

TOLLER PORCORUM PARISH COUNCIL

Full Parish Council Meeting | Wednesday 11 March 2026

Appendix B – Finance Report

Minute reference: 26/03-7.i

Bank Reconciliation January 2026

Prepared by Clare Smith (RFO), 3 February 2026

A	Bank Reconciliation at 31/01/2026			
	Cash in Hand 01/04/2025			13,193.16
	ADD Receipts 01/04/2025 - 31/01/2026			10,140.88
				23,334.04
	SUBTRACT Payments 01/04/2025 - 31/01/2026			7,333.08
	Cash in Hand 31/01/2026 (per Cash Book)			16,000.96
B	Cash in hand per Bank Statements			
	Petty Cash	31/01/2026	0.00	
	Lloyds Current Account	31/01/2026	1,001.59	
	Lloyds Savings Account	31/01/2026	14,999.39	
				16,000.98
	Less unrepresented payments			16,000.98
Plus unrepresented receipts Adjusted Bank Balance			16,000.98	
Error A does NOT equal B				
ERROR IS		£-0.02		

Note: error due to transposing error when setting up payments for salary.
Will be corrected at next salary payment due 30 March 2026.

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Transactions for January and February 2026

RECEIPTS

Date	Description	From	Net	VAT	Total
09.01.2026	Interest	Lloyds	7.64	0.00	7.64
09.02.2026	Interest	Lloyds	6.78	0.00	6.78
			14.42	0.00	14.42

All invoices for payments below have been examined, verified and certified by Clare Smith, RFO.

PAYMENTS

Date	Description	Payee	Net	VAT	Total
06.02.2026	Website	Hugo Fox	£9.99	£2.00	£11.99
30.01.2026	Play area inspection	Ken Hussey	£27.50	£0.00	£27.50
	Microsoft 365	Clare Smith	£70.83	£14.16	£84.99
	Grass cutting	Countrywide Grounds Maintenance Ltd	£116.67	£23.33	£140.00
	Service charge	Lloyds	£4.25	£0.00	£4.25
	Pension	Dorset LGPS	£126.28	£0.00	£126.28
	Salary & allowances	Clare Smith	£507.27	£0.00	£507.27
08.01.2026	Website	Hugo Fox	£9.99	£2.00	£11.99
			872.78	41.49	914.27

Transfers between bank accounts for January and February 2026

TRANSFERS

Date	Description	From	To	Total
				0.00
				0.00

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Position Against Budget, 1 April – 28 February 2026

01 Income

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
1	Precept	9,850.00	9,850.00						(0%)
2	Grants received								(N/A)
3	VAT reclaim								(N/A)
4	Bank interest	120.00	85.08	-34.92				-34.92	(-29%)
31	CIL								(N/A)
	SUB TOTAL	9,970.00	9,935.08	-34.92				-34.92	(-0%)

03 Staff Costs

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
5	Staff salary				2,744.32	2,241.49	502.83	502.83	(18%)
12	Clerk's allowance				312.00	260.00	52.00	52.00	(16%)
13	Clerk's mileage				200.00	170.64	29.36	29.36	(14%)
45	Staff pension				603.75	652.28	-48.53	-48.53	(-8%)
	SUB TOTAL				3,860.07	3,324.41	535.66	535.66	(13%)

04 Admin-Office

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
6	Insurance				614.00	595.81	18.19	18.19	(2%)
7	Village Hall hire				100.00	110.00	-10.00	-10.00	(-10%)
8	Membership				250.00	244.15	5.85	5.85	(2%)
9	Training				600.00	150.00	450.00	450.00	(75%)
10	Audit - internal				150.00	175.00	-25.00	-25.00	(-16%)
14	Office printing & stationery				100.00		100.00	100.00	(100%)
15	Website				190.00	145.77	44.23	44.23	(23%)
27	Misc expenses				200.00	202.06	-2.06	-2.06	(-1%)
32	Software IT				250.00	250.83	-0.83	-0.83	(-0%)
44	Bank service charge				51.00	42.50	8.50	8.50	(16%)
	SUB TOTAL				2,505.00	1,916.12	588.88	588.88	(23%)

05 Council Assets

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
17	Toller Porcorum Recreation Area								(N/A)
20	Grit bin refills				200.00		200.00	200.00	(100%)
21	Noticeboard/seats				100.00		100.00	100.00	(100%)
22	Office equipment				50.00		50.00	50.00	(100%)
23	Bus shelter				150.00		150.00	150.00	(100%)
24	Defibrillator costs				199.00		199.00	199.00	(100%)
38	Signposts				100.00		100.00	100.00	(100%)

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46	Grit bins/sandbag stores		100.00		100.00		100.00	(100%)
49	Telephone Box				1.00	-1.00	-1.00	(N/A)
	SUB TOTAL		899.00		1.00	898.00	898.00	(99%)

06 Grants and Donations

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16	Churchyard (grant)							(N/A)
18	Village Association (grant)							(N/A)
19	Grants				700.00	700.00		(0%)
36	Country Cars							(N/A)
	SUB TOTAL				700.00	700.00		(0%)

07 Projects/Maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
26	Village maintenance							(N/A)
30	Gates project							(N/A)
34	Future Projects							(N/A)
	SUB TOTAL							(N/A)

08 Reserves-Earmarked

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	Election recharge							(N/A)
35	Working reserve							(N/A)
48	TP Recreation Area				1,000.00		1,000.00	1,000.00
50	Asset replacement							(100%)
	SUB TOTAL				1,000.00	1,000.00	1,000.00	(100%)

10 Recreation Ground

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
39	Signs at Rec Ground					9.97	-9.97	-9.97 (N/A)
40	Inspection				100.00	107.50	-7.50	-7.50 (-7%)
41	Grass and hedge cutting				700.00	1,000.01	-300.01	-300.01 (-42%)
42	Solicitors fees							(N/A)
47	Repair/replacement				200.00		200.00	200.00 (100%)
	SUB TOTAL				1,000.00	1,117.48	-117.48	-117.48 (-11%)

Summary

NET TOTAL	9,970.00	9,935.08	-34.92	9,964.07	7,059.01	2,905.06	2,870.14
V.A.T.		212.58			286.06		
GROSS TOTAL		10,147.66			7,345.07		

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