

Clerk's Report Village Council Meeting June 2020

Residents' letters/emails – these have been circulated as necessary

COVID-19: Rebecca and Sam continue to keep the office open, although there is no access for the public for the time being. Advice and information continues to be given to residents who contact the office and Jenny has been keeping the website up to date and it is full of information. Trudy and Tanya Hayman kindly made oat biscuits which were delivered to all residents 75 and above for VE Day. Cllr Besley contacted the office regarding residents who may appreciate a pie/quiche delivery. I contacted the ladies from the shopping bus who were all delighted to receive one.

Wages – the new NJC pay scales still have not yet come through. Staff will continue to receive their old hourly rate of pay until the new rates are through. This will then be backdated.

John Pears Play equipment update: A contractor has been agreed by MSDC. It is hoped the work would be carried out whilst the playgrounds are currently closed to the public, although this is yet to be confirmed.

Training: - all training has been cancelled

Internal Audit: Keith Robertson postponed our audit on 14th May due to him being poorly. Unfortunately, Sam and I were in the office for a couple of hours before we received his email. The audit took place on 20th May. The AGAR has to be submitted before 1st September. We have received the report, which has been circulated.

Insurance: - the insurance quotes were compared to the previous policy the Council held for 3 years. The decision was taken to go with BHIB. After the CCTV was added and the surface of the MUGA wall, the premium for a 3 year policy ended up at £675.79 per year.

Anti-Social Behaviour – Jack due to attend court on 22nd May. There are further charges he is facing, although the police can't disclose what they are. A resident called about on-going incidents at the Rec with Zach and one of his sisters. This was reported by me to the Police. PCSO Stephen Skerman will now be joining the rural policing team and will be based in Heathfield. PCSO Chris Lovelock will be Steve's replacement and has been working in Ashurst Wood with Steve for the past few months. On 6th May, Steve and Chris came to the office and held a zoom meeting which Jenny and John Belsey attended. We had no questions from the public, but it was a constructive meeting never-the-less.

Youth Club: the decision to close the Youth Club until further notice was taken on 16th March for the safe guarding of the children and staff. No date to reopen as yet.

Shopping Bus: The shopping bus was suspended for the week of 27th March until further notice.

Footpaths: There have been several comments on footpaths around the village, which I have reported to PROW and are being dealt with

Mobile Civic Amenity Collection – The dates were confirmed as 3rd May, 6th September and 24th January 2021 for the freighters to visit the car park, but these have also now been suspended. I wait to hear news of the September freighter.

Events Working Group: Ashstock and VE Day have both been postponed. Jenny has spoken with High Gain and Sam and I have let stallholders, bands and food vendors know.

Speed Indicator Device: the rota is also currently suspended, although West Hoathly collected the SID from us on 8th May.

Update on Tennis court access system:– still on-going. The tennis courts have been reopened to the public, but for online booking only through MSDC.

Bench at Bishops Green: this has been reported to Ceri as broken. He has repaired it (prior to Cllr Belsey's email) – he will also trim the area. The walnut tree will not be pruned until the autumn.

Allotments: Joshi emailed the office. The transfer of land has yet to take place, but he reiterated how keen they are to achieve allotments for the Village. He suggested the Council started putting together costings and a plan for how the allotments would work. Brian has made excellent progress on this. Subsequently, a zoom meeting has taken place and the land has been viewed.

Annual Village Meeting: - The Annual Village Meeting has also been postponed until further notice

Rebecca Roberts
Clerk to the Village Council

Keith Robertson Internal Audit Services

ASHURSTWOOD VILLAGE COUNCIL

Internal Audit Report 2019-2020

Introduction

In accordance with the Internal Audit Plan, Controls and Procedures have been tested. The tests were to the standards and practices defined in the Governance and Accountability for Smaller Authorities 2019 and meet the needs of the Council. I confirm that I do not have any role within the Council and have carried out my duties without bias.

The audit was completed on 20th May 2020 remotely and confirmed that the financial management and internal controls are in good order. No issues were found that require attention or noting on the annual return. The report below highlights the findings of the audit with reference to the Internal Control Objectives and Governance Statements in the Annual Return.

Items reported in Audits from 2018-19

Internal Audit – No comments or items for action

External Audit – No comments or items for action

Internal Audit Report 2019-2020

Internal Control Objectives.

