

CYNGOR CYMUNED FREYSTROP/FREYSTROP COMMUNITY COUNCIL

2023/24

INCOME AND EXPENDITURE FOR THE PERIOD

1ST APRIL 2023 TO 31 MARCH 2024

	£	£	£
INCOME			
PCC	6,000.00		
Grants	1,500.00		
Interest	180.20		
Other	-		
		7,680.20	
EXPENDITURE			
Clerk's Salary (Gross) (see payments notes 6 & 7)	3,526.40		
Bank Charges	63.60		
Elections	-		
Subscriptions	134.00		
Allowances	1,436.00		
Insurances	241.00		
Training	-		
Audits (see payments note 3)	461.00		
Newsletters	225.00		
Donations	300.00		
Miscellaneous payments (Laptop, Salt bin, FVH re-imbursement)	870.20		
Other Payments		7,257.20	
SURPLUS for YEAR			423.00

BALANCE SHEET

Balances on Hand	31/03/23	
Current Account	3,542.64	
Deposit Account	10,321.48	
Petty Cash	-	
Total Funds	31/03/23	13,864.12
Excess of Income over Expenditure		423.00
TOTAL BALANCES	31/03/24	14,287.12

Represented by:

Balances on Hand	31/03/24	
Current Account	3,785.44	
Deposit Account	10,501.68	
Petty Cash	-	
TOTAL FUNDS		14,287.12

ASSETS (Less depreciation)

As detailed on in the Asset Accounts **218,371**

Signed:



Date:

15/4/24

R D Lavis

Freystrop Community Clerk & Responsible Financial Officer

I have examined the Income and Expenditure and Balance Sheet of Freystrop Community Council as at 31st March 2024 and have verified the balances at HSBC. In my opinion, the said Income and Expenditure and Balance Sheet are in accordance with the books and vouchers of the Council and give a true statement of the affairs of the Council.

Signed:



Date:

7/6/2024

B S Hearne ACIB, JP
Independent Examiner

Freystrop Community Council Approval at the Annual General Meeting

Approval proposed by:

Clv. A. Simpson

Seconded:

Clv. E. Utting

Signed:



Date:

10/06/2024

RECEIPTS

Statement with auditors included in 2022/23 paperwork

Date	Total	Petty Cash	Bank	Chor/DD/ m/s	Details	Bank	Date Cleared	Total Payments	Clerk's Salary	Bank Charges	Electrons	Subscriptions	Allowances	Insurance	Training	Audits	Newsletters	Donations	Other	Inv No/Ref	Notes
17/04/2023	580.00	580.00		SO	Clerk's Salary		17/04/2023	580.00	580.00											21.51	17/04/23-6
17/04/2023	130.00		130.00	SO	HMRC		17/04/2023	130.00	130.00	6.60										100575	
24/04/2023	6.60	6.60		DD	Bank Charges		24/04/2023	6.60												05.11	
17/04/2023	99.00		99.00	Chq	OVW Subscription		27/04/2023	99.00				99.00									
24/05/2023	5.40	5.40		DD	Bank Charges		24/04/2023	5.40		5.40											
24/05/2023	241.00		241.00	Chq	FCC Insurance		24/04/2023	241.00						241.00						100576	
24/06/2023	5.40	5.40		DD	Bank Charges		24/06/2023	5.40		5.40											
17/07/2023	580.00	580.00		SO	Clerk's Salary		17/07/2023	580.00	580.00											88.11	
17/07/2023	130.00		130.00	SO	HMRC		17/07/2023	130.00	130.00	5.00											
13/07/2023	5.00	5.00		DD	Bank Charges		24/07/2023	5.00													
13/07/2023	461.00		461.00	Chq	Audit Wales		09/08/2024	461.00													
18/08/2023	5.00	5.00		DD	Bank Charges		09/08/2024	5.00													
18/08/2023	505.20		505.20	Chq	M R Harries - Reimbursement Clerk's Laptop		19/09/2020	505.20		5.00										100580	
24/08/2023	5.40	5.40		DD	Bank Charges		24/08/2023	5.40		5.40											
16/10/2023	35.00		35.00	DD	Information Commissioner's Office Subscription		16/10/2023	35.00													
16/10/2023	580.00		580.00	DD	Clerk's Salary		16/10/2023	580.00	580.00												
16/10/2023	130.00		130.00	SO	HMRC		16/10/2023	130.00	130.00												
24/11/2023	5.40	5.40		DD	Bank Charges		24/11/2023	5.40													
24/11/2023	225.00		225.00	Chq	FCC Annual Newsletter Printing - Cleddau Press		24/11/2023	225.00													
27/11/2023	5.40	5.40		DD	Bank Charges		27/11/2023	5.40		5.40											
15/01/2024	580.00		580.00	SO	Clerk's Salary		15/01/2024	580.00	580.00												
15/01/2024	130.00		130.00	SO	HMRC		15/01/2024	130.00	130.00												
24/01/2024	5.00	5.00		DD	Bank Charges		24/01/2024	5.00		5.00											
24/02/2024	5.00	5.00		DD	Bank Charges		24/02/2024	5.00		5.00											
06/03/2024	216.00		216.00	BP	PCC - Targate Corner Salt Bin		06/03/2024	216.00													
24/03/2024	5.00	5.00		DD	Bank Charges		24/03/2024	5.00		5.00											
25/03/2024	156.00		156.00	BP	A M Simpson Allowance		25/03/2024	156.00													
25/03/2024	656.00		656.00	BP	W D Thomas Allowance		25/03/2024	656.00													
25/03/2024	686.40		686.40	BP	Clerk's Salary		25/03/2024	686.40													
25/03/2024	149.00		149.00	BP	Freystrop Village Hall - Grass cutting & gift		25/03/2024	149.00													
25/03/2024	156.00		156.00	BP	DS Harries Allowance		25/03/2024	156.00													
25/03/2024	156.00		156.00	BP	E Utting Allowance		25/03/2024	156.00													
25/03/2024	156.00		156.00	BP	M R Harries Allowance		25/03/2024	156.00													
25/03/2024	156.00		156.00	BP	R A Beaden Allowance		25/03/2024	156.00													
28/03/2024	150.00		150.00	BP	Bethel Middle Hill Donation		28/03/2024	150.00													
29/03/2024	150.00		150.00	BP	St Justinian's Donation		29/03/2024	150.00													
	7,257.20		7,257.20					7,257.20	3,526.40	63.60		134.00	1,436.00	241.00		461.00	225.00	300.00	870.20		

