

WPC Schedule of Receipts & Payments - FEBRUARY 2025

PAYMENTS

| REF | TYPE OF PAYMENT | DATE OF INVOICE | DATE OF PAYMENT | PAYEE | DESCRIPTION | Total Inc. VAT | VAT | STATUTE (Under which Payment Made) |
|------|------------------------------------|-----------------|-----------------|------------------------|---------------------------------------|-------------------|-----------------|------------------------------------|
| P111 | BP | 31.1.25 | | Steve Hamblyn | Litter Picking - Dec 24 | £ 130.00 | £ - | GPC |
| | | | | P Blatchley | Grave repairs / fixing | £ 4,758.00 | 793 | GPC |
| P112 | | 29.1.25 | | TrunkArb | Christmas Tree | £ 240.00 | 40 | GPC |
| | BP | N/A | | Gillian Orchard Preece | Clerk's salary - tax period 10 | £ 551.62 | £ - | GPC |
| | BP | N/A | | HMRC | Tax on Clerk's salary - tax period 10 | £ 138.32 | £ - | GPC |
| | Payments Since Last meeting | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | Payments Due/Expected | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | Recurring monthly payments | | | | | | | |
| P110 | DD | N/A | | NEST | Clerk pension | £ 48.40 | £ - | GPC |
| P108 | DD | | | BT | WMH Broadband | £ 26.78 | £ 4.46 | GPC |
| | DD | | | Epson | Printer Ink | £ 4.49 | £ 0.75 | GPC |
| P109 | DC | na | | EE | Mobile phone | £ 10.00 | - | GPC |
| | | | | | | £ 5,907.61 | £ 838.21 | |

RECEIPTS

| | DATE | ACCOUNT | AMOUNT | DETAILS |
|---|--------|---------|--------|---------------|
| R | 9.2.25 | Deposit | | Bank interest |
| | | | | |
| | | | | |

Payments authc

WOOLASTON PARISH COUNCIL - BANK RECONCILIATION 31 JANUARY 2025

| Cash Book | | Bank Accounts Closing balance 31 January 2025 | |
|--|---------------------------------|---|---------------------------------|
| Balance b/f 1 April 2024 | | | |
| Current account | £6,601.77 | Treasurer (Current) account | £1,757.73 |
| Reserves (Deposit) account | £11,536.55 | Reserves (Deposit) account | £16,302.02 |
| | <u>£18,138.32</u> | | <u>£18,059.75</u> |
| Total Receipts current year | £30,415.15 | Less Unpresented cheq/DR | |
| | | (Sub Total) | <u>£0.00</u> |
| Total payments current year | £30,493.72 | Add Uncleared credits | |
| | | (Sub total) | <u>£0.00</u> |
| Cash Book Balance as at 31 January 2025 | <u><u>£18,059.75</u></u> | Bank Balance at 31 January 2025 | <u><u>£18,059.75</u></u> |

