

ITEM 4

SUBJECT: BUDGET AND FINANCE 2024-2025

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

DATE OF MEETING: 23rd January 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

Members are asked to approve the transfer of £4,000.00 from the Co-op Bank to the Unity Trust Bank.

(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).

DATE	DETAILS	RECEIPTS	PAYMENTS
Luke Rimmer	Invoice 516		£730.00
M Clough	November Salary		£577.00
HMRC	PAYE November 2024		£153.32
Staffordshire Pensions	November Pension		£213.71
Information Commissioner	Annual Fee		£35.00
Newcastle Plumbing Supplies	Long cable ties		£23.40
M Clough	Petrol Reimbursements June 2024 - November 2024		£143.46
Unity Trust Bank	November Service Charge		£6.00
Robert Bettley-Smith	Reimbursement for Cable Ties		£23.77
Simon King	Cable Ties		£13.45
Robert Bettley-Smith	Reimbursement for sweets		£48.30
Simon King	Cable Ties		£29.98
Robert Bettley-Smith	Reimbursement for Grant paid to Rotary Club		£100.00
M Clough	December Salary		£446.93
HMRC	PAYE December 2024		£118.20
Staffordshire Pensions	December Pension		£165.54
Robert Bettley-Smith	Reimbursement for socket box at Memorial Garden		£25.20
St Margaret's Church	Donation		£650.00
Unity Trust Bank	Monthly Service Charge		£6.00
Shraley Brook Media	Footpath Signage and way markers (2023-2024 budget and £500 grant received)		£997.85
Forvis Mazars	Statutory External Audit Fees		£252.00
Betley Village Hall	Invoice 4206		£105.00

(iv) TRANSACTIONS – CO-OP BANK

To note that no transactions have been made from or into the Co-op Bank since 5th November 2024.

(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	January 2025 Salary	Approx £446.93
HMRC	January 2025 PAYE	Approx £118.20
Staffordshire Pension	January 2025 Pension	Approx £165.54
HugoFox	Annual Website Fee	£143.86
Shires Accountants	Calculation and application of back pay adjustments relating to 2024/25 tax year	£18.00

(vi) BUDGET EXPENDITURE TO 15th JANUARY 2025 – UNITY TRUST BANK

To note the following Budget Head expenditure to 15th January 2025:-

Budget Head	Total	Budget Allocated	£ Difference
Salary	£5,591.48	£7,200.00	£1,608.52
Pension	£1,640.37	£1,660.00	£19.63
Admin - Insurance	£898.92	£900.00	£1.08
Admin - Audit Fees	£502.00	£625.00	£123.00
Admin - Venue Hire	£366.50	£450.00	£83.50
Admin - Subscriptions	£313.45	£330.00	£16.55
Admin - Website	£0.00	£135.00	£135.00
Admin - Other	£949.38	£500.00	-£449.38
Highways	£600.00	£1,500.00	£900.00
Footpaths	£3,445.85	£2,448.00	-£997.85
Grants	£750.00	£1,200.00	£450.00
Miscellaneous	£320.31	£270.00	-£50.31
Sandy Croft	£0.00	£1,100.00	£1,100.00
Memorial Garden	£2,575.20	£4,000.00	£1,424.80
Neighbourhood Plan	£0.00	£0.00	£0.00
Chair's Expenses	£0.00	£250.00	£250.00
	£17,953.46	£22,568.00	£4,614.54

(vii) EXPLANATION OF VARIANCES

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

- (a) Highways Budget to the Admin (Other) Budget – £450.00
- (b) Highways Budget to Miscellaneous Budget - £51.00
- (c) Sandy Croft Budget to Footpaths Budget - £998.00

(viii) BANK RECONCILIATION AS AT 15TH JANUARY 2025

To approve the following Bank Reconciliation for Co-op Bank and Unity Trust Bank as at 15th January 2025:-

Bank Reconciliation 15th January 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) - 31st December 2024	£2,469.77
Reserve Account CO-OP (49148300) - 18th November 2024	£27,965.25
Less: any unpresented cheques/payments	
Current Account UNITY (20500409)	£1,354.85
Reserve Account CO-OP (49148300)	
Add: any unbanked cash - Unity	
Net bank balances as at 15th January 2025	£29,080.17
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	
<u>CASH BOOK</u>	
Opening Balance	
Unity Trust Bank @ 1st April 2024	£420.69
Co-op Bank @ 1st April 2024	£23,099.25
Add: Receipts in the year	
Unity Trust Bank	£2,647.69
Co-op Bank	£20,866.00
Less: Payments in the year	
Unity Trust Bank	£17,953.46
Co-op Bank	
Closing balance per cash book [receipts and payments book] must equal net bank balances above	£29,080.17

