

For Decision

Simonstone Parish Council

Meeting Date: 09/05/2024

Title: **Finance Report**

Submitted by: Clerk and Responsible Financial Officer

Purpose of the report:

To update members of the Council's financial position and to seek approval of the accounts to date and agree any payments to be made.

Recommendations:

1. Approve the Report and specifically the:
2. Schedule of Payments.
3. Reconciliation of Receipts and Payments.

Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Ref.
1		April Collinson	Clerk Salary	7.20	0.00	7.20	10/05/24	Admin. Exp.
2		Sabden Parish Council (2023/24)	Contribution to Lengthsman Scheme	216.00	0.00	216.00	10/05/24	Amenity Exp.
3		Sabden Parish Council (2024/25)	Contribution to Lengthsman Scheme	300.00	0.00	300.00	10/05/24	Amenity Exp.
4	02/2024/pc	Cllr. Peat	Reimbursement	15.00	0.00	15.00	10/05/24	Admin. Exp.
5	ZA002481	Information Commissioners Office	Annual Subscription	40.00	0.00	40.00	10/05/24	Admin. Exp.
6	532364129	Zurich Municipal	Insurance renewal	267.88	0.00	267.88	10/05/24	Admin. Exp.
7	34986/39689	Use-It Computers	Maint and Support and Office 365	17.26	2.88	14.38	10/05/24	Admin. Exp.
8		Read Parish Council	Contribution to running costs of Read Playground 2024	375.00	0.00	375.00	10/05/24	Sundry Exp
9	39873	Use-It Computers	Maint. and Support	2.50	0.42	2.50	10/05/24	Admin. Exp.
10	40047	Use-It Computers	Maint. and Support (April)	14.76	2.46	12.30	10/05/24	Admin. Exp.
Totals:				1,255.60	5.76	1,250.26		

Receipts for the period 1st April 2024 to 31st March 2025.

Bank			Income Streams					
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC Grants/Other	Other Grants	Sundry	Totals
08/04/2024		RVBC - Precept payment	8,400.00					8,400.00
Total:			8,400.00	0.00	0.00	0.00	0.00	8,400.00

Schedule of Payments made for the period 1st April 2024 to 31st March 2025

Dates			Details	Administration Expenses						Amenity Expenses				VAT	Total
CHQ Stub	Bank Recon.	CHQ No.		Clerk Salary	HMRC Tax/NIC	Home Use & Expenses	General Admin.	Website and IT Expenses	Other Admin.	Garden Maintenance	Playing Field	Other Expenses	Sundry Expenses		
07/03/24		101563	Use It				51.78								51.78
		101564	LALC Civility												-
07/03/24		101565	RSVH						22.00						22.00
07/03/24		101566	December Interview						11.00						11.00
04/04/24		101567	LALC MV				35.00								35.00
04/04/24		101568	Clean Bus Shelter									65.00			65.00
04/04/24		101569	Use IT												-
04/04/24		101570	Cltr. Hampson (Paper)						9.99						9.99
TOTALS				0.00	0.00	0.00	86.78	0.00	42.99	0.00	0.00	65.00	0.00	0.00	194.77

Summary of Receipts and Payments

£
Balance carried forward at 1st April 2024: 9,286.46

Add total **receipts** to date: 8,400

Less total **payments** to date: (195)

Balance: 17,491.69

£
Bank Balance as at 29/04/24: 17,491.69

*If these two figures
are different an
explanation is
required.*

Comparisons as at 02/05/2025

	FINAL ACCOUNTS 2023/24	BUDGET 2024/25	ACCOUNTS TO DATE 2024/25
INCOME	£	£	£
RVBC Precept:	8,400	8,400	8,400
Concurrent and other grants:			0
HMRC VAT Refunds:			0
LCC, sundry and other grants:			0
	8,400	8,400	8,400
EXPENDITURE			
Administration Expenses:	£	£	£
Clerk's salary:			0.00
HMRC: Employers Tax and NIC:			0.00
Expenses: mileage etc.			9.99
General Administration inc. service charges			0.00
Website and email hosting, software/hardware:			0.00
General Admin. - Insurance:			0.00
General Admin.- Audit fees and ICO:			0.00
General Admin. - Legal fees:			0.00
General Admin. - Hall hire etc:			0.00
General Admin. - LALC Subscripton training:			51.78
	0	0	61.77
Amenity Expenses:	£	£	£
General maint and lengthsman.:			0.00
Litter Bins:			0.00
Play area:			0.00
Rent:			0.00
Garden maintenance, plants etc.:			0.00
Amenity capital spend (benches CCTV, SpIDS etc.):			0.00
Misc.			65.00
Donations			0.00
	0	0	65.00
Sundry Expenses:	£	£	£
Christmas trees, lights and bunting:			0.00
Remembrance Sunday - wreath etc:			0.00
Defibrillator costs:			0.00
Other Sundry Expenses:			0.00
		0	0.00
VAT on Expenses to be Reclaimed:			0.00
	£	£	£
Total Expenditure:			126.77
SUMMARY:	£	£	£
Income:			8,400.00
Expenditure:			-126.77
			8,273.23
BALANCE:	£		£
Balance brought forward at 1 April:		2023/24 balance carried forward:	9,092
Add surplus / less deficit for the year:		2024/25 Balance to date:	8,273
Balance to be carried forward:		Overall Balance:	17,364.92

Cash Flow Forecast for the period 1st April 2024 to 31st March 2025

[illegible][illegible]

2024/25 FORECAST	£
Forecast Income	8,400
Forecast Expenditure	112
Forecast Balance 2024/25	8,288

EOY 2025 FORECAST	£
Balance at 30/04/24	17,491.69
Forecast Income - May onwards	
Forecast Spend - May onwards	
Balance EOY	

For reference:	
Balance EOY 2023/24 =	

2024-2025 - Unity Trust Bank Statements												
DETAILS	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March
Balance brought forward 31 March 2023	9,091.69											
Income 2024/25:	8,400.00											
Expenditure 2024/25:	112.40											
Balance:	17,379.29											
Bank Statement Balance:												
Statement Date:	30/04/24	31/05/24	30/06/24	31/07/24	31/08/24	30/09/24	31/10/24	30/11/24	31/12/24	31/01/25	28/02/25	31/03/25