

WPC Schedule of Receipts & Payments -JUN 2024

PAYMENTS

TYPE OF PAYMENT	DATE OF INVOICE	DATE OF PAYMENT	PAYEE	DESCRIPTION	Total Inc. VAT	VAT	STATUTE (Under which Payment Made)	Notes
BP	31.5.24	15.5.24	Steve Hamblyn	Litter Picking - apr 24	£ 130.00	£ -	GPC	Per contract and budget
BP	1.4.24	15.5.24	GAPTC	Internal Audit fee	£ 215.00	-	GPC	Per budget
BP	31.5.24	15.5.24	Monmouhtshire CC	Grounds Maintenance (Grass cutting)	£ 2,066.02	£344.34	GPC	Per contract and budget
BP	31.5.24	14.6.24	TrunkArb	Tree cutting- Churchyard	£2,850	£475.00	GPC	
BP	30.5.24	14.6.24	Artytype	Vinyl banners for Village picnic	£132	£ 22.00	GPC	D-Day 80
BP	30.5.24	14.6.24	Gillian Orchard Preece	RBL Wreath for D-Day 80	24.49	£ 4.08	GPC	D-Day 80
BP	N/A	28.5.24	Gillian Orchard Preece	Clerk's salary - tax period 2	£ 532.69	£ -	GPC	Per contract and budget
BP	N/A	28.5.24	HMRC	Tax on Clerk's salary - tax period 2	£ 133.44	£ -	GPC	Per contract and budget
Payments Since Last meeting								
DC	na	8.6.24	EE	Mobile phone	£ 10.00		GPC	
Payments Due/Expected								
Recurring monthly payments								
DD	3.6.24	10.6.24	NEST	Clerk pension	£ 45.64	£ -	GPC	Per Contract and budget
DD	18.5.24	3.6.24	BT	WMH Broadband	£ 26.78	£ 4.46	GPC	For WMH - per contract and budget (Incr Apr 24)
DD	17.6.24	22.6.24	Epson	Printer Ink	£ 4.49	£ 0.75	GPC	
					£6,170.55	£850.63		

RECEIPTS

DATE	ACCOUNT	AMOUNT	DETAILS
		£12.34	

Payments authorised by Councillors

* includes £100 reduction from the Government Parish Council Domain helper service, to support purchase of a gov.uk domain

WOOLASTON PARISH COUNCIL - BANK RECONCILIATION 31 MAY 2024

Cash Book		Bank Accounts Closing balance 31 May 2024	
Balance b/f 1 April 2024			
Current account	£6,601.77	Treasurer (Current) account	£8,769.85
Reserves (Deposit) account	£11,536.55	Reserves (Deposit) account	£16,560.73
	<u>£18,138.32</u>		<u>£25,330.58</u>
Total Receipts current year	£12,396.20	Less Unpresented cheq/DR	
		(Sub Total)	<u>£0.00</u>
Total payments current year	£5,203.94	Add Uncleared credits	£0.00
		(Sub total)	<u>£0.00</u>
Cash Book Balance as at 31 May 2024	<u><u>£25,330.58</u></u>	Bank Balance at 31 May 2024	<u><u>£25,330.58</u></u>

Bank Reconciliation approved

Signed: _____

Name: _____

Date: _____

Woolaston Parish Council

PC Meeting 13.6.24 **Summary of Receipts and Payments Account**
Year to 31.3.25

	YTD Actuals	Annual Budget (Planned)	YTD Planned less Actuals	% YTD Actual v Annual Budget
	£			
Receipts				
Precept	£ 11,492.50	£ 22,985.00	£ 11,492.50	50.00%
Bank Interest	£ 24.18	£ 1.00	-£ 23.18	2418.00%
SLA Agreement - Litter	£ -	£ 894.00	£ 894.00	0.00%
Burial fees	£ 374.00	£ 1,200.00	£ 826.00	31.17%
VAT Reclaimed	£ 504.82	£ 554.00	£ 49.18	91.12%
		£ -	£ -	0.00%
Other	£ 0.70	£ -	-£ 0.70	0.00%
		£ -	£ -	0.00%
From Reserves		£ 5,548.00	£ 5,548.00	0.00%
Subtotal - budgeted receipts (excluding grants / donations)				
Donations	£ -			
Total Receipts	£ 12,396.20	£ 31,182.00	£ 18,785.80	39.75%

