

# **HEPSCOTT PARISH COUNCIL**

## **ANNUAL MEETING**

**To be held on Thursday 21 May 2020 by Zoom  
due to Covid-19 restrictions**

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### **AGENDA**

1. Chairman's Welcome
2. Nomination and election of Chair for 2020/2021
3. Nomination and election of Vice Chair for 2020/21
4. Confirmation of Committee Members and co-option of any new members
5. Chairman's report for year 2019/2020
6. Matters arising from Chairman's Report
7. Financial Report for 2019/2020

**HEPSCOTT PARISH COUNCIL  
GENERAL FINANCIAL STATEMENT  
PERIOD 01/04/2019 - 31/03/2020**

<b>CURRENT ACCOUNT</b>																	
												Receipts/balance brought forward	Payments	Sub Total	Total Balance of both accounts		
<b>RECEIPTS</b>		<b>Current Account</b>															
		Balance brought forward												27,713.01			
		Precept from NCC (50%) April												5,750.00			
		Precept from NCC (50%) September												5,750.00			
												<b>Total income from 01/04/2019 - 31/03/2020</b>			<b>39,213.01</b>		
<b>EXPENDITURE</b>																	
		Parks and Open Spaces													2,297.00		
		Admin (expenses)													120.00		
		Costs (Rent/audit/stationery)													361.98		
		Costs (Insurance/Donations to local Administrative bodies)													659.18		
		Salary/Tax													2,113.40		
		Miscellaneous													596.00		
		Dog Bins, Checking Stobhill Playpark/ bus shelters, etc													1,100.00		
		Website													559.99		
		Training													10.00		
		Vat													144.22		
												<b>Total Expenditure from 01/04/2019 - 31/03/2020</b>			<b>7,961.77</b>		
												<b>Current Balance (receipts minus payments)</b>			<b>31,251.24</b>		
<b>BUSINESS ACCOUNT</b>																	
BALANCE AT 31 MARCH 2019												6113.34					
RECEIPTS in current year		(Interest)										61.17		6,174.51	<b>37,425.75</b>		



HPC Expenditure - 1 April 2019 - 31 March 2020

Date	CHQ NO	V'CHR NO	TO WHOM PAID:	DETAILS OF PAYMENT	PARKS etc	ADMIN, ie expenses	COSTS, ie, rent/audit/stationery	COSTS, ie, Insurance/Donations to local Administrative Bodies	SALT/TAX	MISC.	BINS etc	WEBSITE	TRAINING	VAT	TOTALS
21-Apr-20	s/o		Sylvia Johnson	Salary/expenses for April 2020		£ 10.00			£ 135.30						£ 145.30
26-Apr-20	747	1	Carolyn Reid	Reimbursement for ID photos from Staits						£ 50.00				£ 10.00	£ 60.00
26-Apr-20	748	2	Andy Rutherford	Bins, etc for Jan 2020							£ 110.00				£ 110.00
26-Apr-20	749	3	Phil Ashmore	Reimbursement for photocopying at Northumberland CVA			£ 87.50								£ 87.50
26-Apr-20	750	4	Azure Charitable Enterprises	Printing Hepscoth Herald - Winter 2020						£ 153.00					£ 153.00
26-Apr-20	751	5	Sylvia Johnson	ID badge holders and clips			£ 5.32							£ 1.07	£ 6.39
26-Apr-20	752	6	All Seasons NE	Hedge reduction in Orchard	£ 1,575.00										£ 1,575.00
26-Apr-20	753	7	NALC	Subscription for 2020/2021				£ 311.31							£ 311.31
26-Apr-20	754	8	All Seasons NE	Grass cutting 30/3/20 + 14/4/20	£ 200.00										£ 200.00
26-Apr-20	755	9	HMRC	Tax for Jan/Feb/March 2020					£ 101.40						£ 101.40
28-Apr-20	d/d		Go Cardless	Payroo NTQQD93BWVF		£ 6.00									£ 6.00
															£ -
															£ -
				<b>Total payments in financial year</b>	<b>£ 1,775.00</b>	<b>£ 16.00</b>	<b>£ 92.82</b>	<b>£ 311.31</b>	<b>£ 236.70</b>	<b>£ 203.00</b>	<b>£ 110.00</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 11.07</b>	<b>£ 2,755.90</b>

