

Blackbird Leys Parish Council
Statement of Variance for the Year Ending 31 March 2022

Receipts and Payments Account		
Yr 2020-21	Receipts	Yr 2021-22
£54,389	Precept	£54,389
	There was no increase in the precept request for 2021-22	
£0.00	CIL	£6,540.94
	There were two payments of CIL fund money;	
	1. 17/02026/FUL Harebell Road and 20/00302/CC3 Northfield School developments.	£5,230.32
	2. 17/02974/FUL Field Avenue and 19/01047/FUL Balfour developments.	£1,310.62
£2,408.16	Other Income	£126.00
£1,952.00	SSEN Grant Award	£0.00
£444.00	Refund OALC Training Course - non attendance	£120.00
£12.16	Refund Zurich Insurance Overpayment	£0.00
	Bank Charges Refunded	£6.00
£56,797.16	Total Receipts	£61,055.94
Yr 2020-21	Payments	Yr 2021-22
£17,222.48	Staff Costs, Chairman's Allowance, HMRC & Pension.	£26,393.18
	The clerks' hours were increased to 25 hours per week from 01.12.2020 (FC0123/20c). This is the first whole year this has been paid. The clerk's workload was reviewed at the annual appraisal in October 2021, and it was agreed by the council for the Clerk's hours to remain at 25 hours per week. (FC00105/21 1) A monthly allowance to the chairman been paid.	
	There has been an increase in the payments requested from the HMRC due to the clerks hours being increased. This is the first year this has been paid.	
	The Clerk's employment offers a Local Government Pension; however this was not set-up for the first 28 months of employment, and the clerk could not afford to make the back payments so waived this. The pension was set-up and started from 1st April 2021 to March 2022. (FC0171/20) This is the first year the pension has been paid, this has contributed to the staff costs figure increasing.	
£60.00	Hall Hire	£279.65
	Once virtual meetings had ceased, the community centre was not able to offer us the Jack Argent Room initially, the Glow Hall was hired. This was charged at a higher rate than we usually pay.	
£680.45	Insurance	£745.84
	This is the annual cost for insurance for 2021 - 2022, there were no claims and we remained with our current provider.	
£2,147.65	OALC Memberships	£2,165.24
	This is the annual cost for the Oxford Association of Local Councils, they provide essential support and guidance for the parish council and run training sessions at a reduced rate for members.	
£40.00	Information Commissioner Fee	£35.00
	It is a statutory requirement to obtain this certificate annually, we have set-up a direct debit this year to make the payment £5 cheaper.	
£0.00	SLCC Annual Membership	£249.00
	This is the annual cost for the Society of Local Council Clerk, they provide essential resource and advice for the clerk on all topics to do with the parish council.	

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£810.00	Audit Fee	£525.00
£150.00	We receive an invoice from our internal auditor as per our signed agreement.	£165.00
£330.00	We received an annual invoice from our external auditor.	
	2018 -2019	
£330.00	2019-2020	
	2020-2021	£360.00
£396.84	Equipment (not budgetted for).	£137.74
£143.88	An annual 'Zoom' account was purchase to host virtual meetings.	
£229.97	A new printer/scanner /photocopier was purchased to be more cost effective on printer ink.	
£22.99	An Microsoft key was purchased for the spare laptop	
£0.00	Locum Clerk fee to attend to cover the Clerk	£130.95
£0.00	Cat 5 cable required so the old laptop can connect to the internet.	£6.79
£20.96	Mileage and Travel	£0.00
	There were no mileage or travel expenses claimed this year.	
£301.89	Printing Costs	£153.75
	This is the cost of printer ink for the year. A more cost efficient printer was purchased last year, and this has reduced the cost.	£114.62
	This is the cost of ink for a councillor who prints the notices for the noticeboards.	£39.13
£30.84	Postage	£16.50
	Due to the parish council moving to online payments the cost of postage reduced, as cheques were not need to be posted out.	
£116.97	Telephone	£20.00
	This is the cost to top-up the pay-as-you-go mobile phone, the clerk uses their own phone which has free minutes for most of the parish council telephone calls.	
£172.80	Stationery	£57.72
	The clerk purchased stationery such as required.	
£1,769.99	Training	£1,160.00
£1,570.00	The parish council resolved that all councillors should attend the 'Roles and Responsibilities' course as a baseline. As most of the councillors had received this training last year there was less of a cost this year.	£120.00
£199.99	Copy of the Arnold Baker was purchased	
	A councillor attended 'Meeting Minutes and Agenda' training.	£60.00
	Councillors and the Clerk attended 'Appraisal' training	£240.00
	The clerk attended a ' Certificate In Local Council Administration (CILCA) Mentoring' training course.	£330.00
	This is the cost of course CiLCA course.	£410.00
£60.04	.Gov Web Domain	£60.04
	The renewal of the .GOV email address was paid.	

