

**Wickhambrook Parish Council
Balance at 31 January 2024**

Opening Balance as at 01.04.2023

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

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	£21,009.35
Less Payments for 1 January 2022 - 31 March 2024	£4,112.13
	£ 60,899.23

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	£4,475.39
Plus Receipts for 1 January 2022 - 31 March 2024	£323.16
	£ 61,012.83
	£ 27,444.87

Represented by
Bank Reconciliation

Balances as at 31 January 2024		
Unity Trust Current Account **931	£	9,085.14
Less payments issued but not cashed	£	304.19
Plus receipts not shown on bank account		
Unity Trust IS Account **944	£	18,663.92

Balance at 31 January 2024 £27,444.87

Variation £ -

UTB Current ** 931	UTB ISA **944	Total
£ 7,281.97		£ 7,281.97
	£ 20,049.30	£ 20,049.30
£ 7,281.97	£ 20,049.30	£ 27,331.27
£ 20,016.55	£ -	£ 20,016.55
£ 14,128.31	£ 1,632.89	£ 15,761.20
£ 21,009.35	£ -	£ 21,009.35
£ 4,112.13	£ -	£ 4,112.13
Internal Transfer Out		
£ 9,900.70	£ 10,000.00	£ 19,900.70
£ 69,167.04	£ 11,632.89	£ 80,799.93
£ 47,508.57	£ 82.89	£ 47,591.46
£ 8,487.38	£ 135.44	£ 8,622.82
£ 4,346.91	£ 128.48	£ 4,475.39
£ 323.16	£ -	£ 323.16
Internal Transfer In		
£ 10,000.00	£ 9,900.70	£ 19,900.70
£ 70,666.02	£ 10,247.51	£ 80,913.53
£ 8,780.95	£ 18,663.92	£ 27,444.87

Council name Wickhambrook Parish Council
 Bank account

UT Current Account

Balance per bank statement at 31/01/2024				£	9,085.14
Uncleared Payments					
Date	Customer/Supplier	Reference	Amount		
02/11/2023	Amazon EU S.a.r.l UK Branch	23.11.10	-£ 25.48		
08/01/2024	Microsoft Ireland Operations Ltd	WPC.23.02.10.1 L	-£ 41.16		
25/01/2024	HMRC	WPC.23.02.10.1 L	-£ 60.38		
26/01/2024	Thurston PO	24.01.10.2	-£ 17.98		
30/01/2024	HD Plants Ltd t/a Hedges Direct	23.11.9.6	-£ 159.19		
TOTAL				-£	304.19
TOTAL NET BANK BALANCES AT 31/01/2024				£	8,780.95
Opening balance			£		7,281.97
Total receipts			£		59,033.13
Total payments			-£		59,266.34
Total transfers			£		1,732.19
Closing balance per cash book (must equal net bank balances above)				£	8,780.95

UT Instant Access

Total Reserves

Balance per bank statement at 31/01/2024	£ 18,663.92	£	27,749.06
TOTAL NET BANK BALANCES AT 31/01/2024	£ 18,663.92	£	27,444.87
Opening balance	£ 20,049.30	£	27,331.27
Total receipts	£ 346.81	£	59,379.94
Total payments		-£	59,266.34
Total transfers	-£ 1,732.19	£	-
Closing balance per cash book (must equal net bank balances above)	£ 18,663.92	£	27,444.87

