

**Wickhambrook Parish Council**  
**Balance at 31 October 2023**

**Opening Balance as at 01.04.2023**

Unity Trust Bank Current**931	£	7,281.97
Unity Trust ISA **944	£	20,049.30
<b>Total:</b>	<b>£</b>	<b>27,331.27</b>

Less Payments for 1 April - 30 June 2023	£20,016.55
Less Payments for 1 July - 30 September 2023	£15,761.20
Less Payments for 1 October - 31 December 2023	£12,011.45
Less Payments for 1 January 2022 - 31 March 2024	£0.00
	<b>£ 47,789.20</b>

Plus Receipts for 1 April - 30 June 2023	£47,591.46
Plus Receipts for 1 July - 30 September 2023	£8,622.82
Plus Receipts for 1 October - 31 December 2023	£1,068.17
Plus Receipts for 1 January 2022 - 31 March 2024	£0.00
	<b>£ 57,282.45</b>
	<b>£ 36,824.52</b>

Represented by  
**Bank Reconciliation**

Balances as at 31 October 2023		
<b>Unity Trust Current Account **931</b>	£	19,083.72
Less payments issued but not cashed	£	794.64
Plus receipts not shown on bank account		£0.00
<b>Unity Trust IS Account **944</b>	£	18,535.44

**Balance at 31 October 2023** **£36,824.52**

Variation £ -

UTB Current ** 931	UTB ISA **944	Total
£ 7,281.97		£ 7,281.97
	£ 20,049.30	£ 20,049.30
<b>£ 7,281.97</b>	<b>£ 20,049.30</b>	<b>£ 27,331.27</b>
£ 20,016.55	£ -	£ 20,016.55
£ 14,128.31	£ 1,632.89	£ 15,761.20
£ 12,011.45	£ -	£ 12,011.45
£ -	£ -	£ -
£ 9,900.70	£ 10,000.00	£ 19,900.70
<b>£ 56,057.01</b>	<b>£ 11,632.89</b>	<b>£ 67,689.90</b>
£ 47,508.57	£ 82.89	£ 47,591.46
£ 8,487.38	£ 135.44	£ 8,622.82
£ 1,068.17	£ -	£ 1,068.17
£ -	£ -	£ -
£ 10,000.00	£ 9,900.70	£ 19,900.70
<b>£ 67,064.12</b>	<b>£ 10,119.03</b>	<b>£ 77,183.15</b>
<b>£ 18,289.08</b>	<b>£ 18,535.44</b>	<b>£ 36,824.52</b>

**Internal Transfer Out**

**Internal Transfer In**

Council name **Wickhambrook Parish Council**  
 Bank account **UT Current Account**

Balance per bank statement at 31/10/2023 **£ 19,083.72**

Uncleared Payments

Date	Customer/Supplier Reference	Amount
15/09/2023	Mdsign 23.02.10.1 LODP	-222.30
15/09/2023	Mdsign 23.02.10.1 LODP	-220.50
28/09/2023	JRB Enterprise Ltd 23.11.10.2	-99.54
01/10/2023	B & Q 23.11.10.	-13.00
05/10/2023	JRB Enterprise Ltd 23.11.10.2.2	-99.54
07/10/2023	Microsoft Ireland ( 23.09.11.6iii2 &	-41.75
18/10/2023	Verse 23.11.10.2	-18.00
22/10/2023	Adobe Systems Sc WPC.23.02.10.1 L	-19.97
26/10/2023	NEST Pensions 23.02.10.2.DD	-60.04
<b>TOTAL</b>		<b>-£ 794.64</b>

**TOTAL NET BANK BALANCES AT 31/10/2023 £ 18,289.08**

Opening_balance	£ 7,281.97
Total receipts	£ 55,431.23
Total payments	-£ 46,156.31
Total transfers	£ 1,732.19
<b>Closing balance per cash book (must equal net bank balances abc</b>	<b>£ 18,289.08</b>