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£2,717.22	CIL Fund Expenditure	£1,654.80
£89.40	3 location plans for the noticeboards planning applications.	
£86.40	Annual cost for the website host account with Wix, without the discount	£122.40
£2,422.62	Installation of the noticeboards.	
£118.80	2 Year renewal of the website domain name.	
	The council resolved to purchase outside furniture for the flats at Linnet Close, the items were a bird house, a bug hotel, a planter and a bench. This items were made by RAW and gifted to the tenants by the parish council. This is the first payment and 50% of the total cost. (FC00101/21)	£1,532.40
£95.88	Dropbox	£199.00
	It was resolved to purchase the business version of dropbox as it offered a more secure way of storing confidential documents.(FC0061/21.2)	
£27,835.00	Grants	£13,400.00
£27,645.00	The grant policy was revised as the same community groups were being awarded most of the grant allocation, and new groups were being overlooked. As the maximum award for a large grant was £5,000 per application, it was considered this was not proportionate to the amount of precept or level of local government that the parish council works at. The council lowered the maximum award to £2,500 for large grant awards, to support more groups. The large grants are still run annually but now paid in two instalments, 70% in April and the remaining 30% in September on receipt of a satisfactory monitoring form. Applicants can now only reapply if they submit an evaluation report, updating on the success of the project. A small grant awarding scheme for up to £500 was set-up. This is open all year round and paid in one instalment, with an evaluation report required at the end of the project to be eligible to reapply, this is hoped to encourage smaller projects. (FC0115/20)	
£190.00	Historical Grants	£846.40
£190.00	The Credit Union on the estate closed, this was a service used by many including local groups. This meant some did not have a functioning bank account so their grant award could not be paid. The council resolved to pay the rent directly to the City Council while another bank account was obtained, this was slowed down due to the pandemic. (FC0049/21 iii)	
£250.00	Covid - 19 Fund	£2,500.00
£250.00	The parish council donated money towards booklets being produced and distributed for the over 50's on the estate.	
	The parish council donated money to the Agnes Smith Advice Centre as their service has supported many in financial difficulties during the pandemic. (FC020/21)	£2,500.00
£1,952.00	SSEN Funding	£0.00
	The parish council has not applied for external funding this year.	
£0.00	Bank Charges	£54.19
	The parish council transferred its bank account to Unity Trust bank, as it has a better understanding of the parish councils' requirements. It was agreed to pay £6 per month service charge as a quarterly charge. (FC0025/21)	£54.00
	The was also debit interest of 19p added this financial year.	£0.19p
	The total cashbook payments for 2020-21 has been restated this year. As the uncashed cheques from 2020 of £3,113.90 were left in and needed to be deducted.	
£36,344.63		£24,259.87

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Supporting Statement to the Receipt and Payment Account for the Year Ending 31 March 2022		
Funds Held		
Yr 2020-21		Yr 2021-22
£37,308	Bank Account Balance 1 April 2021	£37,424
£56,797	Total Receipts	£61,056
£56,681	Total Payments	£50,653
£37,424	Total Holdings	£51,433