Payments

	Adjusted Budget	Committed	December	January	February	March	Actual	Against Budget	% Variance Against Month 10
			£ 33,500.85	£ 31,147.23	£ 27,444.87	£ 27,444.87			
Staff Costs									
Clerk/RFO Salary	14,798.16		£ 1,012.94	£ 1,226.61			£ 11,725.65	£ (3,072.51)	95.08%
Staff Contingency	0.00								
HMRC/NI Contributions	2,042.15		£ 134.76	£ 273.45			£ 1,911.80	£ (130.35)	112.24%
Pension Contributions	443.94		£ 37.75	£ 60.38			£ 544.51	£ -97.52	146.37%
Total Staff Costs	£ 17,284.25		£ 1,185.45	£ 1,560.44	£ -	£ -	£ 14,178.96	£ (3,105.29)	98.44%
Administration									
Clerk/RFO Mileage and Subsistence	580.00			£ 152.74			£ 551.30	£ (28.70)	114.06%
Office Supplies	750.00			£ 306.54			£ 806.76	£ 56.76	129.08%
Services and Supplies	750.00			£ 129.00			£ 575.38	£ (174.62)	92.06%
Meeting Room Hire	350.00		£ 40.00				£ 190.00	£ (160.00)	65.14%
Parish Insurance	1,725.00							£ (1,725.00)	0.00%
Subscriptions	590.00						£ 675.49	£ 85.49	137.39%
Audit	610.00						£ 622.00	£ 12.00	122.36%
Training	756.00						£ 15.00	£ (741.00)	2.38%
Training Mileage	0.00								
Election Costs	200.00						£ 81.91	£ (118.09)	49.15%
Data Protection Legislation	75.00						£ 35.00	£ (40.00)	56.00%
Administration of Pension Contributions	95.00						£ 96.00	£ (3.00)	116.36%
Total Administration	£ 6,495.00		£ 40.00	£ 588.28	£ -	£ -	£ 3,648.84	£ (2,836.16)	87.52%
Services									
Water - Bowling Green	210.00						£ 348.38	£ 138.38	199.07%
Phone and Internet Services	280.00		£ 18.33	£ 18.33			£ 185.39	£ (94.61)	79.45%
Microsoft Office Subscriptions	625.00		£ 34.30	£ 34.30			£ 326.44	£ (298.56)	62.68%
Other Software Subscriptions	365.00		£ 124.96				£ 541.36	£ 176.36	177.98%
Bank Service Charge - Unity Trust	72.00		£ 18.00				£ 54.00	£ (18.00)	90.00%
Corporate Mulpay Service Charge - Lloyds Bank	86.00		£ 3.00	£ 3.00			£ 80.00	£ (6.00)	111.63%
Total Services	£ 1,592.00		£ 198.59	£ 55.63	£ -	£ -	£ 1,535.57	£ (16.43)	118.73%
Estates									
Grounds Contract	14,500.00		£ 1,440.00				£ 11,355.00	£ (3,145.00)	93.97%
Recreation Ground	40.00							£ (40.00)	0.00%
Six Acres	500.00						£ 267.48	£ (232.52)	64.20%
Tree Surgery	750.00						£ 70.00	£ (680.00)	11.20%
Grounds Maintenance (general & parish days)	1,000.00						£ 1,004.98	£ 4.98	120.60%
Playground - Cemetery Road	1,000.00						£ 506.77	£ (493.23)	60.81%
Playground - Bury Road	500.00						£ 500.00	£ -	0.00%
MUGA and SP Maintenance	500.00						£ 490.00	£ (10.00)	117.60%
Greens	500.00							£ (500.00)	0.00%
Bin & Dog Waste	1,000.00						£ 797.97	£ (202.03)	95.76%
Parish Notice Board	1,300.00						£ 1,297.53	£ (2.47)	119.77%
Bus Shelter	0.00								
Memorial Clock	1,800.00						£ 500.00	£ (1,300.00)	33.33%
Safety and Security	250.00	99.00					£ 59.67	#REF!	28.64%
Highways - Grit Bins	150.00	150.00							0.00%
Total Estates	£ 21,190.00		£ 1,440.00	£ -	£ -	£ -	£ 16,349.40	£ (4,840.60)	92.59%