A. Appropriate Accounting Records.

A.1 The financial records are maintained using RBS financial software which is designed for use by local councils. The cash books are kept up to date. The data held for each transaction sampled was correct; the cash book is arithmetically correct and regularly balanced. VAT is properly accounted for. Financial reports produced agree to the financial records.

B. Financial Regulations, documentation and approvals.

B.1 The Standing Orders and the Financial Regulations were last reviewed in May 2020. The orders and regulations are appropriate and are complied with.

B.2 Expenditure Approval. All of the items chosen in the sample of payments from the cash book were supported by invoices and VAT was correctly accounted for. Invoice payment lists are initialled by Councillors and payments authorised via on line banking by Cllrs. Hard copy invoices are available to Councilors for review when authorising expenditure in Council meetings. Expenditure authorisation is minuted and refers to the payment list and total of the payments on that list.

B.3 Agendas & Minutes are sent out in time are well presented.

C. Risk

- C.1 A formal a comprehensive Financial Risk Register and Risk Assessment document for other risks is maintained, and up to date. The review date on the documents needs to be updated to note the last reviewed data.
- C.2 Internal Audit Effectiveness. Policies and controls are regularly reviewed in Finance Committees. The controls in place are strong and include checks and approval of payments at full Council meetings; and bank reconciliations at Finance and Administration Committee meetings.
- C.3 Insurance – The Parish Council’s Insurance is sufficient to cover its assets and financial risk.

D. Budgeting & Precept

- D.1 Budgetary Control – Annual budgets are prepared in support of the precept. Actual and forecast spend and reserves required are used when budgeting to set the precept. The budget process for 2020-21 confirmed the precept. Reserve planning was curtailed due to Covi-19 preventing a final meeting and some clarification of the budget closing reserves is needed.
- D.2 Monthly reports of actual vs budget spend and reserve levels are presented to the Council. These are well presented and comprehensive. The final year end account were reviewed and approved by the Council with the AGAR reports to follow for approval. The clerk reports on any significant variances. The Finance and Administration Committee review these against the reserves at each of its meetings (5 times yearly).

E. Receipts

- E.1 Income is primarily from the annual Precept plus events income and receipts from MSCC for the management of the John Pears Pavilion. The majority of income is by bank transfer. Other income is banked as received or stored in the safe until it can be banked. The precept recorded in the minutes agrees to the Council Tax authority’s notification.
- E.2 There is no VAT on income. VAT claimed and refunded on payments is correctly accounted for.

- F. Petty Cash** – There is no petty cash system. The Council used prepaid Debit Cards (FairFx) for low value purchases which are topped up when needed and properly accounted for.

G. Employee Costs

- G.1 Staff Wages – Payroll is managed by the Clerk using the Payroll Manger (Moneysoft) system. The Clerk confirmed that all employees have contracts of employment. Changes to Salary levels are approved by Council and noted in the minutes; staff contracts also state annual increments are payable on 1st April until they reach the maximum within their scale. Monthly payments are approved by Council. No Payroll and HMRC records were sampled in the audit.

H. Assets

- H.1 Assets – An Asset register is maintained using cost values. The insured items are consistent with the asset register items and the insurance cover is sufficient to cover current asset values. The insurance contract will be renewed in June 2020 at which point the new insured values will be match to assets.

I. Bank Reconciliations.

- I.1 Bank Reconciliations are completed on a monthly basis. The reconciliations and bank statements are checked & signed by the Chair/or Vice Chair of the Finance and

Administration Committee; these are presented to the Committee at its meetings and minuted.

J. Accounting Statements.

- J.1 The accounts are maintained on an income and expenditure basis and agree to the financial reports and the Annual Return.
- J.2 There is an audit trail through the financial records with all items sampled being properly reported and approved.
- J.3 Reserves are £57.8K in total. Earmarked reserves of £12.8K are identified by projects with General reserves of £45K representing approximately 8 months of the precept.

K. Limited Assurance Review Exemption.

The Council did not exempt itself in 2018-19 and so this item is not covered by the scope of the internal audit.

L. Exercise of Public Rights.

The Clerk confirmed that the notification of public rights was published and compliant with the regulations. The document was not available for review on the website at the time of the audit.

It is noted that the figures have been produced by the Clerk & RFO in accordance with the requirements and all supporting documents have been produced for the Internal Auditor. The Clerk's co-operation aided considerably the work of this internal audit. Thank you.

