



Chigwell Parish Council – SUMMARY REPORT F&G MEETING 09 04 2024

	29.02.2024	Bank Stmt	31.03.2024	Bank Stmt
Unity Trust Bank – Current A/c	£438,563.03	YES	£419,403.64	YES
BARCLAYS Saving A/c	£0.00	YES	£0.00	YES
CAMBRIDGE BANK	£86,595.59	NO	£86,595.59	YES
HSBC BANK	£18,154.89	NO	£18,154.89	NO
Credit Balance by Credit Notes	£389.99	YES		YES
CHQ/Key Damage Deposits IN CASH A/C	£605.50	YES	£0.00	YES
Total Banks and Cash	<u>£544,309.00</u>		<u>£524,154.12</u>	
PLUS	£470.00		£470.00	
- Barclays Current- Unrepresented CHQ under investigation	£470.00		£470.00	
- Unity Trust Bank Unpresented receipts in CHQ			£3,396.50	
Adjusted Bank Balance	<u>£544,779.00</u>		<u>£528,020.62</u>	
EMR RESERVES				
Main Office premise refurb	50,000		50,000	
Cemetery Premise refurb	50,000		50,000	
VH Premise refurb	50,000		50,000	
Tree works 2023/24	50,000		50,000	
Grove Lane meadow	50,000		50,000	
Risk management	50,000		50,000	
General FUND BALANCE	<u>£244,779.00</u>		<u>£228,020.62</u>	

ITEM APPENDIX FOR APPROVAL

A list of payments **due in APRIL 2024** in total: **£ 41,835.59**
A list of DD /SO payments **made in March 2024** in total: **£3,847.83.**
Company Card **made in March 2024** in total: **£1,441.31.**
The Payroll Cost APRIL 2024: **£20,982.98**

Chigwell Parish Council 2024-25 APPENDIX
Payments for approval - F&G meeting 11th April 2024



Employer Total:

April 2024

PAYE Month

Total Net Pay BACS	12,017.04 due on 11th April 2024
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HMRC ACCOUNT:

Tax	2,679.86
Student Loan	209.00
Employee NIC	740.55
Employer NIC	1,542.96

HMRC Total Tax & NI

Due	5,172.37 due on 15th May 2024
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Balance carried forward	0.00
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Other Payments:

Employee Pension Contributions	763.42
Employer Pension Contributions	2,969.08
Admin Charge at a rate of 8% on the Eee Contribution	61.07

Total Essex Pension

Fund	3,793.57 due on 15th May 2024
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TOTAL NET OUTLAY

20,982.98

Prepared by FO 05 04 2023

Reviewed and Approved by _____

Date:

9/Apr/24

Reviewed and Approved by _____

Date:

F&G 09 04 2024

A LIST OF PAYMENTS DUE IN APRIL 2024

CHIGWELL PARISH COUNCIL

Date	AUTHORISED BY		DATE		AUTHORISED BY		DATE			
	OrderNo	Financial Yr	Bank name	Due date	Net amount	VAT	Total due			
20.03.2024	1675	2023-2024	Unity Current Account	11/04/2024	£886.31		£1,063.57	ADMIN 15 03 24 WEEK END	The ADECCO GROUP	ONLINE
06.03.2024	1674	2023-2024	Unity Current Account	ASAP	£728.63		£874.36	ADMIN 01 0324 WEEK END	The ADECCO GROUP	G/120
04.03.2024	1673	2023-2024	Unity Current Account	11/04/2024	£237.90		£285.48	3X1100Ltr Bins Emptied weekly/MNTH SERVICE	RWR Commercial Ltd	T/104
04.03.2024	1672	2023-2024	Unity Current Account	11/04/2024	£149.92		£179.90	2x1100Ltr Bins Emptied Monthly	RWR Commercial Ltd	C/15
14.03.2024	1671	2023-2024	Unity Current Account	13/04/2024	£139.32		£167.18	PPE for training and tools	AM GARDEN Machinery/The Old Forge	VB/11
25.03.2024	1670	2023-2024	Unity Current Account	DIRDEBIT	£132.25		£138.86	1228.02kWh March 24 A/C4423	BGB BRITISH GAS	L/173
12.03.2024	1669	2023-2024	Unity Current Account	12/04/2024	£129.45		£155.34	Main supplies	VIKING RAJA GROUPS/OFFICE DEPORT INTERNATIONAL UK	D/18
27.03.2024	1668	2023-2024	Unity Current Account	27/04/2024	£272.95		£327.54	REXEL SHRED OPTIMUM 100X	GROUPS/OFFICE DEPORT INTERNATIONAL UK	U/109#U/95
04.03.2024	1667	2023-2024	Unity Current Account	DIRDEBIT	£25.00		£30.00	Pension report	MHR International UK	Lj DIRDEBIT
25.03.2024	1666	2023-2024	Unity Current Account	DIRDEBIT	£70.00		£84.00	Payroll Service	MHR International UK	Lj F/34
21.02.2024	1657	2023-2024	Unity Current Account	ASAP	£652.50		£783.00	ADM week end 16/02/24	The ADECCO GROUP	G/120
31.03.2024	1653	2023-2024	Unity Current Account	DIRDEBIT	£135.26		£135.26	22.2M3 VH Feb24	CLEAR BUSINESS	L/172
12.03.2024	1648	2023-2024	Unity Current Account	11/04/2024	£3,185.00		£3,822.00	Forensic Internal Audit 2022/23	Broxbourne Borough Council	F/31
31.03.2024	1646	2023-2024	Unity Current Account	11/04/2024	£819.00		£982.80	Tipper 01 03 24-31 03 24	Tipper Hire L&F Plant Hi	U/107
20.03.2024	1645	2023-2024	Unity Current Account	DIRDEBIT	£397.70		£477.24	Telephone & Broadband	BT	D/21
17.03.2024	1643	2023-2024	Unity Current Account	DIRDEBIT	£227.25		£272.70	Mobile phone charges monthly	O2	S/94 D/22
05.03.2024	1616	2023-2024	Unity Current Account	15/04/2024	£3,098.48		£3,098.48	Superannuation Payments	Essex Pension Fund	X/6#X/89# G/178#X/8 9

