Repairs and renewals	1010	Allots	500.00	0.00	500.00	0.00	500.00	251.82	248.18
Water	1011	Allots	1,000.00	1,257.81	1,500.00	1,400.00	1,500.00	227.31	1,272.69
<b>PUBLIC OPEN SPACES &amp; PLAY AREAS</b>									
Electricity	1102	R&L	255.00	236.97	400.00	290.36	400.00	157.64	242.36
Plant & equipment	1103	R&L	39,000.00	43,605.66	35,000.00	39,642.35	35,000.00	40,646.42	-5,646.42 £8,000 trade in in 100. £990.00 refund in 1100
Plant maintenance	1104	R&L	2,200.00	1,857.21	3,000.00	1,750.00	3,000.00	784.02	2,215.98
Materials	1105	R&L	2,000.00	684.39	1,000.00	0.00	1,000.00	1,255.29	-255.29
RoSPA Fees	1106	R&L	800.00	556.50	800.00	595.00	800.00	607.00	193.00
Repairs & Renewals	1107	R&L	10,000.00	44,932.19	10,000.00	17,500.00	20,000.00	6,552.86	13,447.14
Water	1108	R&L	125.00	51.07	125.00	100.00	125.00	54.57	70.43
Diesel/Serviceing etc	1109	R&L	10,000.00	8,942.83	10,000.00	10,803.60	10,000.00	9,905.35	94.65
Christmas Trees/Lights	1110	R&L	1,000.00	8,311.74	1,000.00	1,000.00	1,000.00	0.00	1,000.00
Fireworks	1111	R&L	2,660.00	5,715.00	2,660.00	2,660.00	2,660.00	0.00	2,660.00
Farmers Markets	1112	R&L	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bus Shelter Purchase	1113	R&L	0.00	0.00	0.00	0.00	0.00	0.00	0.00 LG (Misc Prov) 1953 s4
Refuse collection	1114	R&L	4,500.00	4,170.64	4,500.00	0.00	0.00	0.00	0.00
<b>SPORTS SERVICES</b>									
Maintenance	1201	R&L	6,000.00	5,758.43	6,000.00	6,075.00	6,000.00	5,180.00	820.00 LG (Misc Prov) 1976 s19
Electricity	1202	R&L	5,000.00	8,926.94	6,000.00	9,762.02	6,000.00	5,233.35	766.65 LG (Misc Prov) 1976 s19
Plant & equipment	1203	R&L	600.00	170.00	600.00	0.00	600.00	338.93	261.07 LG (Misc Prov) 1976 s19
Plant maintenance	1204	R&L	660.00	0.00	660.00	0.00	660.00	0.00	660.00 LG (Misc Prov) 1976 s19
Materials	1205	R&L	7,500.00	11,618.89	7,500.00	5,000.00	7,500.00	19,798.04	-12,298.04 LG (Misc Prov) 1976 s19 £8640 for Rubber Crumb from last year higher than planned
Rates MUGA	1206	R&L	4,350.00	4,007.60	5,000.00	4,128.00	4,500.00	2,738.30	1,761.70 LG (Misc Prov) 1976 s19
Fees	1207	R&L	4,000.00	8,246.73	4,000.00	3,850.00	4,000.00	3,547.24	452.76 Based on % of Income
Repairs and renewals	1208	R&L	5,000.00	6,682.97	5,000.00	500.00	3,000.00	1,547.14	1,452.86 LG (Misc Prov) 1976 s19
Water	1210	R&L	1,000.00	230.96	1,000.00	0.00	1,000.00	248.10	751.90 LG (Misc Prov) 1976 s19
<b>TOTAL EXPENDITURE</b>		R&L	<b>113,898.48</b>	<b>170,997.48</b>	<b>113,792.22</b>	<b>110,263.06</b>	<b>117,962.99</b>	<b>101,505.86</b>	<b>16,457.13</b>
<b>INCOME</b>									
Interment fees	900	Cem	0.00	0.00	0.00	100.00	0.00	0.00	0.00
Memorial fees	920	Cem	0.00	120.00	0.00	120.00	0.00	0.00	0.00
Exclusive Rights fees	930	Cem	0.00	0.00	0.00	0.00	0.00	500.00	-500.00
Cemeteries Other	940	Cem	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Allotment fees	1000	Allots	2,400.00	2,229.74	2,750.00	2,500.00	2,750.00	1,268.13	1,481.87
Other income	1100		101,775.00	130,321.45	100,000.00	100,000.00	100,000.00	2,241.20	97,758.80
Muga and Pitches	1200	R&L	40,000.00	57,294.77	45,000.00	45,000.00	45,000.00	19,706.93	25,293.07
<b>TOTAL INCOME</b>			<b>144,175.00</b>	<b>189,965.96</b>	<b>147,750.00</b>	<b>147,720.00</b>	<b>147,750.00</b>	<b>23,716.26</b>	<b>124,033.74</b>
<b>NET EXPENDITURE</b>		R&L	<b>-30,276.52</b>	<b>-18,968.48</b>	<b>-33,957.78</b>	<b>-37,456.94</b>	<b>-29,787.01</b>	<b>77,789.60</b>	<b>-107,576.61</b>