Keith Robertson FCMA
Internal Auditor
22nd May 2020

Annual Internal Audit Report 2019/20

ASHURST WOOD VILLAGE COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation **during** the financial year ended 31 March 2020.

The internal audit for 2019/20 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. IF the authority certified itself as exempt from a limited assurance review in 2018/19, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2018/19 AGAR tick "not covered")			✓
L. The authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations.	✓		

M. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

20/05/2020

DD/MM/YY

DD/MM/YY

Name of person who carried out the internal audit

ENTER NAME OF INTERNAL AUDITOR
Keith Robertson FCMA

Signature of person who carried out the internal audit

SIGNATURE REQUIRED

Date

20/05/2020

*If the response is 'no' you must include a note to state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Working details for ANNUAL RETURN - Year ended 31 March 2020

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
1	35,882	35,001	310	0	General Reserves
1	2,000	2,000	320	0	Allotments reserve
1	4,000	4,000	321	0	Road Safety Reserve
1	2,000	2,500	324	0	Election Reserve
1	500	500	325	0	War Memorial
1	350	400	327	0	Walks Leaflet
1	1,500	2,000	328	0	Events reserve
1	7,000	1,000	329	0	Council office/facilities/car
1	53,232	47,401	Total balances & reserves at the beginning of the year as recorded in the Financial Records		
2	67,000	68,000	1076	101	Precept Received
2	67,000	68,000	Total amount of Precept income received in the year		
3	2,116	1,545	1000	109	John Pears RMA
3	750	0	1010	109	John Pears Cleaning Contract
3	148	22	1030	110	goods for re-sale income
3	7,574	547	1040	110	Ashstock - income
3	55	0	1045	110	Sports event income
3	1,073	1,100	1046	110	Christmas Market income
3	13,068	660	1050	101	Grants Received
3	0	250	1062	105	S106 grant monies
3	1,586	1,640	1065	101	PV feed in tariff
3	317	332	1090	101	Interest Received
3	26,686	6,096	Total income or receipts as recorded in the cashbook minus the Precept		
4	34,936	30,575	4000	101	Staffing
4	1,820	2,112	4040	101	Youth Club
4	919	891	4302	109	Staffing John Pears
4	37,674	33,578	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses		
5	9,364	9,364	4088	101	Loan Repayment (new office)
5	2,700	1,350	4090	101	Loan repayment
5	12,065	10,714	Total expenditure or payments of capital and interest made during the year on borrowings		
6	7,078	70	3000	110	Ashstock
6	60	0	3010	110	Sports event
6	541	262	3020	110	Christmas Market
6	161	35	4008	101	Staff & Councillors Travel
6	1,075	1,049	4010	101	Consultancy & Training
6	133	40	4011	101	Chair's allowance
6	188	97	4012	101	Civic Entertainment
6	2,590	4,772	4020	101	Office Costs
6	341	1,583	4022	101	Utilities&grounds maintenance

Continued over page

Working details for ANNUAL RETURN - Year ended 31 March 2020

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
6	181	529	4024	101	Building maintenance
6	1,083	899	4025	101	Insurance
6	713	1,318	4026	101	Subscriptions
6	174	585	4027	101	Website and Publicity
6	815	71	4041	101	Youth Club Expenses
6	609	299	4057	101	Audit
6	400	400	4059	101	Burial fees/contribution (FRPC
6	1,400	2,233	4064	105	Community Transport
6	1,040	575	4065	101	grants
6	700	700	4066	101	Grant: ConservatorsOfAshdown F
6	536	210	4070	101	Office Equipment
6	3,664	0	4085	111	Village Centre Improvements
6	18,022	0	4089	111	Car Park Resurfacing
6	1,306	1,327	4200	105	Street Lighting Mtnce
6	171	225	4210	105	Garden & Properties Mtce.
6	666	0	4211	105	Civic Amenity Collections
6	1,379	827	4230	105	Dog Bins
6	424	0	4240	105	Street Furniture
6	155	513	4241	105	Community Equipment
6	496	560	4250	105	Street Lighting supply
6	3,278	0	4260	105	War Memorial
6	86	0	4300	109	John Pears General & Cleaning
6	113	0	4301	109	John Pears Cleaning Mat'l (now
6	200	200	4303	109	John Pears - Ground Rent
6	0	0	5600	101	debit card reconciliation
6	Total other payments	49,779	19,380	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)	
7	Balances carried forwrd	47,401	57,824	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]	
8	5,901	13,519	200	0	Current Bank A/c
8	400	185	202	0	Prepaid debit cards (x2 cards)
8	40,764	43,096	203	0	Public Sector Deposit Fund
8	Total Cash & Investments	47,066	56,800	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March	
9	421,344	422,551	9	0	Total Fixed Assets
9	Total Fixed Assets	421,344	422,551	The recorded current book value at 31 March of all tangible fixed assets as recorded in the asset register	
10	144,015	138,063	10	0	Total Borrowings
10	Total Borrowings	144,015	138,063	The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB)	

