

Clerk's Report To Council October 2016

- 1) Bank payments made since last Council meeting or to be approved at this meeting.
- 2) List of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last Council meeting.
- 4) Payments made from petty cash since last Council meeting.
- 5) Correspondence.

1) Bank payments made since last Council meeting or to be approved at this meeting.

Main Account

<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	Gross £	Less VAT £	Net £
2646	U-Do DIY	Admin & grounds costs	23.55	3.92	19.63
2647	Liss Garden Machinery	Spare parts	57.74	11.55	46.19
2648	Travis Perkins	LCR costs	23.91	4.78	19.13
2649	Altis Industries	LCR costs	28.46	4.74	23.72
2650	Playscene Ltd	Swing seat replacements	360.00	60.00	300.00
2651	WGM Ltd	LCR mower purchased	528.00	88.00	440.00
2652	Sportsequip	Pitch marking material	171.00	28.50	142.50
2653	L Mann	Install goalposts	150.00		150.00
2654	Bishop Sports	basketball nets	19.08	3.18	15.90
2655	South & West Audit	Fees 15/16	356.00		356.00
2656	HCC	Pension costs Sept	1051.22		1051.22
2657	Post Office Ltd	Tax & NI Sept	1576.19		1576.19
2658	BDO LLP	External Audit fee 15/16	720.00	120.00	600.00
2659	Petty Cash		75.00		75.00
2660	Post Office Ltd	Road tax, Land Rover	230.00		230.00
2661	Amaxon	TP wireless links	35.98	6.00	29.98
2662	Travis Perkins	Grounds maintenance costs	116.50	19.42	97.08
2663	WGM Ltd	LCR costs	45.61	7.60	38.01
2664	Liss Garden Machinery	Spare parts, grounds	18.89	3.15	15.74
2665	Hilliers	Bulbs for West Liss	16.99	2.83	14.16
2666	U-Do DIY	LCR & grounds costs	45.39	7.56	37.83
2667	CPRE Hants	Subscription	20.00		20.00
2668	Altis Industries	LCR & grounds costs	51.15	8.52	42.63
2669	Safetysigns4less	Sign for NCPF car park	10.04	1.69	8.35
2670	Beaver Tool Hire	Fuel	74.76	3.56	71.20
2671	Royal British Legion	Wreath cost	40.00		40.00
DD	Esso	Fuel card	6.00	1.00	5.00
DD	Esso	Fuel	54.51	9.08	45.43
DD	Apogee	Copier costs 11/7 - 5/10	185.35	30.89	154.46
DD	Apogee	Copier cartridge	9.00	1.50	7.50
Trf	Salaries costs September		5463.96		5463.96
DD	Sage	Licence & support Aug	30.60	5.10	25.50

DD	Sage	Licence & support Sept	30.60	5.10	25.50
DD	Lloyds	Safe custody fee	15.00		15.00
DD	British Gas	Electricity 18/5- 18/8	100.61	4.79	95.82
DD	BT	Line rental Aug-Oct	94.80	15.80	79.00
DD	BT	Calls	120.47	20.08	100.39
DD	BT	Broadband costs Sept	10.20	1.70	8.50
DD	BT	Broadband costs Oct	10.20	1.70	8.50
			<u>11976.76</u>	<u>481.74</u>	<u>11495.02</u>

Charities Account

<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	Gross £	Less VAT £	Net £
1278	U-Do DIY	Village haall maintenance supplie	27.55	4.6	22.95
1279	Ampella	Village hall boiler repair	102.00	17.00	85.00
1280	Liss Electrical Services	Village hall electrical works	456.67		456.67
1281	Veolia ES (UK) Ltd	Bins August	131.52	21.92	109.60
1282	HCC	Pension costs September	228.39		228.39
1283	HMRC	Tax & Insurance September	25.80		25.80
1284	B Cleary	Windows cleaned 28th Sept.	30.00		30.00
1285	L Mann	Securing window	150.00		150.00
1286	Prime Fencing	Duckmead allotments	500.00		500.00
1287	Petty Cash		75.00		75.00
1288	Cancelled		0.00		0.00
1289	HCC	Village hall maintenance supplies	30.17	5.03	25.14
1290	Veolia ES (UK) Ltd	Bins September	131.52	21.92	109.60
Trf	Salaries costs September		823.75		823.75
DD	British Gas	Gas 13/5 - 11/8	63.50	3.02	60.48
DD	British Gas	Elerctricity 28/7 - 2/9	108.19	5.15	103.04
			<u>2884.06</u>	<u>78.64</u>	<u>2805.42</u>

West Liss Pavilion Development Account

<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	Gross £	Less VAT £	Net £
	No payments made		0.00		0.00
			<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Liss Neighbourhood Plan Account

<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	Gross £	Less VAT £	Net £
29	Liss Community Centre	Hall hire	26.25		26.25
30	Mrs W Smith	Admin support - August	80.00		80.00
31	Mrs W Smith	Admin support - September	180.00		180.00
			<u>286.25</u>	<u>0.00</u>	<u>286.25</u>

2) List of receipts banked since last Council meeting.

<u>Main Account</u>	£
<u>Current Account</u>	
Transfer from deposit account	30000.00
Interest on fixed term deposits	92.05
	<u>30092.05</u>
<u>30 Day Deposit Account</u>	
Interest	1.43
Transfer from deposit account	30000
EHDC for precept	56476.00
	<u>86477.43</u>
<u>Charities Account</u>	£
<u>Current Account</u>	
Transfers from deposit account	<u>3000.00</u>
<u>Instant Access Deposit Account</u>	
Village hall rents	
West Liss Pavilion rents	
Allotment rents	
Interest	1.00
	<u>1.00</u>
<u>West Liss Pavilion Development Account</u>	£
<u>Current Account</u>	
Interest on Fixed Term Deposit	100.82
	<u>100.82</u>
<u>Neighbourhood Plan Account</u>	£
<u>Current Account</u>	
No receipts	<u>0.00</u>

3) Details of fixed term deposits maturing or placed since last Council meeting.

<u>Main Account</u>	£
Deposits matured	70000.00
Deposits placed	75000.00
<u>West Liss Pavilion Development Account</u>	£
Deposit matured 21/9	25000.00
Deposit placed 28/9	20000.00

4) Payments made from petty cash since last Council meeting.

Due to the burglary on 3rd October when all cash in the office was stolen the account is having to be reconstructed, so no details are available at this point.

5) Correspondence requiring decision or for information.

For decision

BDO LLP

Completion of annual audit for 2015/16

Requires a motion accepting the annual return & the audit certificate.

Three issues raised by BDO:

- i Late completion - This is due to sudden serious illness of internal auditor & difficulty in obtaining replacement.
- ii Authorisation of donation of £100 towards cost of flagpole was not a proper agenda item.
- iii Action to be taken on recommendations suggested by internal auditor.

DCLG

Consultation on 2017/18 Local Govt Finance Settlement runs from 15/9 to 28/10

Other information

EHDC

Rescheduling of Community Forum from 11th October to 2nd November.

EHDC

Annual report 2015/16

Information Commissioner

Decision on complaint against LPC.

Newsletters

LAHS

October newsletter

HARAH

Autumn newsletter

HALC

Document urging local councils to respond to DCLG consultation.