

**Sprowston Town Council year ending 31st March 2018****Summary Income & Expenditure by Budget Heading year to date to****31st March 2018**

	<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
<b><u>Administration</u></b>						
Expenditure	166,412	181,965	15,553	0	15,553	91.5%
Income	185,485	156,382	-29,103			
<b><u>Allotments</u></b>						
Expenditure	8,011	9,095	1,084	0	1,084	88.1%
Income	8,929	9,089	160			
<b><u>Cemetery</u></b>						
Expenditure	96,515	98,900	2,385	0	2,385	97.6%
Income	153,703	111,166	-42,537			
<b><u>Grants</u></b>						
Expenditure	3,000	3,500	500	0	500	85.7%
Income	4,180	3,500	-680			
<b><u>Diamond Centre</u></b>						
Expenditure	1,144,125	1,689,580	545,455	0	545,455	67.7%
Income	235,549	224,199	-11,350			
<b><u>Parks</u></b>						
Expenditure	287,302	295,775	8,473	0	8,473	97.1%
Income	183,758	187,283	3,525			
<b><u>Street Scene</u></b>						
Expenditure	51,256	52,400	1,144	0	1,144	97.8%
Income	51,833	51,833	0			
<b><u>Totals</u></b>						
Expenditure	1,756,622	2,331,215	574,593	0	574,593	75.4%
Income	823,437	743,452	-79,985			
Transfers from reserves	0	1,587,763				
<b><u>Surplus / (Shortfall)</u></b>	<b><u>(933,185)</u></b>	<b><u>0</u></b>				

**Sprowston Town Council year ending 31st March 2018**

**Detailed Income & Expenditure by Cost Centre year to date to**

**31st March 2018**

**Administration**

	<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
<b>Expenditure</b>						
6001	Wages/Salaries	102,532	105,055	2,523	2,523	97.6%
6002	Employers Ni	10,866	10,960	94	94	99.1%
6003	Employers Pension	22,192	22,100	-92	-92	100.4%
7005	Administration - Building Repairs	0	0	0	0	0.0%
7008	Administration - Insurance	6,313	8,500	2,187	2,187	74.3%
7009	Administration - Legal Fees	4,713	3,000	-1,713	-1,713	157.1%
7010	Administration - Bank Charges & Interest Charges	378	500	122	122	75.6%
7012	Administration - Audit Fees	3,660	3,300	-360	-360	110.9%
7013	Administration - Parish News Letter	1,466	3,500	2,034	2,034	41.9%
7014	Administration - Election Expenses	0	9,000	9,000	9,000	0.0%
7015	Administration - Travelling	416	400	-16	-16	104.0%
7016	Administration - Phone/Communications	1,553	1,000	-553	-553	155.3%
7017	Administration - IT	6,753	9,100	2,347	2,347	74.2%
7018	Administration - Website	220	200	-20	-20	110.0%
7020	Administration - Postage	364	300	-64	-64	121.3%
7021	Administration - Stationery	557	900	343	343	61.9%
7022	Administration - Printing & Photocopying	605	600	-5	-5	100.8%
7023	Administration - Office Equipment Purchase/Repair	27	300	273	273	9.0%
7024	Administration - Advertising	0	200	200	200	0.0%
7025	Administration - Subscriptions	2,056	1,000	-1,056	-1,056	205.6%
7026	Administration - Publications	30	50	20	20	60.0%
7027	Administration - Training	153	600	447	447	25.5%
7028	Administration - Health & Safety	188	100	-88	-88	188.0%
7029	Administration - Equipment Lease	1,149	1,000	-149	-149	114.9%
7030	Administration - Chairmans Allowance	221	200	-21	-21	110.5%
5002	Administration - Sundries & Contingencies	0	100	100	100	0.0%
8100	Administration - Bad Debts	0	0	0	0	0.0%
<b>Total Expenditure</b>		<b>166,412</b>	<b>181,965</b>	<b>15,553</b>	<b>0</b>	<b>91.5%</b>
<b>Income</b>						
4006	Administration - Bank & Investment Income	6,332	3,000	-3,332		
4018	Administration - Sect 106/NHB/CIL	21,767	0	-21,767		
4020	Administration - New Homes Bonus	0	0	0		
4021	Administration - Grants Received	4,004	0	-4,004		
4090	Administration - Precept	153,382	153,382	0		
<b>Total Income</b>		<b>185,485</b>	<b>156,382</b>	<b>-29,103</b>		
<b>Transfer from reserves</b>		<b>0</b>	<b>0</b>			
<b>Surplus / (Shortfall)</b>		<b>19,073</b>	<b>(25,583)</b>			