ANNUAL RETURN - ENGLAND
FOR THE YEAR ENDED 31 MARCH 2020
Ashurst Wood Village Council

SECTION 2 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer

Date

I confirm that these accounts are approved by the Council and recorded as council minute reference

Dated

Signed on behalf of the above Council (Chair)

Date

	<u>Last Year £</u>	<u>This Year £</u>	<u>General Notes for Guidance</u>
1 Balances brought forward	53,232	47,401	Total balances & reserves at the beginning of the year as recorded in the Financial Records
2 Annual Precept	67,000	68,000	Total amount of Precept income received in the year
3 Total other receipts	26,686	6,096	Total income or receipts as recorded in the cashbook minus the Precept
4 Staff costs	37,674	33,578	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses
5 Loan interest/Capital repayments	12,065	10,714	Total expenditure or payments of capital and interest made during the year on borrowings
6 Total other payments	49,779	19,380	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)
7 Balances carried forward	47,401	57,824	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]
8 Total Cash & Investments	47,066	56,800	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March
9 Total Fixed Assets	421,344	422,551	The recorded current book value at 31 March of all tangible fixed assets as recorded in the asset register
10 Total Borrowings	144,015	138,063	The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB)

The following documents should accompany the accounts when submitted to the auditor:

- * A brief explanation of significant variations from last year to this year in Section 2;
- * Bank Reconciliation as at 31 March

31st March 2019

31st March 2020

31st March 2019		31st March 2020	
Current Assets			
335	VAT Control A/c	1,024	
5,901	Current Bank A/c	13,519	
400	Prepaid debit cards (x2 cards)	185	
40,764	Public Sector Deposit Fund	43,096	
<u>47,401</u>		<u>57,824</u>	
47,401	Total Assets	57,824	
Current Liabilities			
<u>0</u>		<u>0</u>	
47,401	Total Assets Less Current Liabilities	57,824	
Represented By			
35,001	General Reserves	45,024	
2,000	Allotments reserve	2,000	
4,000	Road Safety Reserve	3,500	
2,500	Election Reserve	900	
500	War Memorial	500	
400	Walks Leaflet	400	
2,000	Events reserve	2,000	
1,000	Council office/facilities/car	3,500	
<u>47,401</u>		<u>57,824</u>	

The above statement represents fairly the financial position of the authority as at 31/03/2020 and reflects its Income and Expenditure during the year.