(ix) **UNITY TRUST BANK STATEMENTS**

- **30TH NOVEMBER 2024**

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: 30/11/2024

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
31/10/2024		Balance brought forward	£0.00	£0.00	£5,286.18
01/11/2024	Faster Payment Debit	B/P to: Royal British Legi	£27.50	£0.00	£5,258.68
01/11/2024	Faster Payment Debit	B/P to: Staffs Pension	£158.27	£0.00	£5,100.41
01/11/2024	Faster Payment Debit	B/P to: HMRC Cumbernauld	£113.00	£0.00	£4,987.41

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Statement number 013

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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. © Unity Trust Bank. All Rights Reserved.



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
01/11/2024	Faster Payment Debit	B/P to: Muna Clough	£427.35	£0.00	£4,560.06
01/11/2024	Faster Payment Debit	B/P to: Shires Accountants	£246.60	£0.00	£4,313.46
01/11/2024	Faster Payment Debit	B/P to: BetleyVillageHall	£136.50	£0.00	£4,176.96
01/11/2024	Faster Payment Debit	B/P to: Luke Rimmer	£180.00	£0.00	£3,996.96
05/11/2024	Credit	Credit 000007	£0.00	£2,000.00	£5,996.96
18/11/2024	Faster Payment Debit	B/P to: Newcastle Plumbing	£17.93	£0.00	£5,979.03
22/11/2024	Direct Debit	Direct Debit (ICO)	£35.00	£0.00	£5,944.03
29/11/2024	Faster Payment Debit	B/P to: Staffs Pension	£213.71	£0.00	£5,730.32
29/11/2024	Faster Payment Debit	B/P to: HMRC Cumbernauld	£153.32	£0.00	£5,577.00
29/11/2024	Faster Payment Debit	B/P to: Muna Clough	£577.00	£0.00	£5,000.00
29/11/2024	Faster Payment Debit	B/P to: Luke Rimmer	£730.00	£0.00	£4,270.00
29/11/2024	Faster Payment Debit	B/P to: Newcastle Plumbing	£23.40	£0.00	£4,246.60
29/11/2024	Faster Payment Debit	B/P to: Muna Clough	£143.46	£0.00	£4,103.14
30/11/2024	Fee	Service Charge	£6.00	£0.00	£4,097.14

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• 31ST DECEMBER 2024

Your Account Statement



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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
Tarpoley
CW6 9LG

Date: 31/12/2024

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

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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
30/11/2024		Balance brought forward	£0.00	£0.00	£4,097.14
04/12/2024	Faster Payment Debit	B/P to: R BettleySmith	£100.00	£0.00	£3,997.14
04/12/2024	Faster Payment Debit	B/P to: Simon King	£43.43	£0.00	£3,953.71
04/12/2024	Faster Payment Debit	B/P to: R BettleySmith	£72.07	£0.00	£3,881.64

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Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
30/12/2024	Faster Payment Debit	B/P to: R BettleySmith	£25.20	£0.00	£3,856.44
30/12/2024	Faster Payment Debit	B/P to: Staffs Pension	£165.54	£0.00	£3,690.90
30/12/2024	Faster Payment Debit	B/P to: HMRC Cumbernauld	£118.20	£0.00	£3,572.70
30/12/2024	Faster Payment Debit	B/P to: Muna Clough	£446.93	£0.00	£3,125.77
30/12/2024	Faster Payment Debit	B/P to: St Margarets	£650.00	£0.00	£2,475.77
31/12/2024	Fee	Service Charge	£6.00	£0.00	£2,469.77

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*phone 03457 213 213



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



001571 32500 C

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title BETLEY, BALTERLEY & WRINEHILL PARISH CNCL	4 OCT 24	OPENING BALANCE			29,965.25
	5 NOV 24	401479 0039018035870000	2,000.00		27,965.25
Sort code 089008	Statement closing balance				27,965.25

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **ODIS** 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
18 November 2024

Statement number
368

Page number
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Statement opening balance
29,965.25

Money out
2,000.00

Money in
0.00

Statement closing balance
27,965.25

**International Bank
Account Number**

GB88 CPBK 0890 0861 4914 83

Bank Identification Code
CPBK GB22

Following the decrease to the Bank of England base rate from 5% to 4.75% on 7 November 2024, the interest rate for existing overdrafts linked to the Bank of England base rate will have decreased by 0.25% in line with this change.