**Sprowston Town Council year ending 31st March 2018****Detailed Income & Expenditure by Cost Centre year to date to****31st March 2018****Allotments**

	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>	
<u>Expenditure</u>							
6101	Allotments - Gross Pay	5,518	5,375	-143	-143	102.7%	
6102	Allotments - Ers Ni	435	540	105	105	80.6%	
6103	Allotments - Superannuation	1,116	1,130	14	14	98.8%	
5101	Allotments - Vermin Control	480	850	370	370	56.5%	
7104	Allotments - Water	462	500	38	38	92.5%	
7106	Allotments - General Repairs	0	600	600	600	0.0%	
5102	Allotments - Sundries & Contingencies	0	100	100	100	0.0%	
	<b><u>Total Expenditure</u></b>	<b>8,011</b>	<b>9,095</b>	<b>1,084</b>	<b>0</b>	<b>1,084</b>	<b>88.1%</b>
<u>Income</u>							
4101	Allotments - Allotment Rental	3,635	3,500	-135			
4102	Allotments - Water Charges Received	5	300	295			
4091	Allotments - Precept	5,289	5,289	0			
			0	0			
	<b><u>Total Income</u></b>	<b>8,929</b>	<b>9,089</b>	<b>160</b>			
	<b><u>Surplus / (Shortfall)</u></b>	<b>918</b>	<b>(6)</b>				

**Sprowston Town Council year ending 31st March 2018****Detailed Income & Expenditure by Cost Centre year to date to****31st March 2018****Cemetery**

	<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
<u>Expenditure</u>						
6201 Cemetery - Gross Pay	49,663	48,200	-1,463		-1,463	103.0%
6202 Cemetery - Ers Ni	3,913	3,900	-13		-13	100.3%
6203 Cemetery - Superannuation	10,041	10,150	109		109	98.9%
5201 Cemetery - Vermin Control	0	300	300		300	0.0%
5211 Cemetery - Trees, Shrubs & Plants	598	1,000	402		402	59.8%
5215 Cemetery - Waste Disposal & Skip Hire	2,083	3,000	917		917	69.4%
5220 Cemetery - Extension Costs & Land Works	0	0	0		0	0.0%
5221 Cemetery - Memorial Wall Expenses	176	1,000	824		824	17.6%
5223 Cemetery - Memorial Safety Repairs	0	250	250		250	0.0%
7202 Cemetery - Rates	2,260	2,700	440		440	83.7%
7203 Cemetery - Heat & Light	142	200	58		58	71.1%
7204 Cemetery - Water	142	100	-42		-42	142.3%
7211 Cemetery - Loan Charges	26,537	28,000	1,463		1,463	94.8%
5202 Cemetery - Sundries & Contingencies	960	100	-860		-860	960.0%
<b><u>Total Expenditure</u></b>	<b>96,515</b>	<b>98,900</b>	<b>2,385</b>	<b>0</b>	<b>2,385</b>	<b>97.6%</b>
<u>Income</u>						
4203 Cemetery - Graves	71,595	30,000	-41,595			
4204 Cemetery - Interment	35,767	25,000	-10,767			
4205 Cemetery - Memorials & Inscriptions	10,375	20,200	9,825			
4092 Cemetery - Precept	35,966	35,966	0			
	0	0	0			
<b><u>Total Income</u></b>	<b>153,703</b>	<b>111,166</b>	<b>-42,537</b>			
<u>Transfer from reserves</u>	0	0				
<b><u>Surplus / (Shortfall)</u></b>	<b>57,188</b>	<b>12,266</b>				

