

**Swanbourne Parish Council**  
**Accounts 1 Apr 2021 to 31 Mar 2022**

**RED CELLS HAVE FORMULAE AND DO NOT NEED ANY ACTION**

**Income and Expenditure Account for the year ended 31 Mar 2022**

2020/21	Income	2021/22	2020/21	Expenditure	2021/22
16,500.00	Precept	16,500.00	1,812.14	Street Lights	1,855.16
2,621.42	Other (including S106)	435.00	2,313.00	MVAS	-195.00
0.00	Excess Expenditure over income	0.00	3,776.56	Playing Field Maintenance	1,505.00
			0.00	Playing Field upgrade	0.00
			22.46	New walk	6,498.00
			1,200.00	Village Grants (PCC)	1,000.00
			106.65	Fees/Donations	580.42
			315.00	Publications/Printing	310.00
			940.48	Insurance	1,132.70
			76.99	Website	703.98
			0.00	Expenses	227.53
			1,917.71	Village Maintenance	1,570.06
			2,640.00	Staff costs	4,373.60
			4,000.43	Excess income over expenditure	-2,626.45
<u>19,121.42</u>		<u>16,935.00</u>	<u>19,121.42</u>		<u>16,935.00</u>

**Balance Sheet as at 31 Mar 2022**

2020/21	Current Assets	2021/22
12,693.30	TSB Bank Account Current	9,286.21
-1,089.27	Creditors and Accruals	-207.63
135.44	Debtors	34.44
<u>11,739.47</u>		<u>9,113.02</u>
2020/21	Capital Account	2021/22
7,739.04	Total Opening Balances b/f	11,739.47
4,000.43	From I and E Account	-2,626.45
<u>11,739.47</u>		<u>9,113.02</u>

# SWANBOURNE PARISH COUNCIL CASH BOOK

From 1 April 2021 to 31 Mar 2022

**Income**

Date	From	Detail	Ref	TOTAL	Ref
				£	
01.04.21	Opening cash book balance	Per 2020/21 Accounts and cash book		12,693.30	
12.04.21	HMRC	VAT Refund re Q4 2020/21		166.30	A
20.04.21	BC	Precept Apr-Sep 2021		8,250.00	B
29.04.21	Swanbourne Estate	Contribution to New Walk resurfacing		250.00	C
07.05.21	Swanbourne Community Association	Contribution to New Walk resurfacing		150.00	D
				21,509.60	
Total as at 30th June - Q1				-11,160.13	
				10,349.47	
19.08.21	HMRC	Vat refund Q1		1,418.84	E
25.08.21	TSB	Ex gratia compensation for complaint		35.00	F
10.9.21	Bucks Council	Precept Sept 21 - March 22		8250	G
				20,053.31	
Total as at 30th Sept - Q2				-3,322.06	
				16,731.25	

