



**Responsible Financial Officer
Report
Period Ending 30th June 2025**

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Produced by Terry Heath
1st July 2025

Bank Reconciliation Statement As of 30th June 2025

STOKE SUB HAMDON PARISH COUNCIL		
BANK RECONCILIATION		
for the period ending 30th June 2025		
Prepared by Terry Heath		
Date : 1st July 2025		
Approved by		
Date		
Minute reference		
Balance per bank statements as at 30th June 2025		
Lloyds Bank Current Account		£8,583.14
Lloyds Business Reserve		£70,240.84
Cambridge and Counties Building Society		£23,629.57
Cambridge Building Society		£83,713.69
Hinkley and Rugby Building Society		£45,000.00
Cash at bank per bank statements		£231,167.24
Unpresented Cheques/BACs transactions - approved by Council		
Total unpresented cheques		£0.00
Balance less unpresented cheques as at 30th June 2025		£231,167.24
The net balances reconcile to the Cash Book for the year, as follows		
CASH BOOK		
Opening Balance		£160,009.23
Add: Receipts up until 30/06/25		£97,604.32
Less: Payments up until 30/06/25		£26,446.31
Total Balance as at 30/06/25		£231,167.24
Difference		£0.00

Budget V Receipt/Payment Report

Receipts

Description	Budget £	Receipts £	% of receipts V budget
General Precept	97281.00	97281.00	100
Div & Interest	2000.00	110.82	6
Vat Repayment	3000.00	0.00	0
Donations	1000.00	150.00	15
Other Income	0.00	62.50	N/A
Total	103281.00	97604.32	95

Payments

	Description	Budget £	Payments £	% of payments V budget	
CC1	Salary	10726.00	3080.30	29	
	PAYE	2681.00	662.20	25	
	National Insurance	558.00	0.00	0	
	Chairmans Allowance	100.00	0.00	0	
	Salary and Allowances Total	14065.00	3742.50	27	
CC2	Training	1000.00	0.00	0	
	Travel Expenses	100.00	0.00	0	
	Audits	800.00	295.00	37	
	Data Protection License	45.00	0.00	0	
	Advertising	260.00	0.00	0	
	Clerks Telephone	100.00	23.94	24	
	Stationary	100.00	20.25	20	
	Cloudy IT Office 365 License & email accounts	1126.00	288.89	26	
	Domain Hosting (IONOS)	310.80	64.20	21	
	Website Hosting (HUGOFOX)	257.25	0.00	0	
	SALC/NALC & SW Councils	1271.00	910.76	72	
	Administration Total	5370.05	1603.04	30	
	CC3	Account Fees	120.00	29.35	24
		Public Works Loan	9550.00	4774.85	50
Banking Charges & Loans Total		9670.00	4804.20	50	
CC4	Asset and Liability Cover	7024.00	4800.97	68	
	Insurance Total	7024.00	4800.97	68	
CC5	Utilities	2019.00	1525.36	76	
	Council Office Rental Charges	2400.00	0.00	0	
	Equipment	400.00	0.00	0	
	Other Costs	500.00	120.00	24	
	Parish Council Office Total	5319.00	1645.36	31	
CC6	Newsletter	2646.00	630.00	24	
	Printing Total	2646.00	630.00	24	
CC7	Grants	12000.00	500.00	4	
	Community Grants	12000.00	500.00	4	
CC8	S137	7076.00	0.00	0	
	S137	4676.00	0.00	0	
CC9	Sports and Rec Trust Grounds Maintenance	4000.00	4000.00	100	
	Village Contracted Grounds Maintenance	9000.00	2250.00	25	
	Ranger Services	7200.00	2100.00	29	
	Village Maintenance Total	20200.00	8350.00	41	
CC10	Maintenance	2500.00	0.00	0	
	Return of Deposits	200.00	0.00	0	
	Allotment Ground Rental Charge	792.00	0.00	0	
	Allotments Total	3492.00	0.00	0	
CC11	Defibrillator Batteries/Pads	525.00	0.00	0	
	Play Equipment Inspection Fees	500.00	0.00	0	
	Play Equipment Maintenance and Repair	2000.00	89.54	4	
	Other Asset Maintenance	5000.00	106.70	2	
	HYFC External Maintenance Costs	10000.00	0.00	0	
	HYFC Full Structural Survey	2000.00	174.00	9	
	Monument Full Structural Survey	2000.00	0.00	0	
	Recreation Ground Rental Charge	1440.00	0.00	0	
	Village Assets Total	23465.00	370.24	2	
	CC12	Community Projects	3000.00	0.00	0
Community Prejects Total		3000.00	0.00	0	
CC13	Youth Services	8000.00	0.00	0	
	Youth Provision Total	8000.00	0.00	0	
	TOTAL	118927.05	26446.31	22	