**Sprowston Town Council year ending 31st March 2018**

**Detailed Income & Expenditure by Cost Centre year to date to**

**31st March 2018**

<b><u>Grants</u></b>		<u>Actual</u>	<u>Annual</u>	<u>Variance to</u>	<u>Committed</u>	<u>Funds</u>	<u>% Budget</u>
		<u>Year to Date</u>	<u>Budget</u>	<u>Annual Total</u>	<u>Expenditure</u>	<u>Available</u>	<u>Spent</u>
5307	<u>Expenditure</u> Grants - Donations	3,000	3,500	500		500	85.7%
	<b><u>Total Expenditure</u></b>	<b><u>3,000</u></b>	<b><u>3,500</u></b>	<b><u>500</u></b>	<b><u>0</u></b>	<b><u>500</u></b>	<b><u>85.7%</u></b>
	<u>Income</u>						
4307	Grants	42	0	-42			
4321	Grants	638	0	-638			
4093	Precept - Grant Element	3,500	3,500	0			
		0	0	0			
	<b><u>Total Income</u></b>	<b><u>4,180</u></b>	<b><u>3,500</u></b>	<b><u>-680</u></b>			
	<b><u>Surplus / (Shortfall)</u></b>	<b><u>1,180</u></b>	<b><u>0</u></b>				

**Sprowston Town Council year ending 31st March 2018**

**Detailed Income & Expenditure by Cost Centre year to date to**

**= 'Trial Balance'!C3**

**Diamond Centre**

	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>	
<u>Expenditure</u>							
6401	Diamond Centre - Gross Pay	45,727	55,000	9,273	9,273	83.1%	
6402	Diamond Centre - Ers Ni	4,019	3,450	-569	-569	116.5%	
6403	Diamond Centre - Superannuation	5,962	11,550	5,588	5,588	51.6%	
5415	Diamond Centre - Waste Disposal & Skip Hire	566	650	84	84	87.1%	
5418	Diamond Centre - Planning Permission	0	4,000	4,000	4,000	0.0%	
5421	Diamond Centre - Room Hire Expenses	2,942	2,000	-942	-942	147.1%	
5422	Diamond Centre - Equipment/Purchases	225	0	-225	-225	0.0%	
5424	Diamond Centre - Improvements to	2,038	15,150	13,112	13,112	13.5%	
5425	Diamond Centre - Sports Hall/Phase 4	933,787	1,441,680	507,893	507,893	64.8%	
7402	Diamond Centre - Rates	7,339	8,500	1,161	1,161	86.3%	
7403	Diamond Centre - Heat & Light	5,986	7,000	1,014	1,014	85.5%	
7404	Diamond Centre - Water	1,243	1,500	257	257	82.9%	
7405	Diamond Centre - Building Repairs	1,432	3,000	1,568	1,568	47.7%	
7406	Diamond Centre - General Repairs	1,822	3,000	1,178	1,178	60.7%	
7407	Diamond Centre - Cleaning & Supplies	2,658	3,000	342	342	88.6%	
7408	Diamond Centre - Equipment	0	0	0	0	0.0%	
7411	Diamond Centre - Loan Charges	128,068	130,000	1,932	1,932	98.5%	
7416	Diamond Centre - Phone/Communications	0	0	0	0	0.0%	
5402	Diamond Centre - Sundries & Contingencies	311	100	-211	-211	311.0%	
<b>Total Expenditure</b>		<b>1,144,125</b>	<b>1,689,580</b>	<b>545,455</b>	<b>0</b>	<b>545,455</b>	<b>67.7%</b>
<u>Income</u>							
4415	Diamond Centre - Hire of	46,513	35,000	-11,513			
4416	Diamond Centre - Field Hire	68	0	-68			
4417	Diamond Centre - Cinema Receipts	1,769	2,000	231			
4418	Diamond Centre - Grants Received	0	0	0			
4094	Diamond Centre - Precept	187,199	187,199	0			
		0	0	0			
<b>Total Income</b>		<b>235,549</b>	<b>224,199</b>	<b>-11,350</b>			
Transfer from reserves		0	0				
<b>Surplus / (Shortfall)</b>		<b>(908,577)</b>	<b>(1,465,381)</b>				

**Sprowston Town Council year ending 31st March 2018****Detailed Income & Expenditure by Cost Centre year to date to****31st March 2018**