Code			2017/18	2017/18	2018/19	2018/19	2019/20	2019/20	2019/20	
COMMUNITY SERVICES			Estimate	Actual	Estimate	Projected	Estimate	Spent	Balance	
<b>Community Centres</b>										
Salaries 7.5%	1401	Comm	17,030.63	6,652.82	18,551.40	15,125.75	22,658.78	9,477.57	13,181.21	LG (Misc Prov) 1976 s19
National Insurance 7.5%	1402	Comm	1,203.15	508.24	7,554.00	1,145.69	8,089.63	471.43	7,618.20	LG (Misc Prov) 1976 s19
Pension LGPS 7.5%	1403	Comm	4,637.22	897.25	5,391.81	5,307.69	6,947.01	3,140.05	3,806.96	LG (Misc Prov) 1976 s19
Training	1404	Comm	300.00	0.00	0.00	0.00	0.00	0.00	0.00	LG (Misc Prov) 1976 s19
Insurance	1405	Comm	0.00	0.00	0.00	0.00	0.00	0.00	0.00	LG (Misc Prov) 1976 s19
Maintenance	1406	Comm	1,000.00	5,772.00	1,000.00	0.00	1,000.00	0.00	1,000.00	LG (Misc Prov) 1976 s19
Electricity	1407	Comm	12,000.00	10,231.55	12,000.00	14,596.08	15,000.00	5,020.07	9,979.93	LG (Misc Prov) 1976 s19
Telephone	1408	Comm	0.00	0.00	0.00	0.00	0.00	0.00	0.00	LG (Misc Prov) 1976 s19
Plant & equipment	1409	Comm	900.00	0.00	0.00	301.20	0.00	747.00	-747.00	LG (Misc Prov) 1976 s19
Plant maintenance	1410	Comm	2,000.00	3,668.59	2,000.00	3,859.55	2,000.00	3,800.45	-1,800.45	LG (Misc Prov) 1976 s19
Materials	1411	Comm	2,000.00	2,801.10	2,000.00	2,000.00	2,000.00	619.68	1,380.32	LG (Misc Prov) 1976 s19
Repairs and renewals	1413	Comm	4,500.00	13,539.83	4,500.00	4,500.00	10,000.00	781.58	9,218.42	LG (Misc Prov) 1976 s19
Water	1414	Comm	7,000.00	7,365.34	8,500.00	8,724.00	9,000.00	16,077.97	-7,077.97	LG (Misc Prov) 1976 s19
Rates	1415	Comm	23,000.00	5,961.19	23,000.00	11,401.28	23,000.00	3,831.00	19,169.00	LG (Misc Prov) 1976 s19
Gas	1416	Comm	7,500.00	13,666.63	10,500.00	12,843.87	14,000.00	1,549.98	12,450.02	LG (Misc Prov) 1976 s19
Cleaning	1417	Comm	22,500.00	20,092.57	22,500.00	19,345.50	22,500.00	11,685.79	10,814.21	LG (Misc Prov) 1976 s19
Security	1419	Comm	250.00	786.00	1,000.00	0.00	1,000.00	775.00	225.00	LG (Misc Prov) 1976 s19
Entertainments licence	1420	Comm	180.00	429.50	180.00	180.00	180.00	180.00	0.00	LG (Misc Prov) 1976 s19
Water Cooler & supplies	1421	Comm	750.00	416.29	750.00	750.00	750.00	3,836.29	-3,086.29	LG (Misc Prov) 1976 s19
Refuse collection	1422	Comm	2,500.00	1,601.87	2,500.00	2,355.00	2,500.00	3,064.47	-564.47	LG (Misc Prov) 1976 s19
Re-payment of deposits	1423	Comm	0.00	0.00	0.00	413.62	0.00	14.09	-14.09	
<b>TOTAL</b>			<b>109,251.00</b>	<b>94,390.77</b>	<b>121,927.21</b>	<b>102,849.23</b>	<b>140,625.42</b>	<b>65,072.42</b>	<b>75,553.00</b>	
<b>INCOME</b>	1400	Comm	<b>45,000.00</b>	<b>51,915.63</b>	<b>50,000.00</b>	<b>62,024.33</b>	<b>50,000.00</b>	<b>29,257.07</b>	<b>20,742.93</b>	
<b>NET EXPENDITURE</b>			<b>64,251.00</b>	<b>42,475.14</b>	<b>71,927.21</b>	<b>40,824.90</b>	<b>90,625.42</b>	<b>35,815.35</b>	<b>54,810.07</b>	
<b>TRAILER PARK</b>										
Salaries 0.9%	1701	Tra	2,033.85	3,435.33	2,191.87	3,427.76	3,629.90	1,440.01	2,189.89	LGA 1972 s137
National Insurance 0.9%	1702	Tra	74.47	101.15	42.59	99.61	48.35	9.91	38.44	LGA 1972 s137
Pension LGPS 0.9%	1703	Tra	58.04	307.62	105.90	400.77	127.16	43.86	83.30	LGA 1972 s137
