



**Responsible Financial Officer  
Report  
Period Ending 30<sup>th</sup> April 2025**

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Produced by Terry Heath  
4<sup>th</sup> May 2025

**Bank Reconciliation Statement  
As of 30<sup>th</sup> April 2025**

<b>STOKE SUB HAMDON PARISH COUNCIL</b>		
<b>BANK RECONCILIATION</b>		
<b>for the period ending 30th April 2025</b>		
Prepared by Terry Heath		
Date : 1st May 2025		
Approved by .....		
Date .....		
Minute reference 25/113 (b)		
<b>Balance per bank statements as at 30th April 2025</b>		
Lloyds Bank Current Account		£79,454.54
Lloyds Business Reserve		£30,165.06
Cambridge and Counties Building Society		£23,629.57
Cambridgege Building Society		£83,713.69
Hinkley and Rugby Building Society		£35,000.00
<b>Cash at bank per bank statements</b>		<b>£251,962.86</b>
<b>Unpresented Cheques/BACs transactions - approved by Council</b>		
Total unpresented cheques		£0.00
<b>Balance less unpresented cheques as at 30th April 2025</b>		<b>£251,962.86</b>
<b>The net balances reconcile to the Cash Book for the year, as follows</b>		
<b>CASH BOOK</b>		
Opening Balance		£160,009.23
Add: Receipts up until 30/04/25		£97,403.54
Less: Payments up until 30/04/25		£5,449.91
<b>Total Balance as at 30/04/25</b>		<b>£251,962.86</b>
<b>Difference</b>		<b>£0.00</b>

## Budget V Receipt/Expenditure Report

### Receipts

Description	Budget £	Receipts £	% of receipts V budget
General Precept	97281.00	97281.00	100
Div & Interest	2000.00	35.04	2
Vat Repayment	3000.00	0.00	0
Donations	1000.00	50.00	5
Other Income	0.00	37.50	N/A
<b>Total</b>	<b>103281.00</b>	<b>97403.54</b>	<b>94</b>

Payments					
	Description	Budget £	Payments £	% of payments V budget	
CC1	Salary	10726	1144.80		
	PAYE	2681	662.20		
	National Insurance	558	0.00		
	Chairmans Allowance	100	0.00		
	<b>Salary and Allowances Total</b>	<b>14065</b>	<b>1807.00</b>		
CC2	Training	1000	0.00		
	Travel Expenses	100	0.00		
	Audits	800	0.00		
	Data Protection License	45	0.00		
	Advertising	260	0.00		
	Clerks Telephone	100	7.98		
	Stationary	100	20.25		
	Cloudy IT Office 365 License & email accounts	1126	90.36		
	Domain Hosting (IONOS)	311	21.00		
	Website Hosting (HUGOFOX)	257	0.00		
	SALC/NALC & SW Councils	1271	0.00		
		<b>Administration Total</b>	<b>5370</b>	<b>139.59</b>	
	CC3	Account Fees	120	9.35	
Public Works Loan		9550	0.00		
		<b>Banking Charges &amp; Loans Total</b>	<b>9670</b>	<b>9.35</b>	
CC4	Asset and Liability Cover	7024	0.00		
		<b>Insurance Total</b>	<b>7024</b>	<b>0.00</b>	
CC5	Utilities	2019	1233.97		
	Equipment	400	0.00		
	Other Costs	500	0.00		
	<b>Parish Council Office Total</b>	<b>2919</b>	<b>1233.97</b>		
CC6	Newsletter	2646	210.00		
		<b>Printing Total</b>	<b>2646</b>	<b>210.00</b>	
CC7	Grants	20000	0.00		
		<b>Community Grants</b>	<b>20000</b>	<b>0.00</b>	
CC8	S137	7076	0.00		
		<b>S137</b>	<b>7076</b>	<b>0.00</b>	
CC9	Sports and Rec Trust Grounds Maintenance	4000	0.00		
	Village Contracted Grounds Maintenance	9000	750.00		
	Ranger Services	7200	1300.00		
		<b>Village Maintenance Total</b>	<b>20200</b>	<b>2050.00</b>	
CC10	Maintenance	2500	0.00		
	Return of Deposits	200	0.00		
	Allotment Ground Rental Charge	792	0.00		
		<b>Allotments Total</b>	<b>3492</b>	<b>0.00</b>	
CC11	Defibrillator Batteries/Pads	525	0.00		
	Play Equipment Inspection Fees	500	0.00		
	Play Equipment Maintenance and Repair	2000	0.00		
	Other Asset Maintenance	5000	0.00		
	HYFC External Maintenance Costs	10000	0.00		
	HYFC Full Structural Survey	2000	0.00		
	Monument Full Structural Survey	2000	0.00		
	Recreation Ground Rental Charge	1440	0.00		
	<b>Village Assets Total</b>	<b>23465</b>	<b>0.00</b>		
CC12	Community Projects	3000	0.00		
		<b>Community Proejects Total</b>	<b>3000</b>	<b>0.00</b>	
	<b>TOTAL</b>	<b>118927</b>	<b>5449.91</b>		

