

Claughton on Brock Parish Council Accounts 2017-2018

DATE	ITEM DESCRIPTION	Receipts	Payments	£ Balance	£ VAT	S137	cheque no.	
01/04/2017	Bank Account brought forward	6924.41			40.96			Note1
01/04/2017	Precept from Wyre Council	15000.00						
01/04/2017	Memorial Hall Council Tax		426.31				596	
01/04/2017	Clerk's Salary 2017-18 Tax Year		592.38				597	
01/04/2017	Biffa Waste Services Ltd. March 2017		43.44		7.24		598	
01/04/2017	Lengthsman fee (march)		1255.50				599	
01/04/2017	Easy Web Sites for maintenance of PC website(April)		24.00		4.00		Standing Order	
01/04/2017	PAYE tax due to HMRC for Clerk's salary 1st qtr 2016/17		148.10				600	
04/04/2017	Biffa Waste Services Ltd. March 2017		21.72		3.62		601	
07/04/2017	Reimburse Clerk for cost of computer service charge		50.00		8.33		602	
10/04/2017	Payment from Clerk to correct overpayment from 2016-17	592.38					BACS Transfer	Note 3
10/04/2017	Payment to Lengthsman for January 2017 omission of 8hrs		108.00				604	
11/04/2017	PAYE payment to cover NICs for Clerk for 2016-17 final payment.		35.59				605	Note 4
13/04/2017	BACS VAT remittance from HMRC	124.22						
01/05/2017	Easy Web Sites for maintenance of PC website(May)		24.00		4.00		Standing Order	
09/05/2017	Donation to the North West Air Ambulance Charity		50.00				606	
09/05/2017	Biffa Waste Services Ltd. April 2017		44.40		7.40		607	
10/05/2017	Myerscough Parish Council contribution to Lengthsman 1st qtr	1250.00						
10/05/2017	Aon UK Ltd Annual Insurance Premium		203.21				608	
10/05/2017	Lengthsman fee (April)		1191.10				609	
11/05/2017	Reimburse Clerk for cost stationery purchased for Council		28.29				610	
01/06/2017	Easy Web Sites for maintenance of PC website(June)		24.00		4.00		Standing Order	
06/06/2017	Biffa Waste Services Ltd. May 2017		44.40		7.40		611	
13/06/2017	Payment of PAYE Tax and NIC for Clerk to HMRC for 1st qtr 2017-18		148.00				612	
13/06/2017	Lengthsman fee (May)		1397.65				613	
13/06/2017	Internal Audit Fee		50.00				614	
26/06/2017	Payment of PAYE Tax and NIC for Clerk to HMRC for 1st qtr 2017-18		8.35				615	
01/07/2017	Easy Web Sites for maintenance of PC website(July)		24.00		4.00		Standing Order	
03/07/2017	Clerk's Salary 05/07/2017-18 Tax Year		592.48				616	
11/07/2017	Biffa Waste Services Ltd. June 2017		44.40		7.40		617	
11/07/2017	Lengthsman fee (June)		881.28				618	
01/08/2017	Easy Web Sites for maintenance of PC website(August)		24.00		4.00		Standing Order	
02/08/2017	Myerscough Parish Council contribution to Lengthsman 2nd qtr	1250.00						
10/08/2017	Lengthsman fee (July)		1281.84		2.50		619	
11/08/2017	Biffa Waste Services Ltd. July 2017		44.40		7.40		620	
05/09/2017	Biffa Waste Services Ltd. August 2017		66.60		11.10		621	
01/09/2017	Easy Web Sites for maintenance of PC website(September)		24.00		4.00		Standing Order	

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12/09/2017	Lengthsman fee (August fee))	1163.56			623 Note 5
24/09/2017	Reimburse Clerk for purchase of Stamps, ink cartridge and paper	33.22	4.41		624
28/09/2017	Payment of PAYE Tax and NIC for Clerk to HMRC 2nd Qtr 2017-18	156.35			625
28/09/2017	Clerk's Salary 05/10/2017-18 Tax Year	592.48			626
01/10/2017	Easy Web Sites for maintenance of PC website(October)	24.00	4.00	Standing Order	
02/10/2017	BDO LLP External Annual Audit Fee	120.00	20.00		627
04/10/2017	BACS VAT remittance from HMRC	123.35			
04/10/2017	Biffa Waste Services Ltd Sept 2017	20.20	3.70		628
09/10/2017	Lengthsman fee (September fee))	991.44			629
09/10/2017	Reimburse Clerk for payment of anti virus software renewal	89.98	15.00		630
09/10/2017	Towers + Gornall Accountancy Fees for April to September 2017	109.20	18.20		631
18/10/2017	Myerscough Parish Council contribution to Lengthsman 3rd qtr	1250.00			
18/10/2017	Donation to the Royal British Legion Poppy Appeal	40.00			
01/11/2017	Easy Web Sites for maintenance of PC website(October)	24.00	4.00	Standing Order	
02/11/2017	Reimburse Clerk for payment of repairs charge for Parish Computer	129.00	21.49		
	Balances	26514.36	12,394.87	14119.49	94.80
					Note 2

Note 1 VAT outstanding from 2016-17 is now claimed

Note 2 All VAT paid prior to 31/08/2017 has been claimed VAT items highlighted in red will be claimed once the cumulative total reaches £100

Note 3 This corrects an historic administrative error and procedures have been amended to avoid any reoccurrence.

Note 4 Cheque 603s made out to pay the HMRC was scrapped and replaced by 605, the payroll accountant has corrected the payment amount.

Note 5 Cheque 622 was filled in with an incorrect amount so was scrapped and replaced by 623 payment to Lengthsman.