

SUBJECT: BUDGET AND FINANCE 2024-2025
REPORT TO: BETLEY, BALTERLEY AND WRINEHILL PARISH COUNCIL
DATE OF MEETING: 29th May 2025
REPORTING OFFICER: Parish Clerk and Responsible Financial Officer

(i) Applications for Financial Assistance

There are no applications for financial assistance

(ii) CO-OP Bank Transfer to Unity Trust Bank

The Parish Council is asked to transfer the sum of £2,000.00 from the Co-op Bank to the Unity Trust Bank Account.

(iii) Transactions – Unity Trust Bank

To approve the following transactions in the Unity Trust Bank (some transactions may have been made under the authority of the Financial Regulations).

PAYEE/PAYER	DETAILS	RECEIPTS	PAYMENTS
HMRC	VAT Refund	£238.98	
Gareth Owen	Reimbursement of VE Day Flag		£23.98
SPCA	Annual Membership		£342.32
HMRC	PAYE/NI		£137.72
Staffordshire Pensions	April Contributions		£172.04
M Clough	April Salary		£336.65
Unity Trust Bank	Monthly Service Charge		£6.00
Luke Rimmer	Invoice 555		£210.00
Shires Accountants	Invoice SHI-2722		£218.40
Betley Village Hall	Room Hire Invoice 4229		£91.00

(iv) Transactions – CO-OP Bank

There have been no transfers from the Co-op Bank since the last meeting of the Finance and Audit Committee.

(v) Payment of Invoices and Reimbursements

To approve the following forthcoming payments (additional payments may need to be authorised that are received after the despatch of the Agenda):-

M Clough	May 2025 Salary	£446.83
HMRC	April 2025 PAYE & NI (111.80 & £26.12)	£137.92
Staffordshire Pension	April 2025 Pension	£160.20
Luke Rimmer	Invoice not yet received	

(vi) Budget Expenditure to 20th May 2025 – Unity Trust Bank

To note the following Budget Head expenditure to 20th May 2025:-

Budget Head	Total	Budget Allocated	£ Difference
Salary	£336.65	£7,558.00	£7,221.35
Income Tax/National Insurance	£137.72	£384.00	£246.28

Pension	£172.04	£1,784.00	£1,611.96
Insurance	£0.00	£975.00	£975.00
Audit Fees External	£0.00	£950.00	£950.00
Audit Fees Internal	£262.50	£250.00	-£12.50
Venue Hire	£91.00	£450.00	£359.00
Subscriptions	£342.32	£350.00	£7.68
Website	£0.00	£150.00	£150.00
Emails	£0.00	£150.00	£150.00
Information Commissioner	£0.00	£35.00	£35.00
Stationery	£46.21	£50.00	£3.79
Payroll Services	£344.40	£625.00	£280.60
Mileage	£0.00	£150.00	£150.00
Footpaths	£0.00	£2,500.00	£2,500.00
Grants	£0.00	£1,000.00	£1,000.00
Sandy Croft	£0.00	£1,100.00	£1,100.00
Memorial Garden	£238.90	£3,500.00	£3,261.10
Chair's Expenses	£0.00	£250.00	£250.00
Unity Trust Bank Fees	£6.00	£100.00	£94.00
	£1,971.74	£22,211.00	£20,239.26

(vii) Explanation of Variances

Members are asked to approve the following virement of funds:-

- Internal Audit Fees – the Parish Council budgeted for £250.00, but the invoice received was £262.50. The Clerk requests a sum of £12.50 be transferred from the External Audit Fee Budget Head to balance this Budget.
- There is an additional Budget Head for Unity Trust Bank Fees, in the sum of £100.00. The External Audit Fee Budget Head is not required for this financial year, therefore the Budget Head has been reduced by £100.00 to make a new Budget Head.

