

WPC Schedule of Receipts & Payments - MAY 2024

PAYMENTS

TYPE OF PAYMENT	DATE OF INVOICE	DATE OF PAYMENT	PAYEE	DESCRIPTION	Total Inc. VAT	VAT	STATUTE (Under which Payment Made)	Notes
BP	30.4.24	15.5.24	Steve Hamblyn	Litter Picking - apr 24	£ 130.00	£ -	GPC	Per contract and budget
BP	30.4.24	15.5.24	Parish Online	New gov.uk Website & Cllr emails	£ 300.00	£ 50.00	GPC	Website & email set up & first year subscription*
BP	1.4.24	15.5.24	GAPTC	Annual Subscription	£ 335.17		GPC	Per budget
BP	10.4.24	15.5.24	FES	Emptying Dog binsJan-Mar 24	£ 415.80	£ 69.30	GPC	Per contract and budget
DD		17.5.24	ICO	Annual Data Protection Fee	£ 35.00		GPC	Per budget iaw GDPR 2018
BP	N/A	28.5.24	Gillian Orchard Preece	Clerk's salary - tax period 2	£ 532.77	£ -	GPC	Per contract and budget
BP	N/A	28.5.24	HMRC	Tax on Clerk's salary - tax period 2	£ 133.36	£ -	GPC	Per contract and budget
BP	30.4.24	15.5.24	Monmouhtshire CC	Grounds Maintenance (Grass cutting)	£ 2,066.02	£ 344.34	GPC	Per contract and budget
Payments Since Last meeting								
DC	na	8.4.24	EE	Mobile phone	£ 10.00		GPC	
BT	N/A		P Blatchly	Refund of overpayment (E M Hicks)	£ 110.00			Agreed at PC meeting 11.4.24
Payments Due/Expected								
BP	8.5.24		Parish Online	Digital mapping annual subscription	£ 60.00	£ 10.00	GPC	Per budget
Recurring monthly payments								
DD	3.5.24	10.4.24	NEST	Clerk pension	£ 45.64	£ -	GPC	Per Contract and budget
DD	18.4.24	3.4.24	BT	WMH Broadband	£ 26.78	£ 4.46	GPC	For WMH - per contract and budget (Incr Apr 24)
DD	17.5.24	22.4.24	Epson	Printer Ink	£ 11.19	£ 1.87	GPC	
					£ 4,211.73	£479.97		

RECEIPTS

DATE	ACCOUNT	AMOUNT	DETAILS

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 30 APRIL 2024

Cash Book		Bank Accounts Closing balance 30 April 2024	
Balance b/f 1 April 2024			
Current account	£6,601.77	Treasurer (Current) account	£17,427.09
Reserves (Deposit) account	£11,536.55	Reserves (Deposit) account	£11,548.39
	<u>£18,138.32</u>		<u>£28,975.48</u>
Total Receipts current year	£11,835.04	Less Unpresented cheq/DR	£110.00
		(Sub Total)	<u>£110.00</u>
Total payments current year	£1,107.88	Add Uncleared credits	£0.00
		(Sub total)	<u>£0.00</u>
Cash Book Balance as at 30 April 2024	<u><u>£28,865.48</u></u>	Bank Balance at 30 April 2024	<u><u>£28,865.48</u></u>

Bank Reconciliation approved

Signed: _____

Name: _____

Date: _____

Woolaston Parish Council

PC Meeting **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	£ 11.84	£ 1.00	-£ 10.84	1184.00%
SLA Agreement - Litter	£ -	£ 894.00	£ 894.00	0.00%
Burial fees	£ 330.00	£ 1,200.00	£ 870.00	27.50%
VAT Reclaimed	£ -	£ 554.00	£ 554.00	0.00%
		£ -	£ -	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	£ 11,835.04	£ 31,182.00	£ 19,346.96	37.95%
			£ -	

	YTD Actuals	Annual Budget (Planned)	YTD Planned less Actuals (i.e. Amount unspent)	% YTD Actual v Annual Budget
Payments				
Clerk - Salary (Gross & pension)	£ 666.21	£ 8,433.00	£ 7,766.79	7.90%
PC Pension / NIC contribution	£ 19.56	£ 257.00	£ 237.44	7.61%
Clerk Expenses - home office / travel	£ 26.00	£ 312.00	£ 286.00	8.33%
Staff training	£ -	£ 150.00	£ 150.00	0.00%
Election costs	£ -	£ 200.00	£ 200.00	0.00%
Administrative costs (include travel, stationery, postage)	£ 106.65	£ 300.00	£ 193.35	35.55%
Media & Comms	£ 10.00	£ 360.00	£ 350.00	2.78%
Audit (Internal & External)	£ -	£ 435.00	£ 435.00	0.00%
Insurance	£ -	£ 250.00	£ 250.00	0.00%
Subscriptions - GAPTC	£ -	£ 335.00	£ 335.00	0.00%
Subscriptions - Independent Commissioners Office (ICO)	£ -	£ 40.00	£ 40.00	0.00%
Subscriptions - GEOXsphere (Parish Online)	£ -	£ 400.00	£ 400.00	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)	£ 130.00	£ 1,560.00	£ 1,430.00	8.33%
Parish Grounds & Maintenance (Grass Cutting)	£ -	£ 12,250.00	£ 12,250.00	0.00%
Parish Grounds & Maintenance (Dog bins)	£ -	£ 1,300.00	£ 1,300.00	0.00%
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	£ 1,088.42	£ 31,182.00	£ 30,093.58	3.49%
VAT	£ 19.46			
Grant expenditure -				
Total Payments	£ 1,107.88			

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 31.3.24

	Brought forward	Income Per R&P	Expenditure per R&P	Transfers IN	Transfers OUT	31.3.24
	01/04/2023					
TOTAL RESERVES:	£ 11,536.55					£ 11,548.39
(1) GENERAL RESERVES						
General	£ 5,000.00					£ 5,000.00
Bank Interest	£ 133.75	£ 11.84				£ 145.59
	£ 5,133.75					£ 5,145.59
(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	£ 11.84	£ -	£ -	£ -	£ 11,548.39