s.137 Donations & Grants									
Grants - Local Support and Village Organ	850.00						£ 221.76	£ (628.24)	31.31%
Charitable Donations	250.00						£ 50.00	£ (200.00)	24.00%
Recycling Grant (Indicative £2,500)	0.00			£ 673.04			£ 2,135.53	£ 2,135.53	
Total Donations & Grants	£ 1,100.00		£ -	£ 673.04	£ -	£ -	£ 2,407.29	£ (828.24)	262.61%
Other Payments									
Miscellaneous Payments	0.00								
Total Other Payments	£ 0.00		£ -	£ -	£ -	£ -	£ -	£ -	-
Projects									
Neighbourhood Plan	6,485.00	1,716.00	£ 10.00	£ 10.82			£ 2,729.82	£ (2,039.18)	50.51%
Highways - Road Safety	0.00			£ 224.00			£ 224.00	£ 224.00	
Teen Project - MUGA and SP Replacement	7,000.00						£ 6,694.71	£ (305.29)	114.77%
Parish Lands	1,500.00							£ (1,500.00)	0.00%
Parish Groundworks (Drainage)	1,750.00						£ 1,719.00	£ (31.00)	117.87%
Total Projects	£ 15,235.00		£ 10.00	£ 234.82	£ -	£ -	£ 11,367.53	£ (3,867.47)	89.54%
Cemetery & Churchyard									
WDR - Cemetery	0.00			£ 12.21					
Cemetery Software	206.78						£ 206.78	£ -	120.00%
Electricity - Chapel of Rest	150.00		£ 13.47				£ 25.26	£ (124.74)	20.21%
Cemetery and Churchyard	600.00			£ 132.66			£ 732.66	£ 132.66	146.53%
Cemetery Extension Project	0.00								
Cemetery Refurbishment	568.22						£ 565.59	£ (2.63)	119.44%
Total Cemetery & Churchyard	£ 1,525.00		£ 13.47	£ 144.87	£ -	£ -	£ 1,530.29	£ 5.29	120.42%
Community Engagement									
Community Engagement	475.00						£ 364.62	£ (110.38)	92.11%
Civic Event	500.00							£ (500.00)	0.00%
Website	1,317.60			£ 518.75			£ 3,277.25	£ (490.35)	116.33%
Total Community Engagement	£ 2,292.60		£ -	£ 518.75	£ -	£ -	£ 1,661.87	£ (650.73)	7.88%
VAT	£ -		£ 324.20	£ 249.69			£ 6,594.38	£ 6,594.38	
Total Payments	£ 64,371.25		£ 3,211.71	£ 4,025.52	£ -	£ -	£ 59,254.13	£ (5,117.12)	122.73%
Receipts									
Precept									
Precept	42,738.85						£ 42,739.00	£ 0.15	120.00%
Total Precept	£ 42,738.85		£ -	£ -	£ -	£ -	£ 42,739.00	£ 0.15	120.00%
Cemeteries									
Cemeteries	2,750.00						£ 1,925.00	£ (825.00)	84.00%
Total Cemeteries	£ 2,750.00		£ -	£ -	£ -	£ -	£ 1,925.00	£ (825.00)	84.00%
Other Receipts									
Chapel Rent	0.00								
Ground Rents	20.00		£ 10.00				£ 20.00	£ -	120.00%
Wayleaves	50.00						£ 521.73	£ 471.73	1252.15%
Bank Interest	100.00			£ 128.48			£ 346.81	£ 246.81	416.17%
Recycling Income (Indicative £2,500)	0.00						£ 2,135.53	£ 2,135.53	
Grants	3,500.00						£ 3,997.00	£ 497.00	
Miscellaneous Receipts	0.00						£ 67.79	£ 67.79	137.04%
Total Other Receipts	£ 3,670.00		£ 138.48	£ -	£ -	£ -	£ 7,088.86	£ 3,418.86	231.79%
VAT Refund (Indicative £5,500)			£ 719.61	£ 323.16			£ 7,627.08	£ 7,627.08	
Drawn down from Reserves							£ (11,860.00)	£ (11,860.00)	
Total Receipts	£ 61,018.85		£ 858.09	£ 323.16	£ -	£ -	£ 59,379.94	£ (1,638.91)	116.78%
Closing Balance			£ 31,147.23	£ 27,444.87	£ 27,444.87	£ 27,444.87	£ 125.81		
			Reconciled 03/0	Reconciled 14/02/2024					