Bank account **UT Instant Access**

Balance per bank statement at 31/10/2023 **£ 18,535.44**

**Total Reserves**

**£ 37,619.16**

**TOTAL NET BANK BALANCES AT 31/10/2023 £ 18,535.44**

Opening_balance	£ 20,049.30	<b>£ 27,331.27</b>
Total receipts	£ 218.33	<b>£ 55,649.56</b>
Total payments		<b>-£ 46,156.31</b>
Total transfers	-£ 1,732.19	<b>£ -</b>
<b>Closing balance per cash book (must equal net bank balances abc</b>	<b>£ 18,535.44</b>	<b>£ 36,824.52</b>

Wickhambrook Parish Council  
Budget 2023-2024 (figures exclude VAT)

Payments

	Movements on Reserves under Approved Budget	Opening Balance	Movement on Reserves	Transfers between revenue budget lines	Adjusted Budget	Committed	£ 42,374.19			
							October	Actual	Against Budget	% Variance Against Month 7
<b>Staff Costs</b>										
Clerk/RFO Salary		14,798.16			14,798.16		£ 1,216.99	£ 8,377.18	£ (6,420.98)	97.05%
Staff Contingency		0.00			0.00		£ -	£ -	£ -	-
HMRC/NI Contributions		2,042.15			2,042.15		£ 211.87	£ 1,503.59	£ (538.56)	126.22%
Pension Contributions		443.94			443.94		£ 60.04	£ 399.15	£ (48.79)	152.99%
<b>Total Staff Costs</b>		<b>£ 17,284.25</b>	<b>£ -</b>		<b>£ 17,284.25</b>		<b>£ 1,488.90</b>	<b>£ 10,275.92</b>	<b>£ (7,008.33)</b>	<b>101.92%</b>
<b>Administration</b>										
Clerk/RFO Mileage and Subsistence		580.00			580.00			£ 398.56	£ (181.44)	117.80%
Office Supplies		750.00			750.00		£ 6.66	£ 478.99	£ (271.01)	109.48%
Services and Supplies		750.00		86.00	750.00		£ 50.83	£ 446.38	£ (303.62)	102.03%
Meeting Room Hire		350.00			350.00		£ 30.00	£ 150.00	£ (200.00)	73.47%
Parish Insurance		1,725.00			1,725.00		£ -	£ -	£ (1,725.00)	0.00%
Subscriptions		590.00			590.00		£ 675.49	£ -	£ 85.49	196.27%
Audit		610.00			610.00		£ 622.00	£ -	£ 12.00	101.97%
Training	£ (175.00)	756.00			756.00		£ -	£ -	£ (756.00)	0.00%
Training Mileage		0.00			0.00		£ -	£ -	£ -	-
Election Costs	£ (3,475.00)	3,500.00			3,500.00		£ 81.91	£ -	£ (3,418.09)	2.34%
Data Protection Legislation	£ (455.00)	75.00			75.00		£ 35.00	£ -	£ (40.00)	46.67%
Administration of Pension Contributions		99.00			99.00		£ 48.00	£ 96.00	£ (3.00)	96.97%
<b>Total Administration</b>		<b>9,785.00</b>	<b>0.00</b>		<b>9,785.00</b>		<b>£ 135.49</b>	<b>£ 3,408.97</b>	<b>£ (6,378.53)</b>	<b>59.71%</b>
<b>Services</b>										
Water - Bowling Green		210.00			210.00		£ -	£ 291.79	£ 81.79	238.20%
Phone and Internet Services		280.00			280.00		£ 18.33	£ 130.40	£ (149.60)	79.84%
Microsoft Office Subscriptions		625.00			625.00		£ 34.79	£ 223.54	£ (401.46)	61.31%
Other Software Subscriptions		365.00			365.00		£ 33.28	£ 399.76	£ 34.76	187.75%
Bank Service Charge - Unity Trust		72.00			72.00		£ -	£ 36.00	£ (36.00)	85.71%