Insurance	1704	Tra	0.00	0.00	0.00	0.00	0.00	0.00	0.00	LGA 1972 s137
Electricity	1705	Tra	200.00	198.31	200.00	399.46	200.00	196.00	4.00	LGA 1972 s137
Plant & equipment	1706	Tra	0.00	0.00	0.00	0.00	0.00	0.00	0.00	LGA 1972 s137
Plant maintenance	1707	Tra	145.00	110.00	145.00	0.00	145.00	0.00	145.00	LGA 1972 s137
Repairs and renewals	1708	Tra	500.00	1,777.12	500.00	226.50	500.00	0.00	500.00	LGA 1972 s137
Vermin Control	1709	Tra	0.00	0.00	0.00	0.00	0.00	0.00	0.00	LGA 1972 s137
water	1710	Tra	100.00	86.76	100.00	39.59	100.00	62.24	37.76	LGA 1972 s137
Rates	1711	Tra	6,000.00	5,592.00	6,000.00	5,760.00	6,000.00	3,536.00	2,464.00	LGA 1972 s137
Re-payment of deposits	1713	Tra	0.00	0.00	0.00	1,290.00	0.00	126.60	-126.60	
Refuse collection	1714	Tra	0.00	207.20	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL</b>			<b>9,111.36</b>	<b>11,815.49</b>	<b>9,285.36</b>	<b>11,643.69</b>	<b>10,750.41</b>	<b>5,414.62</b>	<b>5,335.79</b>	
<b>INCOME</b>	1700	Tra	<b>9,000.00</b>	<b>7,742.29</b>	<b>8,000.00</b>	<b>9,543.81</b>	<b>8,000.00</b>	<b>4,647.04</b>	<b>3,352.96</b>	
<b>NET EXPENDITURE</b>			<b>111.36</b>	<b>4,073.20</b>	<b>1,285.36</b>	<b>2,099.88</b>	<b>2,750.41</b>	<b>767.58</b>	<b>1,982.83</b>	
<b>Sports Buildings</b>										
Salaries 4.0%	1801	SP	9,043.970	2,962.50	10,754.98	4,976.77	14,101.13	3,999.94	10,101.19	LG (Misc Prov) 1976 s19
National Insurance 4.0%	1802	SP	1,278.680	322.36	589.00	384.54	676.50	285.72	390.78	LG (Misc Prov) 1976 s19
Pension LGPS 4.0%	1803	SP	1,990.920	422.48	2,810.52	1,745.42	3,782.75	1,236.29	2,546.46	LG (Misc Prov) 1976 s19
Insurance	1804	SP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	LG (Misc Prov) 1976 s19
Electricity	1806	SP	5,000.00	12,437.96	9,000.00	2,145.24	5,000.00	2,178.94	2,821.06	LG (Misc Prov) 1976 s19
Plant & equipment	1807	SP	500.00	0.00	500.00	760.00	750.00	0.00	750.00	LG (Misc Prov) 1976 s19
Plant maintenance	1808	SP	2,000.00	2,416.32	2,000.00	2,000.00	2,000.00	1,276.69	723.31	LG (Misc Prov) 1976 s19
Repairs and renewals	1809	SP	2,000.00	3,051.36	2,000.00	1,750.00	2,000.00	3,127.56	-1,127.56	LG (Misc Prov) 1976 s19
Water	1810	SP	3,000.00	5,822.07	5,500.00	6,765.68	6,750.00	697.25	6,052.75	LG (Misc Prov) 1976 s19
Rates	1811	SP	9,000.00	7,954.64	9,000.00	7,480.00	8,000.00	4,986.18	3,013.82	LG (Misc Prov) 1976 s19
Security	1812	SP	150.00	2,624.70	3,500.00	0.00	1,000.00	850.00	150.00	LG (Misc Prov) 1976 s19
Re-payment of deposits	1813	SP	0.00	0.00	0.00	0.00	0.00	64.50	-64.50	
Entertainments licence	1819	SP	200.00	180.00	200.00	180.00	200.00	0.00	200.00	
Cleaning	1820	SP	23,030.00	19,419.24	22,161.66	15,960.00	22,161.66	7,980.00	14,181.66	
<b>TOTAL</b>			<b>57,193.57</b>	<b>57,613.63</b>	<b>68,016.16</b>	<b>44,147.65</b>	<b>66,422.04</b>	<b>26,683.07</b>	<b>39,738.97</b>	
<b>INCOME</b>	1800		<b>10,000.00</b>	<b>15,730.16</b>	<b>20,000.00</b>	<b>22,334.49</b>	<b>20,000.00</b>	<b>7,621.19</b>	<b>12,378.81</b>	
<b>NET EXPENDITURE</b>			<b>47,193.57</b>	<b>41,883.47</b>	<b>48,016.16</b>	<b>21,813.16</b>	<b>46,422.04</b>	<b>19,061.88</b>	<b>27,360.16</b>	

