

**SWETTENHAM PARISH COUNCIL
RECEIPTS & PAYMENTS ACCOUNT MAY 2020**

Date	Details	Cheque Number	Expenditure	Income	Balance Current A/C	Balance ReserveA/C	Cheque Number	Adjustments	Adjusted Balance	
01/04/2020	Balance brought forward				£3,378.29	£2,034.07				
02/04/2020	Cheshire East Precept first payment			£2,442.50	£5,820.79					
30/04/2020	Bank Interest			£0.33		£2,034.40				
05/05/2020	Reserve Account							£2,034.40		Reconciled with Statement 140
05/05/2020	Current Account							£5,820.79		Reconciled with Statement 234
18/05/2020	Clerk's salary April/May	481	£366.42		£5,454.37					
18/05/2020	Clerk website staffing April May	481	£63.42		£5,390.95					
18/05/2020	ChALC subscription 2020/21	482	£85.32		£5,305.63					
18/05/2020	BHIB Insurance premium 2020/21	483	£290.14		£5,015.49					
18/05/2020	Mrs J Crookes fees for internal audit	484	£55.00		£4,960.49					
18/05/2020	Cabsys Payroll fees incl VAT	485	£120.00		£4,840.49					
18/05/2020	Clerk reimbursement for ICO fee	486	£40.00		£4,800.49					
18/05/2020	Vision ICT fees re website incl VAT	487	£54.00		£4,746.49					

**SWETTENHAM PARISH COUNCIL
VARIANCE ANALYSIS MAY 2020**

Cost Centre	Total Budget	Expenditure	Diff	Diff%	Reason
Cemetery-Water Charges	£75				
Cemetery-Maintenance	£870				
Insurance Premiums	£320	£290.14	£29.86	90.67%	
Subscriptions	£90	£85.32	£4.68	94.80%	
Clerk's Salary	£2,199	£366.42	£1,832.58	16.66%	
Stationery & Expenses	£200				
Website staffing costs	£381	£63.42	£317.58	16.65%	
Website Hosting costs	£125	£45.00	£80.00	36.00%	
Grants-Churchyard maintenance	£260				
ChALC Training	£60				
Audit Fee-Internal	£55	£55.00	0	0.00%	
Audit Fee-External					
Hire of Rooms	£210				
Grant to RBL	£50				
Payroll Service	£100	£100.00	£0	0.00%	
Planning fees					
LCPAS Data Protection Service and ICO registration fee	£40	£40.00	£0	0.00%	
VAT		£29.00			
Total Expenditure					
Income	Budget	Anticipated Income 2020/21			
Precept	£4,885.00	£2,442.50			
Burial fee					
Memorial fee					
VAT Refund					
Bank Interest	£4.00	£0.33			
Total Income					