## Payments List for 7<sup>th</sup> May 2025 Council meeting

### To be paid by bank transfer

Mr T M Heath	RFO Duties (May 25)	£283.68	CC1
Mrs Gilly Lowe	Democratic services (May 25)	£664.97	CC1
Mrs Gilly Lowe	Expenses (milage)	£37.80	CC2
Cloudy IT	IT Services	£90.36	CC2
EVIS	Ranger Duties (April)	£700.00	CC9
S&RT	Maintenance	£4,000	CC9
PG Fire & Security	Support Contract	£120.00	CC5
SW Councils <sup>2</sup>	Affiliation	£630.00	CC2
SALC <sup>2</sup>	Affiliation	£910.67	CC2
S&RT <sup>2</sup>	Grant	£500.00	CC7
<b>Total</b>		<b>£7,937.48</b>	

### To be paid by Direct Debit/Standing Order

Stable Print	Printing of newsletter	£210.00	CC6
UK Debt Office	PWLB	£ 4,774.85	CC3
Evis	Grounds Maintenance	£750.00	CC9
Ionis	Web and Mail	£21.00	CC2
Tesco <sup>1</sup>	Clerks Phone	£7.98	CC2
100 Green <sup>1</sup>	Gas Usage	£18.21	CC5
100 Green	Gas Usage	£16.33	CC5
Lloyds <sup>1</sup>	Bank Charges	£9.35	CC3
<b>Total</b>		<b>£5,807.72</b>	

Total payments presented for approval **£13,745.20**

**<sup>1</sup> Payments to be approved retrospectively**

**<sup>2</sup> Payments to be approved by resolution at the May meeting**

## Receipts List for 7<sup>th</sup> May Council meeting

Lloyds Bank	Interest	£35.04
S&RT	Donation	£50.00
A Toohey	Allotment	£12.50
Topley-Moore	Allotment	£25.00
SC	Precept	£ 97,281
	<b>Total</b>	<b>£97,403.54</b>

## Financial Statement as of 30<sup>th</sup> April 2025

	£
1 Lloyds Current Account	79,454.54
2 Lloyds Reserve Account	30,165.06
4 Cambridge & Counties Building Society Account	23,629.57
5 The Cambridge Building Society	83,713.69
6 Hinkley and Rugby Building Society	35,000.00
<b>7 Sub Total</b>	<b>251,962.86</b>
8 Outstanding Payments	0.00
<b>9 Total as Cashbook</b>	<b>251,962.86</b>
10 Less Ringfenced Lines)	
11 General Reserve	41,913.23
12 Village Asset Reserve	33,440.00
13 Village Projects	12,650.00
14 Somerset Council Contingency	10,000.00
15 Pavillion Reserve	41,360.00
16 Legal Costs	5,000.00
<b>17 Sub Total</b>	<b>144,363.23</b>
<b>18 Current Working Capital</b>	<b>107,599.63</b>
19 2025/2026 Expenditure Budget	118,927.00
20 2025/2026 Expenditure	5,449.91
<b>21 Remaining 2025/2026 Budget</b>	<b>113,477.09</b>
22 2025/2026 Receipt Budget	103,281.00
23 2025/2026 Receipts	97,403.54
24 Remaining 2025/2026 Receipts Forecast	<b>5,877.46</b>
<b>25 Unallocated Funds</b>	<b>-0.00</b>

## Key Points to Note

- Insurance Quote received from Gallagher, linked to asset register – agenda item for discussion and direction. Quote emailed to members along with this report.
- HYFC and Monument valuation cost received, exceeded verbal quote by some way. To discuss at May meeting. Quote emailed to members along with this report.
- Hinkley and Rugby 90-day notice BS account opened, £45,000 deposited as approved.
- Unity Trust account could not be opened. It appears PCs cannot open a notice account. This was not made clear until the final step of the application process.
- Internal audit report issued to members
- AGAR documents prepared, to be discussed and agreed at May meeting.
- Council cannot get out of paying PG Security for alarm support as contract specified notice period to be given.
- RFO hours reduced from 8 to 5 per week as of 1<sup>st</sup> May 2025.
- Payment's meeting arranged for 6<sup>th</sup> May
- Smart Meter (gas) to be installed, 8<sup>th</sup> May.