Corporate Multipay Service Charge - Lloyds Bank				-86.00			£ 3.00	£ 71.00	£ 71.00	#DIV/0!
<b>Total Services</b>		<b>1,552.00</b>			<b>1,552.00</b>		<b>£ 89.40</b>	<b>£ 1,152.49</b>	<b>£ (399.51)</b>	<b>178.22%</b>
<b>Estates</b>										
Grounds Contract		14,500.00			14,500.00		£ 2,115.00	£ 9,195.00	£ (5,305.00)	108.71%
Recreation Ground		40.00			40.00		£ -	£ -	£ (40.00)	0.00%
Six Acres	£ (1,250.00)	500.00			500.00		£ -	£ -	£ (500.00)	0.00%
Tree Surgery	£ (940.00)	750.00			750.00		£ 70.00	£ 70.00	£ (680.00)	16.00%
Grounds Maintenance (general & parish days)	£ (995.00)	1,000.00			1,000.00	500.00	£ 800.11	£ -	£ (500.00)	0.00%
Playground - Cemetery Road		1,000.00			1,000.00		£ -	£ 506.77	£ (493.23)	86.87%
Playground - Bury Road		500.00			500.00		£ -	£ -	£ (500.00)	0.00%
MUGA and SP Maintenance		500.00			500.00		£ 490.00	£ 490.00	£ (10.00)	168.00%
Greens		500.00			500.00		£ -	£ -	£ (500.00)	0.00%
Bin & Dog Waste		1,000.00			1,000.00		£ 82.95	£ 797.97	£ (202.03)	136.79%
Parish Notice Board		0.00	-800.00	-500.00	1,300.00		£ 1,283.00	£ -	£ (17.00)	169.19%
Bus Shelter		0.00			0.00		£ -	£ -	£ -	-
Memorial Clock		500.00			500.00		£ 500.00	£ 500.00	£ -	171.43%
Safety and Security		250.00			250.00		£ 59.67	£ -	£ (190.33)	57.28%
Highways - Grit Bins		150.00			150.00	150.00	£ -	£ -	£ -	0.00%
<b>Total Estates</b>		<b>21,190.00</b>			<b>21,190.00</b>		<b>£ 4,058.06</b>	<b>£ 12,902.41</b>	<b>£ (8,287.59)</b>	<b>146.13%</b>
<b>s.137 Donations &amp; Grants</b>										
Grants - Local Support and Village Organ		500.00	-350.00		850.00			£ 221.76	£ (628.24)	62.61%
Charitable Donations		250.00			250.00		£ 250.00	£ -	£ (250.00)	0.00%
Recycling Grant (Indicative £2,500)		0.00			0.00		£ -	£ 1,462.49	£ 1,462.49	-
<b>Total Donations &amp; Grants</b>		<b>1,375.00</b>	<b>0.00</b>		<b>1,375.00</b>		<b>£ -</b>	<b>£ 1,684.25</b>	<b>£ (878.24)</b>	<b>62.61%</b>
<b>Other Payments</b>										
Miscellaneous Payments		0.00			0.00		£ -	£ -	£ -	-
<b>Total Other Payments</b>		<b>0.00</b>			<b>0.00</b>		<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>-</b>
<b>Projects</b>										
Neighbourhood Plan	£ (995.00)	6,485.00			6,485.00	4,117.00	£ 308.00	£ -	£ (2,060.00)	8.14%
Highways - Road Safety	£ (875.00)	0.00			0.00		£ -	£ -	£ -	-
Teen Project - MUGA and SP Replacement		0.00	-7,000.00		7,000.00		£ 6,694.71	£ -	£ (305.29)	163.95%
Parish Lands		0.00			0.00		£ -	£ -	£ -	-
Parish Groundworks (Drainage)		1,000.00	-750.00		1,750.00		£ 1,719.00	£ -	£ (31.00)	168.39%
<b>Total Projects</b>		<b>7,485.00</b>	<b>-750.00</b>		<b>7,485.00</b>		<b>£ -</b>	<b>£ 8,721.71</b>	<b>£ 1,238.71</b>	<b>199.75%</b>
<b>Cemetery &amp; Churchyard</b>										