CIL Fund		
Yr 2020-2021		Yr 2021-2022
£0.00	Total CIL Income	£6,540.94
£2,717.22	Total Expenditure	£1,654.80
£14,710.97	Balance	£16,929.81

Reserves		
Yr 2020-21		Yr 2021-22
£4,665.00	3 months running costs. There has been an increase to this figure due to the staff hours and HMRC payments increasing, the pension contribution, the chairman's allowance, and the cost to hire the room are all included.	£5,989.87

Available Funds		
Yr 2020-21		Yr 2021-22
£37,310.62	Unity Trust Bank Account Balance 1 April 2022	£51,433.32
£386.32	Less Unpresented cheques 2021-22	£3,606.23
£14,710.97	Less CIL Fund	£16,929.81
£4,665.00	Less Reserves	£5,989.87
£17,548.33	Total Available to Spend	£24,907.41

Assets		
Yr 2020-21		Yr 2021-22
£318.51	Additional Laptop purchased 11/12/2010	£318.51
£1,912.76	Large Printer/Copier purchased 29/03/2011	£1,912.76
£3,316.20	2 x Defibrilators and cases purchased 27/10/2015	£3,316.20
£4,200.00	3 x Memorial Garden Benches purchase 31/01/2016	£4,200.00
£228.00	12 x Dog Fouling signs purchased 28/06/2016	£228.00
£100.00	20 x 'Keep Britian Tidy' Dog Fouling signs 13/12/2016	£100.00
£1,260.00	3 Litter Bins purchased 13/12/2016	£1,260.00
£10.00	Hi - Visibility Jackets purchased 28/03/2017	£10.00
£104.45	Sundries & Colouring Comp purchased 25/07/2017	£104.45
£174.00	Board of Ideas purchased 05/12/2017	£174.00
£378.00	Clerk Laptop purchased 11/05/2018	£378.00
£205.93	Gazebo purchased 31/07/2019	£205.93
£2,936.27	3 x Noticeboards 26/04/2019	£2,936.27
£229.97	Epson Workforce printer, scanner & copier 26/01/2021	£229.97
£15,374.09	Total Asset Value	£15,374.09

Borrowing		
Yr 2020-21		Yr 2021-22
£0.00	The Parish Council does not have any borrowings.	£0.00

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Leases		
Yr 2020-21		Yr 2021-22
£0.00	The Parish Council does not have any leases.	£0.00

Tenancies		
Yr 2020-21		Yr 2021-22
£0.00	The Parish Council does not have any tenancies	£0.00

Yr 2020-21	LGA (1972) S137 Grants	Yr 2021-22
£8.12	Allowance per elector	£8.82
13,000	Number electors	13,000
£105,560.00	Total amount available	£114,660.00

Yr 2020-21	Spent	Yr 2021-22
£5,000.00	Agnes Smith Advice Centre	£2,500.00
£5,000.00	Blackbird Leys Adventure Playground	£2,000.00
£1,200.00	Dovecote	£2,500.00
£190.00	Friend Leys	£0.00
£5,000.00	Leys CDI	£2,000.00
£3,445.00	Leys Information Technology Zone	£0.00
£0.00	Leys News	£0.00
£0.00	Leys Festival	£0.00
£0.00	Oxford Blackbirds B&G FC	£0.00
£0.00	Oxford Polish Association	£1,400.00
£0.00	The Holy Church	£0.00
£0.00	Assisted Reading for Children	£0.00
£5,000.00	Pegasus School	£0.00
£0.00	Leys Women's Institute	£0.00
£3,000.00	Raw	£0.00
£0.00	Mothers 4 Justice - Ubuntu	£500.00
£0.00	Oxford Community Action	£2,500.00
£27,835.00		£13,400.00

Signed:	Anthony Church
	Chairman
Date:	24/05/2022
Signed:	Emma Kearney
	Responsible Financial Officer
Date:	24/05/2022