Signed :
Chairman _____ Date : _____

Signed :
Responsible
Financial _____ Date : _____

Detailed Income & Expenditure by Budget Heading 29/05/2020

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Administration</u>							
1065 PV feed in tariff	0	1,800	1,800			0.0%	
1076 Precept Received	34,750	69,500	34,750			50.0%	
1090 Interest Received	22	200	178			10.8%	
Administration :- Income	34,772	71,500	36,728			48.6%	0
4000 Staffing	5,061	31,000	25,939		25,939	16.3%	
4008 Staff & Councillors Travel	0	300	300		300	0.0%	
4010 Consultancy & Training	360	1,000	640		640	36.0%	
4011 Chair's allowance	0	100	100		100	0.0%	
4012 Civic Entertainment	0	200	200		200	0.0%	
4020 Office Costs	273	3,500	3,227		3,227	7.8%	
4022 Utilities&grounds maintenance	56	750	694		694	7.5%	
4024 Building maintenance	0	750	750		750	0.0%	
4025 Insurance	0	1,300	1,300		1,300	0.0%	
4026 Subscriptions	567	1,300	733		733	43.6%	
4027 Website and Publicity	0	500	500		500	0.0%	
4040 Youth Club	533	4,000	3,467		3,467	13.3%	
4041 Youth Club Expenses	0	150	150		150	0.0%	
4057 Audit	0	700	700		700	0.0%	
4059 Burial fees/contribution (FRPC	0	400	400		400	0.0%	
4065 grants	500	1,000	500		500	50.0%	
4066 Grant: ConservatorsOfAshdown F	0	700	700		700	0.0%	
4070 Office Equipment	0	1,500	1,500		1,500	0.0%	
4088 Loan Repayment (new office)	0	9,364	9,364		9,364	0.0%	
Administration :- Indirect Expenditure	7,351	58,514	51,163	0	51,163	12.6%	0
Net Income over Expenditure	27,421	12,986	(14,435)				
<u>105 Public Services</u>							
4064 Community Transport	0	3,200	3,200		3,200	0.0%	
4200 Street Lighting Mtnce	0	1,400	1,400		1,400	0.0%	
4210 Garden & Properties Mtce.	27	750	723		723	3.6%	
4211 Civic Amenity Collections	685	1,000	315		315	68.5%	
4212 Winter Mgt Snow Clearance	0	250	250		250	0.0%	
4230 Dog Bins	0	750	750		750	0.0%	
4235 Bus Shelters	0	100	100		100	0.0%	
4240 Street Furniture	0	500	500		500	0.0%	
4241 Community Equipment	0	100	100		100	0.0%	
4250 Street Lighting supply	0	600	600		600	0.0%	
4260 War Memorial	0	150	150		150	0.0%	
Public Services :- Indirect Expenditure	712	8,800	8,088	0	8,088	8.1%	0
Net Expenditure	(712)	(8,800)	(8,088)				

Detailed Income & Expenditure by Budget Heading 29/05/2020

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>109 John Pears</u>							
1000 John Pears RMA	1,271	1,600	329			79.4%	
1010 John Pears Cleaning Contract	0	750	750			0.0%	
John Pears :- Income	<u>1,271</u>	<u>2,350</u>	<u>1,079</u>			<u>54.1%</u>	<u>0</u>
4300 John Pears General & Cleaning	0	200	200		200	0.0%	
4302 Staffing John Pears	193	2,300	2,107		2,107	8.4%	
4303 John Pears - Ground Rent	0	200	200		200	0.0%	
John Pears :- Indirect Expenditure	<u>193</u>	<u>2,700</u>	<u>2,507</u>	<u>0</u>	<u>2,507</u>	<u>7.1%</u>	<u>0</u>
Net Income over Expenditure	<u>1,078</u>	<u>(350)</u>	<u>(1,428)</u>				
<u>110 Community events</u>							
1040 Ashstock - income	0	8,000	8,000			0.0%	
1046 Christmas Market income	0	600	600			0.0%	
Community events :- Income	<u>0</u>	<u>8,600</u>	<u>8,600</u>			<u>0.0%</u>	<u>0</u>
3000 Ashstock	0	8,000	8,000		8,000	0.0%	
3005 Events Staffing	0	4,200	4,200		4,200	0.0%	
3020 Christmas Market	0	600	600		600	0.0%	
Community events :- Indirect Expenditure	<u>0</u>	<u>12,800</u>	<u>12,800</u>	<u>0</u>	<u>12,800</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(4,200)</u>	<u>(4,200)</u>				
<u>900 Reserves</u>							
5000 Allotments	0	4,000	4,000		4,000	0.0%	
5001 Road Safety	0	3,500	3,500		3,500	0.0%	
5004 Election Reserve	0	1,500	1,500		1,500	0.0%	
5005 War Memorial	0	500	500		500	0.0%	
5006 Summer Event	0	2,000	2,000		2,000	0.0%	
5007 Emergency repairs & cylical ma	0	2,000	2,000		2,000	0.0%	
5010 Walks Leaflet	0	400	400		400	0.0%	
Reserves :- Indirect Expenditure	<u>0</u>	<u>13,900</u>	<u>13,900</u>	<u>0</u>	<u>13,900</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(13,900)</u>	<u>(13,900)</u>				
Grand Totals:- Income	<u>36,043</u>	<u>82,450</u>	<u>46,407</u>			<u>43.7%</u>	
Expenditure	<u>8,256</u>	<u>96,714</u>	<u>88,458</u>	<u>0</u>	<u>88,458</u>	<u>8.5%</u>	
Net Income over Expenditure	<u>27,787</u>	<u>(14,264)</u>	<u>(42,051)</u>				
Movement to/(from) Gen Reserve	<u>27,787</u>						