

## ITEM 4

**SUBJECT:** BUDGET AND FINANCE 2024-2025

**REPORT TO:** FINANCE AND AUDIT COMMITTEE  
BETLEY, BALTERLEY AND WRINEHILL PARISH COUNCIL

**DATE OF MEETING:** 24<sup>th</sup> April 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**

There is no requirement to transfer funds 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
	Transfer from Co-op	£3,000.00	
	Transfer to Unity		£3,000.00
M Clough	March Salary		£446.93
HMRC	March PAYE		£118.20
Staffordshire Pensions	March Pension		£165.54
Unity Trust Bank	Monthly Service Charge		£6.00
Newcastle Plumbing	Screws for Noticeboard		£4.92
M Clough	Printer ink reimbursement		£46.21
Davenport Accountants	Internal Audit		£262.50
Shires Accountants	Reimbursement for pension training		£72.00
Shires Accountants	50% share of costs relating to pension changes for 2023/24 and 2024/25 tax year		£54.00

**(iv) Transactions – CO-OP Bank**

There has been a transfer of £3,000.00 from the Co-op Bank since the last meeting of the Parish Council held on 20<sup>th</sup> March 2025 and a remittance for the receipt of the Precept for 2025-2026 in the sum of £22,191.00 has been received.

**(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	April 2025 Salary	£336.65
HMRC	April 2025 PAYE & NI (£111.60 & £26.12)	£137.72
Staffordshire Pension	April 2025 Pension	£172.04
SPCA	Annual Membership fee	£342.32
Luke Rimmer	Invoice not yet received	

**(vi) Fencing at Sandy Croft**

To consider a quote received from Heler and Son to replace the fence at Sandy Croft, between two gates, and 20 m beyond the second gate, using sheep wire and rows of plain wire. Dismantle the old fence, clear the brambles and erect a new fence. £650 plus VAT.

**(vii) Budget Expenditure to 16<sup>th</sup> April 2025 – Unity Trust Bank**

To note the following Budget Head expenditure to 16<sup>th</sup> April 2025:-

Budget Head	Total	Budget Allocated	£ Difference
Salary	£0.00	£7,558.00	£7,558.00
Employer National Insurance	£0.00	£384.00	£384.00
Pension	£0.00	£1,784.00	£1,784.00
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	£0.00	£450.00	£450.00
Subscriptions	£0.00	£350.00	£350.00
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	£0.00	£625.00	£625.00
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	£4.92	£3,500.00	£3,495.08
Chair's Expenses	£0.00	£250.00	£250.00
	£313.63	£22,211.00	£21,897.37

**(viii) Explanation of Variances**

There are no variances to report.

**(ix) Bank Reconciliation as at 17<sup>th</sup> April 2025**

To approve the following Bank Reconciliation for Co-op Bank and Unity Trust Bank as at 17<sup>TH</sup> April 2025:-

<b>Bank Reconciliation 17th April 2025</b>	
<b>BETLEY BALTERLEY AND WRINEHILL PARISH COUNCIL</b>	
<b>Financial year ending 31 March 2025</b>	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at	£
Current Account UNITY (20500409) - 31st March 2025	£5,016.90
Reserve Account CO-OP (49148300) - 4th February 2025	£23,965.25
Less: any unrepresented cheques/payments	
Current Account UNITY (20500409)	£313.63

Reserve Account CO-OP (49148300)	£3,000.00
Add: any unbanked cash - Unity	£0.00
Add: any unbanked cash - CO-OP	£22,191.00
<b>Net bank balances as at 17th April 2025</b>	<b>£47,859.52</b>
<b>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows</b>	
<b>CASH BOOK</b>	
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	£0.00
Co-op Bank	£22,191.00
Less: Payments in the year	
Unity Trust Bank	£313.63
Co-op Bank	
<b>Closing balance per cash book [receipts and payments book] must equal net bank balances above</b>	<b>£47,859.52</b>

(x) **Bank Statements**

**Unity Trust Bank Statement**

- **31<sup>st</sup> March 2025**

**Your Account Statement**

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



For Businesses. For Communities. For Good.

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

**Date:** 31/03/2025

**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](mailto: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
28/02/2025		Balance brought forward	£0.00	£0.00	£3,203.03
10/03/2025	Faster Payment Debit	B/P to: ELAN CITY LTD	£449.46	£0.00	£2,753.57
31/03/2025	Faster Payment Debit	B/P to: Staffs Pension	£165.54	£0.00	£2,588.03
31/03/2025	Faster Payment Debit	B/P to: HMRC Cumbernauld	£118.20	£0.00	£2,469.83

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Statement number 017



**For Businesses.  
For Communities.  
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.  
Unity Trust Bank is entered in the Financial Services Register under number 204570.  
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.  
Registered in England and Wales no. 1713124.  
Calls may be monitored and recorded for training, quality and security purposes.  
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Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/03/2025	Faster Payment Debit	B/P to: Muna Clough	£446.93	£0.00	£2,022.90
31/03/2025	Credit	Credit 000009	£0.00	£3,000.00	£5,022.90
31/03/2025	Fee	Service Charge	£6.00	£0.00	£5,016.90



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**CO-OP Bank Statement**  
**4<sup>th</sup> February 2025**

The **co-operative** bank  
 co-operativebank.co.uk/business

**\*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 <b>BETLEY,BALTERLEY &amp; WRINEHILL PARISH CNCL</b>	<b>18 NOV 24</b>	<b>OPENING BALANCE</b>			<b>27,965.25</b>
	31 JAN 25	401480 0040071032870000	4,000.00		23,965.25
		<b>Statement closing balance</b>			<b>23,965.25</b>

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.

Sort code  
**089008**

Account number  
**61491483 00**

Statement date  
**4 February 2025**

Statement number  
**369**

Page number  
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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 83

**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](http://www.FSCS.org.uk)