Bank reconciliation completed by RFO

Signed _____

Date: _____

Bank Reconciliation approved by council

Signed: _____

Name: _____

Date: _____

Woolaston Parish Council

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 | £ 22,985.00 | £ 22,985.00 | £ - | 100.00% |
| Bank Interest | £ 140.47 | £ 1.00 | £ -139.47 | 14047.00% |
| SLA Agreement - Litter | £ 1,291.50 | £ 894.00 | £ -397.50 | 144.46% |
| Burial fees | £ 2,046.00 | £ 1,200.00 | £ -846.00 | 170.50% |
| VAT Reclaimed | £ 3,855.32 | £ 554.00 | £ -3,301.32 | 695.91% |
| | | £ - | £ - | 0.00% |
| Other | £ 9.84 | £ - | £ -9.84 | 0.00% |
| Donations | £ 87.02 | £ - | £ -87.02 | 0.00% |
| From Reserves | | £ 5,548.00 | £ 5,548.00 | 0.00% |
| Subtotal - budgeted receipts (excluding grants / donations) | | | | |
| Donations | £ - | | | |
| Total Receipts | £ 30,415.15 | £ 31,182.00 | £ 766.85 | 97.54% |
| | | | £ - | |
| Payments | YTD Actuals | Annual Budget (Planned) | YTD Planned less Actuals (i.e. Amount unspent) | % YTD Actual v Annual Budget |
| Clerk - Salary (Gross & pension) | £ 6,914.41 | £ 8,433.00 | £ 1,518.59 | 81.99% |
| PC Pension / NIC contribution | £ 215.85 | £ 257.00 | £ 41.15 | 83.99% |
| Clerk Expenses - home office / travel | £ 260.00 | £ 312.00 | £ 52.00 | 83.33% |
| Staff training | £ - | £ 150.00 | £ 150.00 | 0.00% |
| Election costs | £ - | £ 200.00 | £ 200.00 | 0.00% |
| Administrative costs (include travel, stationery, postage) | £ 147.26 | £ 300.00 | £ 152.74 | 49.09% |
| Media & Comms | £ 320.83 | £ 360.00 | £ 39.17 | 89.12% |
| Audit (Internal & External) | £ 425.00 | £ 435.00 | £ 10.00 | 97.70% |
| Insurance | £ 249.09 | £ 250.00 | £ 0.91 | 99.64% |
| Subscriptions - GAPTC | £ 335.17 | £ 335.00 | £ -0.17 | 100.05% |
| Subscriptions - GEOXphere (Parish Online) | £ 300.00 | £ 400.00 | £ 100.00 | 0.00% |
| Subscriptions -Independent Commisioners Office (ICO) | £ 35.00 | £ 40.00 | £ 5.00 | 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) | £ 1,308.49 | £ 1,560.00 | £ 251.51 | 83.88% |
| Parish Grounds & Maintenance (Grass Cutting) | £ 12,152.06 | £ 12,250.00 | £ 97.94 | 99.20% |
| Parish Grounds & Maintenance (Dog bins) | £ 1,372.50 | £ 1,300.00 | £ -72.50 | 105.58% |
| Closed Churchyard / Cemetery | £ 125.00 | £ 305.00 | £ 180.00 | 40.98% |
| Tree maintenance | £ 2,500.00 | £ 3,375.00 | £ 875.00 | 74.07% |
| Defibrillator | £ - | £ 100.00 | £ 100.00 | 0.00% |
| Section 137 expenditure | £ - | £ 370.00 | £ 370.00 | 0.00% |
| Grants & Donations | £ 110.35 | £ - | £ -110.35 | 0.00% |
| D-Day expenditure) | £ 172.20 | £ - | £ -172.20 | 0.00% |
| Misc (Refund to P Blatchly) | £ 110.00 | £ - | £ -110.00 | 0.00% |
| Subtotal - budgeted payments excluding those through grants | £ 27,073.21 | £ 31,182.00 | £ 4,108.79 | 86.82% |
| VAT | £ 3,420.51 | | | |
| Grant expenditure - | | | | |
| Total Payments (to date 31.1.25) | £ 30,493.72 | | | |
| Year to 31.3.2025 | YTD Actuals | Annual Budget (Planned) | YTD Planned less Actuals | % YTD Actual v Annual Budget |

WPC Funds Held in Reserves at 31.1.25

| | Brought forward | Income Per R&P | Expenditure per R&P | Transfers IN | Transfers OUT | 31.1.25 | Notes |
|-------------------------------------|--------------------|----------------|---------------------|-------------------|---------------|--------------------|--|
| | 01/04/2024 | | | | | | |
| TOTAL RESERVES: | £ 11,536.55 | | | | | £ 16,302.02 | |
| (1) GENERAL RESERVES | | | | | | | |
| General | £ 5,000.00 | | | £ 5,000.00 | -£ 2,000.00 | £ 8,000.00 | * Mtg 9/5/24 Min 63/24d £5k Tfr in from current a/c * Tfr to EMR out £1k * 10.10.24 Tfr out £1k to EMR |
| Bank Interest | £ 133.75 | £ 140.47 | | | | £ 274.22 | |
| TOTAL GENERAL RESERVES | £ 5,133.75 | | | | | £ 8,274.22 | |
| (2) EARMARKED RESERVES | | | | | | | |
| Tree Maintenance | £ 2,500.00 | | | | -£ 2,375.00 | £ 125.00 | * Mtg 11.7.24 Tree removal from Churchyard - £2,375 |
| General Maintenance | £ 2,900.00 | | | £ 5,000.00 | -£ 1,000.00 | £ 6,900.00 | *Mtg 10.10.24 Tfr £5k in from current a/c (From Precept) * Tfr £1K out to Current a/c * Mtg 11.7.24 approval to tfr money for levelling graves (not yet transferred) |
| Office Equipment | £ 150.00 | | | | | £ 150.00 | |
| Election Cost | £ 400.00 | | | | | £ 400.00 | |
| Defibrillator | £ 300.00 | | | | | £ 300.00 | |
| TOTAL EARMARKED RESERVES (2) | £ 6,250.00 | | | £ 5,000.00 | | £ 7,875.00 | |

(3) RINGFENCED RESERVES

| | | | | | | | | | | | | |
|---------------------------------------|----------|------------------|----------|---------------|----------|----------|----------|------------------|--|-----------------|----------|------------------|
| Arbourday Trust Donation | £ | 152.80 | | | | | £ | 152.80 | Retained by PC for maintenance of Community Orchard | | | |
| | | | | | | | | | | | | |
| TOTAL RINGFENCED RESERVES | £ | 152.80 | | | | | £ | 152.80 | | | | |
| | | | | | | | | | | | | |
| TOTAL RESERVES (1) + (2)+ (3): | £ | 11,536.55 | £ | 140.47 | £ | - | £ | 10,000.00 | -£ | 5,375.00 | £ | 16,302.02 |