SUMMARY		Code	2017/18	2017/18	2018/19	2018/19	2019/20	2019/20	2019/20
			Estimate	Actual	Estimate	Projected	Estimate	Spent	Balance
Administration			371,101.71	274,315.50	387,257.09	301,556.14	425,712.25	133,542.33	292,169.92
Services			-30,276.52	-18,968.48	-33,957.78	-37,456.94	-29,787.01	77,789.60	-107,576.61
Community Services			64,251.00	42,475.14	71,927.21	40,824.90	90,625.42	35,815.35	54,810.07
Trailer Park			111.36	4,073.20	1,285.36	2,099.88	2,750.41	767.58	1,982.83
Sports Buildings			47,193.57	41,883.47	48,016.16	21,813.16	46,422.04	19,061.88	27,360.16
<b>TOTAL</b>			<b>452,381.12</b>	<b>343,778.83</b>	<b>474,528.04</b>	<b>328,837.14</b>	<b>535,723.11</b>	<b>266,976.74</b>	<b>268,746.37</b>
<b>CAPITAL SCHEMES</b>									
Scheme									
Cemetery path, fees and landscaping	2001		0.00	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00
Allotments Hut / maintenance building.	2002		0.00	882.87	0.00	0.00	0.00	0.00	0.00
Community Centre	2003		15,000.00	21,565.26	0.00	0.00	0.00	0.00	0.00
Sports Facilities	2004		34,000.00	69,353.69	34,000.00	34,000.00	34,000.00	16,952.86	17,047.14 inc 33,905.72 loan repayment
Cricket Pavilion	2005		4,000.00	9,036.74	0.00	0.00	0.00	0.00	0.00
Renewables works	2006		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Env. Improvements	2007		2,000.00	0.00	24,000.00	17,500.00	74,000.00	500.00	73,500.00
Of site play	2010		60,000.00	18,032.40	25,000.00	0.00	50,000.00		
Cambourne Soul	2011			0.00	231,792.64	900.00	230,892.64	0.00	230,892.64
<b>TOTAL</b>			<b>115,000.00</b>	<b>118,870.96</b>	<b>319,792.64</b>	<b>52,400.00</b>	<b>393,892.64</b>	<b>17,452.86</b>	<b>326,439.78</b>
Income	2000		70,000.00	0.00	0.00	58,684.00	10,000.00	0.00	10,000.00
<b>NET EXPENDITURE</b>			<b>45,000.00</b>	<b>118,870.96</b>	<b>319,792.64</b>	<b>-6,284.00</b>	<b>383,892.64</b>	<b>17,452.86</b>	<b>316,439.78</b>
<b>FUNDING SYSTEM</b>									
TOTAL Revenue budget			452,381.12	343,778.83	474,528.04	328,837.14	535,723.11	266,976.74	268,746.37
TOTAL Capital Schemes			45,000.00	118,870.96	319,792.64	-6,284.00	383,892.64	17,452.86	366,439.78
TOTAL VAT				77,724.68		0.00		29,992.00	-29,992.00
Vat Payments				29,068.86		0.00		18,223.78	-18,223.78
Grant from SCDC									
Total Est. Expenditure			497,381.12	511,305.61	794,320.68	322,553.14	919,615.75	332,645.38	586,970.37
Less contribution from balances			46,276.12	60,200.61	304,320.68	-167,446.86	405,495.75	-181,474.62	586,970.37
<b>Net Precept on SCDC</b>			<b>451,105.00</b>	<b>451,105.00</b>	<b>490,000.00</b>	<b>490,000.00</b>	<b>514,120.00</b>	<b>514,120.00</b>	<b>0.00</b>
Income from SCDC			451,105.00	451,105.00	490,000.00	490,000.00	514,120.00	514,120.00	0.00
Balances remaining			-46,276.12	-119,564.03	-304,320.68	167,446.86	-405,495.75	181,474.62	
Allocated Reserves			285,953.18		78,399.65	78,399.65	104,532.87	0.00	
Balances remaining			-332,229.30	-119,564.03	-382,720.33	89,047.21	-510,028.62	181,474.62	
Balance from last year			1,100,412.50	1,100,412.50	564,218.59	564,218.59	731,665.45	731,665.45	
Balance			768,183.20	980,848.47	181,498.26	731,665.45	221,636.83	913,140.07	
Estimated Tax Base									
Average Band D	3699.1	3699.1	2016/17						
Average Band D	65.3	3764.4	2017/18		130.17				
Average Band D	70.3	3834.7	2017/19				134.07		