SWETTENHAM PARISH COUNCIL
CORRESPONDENCE RECEIVED SINCE 12TH MARCH 2020

Date	From	Subject
12-Mar	Public Sector Executive	Weekly public sector newsletter
12-Mar	Cheshire East Highways	Traffic Management Area Report
13-Mar	ChALC	E-Bulletin
13-Mar	Cheshire East Acting Director of Public Health	Covid-19 briefing
14-Mar	Cheshire Constabulary	Update on Beat Surgeries
17-Mar	Rural Services Network	The Rural Bulletin
17-Mar	Public Sector Executive	Weekly public sector newsletter
17-Mar	ChALC	Update for local councils re coronavirus
17-Mar	Cheshire Community Action	Covid-19 response
18-Mar	Manchester Airport	Update on meetings
18-Mar	Cheshire East Highways	Road Closure Moss Lane Eaton
18-Mar	Cheshire East Highways	Road Closure Hermitage Lane Goostrey
18-Mar	Cheshire East Highways	Road Closure Smithy Lane Congleton
19-Mar	Cheshire East Highways	Traffic Management Area Report
19-Mar	Cheshire East Highways	Road Closure Elton Road Sandbach
20-Mar	Cheshire East Highways	Road Closure Mill Lane Moston
20-Mar	Cheshire East Highways	Road Closure Hassall Road Alsager
20-Mar	ChALC	E-Bulletin
20-Mar	JAF Graphics	Order receipt for sign
23-Mar	Cheshire East	Covid-19 update re key workers schools & childcare
24-Mar	Cheshire East Highways	Road Closure Chells Hill Betchton
24-Mar	Rural Services Network	The Rural Bulletin
24-Mar	Swettenham Club Treasurer	Receipt for room hire
24-Mar	PKF Littlejohn	Instructions pending clarity over coronavirus implications
24-Mar	Public Sector Executive	Weekly public sector newsletter
25-Mar	Cheshire East Planning	Planning Lists
25-Mar	Cheshire East Planning	Planning Lists
25-Mar	ChALC	HCLG Select Committee Devolution Enquiry
25-Mar	Cheshire East Highways	Road Closure Congleton Road Car Park Sandbach
25-Mar	Cheshire East Highways	Road Closure Chelford Road Somerford
26-Mar	Cheshire East Highways	Road Closure Knutsford Road Cranage
26-Mar	Cheshire East Highways	Road Closure Moss Lane Eaton
26-Mar	Cheshire East Highways	Traffic Management Area Report
26-Mar	Public Sector Executive	Weekly public sector newsletter
27-Mar	ChALC	E-Bulletin
27-Mar	Cheshire East Highways	Footway Closure Vale Walk Congleton
30-Mar	Cheshire East Highways	Road Closure Station Road Odd Rode
30-Mar	Cheshire East Highways	Road Closure and Suspension of One Way Chapel Street Sandbach
31-Mar	Rural Services Network	The Rural Bulletin
31-Mar	Public Sector Executive	Weekly public sector newsletter
31-Mar	ChALC	Advice re council meetings
01-Apr	Cheshire East	Planning Lists
01-Apr	ChALC	Coronavirus update
01-Apr	ChALC	Setting up a Local Response
01-Apr	Cheshire East Highways	Road Closure Davenport Park Lane/Swettenham Lane Swettenham
01-Apr	Cheshire East Highways	Road Closure Canal Road Congleton
02-Apr	Rural Services Network	RSN Rural Funding Digest
02-Apr	Cheshire East Highways	Traffic Management Area Report
02-Apr	Cheshire East	Notification of payment of 1st Precept payment

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CORRESPONDENCE RECEIVED SINCE 12TH MARCH 2020

02-Apr	Public Sector News	Weekly Online Newsletter
03-Apr	ChALC	Letter from Police & Crime Commissioner
03-Apr	ChALC	NALC Update on Coronavirus and Local Councils
05-Apr	BHIB	Insurance Renewal due 1st June 2020
06-Apr	Cheshire East Highways	Road Closure Middlewich Road service Road Sandbach
07-Apr	Rural Services Network	The Rural Bulletin
07-Apr	Cheshire East	Planning Lists
07-Apr	ChALC	Guidance on Holding Virtual Meetings
07-Apr	ChALC	E-Bulletin
07-Apr	Public Sector News	Weekly Online Newsletter
08-Apr	Cheshire East Highways	Road Closure Childs Lane Smallwood
08-Apr	Fiona Bruce MP	Covid 19 Flyer
09-Apr	Information Commissioner	Payment of Data Protection fee
09-Apr	Cheshire East Highways	Traffic Management Area Report
09-Apr	Byley Parish Clerk	Hand Sanitisers
09-Apr	Police & Crime Commissioner	Stakeholder Bulletin
09-Apr	Public Sector News	Weekly Online Newsletter
10-Apr	ChALC	Grants to boost digital skills during Covid-19 crisis
14-Apr	Cheshire East Highways	Road Closure Church Lane Sandbach
15-May	Rural Services Network	The Rural Bulletin
15-May	Public Sector News	Weekly Online Newsletter
16-Apr	Cheshire East Planning	Planning Lists
16-Apr	Cheshire East Highways	Traffic Management Area Report
16-Apr	ChALC	Regular Community Response
16-Apr	ChALC	Police Commissioner invites response
16-Apr	ChALC	E-Bulletin
16-Apr	Public Sector News	Weekly Online Newsletter
16-Apr	Cheshire East Highways	Road Closure Chells Hill Betchton
16-Apr	Cheshire East Highways	Road Closure Hightown Middlewich
16-Apr	Cheshire East Highways	Road Closure Padgbury Lane Congleton
16-Apr	Cheshire East Highways	Road Closure Bomish Lane Lower Withington
16-Apr	Cheshire East Highways	Road Closure Harbutts View Middlewich
17-Apr	Cheshire East Highways	Road Closure Mill St. Congleton
20-Apr	Cheshire East Planning	Planning Lists
21-Apr	Rural Services Network	The Rural Bulletin
21-Apr	Public Sector News	Weekly Online Newsletter
22-Apr	PKF Littlejohn	Instructions re external audit
22-Apr	Cheshire East Highways	Road Closure Chells Hill Betchton
23-Apr	Cheshire East Highways	Traffic Management Area Report
23-Apr	Public Sector News	Weekly Online Newsletter
24-Apr	PKF Littlejohn	Limited assurance reporting
24-Apr	Police & Crime Commissioner	Stakeholder bulletin
27-Apr	Cheshire East Highways	Road Closure Spindle St Congleton
27-Apr	Cheshire East Highways	Road Closure & Suspension of One Way Antrobus St Congleton
28-Apr	Byley Parish Clerk	Grants & Sanitisers
28-Apr	Cheshire East Planning	Planning Lists
28-Apr	Rural Services Network	The Rural Bulletin
28-Apr	Public Sector News	Weekly Online Newsletter
28-Apr	Vision ICT	Accessibility Statement
28-Apr	ICO	Renewal Confirmation
28-Apr	ICO	Payment Receipt