*Notes

- 1 Change to Zurich Insurance approved 15/5/23 - Item 13. Insurance confirmed in place 12/6/23 - Item 14. Cheque details not recorded at either meeting
- 2 Cheque book stub with Audit Wales at time of entering into accounts
- 3 Two years' payments. Recorded 18/9/23 - Item 17. Invoice numbers ARINV/09026 & ARINV/08999
- 4 Asset Purchase - Clerk's laptop. Reimbursement to Cllr M R Harries for purchase. Millgate invoice number INV-1105584. Payment minuted 18/9/23 - Item 16
- 5 Paid for by Freystrop Village Hall on behalf of Freystrop Community Council

- £100 to Meadow Garden Waste Services - Invoice 018 - for clearance of path from FVH to Silverstream453:FD53
- £49 paid for gifts. 3 till receipts included, till receipt for £5 mislaid. £0.11 not refunded.

Cancelled Cheques on Current Account

100577 Audit Wales
100578 Audit Wales

Cheque 100579 covers payment
Cheque 100578 covers payment

CYNGOR CYMUNED FREYSTROP/FREYSTROP COMMUNITY COUNCIL

Budget vs Actual

ITEM	BUDGET AMOUNT 2023/24	ACTUAL	BUDGET- ACTUAL	Variation %	NOTES
CLERK'S SALARY	2,840.00	3,526.40	-686.40	24	Late salary payment made for 2022/23. No annual increment budgeted for
BANK CHARGES	100.00	63.60	36.40	-36	Worst case scenario budgeted for
ELECTIONS	500.00	-	500.00	-100	Added to general reserves for elections
SUBSCRIPTIONS	135.00	134.00	1.00	-1	
FCC INSURANCE	300.00	241.00	59.00	-20	Worst case scenario budgeted for
COUNCILLORS' ALLOWANCES	1,700.00	1,436.00	264.00	-16	£500 Chairman's Allowance requires Council approval. Increment to £156 over £150 not budgeted for
TRAINING FEES	150.00	-	150.00	-100	No training paid for, free presentations & seminars attended
DONATIONS	300.00	300.00	0.00	0	
AUDIT	450.00	461.00	-11.00	2	2 years budgeted & paid for
ANNUAL NEWSLETTER	250.00	225.00	25.00	-10	Worst case scenario budgeted for
TOTAL	6,725.00	6,387.00	338.00		
OTHER	0.00	870.20	-870.20	100	Ad-hoc purchases as detailed on the payments sheet

Excess of Expenditure over Budget

-532.20

RESERVES	Apr 2023	Received 2023/24	Mar 2024
General	1,500.00	500.00	2,000.00
?	1,500.00		1,500.00
Ringfenced	4,770.40		4,770.40
Earmarked	4,000.00		4,000.00
Ringfenced		1,500.00	1,500.00
Total	10,270.40	1,500.00	11,770.40
Total Funds available			14,287.12
Unallocated funds			2,516.72