					<b>Adjusted Budget</b>			<b>Actual</b>	<b>Against Budget</b>	<b>% Variance Against Month 7</b>
NMNR - Cemetery		0.00			0.00		£ -	£ -	£ -	-
Cemetery Software		375.00		168.22	206.78		£ 206.78	£ -	£ (168.22)	171.43%
Electricity - Chapel of Rest		150.00			150.00		£ -	£ -	£ (150.00)	0.00%
Cemetery and Churchyard	£ (3,000.00)	750.00		150.00	600.00		£ 600.00	£ -	£ -	171.43%
Cemetery Extension Project		0.00			0.00		£ -	£ -	£ -	-
Cemetery Refurbishment		250.00		-318.22	568.22		£ 47.49	£ -	£ (520.73)	14.33%
<b>Total Cemetery &amp; Churchyard</b>		<b>£ 1,525.00</b>			<b>£ 1,525.00</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 854.27</b>	<b>£ (670.73)</b>	<b>134.44%</b>
<b>Community Engagement</b>										
Community Engagement		125.00	-350.00		475.00		£ 15.00	£ 364.62	£ (110.38)	184.23%
Civic Event	£ (250.00)	500.00			500.00		£ -	£ -	£ (500.00)	0.00%
Website		1,317.60			1,317.60		£ 758.59	£ -	£ (559.01)	138.16%
<b>Total Community Engagement</b>		<b>1,942.60</b>	<b>-350.00</b>		<b>2,292.60</b>		<b>£ 15.00</b>	<b>£ 1,123.12</b>	<b>£ (1,169.48)</b>	<b>117.57%</b>
VAT		£ -			£ -		£ 830.99	£ 5,299.59	£ 5,299.59	
<b>Total Payments</b>		<b>61,513.85</b>			<b>61,513.85</b>		<b>£ 6,617.84</b>	<b>£ 45,421.83</b>	<b>£ (61,513.85)</b>	<b>10.66%</b>
<b>Receipts</b>										
<b>Precept</b>										
Precept		42,738.85			42,738.85		£ 42,739.00	£ -	£ 0.15	171.43%
<b>Total Precept</b>		<b>42,738.85</b>			<b>42,738.85</b>		<b>£ -</b>	<b>£ 42,739.00</b>	<b>£ 0.15</b>	<b>171.43%</b>
<b>Cemeteries</b>										
Cemeteries		2,750.00			2,750.00		£ 350.00	£ 1,450.00	£ (1,300.00)	90.39%
<b>Total Cemeteries</b>		<b>2,750.00</b>			<b>2,750.00</b>		<b>£ 350.00</b>	<b>£ 1,450.00</b>	<b>£ (1,300.00)</b>	<b>90.39%</b>
<b>Other Receipts</b>										
Chapel Rent		0.00			0.00		£ -	£ -	£ -	-
Ground Rents		20.00			20.00		£ -	£ -	£ (20.00)	0.00%
Wayleaves		50.00		500.00	550.00		£ 521.73	£ -	£ 471.73	1788.79%
Bank Interest		100.00			100.00		£ -	£ 218.33	£ 118.33	374.28%
Recycling Income (Indicative £2,500)		0.00			0.00		£ -	£ 1,462.49	£ 1,462.49	-
Grants		3,500.00			3,500.00		£ 3,497.00	£ -	£ (3.00)	171.28%
Miscellaneous Receipts		0.00			0.00		£ 0.80	£ 5.53	£ 5.53	
<b>Total Other Receipts</b>		<b>3,670.00</b>			<b>3,670.00</b>		<b>£ 0.80</b>	<b>£ 5,705.08</b>	<b>£ 2,035.08</b>	<b>266.49%</b>
VAT Refund (Indicative £5,500)							£ 717.37	£ 5,755.48	£ 5,755.48	
Drawn down from Reserves	£ (12,110.00)						£ (12,110.00)	£ -	£ (12,110.00)	
<b>Total Receipts</b>		<b>61,268.85</b>			<b>61,268.85</b>		<b>£ 1,068.17</b>	<b>£ 55,649.56</b>	<b>£ (5,619.29)</b>	<b>155.71%</b>
<b>Closing Balance</b>							<b>36,824.52</b>	<b>10,227.73</b>		

reconciled 15/11/2023

Local Council Tax Support Grant