Payments List for 2nd July 2025 Council meeting

To be paid by bank transfer

Mr T M Heath	RFO Duties (July 25)	£283.68	CC1
Mrs Gilly Lowe	Democratic services (July 25)	£664.97	CC1
Mrs G Lowe	Expenses (Key cutting)	£15.00	CC5
Cloudy Group	IT Services	£TBA	CC2
HYFC	Hall Hire	£90.00	CC5
SALC	Training	£30.00	CC2
SALC	Training	£28.00	CC2
EVIS	Ranger Duties	£800.00	CC9
PG Security	Materials	£3.00	CC5
Total		£1914.65	

To be paid by Direct Debit/Standing Order

100Green ¹	Gas	£163.24	CC5
EDF Energy ¹	Electricity	£45.17	CC5
Stable Print	Printing of newsletter	£210.00	CC6
Evis	Grounds Maintenance	£750.00	CC9
Ionis	Web and Mail	£22.50	CC2
Tesco	Clerks Phone	£7.98	CC2
Lloyds ¹	Bank Charges	£9.50	CC3
HMRC	PAYE	£553.95	CC1

	Income Tax (£)	Employee NI (£)	Employer NI (£)	Total (£)
Apr-25	164.20	0	71.25	235.45
May-25	£115.40	0	43.85	159.25
Jun-25	£115.40	0	43.85	159.25
Total	395.00	0.00	158.95	553.95

Total £1,762.34

To be paid by Debit Card

Barrett Corp & Harrington Ltd ¹	HYFC Valuation	£174.00
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Paints4You ¹	Basketball Court Line Marking	£55.54
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Total £229.54

Total payments presented for approval **£3,906.53**

¹ Payments to be approved retrospectively

Further invoices received ahead of the July meeting will be presented on the night

Receipts List for 2nd July 2025 Council meeting

Lloyds Bank	Interest	£50.46
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S&RT	Donation	£50.00
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Total £100.46

Financial Statement as of 30th June 2025

	£
1 Lloyds Current Account	8,583.14
2 Lloyds Reserve Account	70,240.84
4 Cambridge & Counties Building Society Account	23,629.57
5 The Cambridge Building Society	83,713.69
6 Hinkley and Rugby Building Society	45,000.00
7 Sub Total	231,167.24
8 Outstanding Payments	0.00
9 Total as Cashbook	231,167.24
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
17 Sub Total	144,363.23
18 Current Working Capital	86,804.01
19 2025/2026 Expenditure Budget	118,927.00
20 2025/2026 Expenditure	26,446.31
21 Remaining 2025/2026 Budget	92,480.69
22 2025/2026 Receipt Budget	103,281.00
23 2025/2026 Receipts	97,604.32
24 Remainng 2025/2026 Receipts Forecast	5,676.68
25 Unallocated Funds	-0.00

Key Points to Note

- The Cambridge and Counties Bank 5-year fixed rate bond matures on the 16th July 2025. I am currently assessing the best option for investing the monies following maturity of the bond.
- Payment's meeting arranged for 2nd July
- HYFC Building Valuation delivered – issued to members under separate cover
- Method for approving payments in August with no Council meeting?