

**BRIZE NORTON PARISH COUNCIL**

Year end 31 March 2021

**Explanation of variances****BOX 3 - Total other receipts**

	2021	2020
WODC Parish grant	0.00	302.00
Grass cutting grant	680.00	828.00
Interest on investments (1)	141.76	118.80
Allotment income	873.22	588.75
Water company refund (2)	0.00	0.00
Post office rent pavilion	264.00	264.00
Reimbursement of water charges for pavilion and Elderbank Hall	86.19	794.21
Donation towards War Memorial refurbishment and garden upkeep (3)	0.00	186.66
Groundwork - grant funding for Neighborhood plan - instalment	0.00	500.00
Neighbourhood Plan funding from s106 monies held	0.00	1,200.00
Other income (4)	90.00	304.60
Donations	<u>130.00</u>	<u>84.51</u>
	<u>2,265.17</u>	<u>5,171.53</u>

1. West Oxfordshire District Council interest on investment.
2. Last year money was over charged, on an estimated bill, not an actual reading.
3. Work in tending of war memorial garden carried out by volunteer - no expense identified this year.
4. Donation for road signs

**BOX 4 - Staff costs - less than 10% change**

	2021	2020
Clerk - general clerking duties	3,986.66	4,074.96
Clerk - assistance with production quarterly newsletter	0.00	0.00
Village maintenance	3,796.69	3,20.07
Website administration	222.87	1,234.99
	<u>8,006.22</u>	<u>5,309.95</u>

**BRIZE NORTON PARISH COUNCIL**  
**Year end 31 March 2021**  
**Explanation of variances (continued)**

	<u>2021</u>	<u>2020</u>
<b>BOX 6 - All other payments</b>		
Clerk - disbursement for use of house as office and travel (1)	267.74	271.95
Insurance and subscriptions (2)	1,347.74	1,277.84
Donations (s137) (3)	<u>60.00</u>	111.44
War memorial garden planting (4)	78.84	0.00
Pavillion rent received and paid to BNS&SC	264.00	264.00
Pavillion and Elderbank Hall water charges (5)	1,051.77	794.21
Sundry repairs pavilion/Elderbank Hall (6)	2,766.00	7,901.23
Recreation ground repairs (7)	741.13	445.80
Allotments expenditure (rent and water) (8)	75.00	210.00
Grass cutting and village maintenance (9)	5,526.84	7,858.86
Stationery, stamps and newsletter photocopying (10)	245.83	1,057.67
Professional fees (internal and external audit fees) (11)	375.00	1,158.83
Payroll management	256.16	215.25
Other expenses (12)	130.00	2,054.32
Training (13)	455.00	443.79
Website expenses (14)	222.87	232.60
Neighbourhood Plan (15)	1,731.23	5,067.81
Brize Meadow - new development expenses (16)	262.98	854.29
Capital - 'Billy Goat' - street cleaner (17)	0.00	0.00
	<u>15,858.13</u>	<u>30,219.89</u>

1. Current clerk employed from September 2017
2. Includes OALC, CFO and OPFA, ICO subscriptions
3. Donations only to Royal British Legion
4. Work in tending of war memorial garden carried out by volunteer.
5. Variation reflection of water usage in pavilion and Elder Bank Hall
6. Includes architects fees for plans for extension
- 7 Includes ROSPA Inspection and dry stone walling repair
8. Rent only, as refund re water.
- 9 12 installments for 8 cuts during year
10. Quarterly newsletter increase in expense as now 20 pages and greater number of copies printed.
11. Fee to external auditor for additional work required in excess of set fee - £358 (previous year set fee), Internal accountant provision of ye 31 March 2020 fee.
- 12
13. Councillor training
14. Quarterly charge of website and fee for archive storage.
15. Brize Norton Parish Council ongoing work to drawing up neighbourhood plan funded by grant and funds allocated from s106. CFO payment for services and reports.
16. Brize Meadow new development started in year (developer Bloor Homes), welcome brochures .
- 17.No specific capital assets purchased in year.

