

Finance Report December 2016

a) Financial Records for Last Month and Note Balances:

November Receipts

Date	Payer	Details	Gross
07.11.16	S Hull	Garage rent	100.00
25.11.16	Jones	Cemetery fee	160.00
25.11.16	Barlow	Cemetery fee	190.00
25.11.16	Fishwicks	Cemetery fee	260.00
25.11.16	Able Memorials	Cemetery fee	80.00
26.11.16	Stonecraft	Cemetery fee	144.00
November		MONTH TOTAL	934.00
		CUMULATIVE TOTAL	67,243.55

November Payments

Date	Payee	Details	No.	Gross	VAT	Net
01.11.16	SLDC	Chapel rates	DD	155.00	0.00	155.00
01.11.16	SLDC	Toilets rates	DD	148.00	0.00	148.00
02.11.16	NPower	Toilets electricity	DD	161.67	7.70	153.97
10.11.16	United Utilities	Cricket pavilion	DD	3.68	0.00	3.68
10.11.16	United Utilities	Cemetery water	DD	8.60	0.00	8.60
10.11.16	United Utilities	Toilets water	DD	12.45	0.00	12.45
14.11.16	United Utilities	Toilets water	DD	190.96	0.00	190.96
16.11.16	J Lawrence	Contract payment	338	950.00	0.00	950.00
16.11.16	Viking	Stationery	339	53.95	8.99	44.96
16.11.16	J Airey	Internal audit	340	136.00	0.00	136.00
16.11.16	Info Commission	Data protection licence	341	35.00	0.00	35.00
16.11.16	E Shepherd	Petrol	342	30.00	5.00	25.00
16.11.16	A2A Advertising	Domain registration	343	60.00	10.00	50.00
16.11.16	United Utilities	Chapel water	344	12.63	0.00	12.63
16.11.16	D Malley	Payroll costs	345	50.00	0.00	50.00
16.11.16	J Cartmell	Letter cage	346	14.99	2.50	12.49
16.11.16	J Cartmell	Trees for cemetery	347	119.97	20.00	99.97
16.11.16	J Cartmell	Expenses	348	50.85	0.00	50.85
28.10.16	Healthmatic	Toilet maintenance	SO	650.00	108.33	541.67
November		MONTH TOTAL		2,843.75	162.52	2,681.23
		CUMULATIVE TOTAL		40,361.39	6,526.50	33,834.89

*Paid between meetings

Cash Book Balance

30 November 2016	Current Account	Reserves Account	Total
	67,771.25	28,546.57	96,317.82

b) To Approve:

- Refund of cemetery fee £300.00. *
- A Cade - November salary £595.89.*
- J Cartmell – November salary £297.20.*
- B Brockbank – November salary £153.60. *
- E Shepherd – Materials for garden work £361.78 *.
- J Lawrence – November monthly contract £950.00.
- Unimow – Grave maintenance £931.20.
- Royal British Legion – Wreath £17.00.
- Arnside Football Club - Pitch drainage contribution £275.00.
- Lancaster City Council – AONB work at Beachwood £156.00.
- KS Bateman – Grave headstone repairs £678.00.
- J Shaw – Expenses £35.21.
- Staff - B Brockbank expenses £40.19.
- Staff – B Brockbank telephone allowance (01.10.16 to 10.10.16) £2.26.
- Staff - RFO mileage claim £76.95.

*Paid between meetings

c) Schedule of Payments:

- i. To approve the following cheques and payments:

PAYEE	DETAILS	CHEQUE No.	AMOUNT (gross)
E Shepherd	Materials for garden work	353	361.78
JP Lawrence	Monthly contract	354	950.00
Unimow	Grave maintenance	355	931.20
Royal British Legion	Wreath	356	17.00
Arnside Football Club	Pitch drainage contribution	357	275.00
Lancaster City Council	AONB work at Beachwood	358	156.00
KS Bateman	Grave headstone repairs	359	678.00
J Shaw	Expenses	360	35.21
B Brockbank	Expenses	361	40.19
B Brockbank	Telephone allowance	362	2.26
J Cartmell	Mileage claim	363	76.95
SLDC	Toilets rates	DD	148.00
SLDC	Chapel rates	DD	155.00
United Utilities	Cricket pavilion water	DD	3.68
United Utilities	Cemetery water	DD	8.60

United Utilities	Toilets water	DD	12.45
United Utilities	Cricket pavilion water	DD	18.67

ii. To authorise the following standing orders to be paid:

DATE	PAYEE	DEAILS	AMOUNT (gross)
28.12.16	Healthmatic Ltd	Toilet maintenance	650.00