TURQUOISE CELLS NEED TO BE UPDATED  
RED CELLS HAVE FORMULAE AND DO NOT NEED ANY ACTION

**Expenditure**

Date	Payee	Detail	Cheque /Ref	TOTAL	Ref
				INCL VAT	£
13.04.21	Phil and Sylvia Dalton	Memorial Garden work	BACS	130.00	262
13.04.21	Lynch Garden Services	Mowing and strimming re 31st March CREDITOR 3	BACS	490.00	263
13.04.21	Aylesbury Mains	Light Repairs CREDITOR 1	BACS	182.80	264
20.04.21	SWALEC	Electricity March 2021 CREDITOR 2	DD	108.07	265
29.04.21	Vanda Bennett	Salary April 2021	BACS	220.00	266
29.04.21	BMKALC	Annual Subs 2021/22	BACS	82.85	267
29.04.21	NBPPC	Annual Subs 2021/22	BACS	20.00	268
29.04.21	Aylesbury Mains	VAT correction	BACS	36.56	269
09.05.21	Edwards Surfacing	New Walk replace tarmac surface	BACS	7,797.60	270
09.05.21	TEEC Ltd	New Website development	BACS	528.00	271
19.05.21	SWALEC	Electricity April 2021	DD	114.42	272
28.05.21	Trudy Timms	Playing field maintenance	BACS	25.00	273
28.05.21	Harlequin Press	Swanbourne newsletter June-August	BACS	75.00	274
28.05.21	TEEC Ltd	Website planning tracker	BACS	14.40	275
28.05.21	Aylesbury Mains	Light repairs (duplicated payment of invoice 20390)	BACS	219.36	276
28.05.21	Lynch Garden Services	Mowing and strimming (invoice 6807)	BACS	530.00	277
28.05.21	SWARCO Traffic Limited	MVAS maintenance contract	BACS	147.60	278
28.05.21	ROSPA Play Safety	Annual inspection	BACS	120.00	279
28.05.21	Vanda Bennett	Salary May 2021	BACS	220.00	280
16.06.21	SWALEC	Street lighting May 2021	DD	98.47	281
				11,160.13	
Reconciliation Q1:					
TSB current A/C statement 30 Jun				10,349.47	
04.07.21	Vanda Bennett	Salary June 2021	BACS	220.00	282
04.07.21	Lynch Garden Services	Mowing & strimming	BACS	380.00	283
16.07.21	SWALEC	Street lighting June 2021	DD	104.83	284
05.08.21	Trudy Timms	Playing field maintenance	BACS	25.00	285
05.08.21	Jo Tudor	Salary July 2021	BACS	208.00	286
05.08.21	Philip & Sylvia Dalton	War Memorial maintenance	BACS	175.00	287
05.08.21	Lynch Garden Services	Village maintenance	BACS	490.00	288
17.08.21	SWALEC	Street lighting July 2021	DD	111.33	289
31.08.21	Buckinghamshire council	Uncontested election	BACS	87.57	290
31.08.21	Jo Tudor	Salary August 2021	BACS	240.00	291
31.08.21	Harlequin press	Parish newsletter	BACS	75.00	292
31.08.21	Jo Tudor	July expenses	BACS	72.63	293
31.08.21	Came & Co	Insurance	BACS	1,132.70	294
				3,322.06	
Reconciliation Q2:					
TSB current A/C statement 30 Sep				16,627.74	
Variance is SWALEC recd late info £103.51					
30.9.21	Jo Tudor	Salary September 2021	BACS	380.00	295
30.9.21	Aylesbury mains	Inv 20603, 20528 less 20390 duplicate	BACS	27.60	296
2.9.21	SWALEC	Street Lighting August	DD	103.51	297
4.10.21	SWALEC	Street Lighting September	DD	103.51	298
29.10.21	Trudi Timms	Millennium wood tidy up	BACS	25.00	299
29.10.21	Jo Tudor	Expenses: printer ink and paper	BACS	17.00	300
29.10.21	TEEC	Website hosting and domain	BACS	151.19	301
29.10.21	Rosemary Andrew Councillor	Litter picking equipment costs	BACS	39.34	302
29.10.21	Jo Tudor	Salary October 2021	BACS	562.80	303
16.11.21	SWALEC	Street lighting October	DD	106.70	304
30.11.21	Swanbourne Village Hall	Donation	BACS	200.00	305
30.11.21	BMKALC	Clerk training course fees	BACS	76.00	306
30.11.21	Rosemary Andrew Councillor	Remembrance day wreath	BACS	20.00	307
30.11.21	Jo Tudor	Expenses printer ink	BACS	11.00	308
30.11.21	Swanbourne PCC	Donation	BACS	1,000.00	309
30.11.21	Jo Tudor	Salary November 21	BACS	496.60	310
16.12.21	SWALEC	Street lighting November	DD	103.51	311