2023_2024 PAYMENTS DUE IN APRIL

05.03.2024	1615	2023-2024	Unity Current Account	15/04/2024	£3,408.53	£0.00	£3,408.53	HMRC PAYE/NIC	HMRC	X/5#X/88#X/62
13.12.2023	1405	2023-2024	Unity Current Account T2		£1,294.00	£258.80		Inspection of lights and bars		ONLINE
02.02.2024	1590	2023-2024	Unity Current Account	ASAP	£61.50	£12.30		PPE AND WORK UNIFORM - Cemetery Staff	TRADE UK	R/97
22.02.2024	1607	2023-2024	Unity Current Account	ASAP	£0.16	£0.04		PPE AND WORK UNIFORM - Cemetery Staff	TRADE UK	R/97
23.02.2024	1608	2023-2024	Unity Current Account	ASAP	£107.51	£21.50		Main supplies	TRADE UK	L/63#R/96
27.02.2024	1701	2023-2024	Unity Current Account	ASAP	£22.06	£4.41		Main supplies	TRADE UK	R/97
27.02.2024	1700	2023-2024	Unity Current Account	ASAP	£9.98	£2.00		Main supplies	TRADE UK	R/97
15.03.2024	1702	2023-2024	Unity Current Account	30.04.2024	£11.54	£2.31		Main supplies	TRADE UK	R/97
29.03.2024	1703	2023-2024	Unity Current Account	30.04.2024	£115.55	£14.11		Main supplies	TRADE UK	
22.03.2024	1704	2023-2024	Unity Current Account	30.04.2024	£48.30	£9.67		Main supplies	TRADE UK	
06.03.2024	1705	2023-2024	Unity Current Account	30.04.2024	£13.49	£2.69		Main supplies	TRADE UK	
11.03.2024	1706	2023-2024	Unity Current Account	30.04.2024	£91.17	£10.83		Main supplies	TRADE UK	
13.03.2024	1707	2023-2024	Unity Current Account	30.04.2024	£49.99	£10.00		Main supplies	TRADE UK	
21.03.2024	1708	2023-2024	Unity Current Account	30.04.2024	£72.48	£14.49		Main supplies	TRADE UK	
21.03.2024	1709	2023-2024	Unity Current Account	30.04.2024	£26.01	£5.21		Main supplies	TRADE UK	
28.03.2024	1710	2023-2024	Unity Current Account	30.04.2024	£56.65	£11.32		Main supplies	TRADE UK	
20.06.2023	924	2023-2024	Unity Current Account	28.04.2024	£23.58	£4.71		Main supplies	TRADE UK	
27/03/2024	1711	2023-2024	Unity Current Account	26.04.2024	£205.00	£41.00		Outdoor Annual Inspection dated 28/03/24		VB/113
07/02/2024	1712/1713	2023-2024	Unity Current Account	11.04.2024	£761.25	£152.25		Admin week 22/03/24	The ADECCO GROUP	G/120
04.03.2024		2023-2024	Unity Current Account	ASAP	£115.79	£3.71		Warm place supplies	CLLR L M	ZB/169
					£129.21	£0.00		Water Allotments Gravel Lane	CASTLE WATER	
TOTAL DUE IN APRIL					£17,910.67	£2,172.14	£20,082.81			

2023_2024 PAYMENTS DUE IN APRIL

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CHIGWELL PARISH COUNCIL
A LIST OF PAYMENTS 2024/2025 DUE IN APRIL 2024

