

Appendix A

Clerk's Report

A busy month in which I worked 12.25 hours overtime. This was due to additional work connected with the draft Local Plan and financial matters (end of financial year and preparing documents for new financial year).

The Environment Agency are reviewing the report on Meadow View Cemetery, and I hope we will get the go ahead from them in April.

There was wind damage to three trees in Rectory Grounds Cemetery which required urgent removal. The cost of this totalled £245.00. I shall be bringing forward a recommendation to have a tree survey of the trees on the Parish Council land.

JM Evans

30 March 2026

Appendix B
Cosgrove Parish Council
Summary of Financial Records to 1 April 2026

Revenues	YTD	Projected income to end of year		Forecast	Budget	Variance
Precept					(25,957.49)	
Interest					(1,000.00)	
Burial Ground					(1,000.00)	
VAT Reclaim						
Misc Income						
Mowing Grant					(999.00)	
Total Revenue					(28,956.49)	

Regular Costs	YTD	Projected Costs to end of Year		Forecast	Budget	Variance
Clerk Salary					9,489.65	
Grass Mowing					7,518.00	
Clerk Sundries					423.21	
Church Clock					201.00	
Street Lighting					1,818.25	
Allotments					-	
NCALC					769.18	
Burial Ground					200.00	
Dog Waste Bins					1,001.00	
Village Hall					341.00	
Insurance					621.00	
Training					155.00	
IT Costs					595.20	
Play Park					750.00	
Admin					375.00	
Election Expenses					247.00	
Audit					210.00	
ICO					52.00	
Speed Indicator Devices					554.00	
Green bin					60.00	
Other unforeseen						
Total Costs					25,380.49	

Section 137 Costs (Max of £9.93 per electorate)	YTD	Projected Costs to end of Year		Forecast	Budget	Variance
NACRE					35.00	
CPRE					36.00	
SNAST					25.00	
Old Mail					500.00	
Christmas Lights					250.00	
village projects					600.00	
annual grant scheme					1,000.00	
S137 % spend (planter)					800.00	
Total Costs					3,246.00	

Discretionary Spend	YTD	Projected Costs to end of Year		Forecast	Budget	Variance
Royal British Legion					200.00	
Donation to Village Hall					50.00	
Donation to History Soc					20.00	
Donation to WI					60.00	
Total Costs					330.00	

Movement	YTD	Projected Net (Revenue) / Costs to end of Year		Forecast Net (Revenue)/ Cost	Budget	Variance
Net (Revenue) / Cost					28,956.49	-
VAT paid to date incl b/fwd £746.73						
VAT received back						
VAT outstanding						

Deposit Account	25,359.97
Current Account	3,635.62
Fixed Deposit accounts	15,971.63
Total bank balance as at 31 March 2026	£ 44,967.22

Cosgrove Parish Council

Appendix C: BACS Payments Schedule 12.25

Date of Invoice	Amount	Payee	Description	Email date	BACS reference	minute reference	Notes
For set up by JE and authorisation by DS or JP							
24.03.2026	£ 1,824.00	Holmes Tree Services	clearing vegetation in Meadow View Cemetery and emergency tree work in Rectory Ground Cemetery		BACS12.25	CPC/26/02/11(d)	
25.03.2026	£ 1,994.90	Blackwells Garden Service	hedge cutting in playpark		BACS12.25	CPC/26/02/12(a)	
06.03.2026	£ 42.00	NCALC	CiL/S106 training inv no 4269	16.02.2026	BACS12.25		
30.03.2026	£ 36.00	CPRE	annual membership		BACS12.25		
30.03.2026	£ 290.00	Village Hall	annual rental		BACS12.25		
30.03.2026	£ 150.00	Greenleaf Garden services	removal to two fallen tree in RGC		BACS12.25		H&S delegated authority
	£ 4,336.90						
Direct debits and debit card charges							
29.03.2026	£ 158.00	SLCC	annual membership		debit card	CPC/26/02/7(b)	
29.03.2026	£ 153.60	Shaw and Sons	Exclusive right of burial book		debit card	CPC/25/12/7(f)	
Total DD and card	£ 311.60						