HPC Expenditure - 1 April 2019 - 31 March 2020

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17-Apr-19	30	1	Sylvia Johnson	Training session with NALC									£ 10.00		£ 10.00
17-Apr-19	31	2	HMRC	Tax for Jan Feb March 2019					£ 101.40						£ 101.40
17-Apr-19	32	3	Hepscott Parish Hall Management Committee	Hire of hall for meetings between May 2018 and April 2019			£ 120.00								£ 120.00
17-Apr-19	33	4	Sylvia Johnson	Ink Cartridges			£ 30.53							£ 6.10	£ 36.63
21-Apr-19	s/o		Sylvia Johnson	Salary/Expenses for April 2019		£10.00			£135.30						£ 145.30
30-Apr-19	34	5	North East War Memorials Project	Donation to project				£ 50.00							£ 50.00
30-Apr-19	35	6	Robert Slater	Grass Cutting on 24/3/19	£ 62.00										£ 62.00
16-May-19	36	7	Sylvia Johnson	Refund of payment for shredder			£ 69.99								£ 69.99
16-May-19	37	8	Cheque cancelled	Wrong amount written											£ -
16-May-19	38	9	A Rochester	Dog bins, etc for March 2019							£ 110.00				£ 110.00
16-May-19	39	10	A Rochester	Dog bins, etc for April 2019							£ 110.00				£ 110.00
16-May-19	40	11	NALC	Annual Subscription				£ 276.38							£ 276.38
21-May-19	s/o		Sylvia Johnson	Salary/Expenses for May 2019		£ 10.00			£ 135.30						£ 145.30
31-May-19	41	12	Came & Company	Annual Insurance Premium				£ 332.80							£ 332.80
21-Jun-19	s/o		Sylvia Johnson	Salary/Expenses for June 2019		£ 10.00			£ 135.30						£ 145.30
21-Jul-19	s/o		Sylvia Johnson	Salary/Expenses for July 2019		£ 10.00			£ 135.30						£ 145.30
25-Jul-19	42	13	A Rochester	Dog Bins, etc for June 2019							£ 110.00				£ 110.00
25-Jul-19	43	14	Azure Charitable Enterprise	Printing of Hepscott Herald					£ 132.00						£ 132.00
25-Jul-19	44	15	All Seasons Gardening	Grass cutting, April, May, 4 June	£ 430.00										£ 430.00
25-Jul-19	45	16	All Seasons Gardening	Grass cutting, 17/6 + 1/7	£ 200.00										£ 200.00
25-Jul-19	46	17	All Seasons Gardening	Grass cutting, collection, disposal - 17/7	£ 130.00										£ 130.00
25-Jul-19	47	18	HMRC	Tax - April, May, June 2019					£ 101.40						£ 101.40
25-Jul-19	48	19	A Rochester	Dog Bins, etc, May 2019 (submitted late)							£ 110.00				£ 110.00



HPC Expenditure - 1 April 2019 - 31 March 2020

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21-Jan-20	s/o		Sylvia Johnson	Salary/Expenses for January 2020		£ 10.00			£ 135.30						£ 145.30
21-Feb-20	s/o		Sylvia Johnson	Salary/expenses for February 2020		£ 10.00			£ 135.30						£ 145.30
21-Mar-20	s/o		Sylvia Johnson	Salary/expenses for March 2020		£ 10.00			£ 135.30						£ 145.30
31-Mar-20	d/d		Payroo	Charges for payroll (full year 12 payments + 2 payments from previous financial year)					£ 84.00						£ 84.00
				<b>Total payments in financial year</b>	<b>£ 2,297.00</b>	<b>£ 120.00</b>	<b>£ 361.98</b>	<b>£ 659.18</b>	<b>£ 2,113.40</b>	<b>£ 596.00</b>	<b>£ 1,100.00</b>	<b>£ 559.99</b>	<b>£ 10.00</b>	<b>£ 144.22</b>	<b>£ 7,961.77</b>