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CORRESPONDENCE RECEIVED SINCE 12TH MARCH 2020

28-Apr	ChALC	VE Day Celebrations
29-Apr	Cheshire East Highways	Road Closure Hall Lane Moston
30-Apr	Cheshire East Highways	Traffic Management Area Report
30-Apr	Public Sector News	Weekly Online Newsletter
01-May	Cheshire East Highways	Enquiry Ref No 3385691 Beswick's Rundle subsidence
01-May	Public Sector News	Weekly Online Newsletter
03-May	Public Sector News	Weekly Online Newsletter
04-May	ChALC	E-Bulletin
04-May	Cheshire East Highways	Winter & Adverse Weather Policy
04-May	Public Sector News	Weekly Online Newsletter
04-May	Cheshire East Highways	Road Closure Middlewich Road Sandbach
05-May	Cheshire East Highways	Road Closure Station Road Goostrey
05-May	Cheshire East Planning	Planning Lists
05-May	Public Sector News	Weekly Online Newsletter
06-May	Rural Services Network	The Rural Bulletin
06-May	Public Sector News	Weekly Online Newsletter
07-May	BHIB	Insurance Renewal due 1st June 2020
07-May	Rural Services Network	RSN Rural Funding Digest
07-May	Cheshire East Highways	Traffic Management Area Report
07-May	Cheshire East Highways	Report Ref: 339642 Swettenham Lane
07-May	Cheshire East Highways	Road Closure Congleton Road Car Park Sandbach
07-May	Cheshire East Highways	Road Closure Newcastle Road Brereton
07-May	Cheshire East Highways	Road Closure Selkirk Drive Holmes Chapel
07-May	Public Sector News	Weekly Online Newsletter
10-May	Public Sector News	Weekly Online Newsletter
11-May	Cheshire East Planning	Planning Lists
11-May	ChALC	Subscription Invoice
11-May	Cheshire East Highways	Road Closure Booth Bed Lane Goostrey
11-May	Public Sector News	Weekly Online Newsletter
12-May	Rural Services Network	The Rural Bulletin
12-May	Public Sector News	Weekly Online Newsletter
12-May	Cheshire East Highways	Updated Road Closure Booth Bed Lane Goostrey
12-May	Cheshire East Highways	Road Closure Abbots Close Goostrey
13-May	Public Sector News	Weekly Online Newsletter
14-May	Cheshire East Highways	Traffic Management Area Report
14-May	Cheshire East Highways	Road Closure Dodds Lane Newbold Astbury
14-May	Public Sector News	Weekly Online Newsletter
14-May	Cheshire East Highways	Enquiry Ref No 3396242 Swettenham Lane carriageway subsidence
14-May	Mrs J Crookes	Report on internal audit
15-May	ChALC	E-Bulletin
15-May	Public Sector News	Weekly Online Newsletter
15-May	Police & Crime Commissioner	Stakeholder bulletin