Balance of Current & Deposit Accounts as at 31/3/24
Non reserved funds as at 31/3/24

CYNGOR CYMUNED FREYSTROP/FREYSTROP COMMUNITY COUNCIL

2023/24

ASSET ACCOUNTING

ASSET	Y/E	Depreciation Years	Cost (£) or valuation	Depreciation to date	Value at 31 March 2023
Freystrop Village Hall – Building & car park	1955	0	150,000	-	150,000
Freystrop Village Hall contents -					
Chairs, tables, misc electricals	Pre 2018	0	1,244	1,244	-
Floor Polisher	2023	2	346	138	208
Easy Chairs	2023	2	800	320	480
Dehumidifier	2022	3	110	66	44
Freystrop Village Playing Field 6.5 acres 2.633 hectares	1993	0	60,000	-	60,000
Freystrop Village Play Equipment	1995	0	-	-	-
Freystrop Cemetery – Old part – jointly with Merlins Bridge Community Council	?	0	-	-	-
Freystrop Cross Bus Shelter	?	0	-	-	-
Public bench outside 207 New New Road	1985	0	400	400	-
Millenium Stone	2000	0	-	-	-
Defibrillator	2021	4	1,500	1,200	300
Telephone Kiosk	2021	1	1,000	200	800
Marquee	2023	2	2,000	800	1,200
Mower	2022	5	200	200	-
Storage container at playing field	2023	2	4,500	1,800	2,700
Playing Field Happy to Chat Bench	2023	2	516	206	310
Playing Field Benches – picnic & banquette	2023	2	1,300	520	780
Clerk's laptop	2023	1	505	168	337
2 Park Benches	2024	1	1,300	260	1,040
			225,721	7,523	218,198

Depreciation

- Purchases of £100 and less are not capitalised
- Land & Building not depreciated
- Plant & Equipment - Straight line depreciation over 5 years
- Computer equipment – 3 Year depreciation

CYNGOR CYMUNED FREYSTROP/FREYSTROP COMMUNITY COUNCIL

2023/24

ASSET REGISTER as at 31/3/24

ASSET	Purchase/ Acquisition Year	Source	Cost (£)	Status	Realisable /Insurance/ Replacement Value	Comments
Freystrop Village Hall – Building & car park	1955	Transfer		Trust	150,000	Conditions for sale. Value is for the plot
Freystrop Village Hall contents - Tables, chairs, electrical equipment	Various	-		Owned	2,500	Insured with hall. Guestimate value
Freystrop Village Playing Field 6.5 acres 2.633 hectares	1993	Transfer		Trust	60,000	No restrictions on sale(!). NB FVH has an invoice for the equipment – seen in
Freystrop Village Play Equipment	1995				Nil	Kasha's paperwork, therefore owned by village not PCC – to be checked but
Freystrop Cemetery – Old part – jointly with Merlins Bridge Community Council	?	Transfer		Trust	Nil	all condemned except for yellow swings
Freystrop Cross Bus Shelter	?	Transfer		Owned	Nil	Insured by FCC. Inspection paid by FVH
Public bench outside 207 New New Road	1985	Transfer		Owned	400	Maintained & run by by PCC. PCC Insurance?
Millenium Stone	2000	?		Owned	Nil	Not being maintained, insurance required?
Defibrillator	2020?	Grant?		Owned	1,500	Insured for replacement?
Telephone Kiosk	2021	Grant	1	Owned	1,000	Insured for replacement?
Marquee	2021/22	Grant		Owned	2,000	Public liability required if it fails?
Mower	2021/22	Donation		Owned	200	Used as book swap, insurance? Value from ebay
Storage container at playing field	2022/23	Part funded	2,730	Owned	4,500	Insured with container
Playing Field Happy to Chat Bench	2022/23	Donation		Owned	516	Insured with container
Playing Field Benches – picnic & banquette	2022/23	Grant		Owned	1,300	Includes installation cost. Insured for replacement?
Clerk's laptop	2023/24	FCC funded	505	Owned	505	Insured for replacement?
Two Park Benches	2023/24	Donation		Owned	1,300	FCC Insurance
Total					225,721	Insured for replacement?

Grants & Funds Managed on behalf of Freystrop Village Hall

<u>Details</u>	<u>Opening Funds</u>	<u>Receipt</u>	<u>Reserved Funds</u>	<u>Payment</u>	<u>Balance</u>
<u>OCF4 – Noticeboard</u>					
21/12/23		1,500.00			1,500.00
	0.00	1,500.00	0.00	0.00	0.00
					1,500.00

Funds earmarked for new noticeboard