Date of Inv/PO	F/Y		Date due	NET AMOUNT	VAT	TOTAL DUE		2024/25 COST CENTER/CODE
05/04/2024	2024-2025	Unity Current Account T2	11/04/2024	£12,017.04		£12,017.04		
03/04/2024	2024-2025	Unity Current Account T2	DIRDEBIT	£107.46		£107.46		CPC staff VB/113
25/03/2024	2024-2025	Unity Current Account T2	11/04/2024	£750.00		£750.00		Clear Business L/172 Epping Forest District Council AB/87
15/04/2024	2024-2025	Unity Current Account T2	DIRDEBIT	£54.00	£10.00	£64.80		Fpmailing D/19
11/03/2024	2024-2025	Unity Current Account T2	DIRDEBIT	£536.00		£536.00		Epping Forest District Council L/67
11/03/2024	2024-2025	Unity Current Account T2	DIRDEBIT	£170.80		£170.80		Epping Forest District Council R/101
11/03/2024	2024-2025	Unity Current Account T2	DIRDEBIT	£879.75		£879.75		Epping Forest District Council C/11
05/03/2024	2024-2025	Unity Current Account T2	11/04/2024	£276.00	£55.20	£331.20		A/C 1652939 Annual fee for Fire&Safety service L/63
05/03/2024	2024-2025	Unity Current Account T2	11/04/2024	£180.82	£36.16	£216.98		A/C 1579831 Annual fee for Fire&Safety service L/63
13/03/2024	2024-2025	Unity Current Account T2	11/04/2024	£341.90		£341.90		Trade Waste collections for the year 2024/25 T/104
25/02/2024	2024-2025	Unity Current Account T2	11/04/2024	£1,050.00		£1,050.00		Play in the park Easter sessions 2024/25 ZB/187
18/03/2024	2024-2025	DEBIT CARD	Debit card	£159.00		£159.00		TV Licence for the year 2024/25 Community L/63
11/03/2024	2024-2025	Unity Current Account T2	11/04/2024	£1,922.84		£1,922.84		Renewal insurance policy for the year 2024/25 G/36
02/04/2024	2024-2025	Unity Current Account T2	11/04/2024	£250.00		£250.00		Treatment C/16#L/63#U/108
28/03/2024	2024-2025	Unity Current Account T2	ASAP	£885.00	£177.00	£1,062.00		EV Design The payment slit it into £100: £481.00 ZB/195 £481.00 Approved by FC 26 03 2024 ITEM7
28/03/2024	2024-2025	Unity Current Account T2	30/04/2024	£1,683.01		£1,683.01		New EV Renewal Kangoo L1 E-Tech ML19 90kW Grayers Graphics 44kWh Start Van Auto(23xMonthly Payment)
VICTORY HALL deposit and booking fee refund requested								Autorama UK Ltd ZB/195
						£210.00		VH Hirer Haythem LTD/Sadaf Mudassar
TOTAL DUE IN APRIL						£21,752.78		

AUTHORISED BY

DATE

DATE

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DATE 9/4/24

Chigwell Parish Council

F&G 09 04 2024

Corporate MultiPay transactions made in March

AUTHORISED BY	DATE	DATE	Net amount	VAT	Total	Discription	cost center/ code
	1698	2023-2024	£3.00	£0.00	£3.00	card bank charge	G/38
	1697	2023-2024	£16.80	£0.00	£16.80	Memorial Plaque Silver Metal	VA/144
	1696	2023-2024	£188.38	£37.69	£226.07	Main supplies	VA/139
	1695	2023-2024	£400.21	£80.04	£480.25	Turf&Topsoil	VA/139
	1694	2023-2024	£69.08	£13.82	£82.90	Epson Ink	S/92
	1693	2023-2024	£15.01	£0.00	£15.01	Incidental used card by CPC staff	Y/121
	1692	2023-2024	£16.64	£3.33	£19.97	Acrobat Pro SUBSCRIPTION	D/41
	1691	2023-2024	£60.81	£12.16	£72.97	Defb Borg Lock BL4409	K/54
	1690	2023-2024	£51.98	£0.00	£51.98	Office Supplies	S/92
	1689	2023-2024	£65.00	£0.00	£65.00	Two Vaccine DTP&HepB Caretaker	G/161
	1688	2023-2024	£29.14	£5.84	£34.98	Tools Litter Picker	K/54
	1687	2023-2024	£8.32	£1.67	£9.99	Stationery	S/92
	1686	2023-2024	£65.00	£13.00	£78.00	Work management 5 sets software monthly	F/34
	1685	2023-2024	£32.17	£6.43	£38.60	FS Diesel 24.14ltr Van +60ltr Plant	U/118
	1684	2023-2024	£132.94	£26.59	£159.53	FS Diesel 99.77ltr Van +60ltr Plant	U/118
	1683	2023-2024	£6.80	£0.00	£6.80	Maintenance supplies	VB/115
	1682	2023-2024	£13.74	£2.75	£16.49	Litter Grabber Litter Picker	K/54
	1681	2023-2024	£5.40	£1.08	£6.48	Main supplies	C/16
	1680	2023-2024	£20.82	£4.17	£24.99	Office Supplies	S/92
	1679	2023-2024	£8.15	£0.00	£8.15	Postage VIRGIN MONEY application form	D/15
	1678	2023-2024	£16.00	£0.00	£16.00	Maintenance supplies	VB/110
	1677	2023-2024	£7.35	£0.00	£7.35	Postage S D	D/19
			£1,232.74	£208.57	£1,441.31		



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