<b>Parks</b>	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
<u>Expenditure</u>						
6501	Parks - Gross Pay	55,181	53,600	-1,581	-1,581	102.9%
6502	Parks - Ers Ni	4,348	4,075	-273	-273	106.7%
6503	Parks - Superannuation	11,157	11,300	143	143	98.7%
5508	Parks - Machinery Tool Repair/Replace	30,986	20,000	-10,986	-10,986	154.9%
5509	Parks - Playground Equipment Repairs	82,418	60,500	-21,918	-21,918	136.2%
5510	Parks - Horticultural Consumables	1,665	2,000	335	335	83.3%
5511	Parks - Trees, Shrubs & Plants	275	3,000	2,725	2,725	9.2%
5512	Parks - Sports Pitches Consumables	6,369	7,500	1,131	1,131	84.9%
5513	Parks - Paths, Seats & Signs	30,487	40,000	9,513	9,513	76.2%
5514	Parks - Fencing, Gates & Walls	550	2,000	1,450	1,450	27.5%
5515	Parks - Waste Disposal & Skip Hire	2,081	2,500	419	419	83.2%
5516	Parks - Fuel for Machinery	3,476	4,500	1,024	1,024	77.2%
5517	Parks - Health & Safety inc Protective Clothing	2,128	12,500	10,372	10,372	17.0%
5518	Parks - Pavilion Refurbishment	100	0	-100	-100	0.0%
5519	Parks - Events Expenses	0	0	0	0	0.0%
7501	Parks - Land Lease	0	0	0	0	0.0%
7502	Parks - Rates	6,739	6,700	-39	-39	100.6%
7503	Parks - Heat & Light	5,543	4,000	-1,543	-1,543	138.6%
7504	Parks - Water	1,158	3,000	1,842	1,842	38.6%
7505	Parks - Building Repairs	12,817	26,000	13,183	13,183	49.3%
7507	Parks - Cleaning & Supplies	1,584	1,500	-84	-84	105.6%
7511	Parks - Loan Charges	27,285	29,000	1,715	1,715	94.1%
7516	Parks - Phone/Communications	97	1,000	903	903	9.7%
7519	Parks - Training	450	1,000	550	550	45.0%
5502	Parks - Sundries & Contingencies	408	100	-308	-308	408.0%
<b>Total Expenditure</b>		<b>287,302</b>	<b>295,775</b>	<b>8,473</b>	<b>0</b>	<b>97.1%</b>
<u>Income</u>						
4508	Parks - Bowling Green Fees	2,996	2,900	-96		
4509	Parks - Cricket Square Fees	457	202	-255		
4510	Parks - Football Pitch Fees	3,755	4,250	495		
4511	Parks - Tennis Court Fees	0	0	0		
4512	Parks - Pavillion Hire Fees	351	500	149		
4513	Parks - Delegated Verge Cutting	10,279	9,800	-479		
4514	Parks - Grants Received	0	0	0		
4519	Parks - Recreation Ground Hire	756	1,300	544		
4520	Parks - Hire of Recreation Ground Office	12,333	15,500	3,167		
4095	Parks - Precept	152,831	152,831	0		
<b>Total Income</b>		<b>183,758</b>	<b>187,283</b>	<b>3,525</b>		
<u>Transfer from reserves</u>		<b>0</b>	<b>0</b>			
<b>Surplus / (Shortfall)</b>		<b>(103,544)</b>	<b>(108,492)</b>			

**Sprowston Town Council year ending 31st March 2018****Detailed Income & Expenditure by Cost Centre year to date to****31st March 2018****Street Scene**

	<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
<u>Expenditure</u>						
5603	Street Scene - Light Maintenance	12,109	15,000	2,891	2,891	80.7%
5604	Street Scene - Notice Board & Signs	236	1,000	764	764	23.6%
5605	Street Scene - Dog & Litter Bins	6,428	5,000	-1,428	-1,428	128.6%
5606	Street Scene - Cleaning Bottle Banks/Bus Shelters	1,188	1,300	112	112	91.4%
7603	Street Scene - Heat & Light	31,278	30,000	-1,278	-1,278	104.3%
7611	Street Scene - Loan Charges	0	0	0	0	0.0%
5602	Street Scene - Sundries & Contingencies	17	100	83	83	17.0%
<b><u>Total Expenditure</u></b>		<b>51,256</b>	<b>52,400</b>	<b>1,144</b>	<b>0</b>	<b>97.8%</b>
<u>Income</u>						
4096	Street Scene - Precept	51,833	51,833	0		
<b><u>Total Income</u></b>		<b>51,833</b>	<b>51,833</b>	<b>0</b>		
<b><u>Surplus / (Shortfall)</u></b>		<b>577</b>	<b>(567)</b>			



## Sprowston Town Council year ending 31st March 2018

### Balance Sheet as at

31st March 2018

#### Current Assets

Sales Ledger	9,571
Other Debtors	-3,978
Prepayments	0
Vat Refund	81,401
Cash at Bank & in Hand	1,053,594