- 10.3 Bank Reconciliations:** to consider approving the Bank reconciliations as at the 1<sup>st</sup> August 2019 and 1<sup>st</sup> September 2019

**RECOMMENDATIONS:**

That the bank reconciliation attached be received and approved.

**CAMBOURNE PARISH COUNCIL  
BANK RECONCILIATION AT 1st August 2019**

Prepared by John Vickery Parish Clerk and RFO 09/08/2019

Total Receipts of the Council up to 31st July 2019	668,383.21
Total Receipts of the CPEF up to 31st July 2019	1,220,416.72
Total Payments by the Council up to 28th 31st July 2019	362,036.90
Total Payments by the CPEF up to 31st July 2019	<u>961,174.27</u>
<b>Balance</b> <span style="float: right;"><b>A</b></span>	<b><u>565,588.76</u></b>

Barclays Bank PLC Account No ****6082 Statement from Bank dated 1st August 2019	1,467.68
Account No ****6049 Statement from Bank dated 1st August 2019	£ 299,964.43
Account No ****5964 CPEF Statement from Bank dated 1st August 2019	£ <u>259,242.45</u>
<b>Total</b>	<b><u>560,674.56</u></b>

Unpresented cheques at 31st July 2019  
Barclays

Unrecorded income at 31st July 2019	<b>TOTAL</b>	£	-
	<b>TOTAL</b>		4,914.20
<b>Balance</b>	<b>B</b>	<u>£</u>	<b><u>565,588.76</u></b>
Check <span style="margin-left: 20px;">A-B</span>			<b>0.00</b>
Petty Cash	Total		<b>191.42</b>
<b>Balance</b> including Petty Cash	Total	<u>£</u>	<b><u>565,780.18</u></b>