xx.xx.21

21/22 cashbook 2

**From 1 April 2021 to 31 Mar 2022**  
**Income**

**RED CELLS HAVE FORMULAE AND DO NOT NEED ANY ACTION**

Income				Expenditure							
Date	From	Detail	Ref	TOTAL	Ref	Date	Payee	Detail	Cheque /Ref	TOTAL INCL VAT	Ref
				£							
				16,731.25		20.12.21	Bucks Council Dept Corporate Services	Dog Waste service Apr 21 to Mar 22 inv 555896	BACS	312.86	312
				-5,168.02		20.12.21	Harlequin Press	Newsletter inv 06743	BACS	75.00	313
				<b>11,563.23</b>		20.12.21	Winslow Community Bus	Donation	BACS	50.00	314
						20.12.21	Lynch Garden services	Inv 7190 cuts July and Oct	BACS	870.00	315
						31.12.21	Jo Tudor	Salary December 21 + Nov arrears	BACS	456.60	316
						<b>Reconciliation Q3:</b>					
						11,563.23	TSB current A/C statement 31 Dec			<b>5,168.02</b>	
		Total as at 31st Dec - Q3									
01.03.22	HMRC	Vat claim 14.2.22 refund		274.70	H	19.1.22	SWALEC	street lighting December	DD	116.33	317
						20.1.22	E Sherwood	Tree work invoice 109	BACS	25.00	318
						20.1.22	Eldridge electrical	Invoice 21675 street light repair	BACS	534.00	319
						31.1.22	Jo Tudor	January salary	BACS	411.60	320
						16.2.22	SWALEC	Street Lighting January 22	DD	97.25	321
						24.2.22	TEEC	Inv-4115 website hosting	BACS	151.19	322
						24.2.22	SLCC	Membership fee MEM238959-1	BACS	120.00	323
						24.2.22	Jo Tudor	Expenses ink and paper	BACS	50.90	324
						28.2.22	Jo Tudor	February 22 salary	BACS	476.60	325
						16.3.22	SWALEC	Street Lighting February 22	DD	97.25	326
						29.3.22	Harlequin press INV06886	Swanbourne news no158	BACS	85.00	327
						31.3.22	Jo Tudor	March 22 salary	BACS	386.60	328
				11,837.93		<b>Reconciliation Q4:</b>					
				-2,551.72		9,286.21	TSB current A/C statement 31 Mar			<b>2,551.72</b>	
		Total as at 31st Mar 2020 - Q4									

**FOR ACCOUNTS:**  
 Opening b/f 1.4.2021  
 Total Receipts  
 Total Payments  
 Closing c/f 31.3.2022

12,693.30  
 #REF! = receipts  
 22,201.93 = payments  
 #REF!



# SWANBOURNE PARISH COUNCIL

## Receipts Apr 21 to Mar 22 adjusted to Income

## TURQUOISE CELLS NEED TO BE UPDATED

## RED CELLS HAVE FORMULAE AND DO NOT NEED ANY ACTION

Date	Cash Book Ref	Received from	Description	Precept	VAT	Interest	Other	Total Receipts	
12.04.21	A	HMRC	VAT Refund re Q4 2020/21		166.30			166.30	
20.04.21	B	BC	Precept Apr-Sep 2021	8,250.00				8,250.00	
29.04.21	C	Sw Estate	Contribution to New Walk resurfacing				250.00	250.00	
07.06.21	D	SCA	Contribution to New Walk resurfacing				150.00	150.00	
19.08.21	E	HMRC	VAT refund re Q1 claimed 5/8/21		1,418.84			1,418.84	
25.08.21	F	TSB	Compensation payment				35.00	35.00	
10.9.21	G	BC	Precept Sep 2021- March 22	8,250.00				8,250.00	
1.3.22	H	HMRC	Vat refund claimed 14/2/22		274.70			274.70	
				<b>16,500.00</b>	<b>1,859.84</b>	<b>0.00</b>	<b>435.00</b>	<b>18,794.84</b>	Receipts per cash book
Vat account									
Reverse	OLD	VAT	VAT re 2020/21		-135.44			-135.44	OLD Debtor
Adjust	NEW	VAT	Offset against exp VAT		-1,758.84			-1,758.84	
Add	NEW	Debtor	HMRC 2021/22 VAT not yet claimed		34.44			34.44	NEW Debtor
				<b>16,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>435.00</b>	<b>16,935.00</b>	Income