**BRIZE NORTON PARISH COUNCIL**  
**Year end 31 March 2019**  
**Explanation of variances (continued)**

**Explanation of difference between Box 7 and Box 8**

Balances carried forward at 31 March 2020 (Box 7)					£	£
Cash and short term investments at 31 March 2021 (Box 8)					<u>11,304</u>	19,517
Variance to explain					<u>28,156</u>	37,818
					£	<u>-18,301</u>

**CURRENT ASSETS**

<b>DEBTORS</b>			£	£	£		£
Invoice date	Date rec'd		net	vat	gross		
24/04/2020		HMRC - refund VAT	4,296.88		4,296.88	vat refund	4,297
			<u>4,296.88</u>		<u>4,296.88</u>		0
							2,974
							<u>4,297</u>
							0
			<u>4,296.88</u>		<u>4,296.88</u>		<u>4,297</u>
							<u>2,974</u>

**TOTAL CURRENT ASSETS EXCLUDING CASH AND SHORT TERM INVESTMENTS**

2,974

**CURRENT LIABILITIES**

<b>CREDITORS</b>			£	£	£		
Invoice date	Date paid		net	vat	gross	analysis	
31/03/2021	26/03/2021	Promain Paints	322.50	64.50	387.00	Play ground paint	
31/03/2021	29/03/2021	Allotment Rent - Christchurch	75.00	0.00	75.00	rent	
31/03/2021	29/03/2021	Bus Shelter- Christchurch	5.00	0.00	5.00	rent	
31/03/2021	19/04/2021	Community first Oxfordshire	1,680.00	336.00	2,016.00		
31/03/2021	31/03/2021	Mr Mowerman mower service	100.00	20.00	120.00	mower repairs	
31/03/2021	19/04/2021	PMP - newsletter printing	178.67	35.73	214.40	newsletter	
31/03/2021	19/04/2021	Handyman March Wages	313.00	0.00	313.00	wages	
31/03/2021	19/04/2021	Clerk - March expenses	19.35	0.00	19.35	expenses	
31/03/2021	19/04/2021	Clerk - March wages	752.00	0.00	752.00	wages	
31/03/2021	19/04/2021	stationery	27.54	0.00	27.54	stationery	
31/03/2021	19/04/2021	John Welch & Stammers	752.00	150.00	902.00	legal fees for land registration and contracts	
11/05/2020		Website payments - IONOS to KA		0.00	0.00		4,226
31/05/2021							
			<u>4,225.06</u>	<u>150.00</u>	<u>4,831.29</u>		<u>1,988</u>

**ACCRUALS/PREPAID INCOME**

invoice date					£	
22/11/2012		WODC - s106 - used to fund specific projects for village as determined by parish council	18798.26		18,798.26	
30/01/2013		War Memorial donation - reduced by yearly maintenance/repair	488.38		488.38	19,287
					<u>19,286.64</u>	19,287
					<u>23,511.70</u>	<u>23,512</u>

**TOTAL CURRENT LIABILITIES EXCLUDING VAT**

-19,215      21,275

**NET CURRENT LIABILITIES EXCLUDING CASH AND SHORT TERM INVESTMENTS**

-18,301



**BRIZE NORTON PARISH COUNCIL**  
**Year end 31 March 2021**

**Bank reconciliation**

<b>Balance per statements as at 31 March 2021</b>	£
Barclays Current Account as at 31 March 2021	11,728.34
No outstanding cheques or lodgements	<u>11,728.34</u>
West Oxfordshire District Council Investment	21,870.00
<b>Net balances as at 31 March 2021</b>	<b><u>33,598.34</u></b>

<b>Cashbook</b>	£
Balance as at 1st April 2020	6,066.19
Receipts - 2020/2021	31,896.05
Payments - 2020/2021	31,709.51
<b>Closing balance per cash book at 31 March 2019</b>	<b><u>28,155.73</u></b>