1,140,587

#### Current Liabilities

Purchase Ledger	13,165
Receipts in Advance	0
Sundry Creditors	0
Salaries	0
Paye & Ni	0
Pensions	0

13,165

1,127,422

#### Reserves

Play Equipment Renewals Fund	5,000
Machinery Renewals Fund	20,000
Maintenance Yard Fund	24,000
Town Council Election Fund	6,000
Office Equipment Fund	10,000
Street Lighting Renewals Fund	32,000
Heating System Renewal Fund	13,000
Contingency Reserve Fund	200,000
Cemetery Land Fund	0
Sports Hall Phase 4	700,000
Dementia Cafe Fund	746
Heritage Fund	4,008
General Fund	112,667

1,127,422

Date: 10/04/2018  
Time: 14:49:36

**Sprowston Town Council**  
**Balance Sheet**

Page: 1

From: Month 1, April 2017  
To: Month 12, March 2018

**Chart of Accounts:**

SPROWSTON TOWN COUNCIL

	<u>Period</u>	<u>Year to Date</u>	
<b>Current Assets</b>			
Bank Accounts and Petty Cash	(1,016,125.53)	1,053,593.55	
Vat Account	74,051.34	81,401.15	
Prepayments	(4,909.28)	(3,977.82)	
Debtors Control Account	2,841.16	9,570.66	
	(944,142.31)		1,140,587.54
<b>Current Liabilities</b>			
Creditors Control Account	(10,956.53)	13,165.05	
	(10,956.53)		13,165.05
<b>Current Assets less Current Liabilities:</b>			1,127,422.49
	(933,185.78)		
<b>Total Assets less Current Liabilities:</b>			1,127,422.49
	(933,185.78)		
<b>Capital &amp; Reserves</b>			
Play Equipment Renewals Fund	(10,500.00)	5,000.00	
Machinery Renewals Fund	0.00	20,000.00	
Parish Council Election Fund	0.00	6,000.00	
Office Equipment Fund	0.00	10,000.00	
Street Lighting Renewals Fund	0.00	32,000.00	
Heating Sysytem Renewals Fund	0.00	13,000.00	
Charities Capital Fund	200,000.00	200,000.00	
Diamond Centre Fund	(988,049.00)	700,000.00	
General Fund	769,798.45	1,045,857.72	
Maintenance	24,000.00	24,000.00	
Dementia Cafe Funds	746.37	746.37	
Heritage Group	4,004.18	4,004.18	
P & L Account	(933,185.78)	(933,185.78)	
	(933,185.78)		1,127,422.49

Date: 10/04/2018

Time: 14:49:04

**Sprowston Town Council**

Page: 1

**Profit and Loss**

From: Month 1, April 2017  
To: Month 12, March 2018

**Chart of Accounts:**

SPROWSTON TOWN COUNCIL

	<u>Period</u>	<u>Year to Date</u>	
<b>Income</b>			
Income	823,435.37	823,435.37	823,435.37
		823,435.37	823,435.37
<b>Purchases &amp; Other Costs</b>			
Purchases	1,128,088.37	1,128,088.37	1,128,088.37
		1,128,088.37	1,128,088.37
<b>Direct Expenses</b>			
Directs	332,669.61	332,669.61	332,669.61
		332,669.61	332,669.61
<b>Gross Profit/(Loss):</b>		<u>(637,322.61)</u>	<u>(637,322.61)</u>
<b>Overheads</b>			
Overheads	295,863.17	295,863.17	295,863.17
		295,863.17	295,863.17
<b>Net Profit/(Loss):</b>		<u>(933,185.78)</u>	<u>(933,185.78)</u>