## SWANBOURNE PARISH COUNCIL

RED CELLS HAVE FORMULAE AND DO NOT NEED ANY ACTION

## Income and Expenditure Account For the Year Ending 31 March 2022

	2021/2022 £		for AR	
<b>Income</b>				
Precept	16,500	Precept	16,500.00	Precept
VAT Recovery	(0)	Other income		
Other	435	Other income	435.00	Oth Inc
<b>Total Receipts</b>	<b>16,935</b>		<b>16,935.00</b>	
<b>Expenditure</b>				
1 Street Lights	1,855	Other expenditure		
2 MVAS	(195)	Other expenditure		
3a Playing Field maint	1,505	Other expenditure		
3d PF Project	0	Other expenditure		
4 New Walk Resurfacing	6,498	Other expenditure		
5 Village grants	1,000	Other expenditure		
6 Fees/Donations	580	Other expenditure		
7 Printing/Publications	310	Other expenditure		
8 Insurance	1,133	Other expenditure		
9 Website	704	Other expenditure		
10 Audit	0	Other expenditure		
11 Expenses	228	Other expenditure		
12 Village Maintenance	1,570	Other expenditure	15,187.85	Oth Exp
13 Staff costs	4,374	Staff costs	4,373.60	SC
<b>Total Payments</b>	<b>19,561</b>		<b>19,561.45</b>	
<b>Surplus/(Deficit)</b>	<b>2,626</b>		<b>2,626.45</b>	

# SWANBOURNE PARISH COUNCIL

TURQUOISE CELLS NEED NEW INFO INSERTING AT YEAR END

## Fixed and Long Term Assets as at 31 Mar 2022

This list is for both fixed assets and long term assets. The latter could be taken as an item likely to last at least five years.

Ref	Prior year	Item	£ Value
1	1	Swanbourne War Memorial	1 Gifted Community Asset (insured for £25,842)
2	685	Mowers, strimmers etc	685 One mower in working order plus new strimmer purchased June 2020.
3	4,950	Other outside equipment	4,950 MVAS, insurance value, plus new speed indicator device
4	6,000	Other outside equipment	6,000 Fixed vehicle activated signs, Replacement value
5	2,000	Street furniture	2,000 Benches, notice board, insurance value
6	1,200	Grit bins	1,200 £300 x 4 Replacement value
7	472	Litter Bins	472 £74 x 4 small and £88 x 2 large Replacement value
8	1,232	Dog waste bins	1,232 £308 x 4 Replacement value
9	0	PC for Clerk	0 Hard drive down so written off
10	85	Printer for Clerk (VB)	0 Printer lost, amount written off 31/3/22
11	862	Memorial Garden WW1 Plaque	862 Replacement value
12	1,150	Iron boundary fence at Memorial Garden	1,150 Replacement value
13	560	Iron gate and posts to Memorial Garden	560 Replacement value
14	71,169	Playing Field Equipment	71,169 Replacement value (WREN, Kompan and picnic)
15	5,373	Playing Field	5,373 Intangible Asset
16	5,344	Tennis Courts	5,344 Refurbished value
17	1	Original playing field equipment	1 Nominal
18	5,000	First bus shelter	5,000 Replacement value
19	6,290	Second bus shelter	6,290 Replacement value
20	0	Printer for clerk (JT)	45 Printer for new clerk cashbook ref 293

112,374

112,334

**VAT 2021/22 Swanbourne Parish Council**

Date of invoice	Supplier	Supplier's VAT No.	Brief Description of supply	VAT
<b>Notes 20/21 Vat debtor account b/f</b>				
	Q4 Old Year Debtor		Received 12 April 2021	166.30
TO BE ADJUSTED	Aylesbury Mains	Correction due	Missed from reclaim Q2 above	10.50
TO BE ADJUSTED	Eon	Correction due	Too much claimed in error Q1 20/21	-41.36
			<b>Debtor reconciliation 20/21</b>	<b>FOR INFO 135.44</b>