Signed  
Chairman Clerk Date

Independent Councillor Check Date

**CAMBOURNE PARISH COUNCIL  
BANK RECONCILIATION AT 1st September 2019**

Prepared by John Vickery Parish Clerk and RFO 11/09/2019

Total Receipts of the Council up to 30th August 2019 686,217.29

Total Receipts of the CPEF up to 30th August 2019 1,230,961.64

Total Payments by the Council up to 30th August 2019 426,505.89

Total Payments by the CPEF up to 30th August 2019 961,180.27

**Balance A** 529,492.77

Barclays Bank PLC  
Account No \*\*\*\*6082  
Statement from Bank dated 1st September 2019 1,000.00

Account No \*\*\*\*6049  
Statement from Bank dated 1st September 2019 £ 272,234.08

Account No \*\*\*\*5964 CPEF  
Statement from Bank dated 1st September 2019 £ 269,781.37

**Total** 543,015.45

Unpresented cheques at 30th August 2019

Barclays

B1371	468.00
B1372	144.00
B1373	94.73
B1374	247.92
B1374	148.32
B1375	1,920.00
B1375	1,596.00
B1376	144.14
B1376	71.10
B1376	720.00
B1376	414.00
B1376	900.00
B1377	27.08
B1378	412.22
B1379	624.70
B1380	6.12
B1381	2,259.17
B1382	7.19
B1382	16.18
B1383	270.00
B1384	104.40
B1385	311.90
B1386	900.00
B1387	249.19
B1387	49.50
B1387	77.57
B1387	767.21
B1387	631.86
B1388	199.95
B1388	20.64
B1389	269.20
B1389	111.59

Agenda Item 10

Unrecorded income at 30th August 2019	<b>TOTAL</b>	£	14,183.88
	<b>TOTAL</b>		661.20
<b>Balance</b>	<b>B</b>	<u>£</u>	<u><b>529,492.77</b></u>
Check        A-B			<b>0.00</b>
Petty Cash	Total		<b>190.52</b>
<b>Balance</b> including Petty Cash	Total	<u>£</u>	<u><b>529,683.29</b></u>
Signed Chairman	Clerk		Date
Independent Councillor Check			Date

- 10.4 Annual Governance and Accountability Return:** To receive a report from PKF Littlejohn LLP on the Annual Governance and Accountability Return for the year ending 31<sup>st</sup> March 2019. The External Auditors have inspected the return and supporting documents which Cambourne Town Council submitted. PKF Littlejohn LLP no matters have come to their attention giving cause for concern or other matters in part 2 of Section 3 and have signed part 3 copy attached for information. There are no issues raised so there are no actions that require to be taken. The Notice of Conclusion of Audit has been published on the Councils web site and on the Council notice boards copy attached.

**RECOMMENDATIONS:**

That the Annual Governance and Accountability Return for the year ending 31<sup>st</sup> March 2019 External Auditor Report and Certificate Section 3 be received and actions be noted.





**CAMBOURNE TOWN COUNCIL**

District of South Cambridgeshire

**NOTICE OF CONCLUSION OF AUDIT**  
**Annual Return for the year ended 31<sup>st</sup> March 2019**

Section 20(2) AND 25 of the Local Audit and Accountability Act 2014  
Accounts and Audit Regulations 2015 (SI 2015/234)

The audit of accounts for the  
**TOWN COUNCIL**  
**OF**  
**CAMBOURNE**

**for the year ending 31<sup>st</sup> March 2019**  
has been concluded and the accounts have been published.

The annual return is available for inspection by any local government elector for the area of Cambourne Town Council on application to

**Town Clerk**  
**Cambourne Town Council**  
**Town Office**  
**The Hub, High Street**  
**Cambourne CB23 6GW**  
**Tel: 01954 714403**  
**Email: [clerk@cambourneparishcouncil.gov.uk](mailto:clerk@cambourneparishcouncil.gov.uk)**

Between 9.00 am and 3.30 pm on Mondays to Fridays (excluding public holidays).

Copies will be provided to any person on payment of £1.00 for each copy of the Annual Governance & Accountability return.

**John Vickery**  
**Town Clerk & Responsible Financial Officer**  
**Cambourne Town Council**  
**6<sup>th</sup> September 2019**

### Section 3 – External Auditor Report and Certificate 2018/19

In respect of **Cambourne Parish Council – CA0042**

#### 1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2019; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

#### 2 External auditor report 2018/19

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

#### 3 External auditor certificate 2018/19

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2019.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature

Date

**05/09/2019**

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2018/19 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))