£ 4,648.50

total £ 4,648.50

Cosgrove Parish Council

Appendix D: BACS Payments Schedule 1.26

Date of Invoice	Amount	Payee	Description	Email date	BACS reference	minute reference	Notes
To be set up and authorised by DS and JP							
02.04.2026	£ 789.14	J Evans	March pay (including overtime 14.5 hours)		BACS1.26	CPC26/2/7(f)	
total	£ 789.14						
For set up by JE and authorisation by DS or JP							
02.04.2026	£ 272.10	HMRC	March PAYE and NI				
31.03.2026	£ 73.50	Barbara Osborne	Payroll services to 31.03.2026 inv 8316				
31.03.2026		Blackwells Garden Services	March mowing				
	£ 345.60						
Direct debits and debit card charges							
08.04.2026	£ 4.50	Lloyds	bank account service charge to 09/03/2026		debit by bank		
12.04.2026	£ 11.99	HugoFox	website hosting March inv 24255		Direct Debit		
12.04.2026	£ 20.99	HugoFox	email hosting March inv 24263		Direct Debit		
16.03.2026	£ 100.10	Shield Group	dog waste collection March inv no 10003		Standing Order		
01.04.2026		YU energy	1 to 31 March unmetered supply		Direct Debit		
					debit card		
Total DD and card	£ 137.58						

£ 1,272.32

total £ 1,272.32

Appendix E
Cosgrove Parish Council
Summary of Financial Records to 31 March 2026 - Trial Balance

Revenues	Year end	Budget	Variance
Precept	(28,280.00)	(28,278.00)	2.00
Interest	(894.19)	(1,118.00)	(223.81)
Burial Ground	(1,625.00)	(1,424.00)	201.00
VAT Reclaim	(4,316.38)		4,316.38
Misc Income	(5,650.00)		5,650.00
Mowing Grant	(999.42)	(999.00)	0.42
Total Revenue	(41,764.99)	(31,819.00)	9,945.99

Regular Costs	Year end	Budget	Variance
Clerk Salary	8,809.08	9,118.80	309.72
Grass Mowing	6,874.45	7,322.00	447.55
Clerk Sundries	495.41	526.00	30.59
Church Clock	195.00	195.00	-
Street Lighting	4,503.40	2,580.45	(1,922.95)
Allotments	-	100.00	100.00
NCALC	394.29	696.77	302.48
Burial Ground	6,828.00	1,850.00	(4,978.00)
Dog Waste Bins	1025.25	1,170.00	144.75
Village Hall	290.00	360.00	70.00
Insurance	603.00	644.78	41.78
Training	81.00	400.00	319.00
IT Costs	928.66	1,096.20	167.54
Play Park	4,780.25	1,000.00	(3,780.25)
Admin	449.74	441.00	(8.74)
Election Expenses	66.50	988.00	921.50
Audit	210.00	210.00	-
ICO	47.00	40.00	(7.00)
Speed Indicator Devices	716.00	392.00	(324.00)
Green bin	60.00	58.00	(2.00)
Other unforeseen	64.17	960.00	895.83
Total Costs	37,421.20	30,149.00	(7,272.20)

Section 137 Costs (Max of £9.93 per electorate)	Year end	Budget	Variance
NACRE	-	35.00	35.00
CPRE	36.00	36.00	-
SNAST	-	25.00	25.00
Old Mail	494.00	494.00	-
Christmas Lights	-	250.00	250.00
Village project	610.79	500.00	(110.79)
Flags	-		-
Total Costs	1,140.79	1,340.00	199.21

Discretionary Spend	Year end	Budget	Variance
Royal British Legion	50.00	50.00	-
Donation to Village Hall	200.00	200.00	-
Donation to History Soc	60.00	60.00	-
Donation to WI	20.00	20.00	-
Grants	0.00	-	-
Flood report	1850.00	-	(1,850.00)
Total Costs	2,180.00	330.00	(1,850.00)

Movement	Year end	Budget	Variance
Net (Revenue) / Cost	(1,055.19)	31,819.00	1,055.19
VAT paid to date incl b/fwd £267.31	5,063.11		
VAT received back	(4,316.38)		
VAT outstanding	746.73		

Current and savings	28,995.59
Fixed Deposit accounts	15,967.03
Total bank balance as at 31 March 2026	£ 44,962.62

Earmarked Reserves 2025-2026

Item	Amount	Notes
Contingencies	£ 14,139.00	Six months of 2025-2026 precept
Trees and hedges	£ 1,750.00	maintaining trees and hedges
street lamps	£ 1,200.00	Unforeseen repairs of 4 units £1,200
Playpark refurbishment	£ 10,000.00	Replace equipment
	£ 5,000.00	realign fencing, resite equipment
Meadow View Cemetery	£ 2,250.00	Cut back overgrown trees
Community project	£ 4,000.00	Inauguration of Meadow View Cemetery
Total earmarked reserves @ 1 April 2025	£ 38,339.00	