(viii) Bank Reconciliation as at 20th May 2025

To approve the following Bank Reconciliation for Co-op Bank and Unity Trust Bank as at 20th May 2025:-

Bank Reconciliation 20th May 2025	
BETLEY BALTERLEY AND WRINEHILL PARISH COUNCIL	
Financial year ending 31 March 2025	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at	£
Current Account UNITY (20500409) - 30th April 2025	£3,797.54
Reserve Account CO-OP (49148300) - 4th February 2025 (£8,000 to be retained as a Reserve)	£23,965.25
Less: any unpresented cheques/payments	
Current Account UNITY (20500409)	£519.40
Reserve Account CO-OP (49148300)	£3,000.00
Add: any unbanked cash - Unity	£0.00
Add: any unbanked cash - CO-OP	£22,191.00

Net bank balances as at 20th May 2025	£46,434.39
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	
CASH BOOK	
Opening Balance	
Unity Trust Bank @ 1st April 2025	£5,016.90
Co-op Bank @ 1st April 2025	£20,965.25
Add: Receipts in the year	
Unity Trust Bank	£238.98
Co-op Bank	£22,191.00
Less: Payments in the year	
Unity Trust Bank	£1,977.74
Co-op Bank	
Closing balance per cash book [receipts and payments book] must equal net bank balances above	£46,434.39

(ix) **Bank Statements**

Unity Trust Bank Statement

- **30th April 2025**

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mrs Muna Clough
Betley Balterley And Wrinehill Parish Council
Peach Tree House
Calveley Hall Lane
Tarporley
CW6 9LG

Date: 30/04/2025

Account Name: Betley, Balterley And Wrinehill Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20500409

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Contact Us

- Call us: **0345 140 1000**
- Email us: us@unity.co.uk
- Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/03/2025		Balance brought forward	£0.00	£0.00	£5,016.90
03/04/2025	Faster Payment Debit	B/P to: Muna Clough	£46.21	£0.00	£4,970.69
03/04/2025	Faster Payment Debit	B/P to: Newcastle Plumbing	£4.92	£0.00	£4,965.77
03/04/2025	Faster Payment Debit	B/P to: Davenport Acc	£262.50	£0.00	£4,703.27

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Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
17/04/2025	Credit	HMRC VTR	£0.00	£238.98	£4,942.25
22/04/2025	Faster Payment Debit	B/P to: Gareth Owen	£23.98	£0.00	£4,918.27
22/04/2025	Faster Payment Debit	B/P to: Shires Accountants	£72.00	£0.00	£4,846.27
22/04/2025	Faster Payment Debit	B/P to: Shires Accountants	£54.00	£0.00	£4,792.27
28/04/2025	Transfer	B/P to: SPCA	£342.32	£0.00	£4,449.95
28/04/2025	Faster Payment Debit	B/P to: HMRC Cumbernauld	£137.72	£0.00	£4,312.23
28/04/2025	Faster Payment Debit	B/P to: Staffs Pension	£172.04	£0.00	£4,140.19
30/04/2025	Faster Payment Debit	B/P to: Muna Clough	£336.65	£0.00	£3,803.54
30/04/2025	Fee	Service Charge	£6.00	£0.00	£3,797.54

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CO-OP Bank Statement
4th February 2025

*phone 03457 213 213



MRS M CLOUGH
C/O Peach Tree House
Calveley Hall Lane
Calveley
Tarporley Cheshire
CW6 9LG



002916 32500 C

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title BETLEY, BALTERLEY & WRINEHILL PARISH CNCL	18 NOV 24	OPENING BALANCE			27,965.25
Sort code 089008	31 JAN 25	401480 0040071032870000	4,000.00		23,965.25
		Statement closing balance			23,965.25

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTF** Non Sterling Transaction Fee.
Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

Account number
61491483 00

Statement date
4 February 2025

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Statement opening balance
27,965.25

Money out
4,000.00

Money in
0.00

Statement closing balance
23,965.25

**International Bank
Account Number**

GB88 CPBK 0890 0861 4914 03

Bank Identification Code

CPBK GB22

Deposits* into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

*For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk