

WPC Schedule of Receipts & Payments - APRIL 2024

PAYMENTS

TYPE OF PAYMENT	DATE OF INVOICE	DATE OF PAYMENT	PAYEE	DESCRIPTION	Total Inc. VAT	VAT	STATUTE (Under which Payment Made)	Notes
BP	29.3.24	15.4.24	Steve Hamblyn	Litter Picking - Mar 24	£ 130.00	£ -	GPC	Per contract and budget
BP	5.3.24	15.4.24	Gillian Orchard Preece	Filing Cabinet / Stationery	£ 30.98	1.84	GPC	
BP	N/A	28.4.24	Gillian Orchard Preece	Clerk's salary - tax period 1	£ 532.93	£ -	GPC	Per contract and budget
BP	N/A	28.4.24	HMRC	Tax on Clerk's salary - tax period 1	£ 133.20	£ -	GPC	Per contract and budget
Payments Since Last meeting								
DC	na	8.4.24	EE	Mobile phone	£ 10.00		GPC	
DC	13.3.24	14.3.24	IONOS	Website Doman	£ 1.20	£ 0.20	GPC	Transfer of "org.uk" domain to WPC
DC	14.3.24	18.3.24	FODDC	Green bin licence	£ 55.00		GPC	Annual licence - Per budget
DC	4.4.24	4.4.24	Online Magnets	Stationery	£ 9.44		GPC	
DD	5.4.24	8.4.24	Microsoft	Business basics licence	£70.56	£11.76	GPC	Annual licence - Per budget
Payments Due/Expected								
BP	May-24		Parish Online	New gov.uk Website & Cllr emails	£ 300.00	£ 50.00	GPC	Website & email set up & first year subs
Recurring monthly payments								
DD	3.4.24	10.4.24	NEST	Clerk pension	£ 45.64	£ -	GPC	Per Contract and budget
DD	18.3.24	3.4.24	BT	WMH Broadband	£ 23.94	£ 3.99	GPC	For WMH - per contract and budget
DD	17.4.24	22.4.24	Epson	Printer Ink	£ 4.49	£ 0.76	GPC	
					£1,347.38	£ 68.55		

RECEIPTS

DATE	ACCOUNT	AMOUNT	DETAILS
9.4.24	Deposit	£11.84	Bank interest
2.4.24	Current	£0.70	Refund IONOS - amended hosting cost
4.4.24	Current	£330.00	P Blatchly - Interment fee (Hicks)

Payments authorised by Councillors

WOOLASTON PARISH COUNCIL - BANK RECONCILIATION 31 March 2024

Cash Book		Bank Accounts Closing balance 31 March 2024	
Balance b/f 1 April 2023			
Current account	£3,982.02	Treasurer (Current) account	£6,601.77
Reserves (Deposit) account	£10,672.92	Reserves (Deposit) account	£11,536.55
	<u>£14,654.94</u>		<u>£18,138.32</u>
Total Receipts current year	£25,952.92	Less Unpresented cheq/DR	
		(Sub Total)	<u>£0.00</u>
Total payments current year	£22,469.54	Add Uncleared credits	£0.00
		(Sub total)	<u>£0.00</u>
Cash Book Balance as at 31 March 2024	<u><u>£18,138.32</u></u>	Bank Balance at 31 March 2024	<u><u>£18,138.32</u></u>

Bank Reconciliation approved

Signed: _____

Name: _____

Date: _____

Woolaston Parish Council

PC Meeting 9.3.24 **Summary of Receipts and Payments Account**
Year to 31.3.24

	YTD Actuals	Annual Budget (Planned)	YTD Planned less Actuals	% YTD Actual v Annual Budget
Receipts	£			
Precept	£ 21,684.00	£ 21,684.00	£ -	100.00%
Bank Interest	£ 113.63	£ 42.00	-£ 71.63	270.55%
SLA Agreement - Litter	£ 893.80	£ 894.00	£ 0.20	99.98%
Burial fees	£ 2,192.00	£ 1,200.00	-£ 992.00	182.67%
VAT Reclaimed	£ 721.85	£ 580.00	-£ 141.85	124.46%
		£ -	£ -	
Other	£ 9.14	£ -	-£ 9.14	
Coronation Lunch Event	£ 338.50	£ -	-£ 338.50	
	£ -	£ -	£ -	0.00%
Subtotal - budgeted receipts (excluding grants / donations)				
Donations	£ -			
Total Receipts	£ 25,952.92	£ 24,400.00	-£ 1,552.92	106.36%
			£ -	

	YTD Actuals	Annual Budget (Planned)	YTD Planned less Actuals (i.e. Amount unspent)	% YTD Actual v Annual Budget
Payments				
Clerk - Salary (Gross & pension)	£ 7,772.65	£ 7,600.00	-£ 172.65	102.27%
PC Pension / NIC contribution	£ 220.88	£ 300.00	£ 79.12	73.63%
Clerk Expenses - home office / travel	£ 312.00	£ 400.00	£ 88.00	78.00%
Staff training	£ 60.00	£ 300.00	£ 240.00	20.00%
Election costs	£ 211.80	£ 250.00	£ 38.20	84.72%
Administrative costs (include travel, stationery, postage)	£ 112.11	£ 350.00	£ 237.89	32.03%
Media & Comms	£ 252.01	£ 700.00	£ 447.99	36.00%
Audit (Internal & External)	£ 188.91	£ 405.00	£ 216.09	46.64%
Insurance	£ 249.09	£ 250.00	£ 0.91	99.64%
Subscriptions - GAPTC	£ 434.00	£ 448.00	£ 14.00	96.88%
Subscriptions - Independent Commissioners Office (ICO)	£ -	£ -	£ -	0.00%
Subscriptions - GEOXsphere (Parish Online)	£ -	£ -	£ -	0.00%
Office equipment - reserve fund	£ -	£ 50.00	£ 50.00	0.00%
Property expenses - General maintenance	£ 140.87	£ 500.00	£ 359.13	28.17%
Parish Grounds & Maintenance (Litter picking)	£ 1,560.00	£ 1,560.00	£ -	100.00%
Parish Grounds & Maintenance (Grass Cutting)	£ 8,085.00	£ 8,085.00	£ -	100.00%
Parish Grounds & Maintenance (Dog bins)	£ 940.50	£ 1,352.00	£ 411.50	69.56%
Closed Churchyard / Cemetery	£ 85.95	£ 550.00	£ 464.05	15.63%
Tree maintenance	£ 400.00	£ 700.00	£ 300.00	57.14%
Defibrillator	£ -	£ 100.00	£ 100.00	0.00%
Section 137 expenditure	£ 276.95	£ 500.00	£ 223.05	55.39%
Grants & Donations	£ -	£ -	£ -	0.00%
Coronation Lunch *	£ 662.00	£ 1,000.00	£ 338.00	66.20%
Misc	£ -		£ -	0.00%
Subtotal - budgeted payments excluding those through grants	£ 21,964.72	£ 25,400.00	£ 3,435.28	86.48%
VAT	£ 504.82			
Grant expenditure -				
Total Payments	£ 22,469.54			

Year to 31.3.2024

* An additional budget of £1000 awarded PC Meeting March 2023

Reserves at 31.3.24

	Brought forward	Income Per R&P	Expenditure per R&P	Transfers IN	Transfers OUT	31.3.24	Notes
	01/04/2023						
TOTAL RESERVES:	£ 10,672.92					£ 11,536.55	
(1) GENERAL RESERVES							
General	£ 5,000.00					£ 5,000.00	
Bank Interest	£ 20.12	£ 113.63				£ 133.75	
	£ 5,020.12					£ 5,133.75	
(2) EARMARKED RESERVES							
Tree Maintenance	£ 2,500.00					£ 2,500.00	Annual sums tfr (PC Mtg 14.3.24)
General Maintenance	£ 2,500.00			£ 400.00		£ 2,900.00	
Office Equipment	£ 100.00			£ 50.00		£ 150.00	
Election Cost	£ 200.00			£ 200.00		£ 400.00	
Defibrillator	£ 200.00			£ 100.00		£ 300.00	
TOTAL EARMARKED RESERVES (2)	£ 5,500.00			£ 750.00		£ 6,250.00	
(3) RINGFENCED RESERVES							
Arbourday trust	£ 152.80					£ 152.80	
TOTAL RINGFENCED RESERVES	£ 152.80					£ 152.80	
TOTAL RESERVES (1) + (2)+ (3):	£ 10,672.92	£ 113.63	£ -	£ 750.00	£ -	£ 11,536.55	