ADJUST NEXT CLAIM  
ADJUST NEXT CLAIM

**NEW YEAR**

TO BE ADJUSTED	Aylesbury Mains	Correction due	Missed from reclaim Q2 above 20/21	see old year	10.50
TO BE ADJUSTED	Eon	Correction due	Too much claimed in error Q1 20/21	see old year	-41.36
09.05.21	Edwards Surfacing	874664382	New Walk replace tarmac surface		1299.60
09.05.21	TEEC Ltd	926762203	New Website development		88.00
02.05.21	SWALEC	553769603	Electricity April 2021		5.44
21.05.21	TEEC Ltd	926762203	Website planning tracker		2.40
13.05.21	SWARCO Traffic Limited	499576855	MVAS maintenance contract		24.60
18.05.21	ROSPA Play Safety	876328389	Annual inspection		20.00
02.06.21	SWALEC	553769603	Electricity May 2021		4.67
02.07.21	SWALEC	553769603	Electricity June 2021		4.99
					<b>1418.84</b>

Date claimed: 05.08.2021  
Date received: 19.08.21

29.4.21	Aylesbury Mains	332749157	Invoice 20390 YE creditor 1 (folio 269)		36.56
28.5.21	Aylesbury mains	332749157	Invoice 20390 duplicated in error		36.56
17.08.21	SWALEC	553769603	Electricity July 2021		5.29
30.09.21	Aylesbury Mains	332749157	inv 20528 dated 26/7/21		29.60
30.09.21	Aylesbury Mains	332749157	inv 20603 dated 29/9/21		11.56
30.09.21	Aylesbury Mains	332749157	credit for duplicate payment 1/6/21 inv no 20390		-36.56
02.09.21	SWALEC	553769603	electricity August 21		4.92
04.10.21	SWALEC	553769603	Electricity September 21		4.92
28.10.21	TEEC Ltd	926762203	Website hosting inv 3723		25.20
16.11.21	SWALEC	553769603	Electricity October 21		5.06
16.12.21	SWALEC	553769603	Electricity November 21		4.92
20.12.21	Buckinghamshire Council	337784854	Dog Waste Service 21 - 22 inv 555896		52.14
19.1.22	SWALEC	553769603	Electricity December 21		5.53
20.1.22	Eldridge Electrical ltd	285166633	Inv 21675 Street light repairs		89.00
				Total	<b>274.70</b>

Date claimed 14.2.22  
Date received 1.3.22

16.2.22	SWALEC	553769603	Electricity January 2022		4.62
24.2.22	TEEC Ltd	926762203	Inv 4115 Annual website hosting		25.20
16.3.22	SWALEC	553769603	Electricity street lighting February 22		4.62

Debtor at year end cf to 21/22 **34.44**



# SWANBOURNE PARISH COUNCIL

## Reconciliation between Box 7 and Box 8 2021/22

		£	£
<b>Box 7</b>	<b>Balances carried forward</b>		<b>9,113.02</b>
Deduct:	Debtors (enter as negative numbers)		
	1 VAT unclaimed prior year	-34.44	
	2	0.00	
	3	0.00	
		<u>-34.44</u>	
Deduct:	Payments made in advance (prepayments, enter as negative numbers)		
	1	0.00	
	2	0.00	
	3	0.00	
		<u>0.00</u>	
			<u>-34.44</u>
	<b>TOTAL DEDUCTIONS</b>		
Add:	Creditors		
	1 Jo Tudor	115.00	
	2 SWALEC	92.63	
	3	0.00	
	4	0.00	
	5	0.00	
	6	0.00	
	7	0.00	
	8	0.00	
	9	0.00	
		<u>207.63</u>	
Add:	Receipts in advance		
	1	0.00	
	2	0.00	
	3	0.00	
		<u>0.00</u>	
			<u>207.63</u>
	<b>TOTAL ADDITIONS</b>		
<b>Box 8</b>	<b>Total cash and short term investments</b>	<u><b>9,286.21</b></u>	<u><b>9,286.21</b></u>
		b/s inc/exp	cash book