Period Trial Balance

To Period: Month 12, March 2018

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
1100	Debtors Control Account	9,570.66	
1103	Prepayments		3,977.82
1200	STC - General Account	8,822.87	
1203	STC - Salaries Account	2,421.19	
1205	STC - Treasury Deposits	500,000.00	
1206	STC - Business Saver Account	10,803.94	
1207	STC - Active Saver Account	531,623.40	
1209	STC - Barclaycard Account		127.49
1210	STC - Petty Cash Account	49.64	
2100	Creditors Control Account		13,165.05
2200	Vat Control Account - Sales		4,680.42
2201	Vat Control Account - Purchases	86,081.57	
3000	Play Equipment Renewals Fund		5,000.00
3002	Machinery Renewals Fund		20,000.00
3003	Maintenance		24,000.00
3004	Town Council Election Fund		6,000.00
3006	Office Equipment Fund		10,000.00
3008	Street Lighting Renewals Fund		32,000.00
3010	Heating System Renewal Fund		13,000.00
3012	Contingency Reserve Fund		200,000.00
3016	Diamond Centre Phase 4 Fund		700,000.00
3018	Heritage Fund		4,004.18
3019	Dementia Cafe Funds		746.37
3200	General Fund		1,045,857.72
4006	Administration - Bank & Investment		6,332.38
4018	Administration - Sect 106/CIL		21,767.25
4021	Administration - Sprowston Heritage		4,004.18
4090	Administration - Precept		153,382.00
4091	Allotments - Precept		5,289.00
4092	Cemetary - Precept		35,966.00
4093	Precept - Grant Element		3,500.00
4094	Diamond Centre - Precept		187,199.00
4095	Parks - Precept		152,831.00
4096	Street Scene - Precept		51,833.00
4101	Allotments - Allotment Rental		3,635.00
4102	Allotments - Water Charges Received		5.00
4203	Cemetery - Graves		71,595.00
4204	Cemetery - Internment		35,767.00
4205	Cemetery - Memorials & Inscriptions		10,374.50
4307	Grants - Recycling Credits		41.98
4321	Grants - Dementia Centre		638.00
4415	Diamond Centre - Hire of		46,512.62
4416	Diamond Centre - Field Hire		67.50
4417	Diamond Centre - Cinema Receipts		1,768.83
4508	Parks - Bowling Green Fees		2,995.82
4509	Parks - Cricket Square Fees		456.68
4510	Parks - Football Pitch Fees		3,755.49
4512	Parks - Pavillion Hire Fees		351.00
4513	Parks - Delegated Verge Cutting		10,278.67
4519	Parks - Recreation Ground Hire		755.50
4520	Parks - Hire of Recreation Ground Office		12,332.97
5101	Allotments - Vermin Control	480.00	

Period Trial Balance

To Period: Month 12, March 2018

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
5202	Cemetery - Sundries & Contingencies	960.39	
5211	Cemetery - Trees, Shrubs & Plants	598.50	
5215	Cemetery - Waste Disposal & Skip Hire	2,083.29	
5221	Cemetery - Memorial Wall Expenses	176.40	
5307	Grants - Donations	3,000.00	
5402	Diamond Centre - Sundries &	310.55	
5415	Diamond Centre - Waste Disposal & Skip	565.63	
5421	Diamond Centre - Room Hire Expenses	2,942.13	
5422	Diamond Centre - Equipment/Purchases	224.99	
5424	Diamond Centre - Improvements to	2,037.98	
5425	Diamond Centre - phase 4 Sports Hall/	933,786.78	
5502	Parks - Sundries & Contingencies	407.78	
5508	Parks - MachineryTool Repair/Replace	30,985.97	
5509	Parks - Playground Equipment	82,418.16	
5510	Parks - Horticultural Consumables	1,665.10	
5511	Parks - Trees, Shrubs & Plants	275.00	
5512	Parks - Sports Pitches Consumables	6,369.29	
5513	Parks - Paths, Seats & Signs	30,486.97	
5514	Parks - Fencing, Gates & Walls	550.41	
5515	Parks - Waste Disposal & Skip Hire	2,081.00	
5516	Parks - Fuel for Machinery	3,476.06	
5517	Parks - Health & Safety inc Protective	2,128.42	
5518	Parks - Pavillion Refurshment	100.00	
5602	Street Scene - Sundries & Contingencies	16.67	
5603	Street Scene - Light Maintenance	12,109.00	
5604	Street Scene - Notice Board & Signs	236.00	
5605	Street Scene - Dog & Litter Bins	6,427.90	
5606	Street Scene - Cleaning Bottle Banks/Bus	1,188.00	
6001	Administration - Gross Pay	102,531.77	
6002	Administration - Ers Ni	10,865.71	
6003	Administration - Superanuation	22,192.48	
6101	Allotments - Gross Pay	5,518.10	
6102	Allotments - Ers Ni	434.81	
6103	Allotments - Superannuation	1,115.71	
6201	Cemetery - Gross Pay	49,662.91	
6202	Cemetery - Ers Ni	3,913.32	
6203	Cemetery - Superannuation	10,041.32	
6401	Diamond Centre - Gross Pay	45,726.64	
6402	Diamond Centre - Ers Ni	4,018.58	
6403	Diamond Centre - Superannuation	5,962.10	
6501	Parks - Gross Pay	55,181.03	
6502	Parks - Ers Ni	4,348.14	
6503	Parks - Superannuation	11,156.99	
7008	Administration - Insurance	6,313.39	
7009	Administration - Legal Fees	4,713.35	
7010	Administration - Bank Charges & Interest	378.27	
7012	Administration - Audit Fees	3,660.00	
7013	Administration - Parish News Letter	1,466.13	
7015	Administration - Travelling	415.80	
7016	Administration - Phone/Communications	1,552.58	
7017	Administration - IT	6,752.53	
7018	Administration - Website	220.00	