	YTD Actuals	Annual Budget (Planned)	YTD Planned less Actuals (i.e. Amount unspent)	% YTD Actual v Annual Budget
Payments				
Clerk - Salary (Gross & pension)	£ 1,333.01	£ 8,433.00	£ 7,099.99	15.81%
PC Pension / NIC contribution	£ 39.56	£ 257.00	£ 217.44	15.39%
Clerk Expenses - home office / travel	£ 52.00	£ 312.00	£ 260.00	16.67%
Staff training	£ -	£ 150.00	£ 150.00	0.00%
Election costs	£ -	£ 200.00	£ 200.00	0.00%
Administrative costs (include travel, stationery, postage)	£ 132.72	£ 300.00	£ 167.28	44.24%
Media & Comms	£ 20.00	£ 360.00	£ 340.00	5.56%
Audit (Internal & External)	£ -	£ 435.00	£ 435.00	0.00%
Insurance	£ -	£ 250.00	£ 250.00	0.00%
Subscriptions - GAPTC	£ 335.17	£ 335.00	-£ 0.17	100.05%
Subscriptions - GEOXphere (Parish Online)	£ 300.00	£ 40.00	-£ 260.00	0.00%
Subscriptions -Independent Commissioners Office (ICO)	£ 35.00	£ 400.00	£ 365.00	0.00%
Office equipment - incl reserve fund	£ 20.00	£ 50.00	£ 30.00	40.00%
Property expenses - General maintenance	£ -	£ 400.00	£ 400.00	0.00%
Parish Grounds & Maintenance (Litter picking)	£ 260.00	£ 1,560.00	£ 1,300.00	16.67%
Parish Grounds & Maintenance (Grass Cutting)	£ 1,721.68	£ 12,250.00	£ 10,528.32	14.05%
Parish Grounds & Maintenance (Dog bins)	£ 346.50	£ 1,300.00	£ 953.50	26.65%
Closed Churchyard / Cemetery	£ -	£ 305.00	£ 305.00	0.00%
Tree maintenance	£ -	£ 3,375.00	£ 3,375.00	0.00%
Defibrillator	£ -	£ 100.00	£ 100.00	0.00%
Section 137 expenditure	£ -	£ 370.00	£ 370.00	0.00%
Grants & Donations	£ -	£ -	£ -	0.00%
	£ -	£ -	£ -	0.00%
Misc	£ 110.00		-£ 110.00	0.00%
Subtotal - budgeted payments excluding those through grants	£ 4,705.64	£ 31,182.00	£ 26,476.36	15.09%
VAT	£ 498.30			
Grant expenditure -				
Total Payments (to date 31.5.24)	£ 5,203.94			

Year to 31.3.2025	YTD Actuals	Annual Budget (Planned)	YTD Planned less Actuals	% YTD Actual v Annual Budget
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Reserves at 31.5.24

	Brought forward	Income Per R&P	Expenditure per R&P	Transfers IN	Transfers OUT	31.5.24	Notes
	01/04/2024						
TOTAL RESERVES:	£ 11,536.55					£ 16,560.73	
(1) GENERAL RESERVES							
General	£ 5,000.00			£ 5,000.00		£ 10,000.00	
Bank Interest	£ 133.75	£ 24.18				£ 157.93	
	£ 5,133.75					£ 10,157.93	
(2) EARMARKED RESERVES							
Tree Maintenance	£ 2,500.00					£ 2,500.00	
General Maintenance	£ 2,900.00					£ 2,900.00	
Office Equipment	£ 150.00					£ 150.00	
Election Cost	£ 400.00					£ 400.00	
Defibrillator	£ 300.00					£ 300.00	
TOTAL EARMARKED RESERVES (2)	£ 6,250.00			£ -		£ 6,250.00	
(3) RINGFENCED RESERVES							
Arbourday trust	£ 152.80					£ 152.80	
TOTAL RINGFENCED RESERVES	£ 152.80					£ 152.80	
TOTAL RESERVES (1) + (2)+ (3):	£ 11,536.55	£ 24.18	£ -	£ 5,000.00	£ -	£ 16,560.73	