



**Responsible Financial Officer
Report
Period Ending 31st May 2025**

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Produced by Terry Heath
1st June 2025

**Bank Reconciliation Statement
As of 31st May 2025**

STOKE SUB HAMDON PARISH COUNCIL		
BANK RECONCILIATION		
for the period ending 31st May 2025		
Prepared by Terry Heath		
Date : 1st June 2025		
Approved by		
Date		
Minute reference		
Balance per bank statements as at 31st May 2025		
Lloyds Bank Current Account		£11,161.99
Lloyds Business Reserve		£70,190.38
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		£233,695.63
Unpresented Cheques/BACs transactions - approved by Council		
Total unpresented cheques		£0.00
Balance less unpresented cheques as at 31st May 2025		£233,695.63
The net balances reconcile to the Cash Book for the year, as follows		
<u>CASH BOOK</u>		
Opening Balance		£160,009.23
Add: Receipts up until 31/05/25		£97,503.86
Less: Payments up until 31/05/25		£23,817.46
Total Balance as at 31/05/25		£233,695.63
Difference		£0.00

Budget V Receipt/Expenditure Report

Receipts			
Description	Budget £	Receipts £	% of receipts V budget
General Precept	97281.00	97281.00	100
Div & Interest	2000.00	60.36	3
Vat Repayment	3000.00	0.00	0
Donations	1000.00	100.00	10
Other Income	0.00	62.50	N/A
Total	103281.00	97503.86	94

Payments

Description	Budget £	Payments £	% of payments V budget
Salary	10726.00	2131.25	20
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	2793.45	20
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	15.96	16
Stationary	100.00	20.25	20
Cloudy IT Office 365 License & email accounts	1126.00	180.72	16
Domain Hosting (IONOS)	310.80	42.00	14
Website Hosting (HUGOFOX)	257.25	0.00	0
SALC/NALC & SW Councils	1271.00	910.76	72
Administration Total	5370.05	1464.69	27
Account Fees	120.00	19.85	17
Public Works Loan	9550.00	4774.85	50
Banking Charges & Loans Total	9670.00	4794.70	50
Asset and Liability Cover	7024.00	4800.97	68
Insurance Total	7024.00	4800.97	68
Utilities	2019.00	1316.95	65
Equipment	400.00	0.00	0
Other Costs	500.00	120.00	24
Parish Council Office Total	2919.00	1436.95	49
Newsletter	2646.00	420.00	16
Printing Total	2646.00	420.00	16
Grants	20000.00	500.00	3
Community Grants	20000.00	500.00	3
S137	7076.00	0.00	0
S137	7076.00	0.00	0
Sports and Rec Trust Grounds Maintenance	4000.00	4000.00	100
Village Contracted Grounds Maintenance	9000.00	1500.00	17
Ranger Services	7200.00	2000.00	28
Village Maintenance Total	20200.00	7500.00	37
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
Defibrillator Batteries/Pads	525.00	0.00	0
Play Equipment Inspection Fees	500.00	0.00	0
Play Equipment Maintenance and Repair	2000.00	0.00	0
Other Asset Maintenance	5000.00	106.70	2
HYFC External Maintenance Costs	10000.00	0.00	0
HYFC Full Structural Survey	2000.00	0.00	0
Monument Full Structural Survey	2000.00	0.00	0
Recreation Ground Rental Charge	1440.00	0.00	0
Village Assets Total	23465.00	106.70	0
Community Projects	3000.00	0.00	0
Community Projects Total	3000.00	0.00	0
TOTAL	118927.05	23817.46	20

Payments List for 4th June 2025 Council meeting

To be paid by bank transfer

Mr T M Heath	RFO Duties (June 25)	£283.88	CC1
Mrs Gilly Lowe	Democratic services (June 25)	£665.17	CC1
Cloudy Group	IT Services	£90.36	CC2
Tanya Batteries ¹	SID batteries	£106.70	CC11
Cloudy Group	Email accounts x 2	£6.77	CC2
Gallagher ¹	Insurance	£4,800.97	CC4
		Total	
		£5,953.85	

To be paid by Direct Debit/Standing Order

EDF Energy ¹	Electricity (May)	£66.65	CC5
EDF Energy	Electricity (June)	£66.65	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	£10.50	CC3
		Total	
		£1,134.28	

To be paid by Debit Card

OMG Trading ¹	Basketball Net	£34.00	CC11
		Total	
		£34.00	

Total payments presented for approval **£7,122.13**

¹ Payments to be approved retrospectively

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

Receipts List for 4th June Council meeting

Lloyds Bank	Interest	£35.04
S&RT	Donation	£50.00
R Sams	Allotment	£25.00
	Total	£110.04

Financial Statement as of 31st May 2025

	£
1 Lloyds Current Account	11,161.99
2 Lloyds Reserve Account	70,190.38
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	233,695.63
8 Outstanding Payments	0.00
9 Total as Cashbook	233,695.63
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	89,332.40
19 2025/2026 Expenditure Budget	118,927.00
20 2025/2026 Expenditure	23,817.46
21 Remaining 2025/2026 Budget	95,109.54
22 2025/2026 Receipt Budget	103,281.00
23 2025/2026 Receipts	97,503.86
24 Remaining 2025/2026 Receipts Forecast	5,777.14
25 Unallocated Funds	-0.00

Key Points to Note

- Insurance policy renewed as per council's instructions
- AGAR pack sent to external auditor
- Payment's meeting arranged for 2nd June
- Smart Meter (gas) installed
- Recommended budget movement to accommodate council's decisions on funding directly a youth group and retaining of council office to be presented at the June meeting for approval
- Public rights (accounts) to be published 2nd June on website and notice boards. Period runs through 3rd June to 14th July.