Period Trial Balance

To Period: Month 12, March 2018

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
7020	Administration - Postage	364.48	
7021	Administration - Stationery	556.51	
7022	Administration - Printing	605.24	
7023	Administration - Office Equipment	27.00	
7025	Administration - Subscriptions	2,056.04	
7026	Administration - Publications	30.00	
7027	Administration - Training	153.00	
7028	Administration - Health & Safety	188.38	
7029	Administration - Equipment Lease	1,148.99	
7030	Administration - Chairmans Allowance	220.89	
7104	Allotments - Water	462.31	
7202	Cemetery - Rates	2,260.10	
7203	Cemetery - Heat & Light	142.14	
7204	Cemetery - Water	142.27	
7211	Cemetery - Loan Charges	26,536.55	
7402	Diamond Centre - Rates	7,339.50	
7403	Diamond Centre - Heat & Light	5,985.52	
7404	Diamond Centre - Water	1,242.64	
7405	Diamond Centre - Building Repairs	1,431.55	
7406	Diamond Centre - General Repairs	1,822.04	
7407	Diamond Centre - Cleaning & Supplies	2,657.90	
7411	Diamond Centre - Loan Charges	128,067.58	
7502	Parks - Rates	6,738.73	
7503	Parks - Heat & Light	5,542.90	
7504	Parks - Water	1,158.21	
7505	Parks - Building Repairs	12,817.31	
7507	Parks - Cleaning & Supplies	1,583.68	
7511	Parks - Loan Charges	27,285.15	
7516	Parks - Phone/Communications	96.91	
7519	Parks - Training	450.00	
7603	Street Scene - Heat & Light	31,277.60	
	<b>Totals:</b>	<u>2,905,994.42</u>	<u>2,905,994.42</u>

## Sprowston Town Council year ending 31st March 2018

### Bank Accounts & Cash

31st March 2018

1200	STC - General Account	8,823
1201	STC - Business Premium Account	0
1202	STC - Drawings Account	0
1203	STC - Salaries Account	2,421
1204	STC - Petty Cash Imprest Account	0
1205	STC - Treasury Deposits	500,000
1206	STC - Business Saver Account	10,804
1207	STC - Active Saver Account	531,623
1209	STC - Barclaycard Account	-127
1210	STC - Petty Cash Account	50

**Total Bank & Cash Balances**      **1,053,594**

### Cash Book

Opening Balance 01/04/2016	2,060,609
Add: Total Cash Receipts in year	823,517
Deduct: Total Cash Payments in year	(1,756,702)
Roundup	-2
	<b><u>1,127,422</u></b>

**Bank Statement Balance**

2017/2018 Bank Reconciliation.

	2,069,719.08	Bal Br Fwd
	823515.37	Income Cash Book
	-9570.66	Debtors not paid
plus	813944.71	
	1756702	Expenditure Cash Book
	-13165.05	Creditors not paid
minus	1743536.95	
minus	81401.15	VAT qtr to be submitted Apr 18
plus	3977.82	Prepayments
plus	6729.5	Debtors 2016/17
plus	931.46	Prepayments 16/17
plus	7349.81	Vat Liability 16/17
minus	-24121.58	Creditors 16/17
rounding	0.85	
	<b>1053593.55</b>	

<b>Income</b>	<b>Expenditure</b>
813944.71	1743536.95
3977.82	81401.15
6729.5	24121.58
931.46	
7349.81	
0.85	
<b>832934.15</b>	<b>1849059.68</b>