

**Council name** Wickhambrook Parish Council  
**Bank account**

**UT Current Account**

Balance per bank statement at 31/01/2025				£	16,067.46
Uncleared Payments					
Date	Customer/Supplier	Reference	Amount		
31/12/2024	Unity Trust Bank	Min. Ref 24.02.1	-6.00		
07/01/2025	Microsoft Ireland Op	Min. Ref 24.02.1	-52.92		
17/01/2025	Microsoft Ireland Op	Min. Ref 24.02.1	-148.32		
22/01/2025	Adobe Systems Soft	Min. Ref 24.02.1	-19.97		
30/01/2025	NEST Pensions	Min. Ref 24.02.1	-59.71		
TOTAL				-£	286.92

**TOTAL NET BANK BALANCES AT 31/01/2025**      **£ 15,780.54**

Opening_balance	£	8,421.75
Total receipts	£	59,553.47
Total payments	-£	52,297.28
Total transfers	£	102.60
<b>Closing balance per cash book (must equal net bank balances above)</b>	<b>£</b>	<b>15,780.54</b>

**Bank account**

**UT Instant Access**

**Total Reserves**

Balance per bank statement at 31/01/2025	£	11,890.37	£	27,957.83
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**TOTAL NET BANK BALANCES AT 31/01/2025**      **£ 11,890.37**      **£ 27,670.91**

Opening_balance	£	11,752.60	£	20,174.35
Total receipts	£	240.37	£	59,793.84
Total payments			-£	52,297.28
Total transfers	-£	102.60	£	-
<b>Closing balance per cash book (must equal net bank balances above)</b>	<b>£</b>	<b>11,890.37</b>	<b>£</b>	<b>27,670.91</b>

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

**Opening Bank Balance as at 01.04.2023**

Unity Trust Bank Current**931	£	8,661.74
Unity Trust ISA **944	£	11,752.60
<b>Total:</b>	<b>£</b>	<b>20,414.34</b>

Plus Receipts for 1 April - 30 June 2023	£49,711.96
Plus Receipts for 1 July - 30 September 2023	£3,579.80
Plus Receipts for 1 October - 31 December 2023	£2,474.22
Plus Receipts for 1 January 2022 - 31 March 2024	£4,027.86
	<b>£ 59,793.84</b>

Less Payments for 1 April - 30 June 2023	£15,445.45
Less Payments for 1 July - 30 September 2023	£21,604.52
Less Payments for 1 October - 31 December 2023	£11,126.11
Less Payments for 1 January 2022 - 31 March 2024	£4,361.19
	<b>£ 52,537.27</b>

**£ 27,670.91**

Represented by  
**Bank Reconciliation**

Balances as at 31 January 2025

<b>Unity Trust Current Account **931</b>	£	16,067.46
Less payments issued but not cashed	£ 286.92	
Plus receipts not shown on bank account	£0.00	

<b>Unity Trust IS Account **944</b>	£	11,890.37
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**Balance at 30 November 2024** **£27,670.91**

Variation £ -

UTB Current ** 931	UTB ISA **944	Total
£ 8,661.74	£ 11,752.60	£ 8,661.74
<b>£ 8,661.74</b>	<b>£ 11,752.60</b>	<b>£ 20,414.34</b>

£ 49,632.00	£ 79.96	£ 49,711.96
£ 3,498.49	£ 81.31	£ 3,579.80
£ 2,395.12	£ 79.10	£ 2,474.22
£ 4,027.86	£ -	£ 4,027.86
<b>£ 59,553.47</b>	<b>£ 240.37</b>	<b>£ 59,793.84</b>

£ 15,445.45	£ -	£ 15,445.45
£ 21,604.52	£ -	£ 21,604.52
£ 11,126.11	£ -	£ 11,126.11
£ 4,361.19	£ -	£ 4,361.19
<b>£ 52,537.27</b>	<b>£ -</b>	<b>£ 52,537.27</b>

**Internal Transfer Out**

£ (102.60)	£ 102.60	£ -
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**£ 15,677.94** **£ 11,992.97** **£ 27,670.91**

Wickhambrook Parish Council  
Budget 2024-2025 (figures exclude VAT)

Payments

	Movements on Reserves under Approved Budget	Opening Balance	Movement on Reserves	Transfers between revenue budget lines	£ 27,761.62	
					January	
		Budget		Adjusted Budget Committed		
<b>Staff Costs</b>						
Clerk/RFO Salary	£ 1,000.00	13,555.74		£ 13,555.74	£	1,226.70
Staff Contingency						
HMRC/NI Contributions		2,248.43		£ 2,248.43		
Pension Contributions		488.79		£ 488.79	£	59.71
<b>Total Staff Costs</b>		<b>£ 16,292.95</b>		<b>£ 16,292.95</b>	<b>£</b>	<b>1,286.41</b>
<b>Administration</b>				<b>Adjusted Budget</b>		
Clerk/RFO Mileage and Subsistence		500.00		£ 500.00	£	107.02
Office Supplies		750.00		£ 750.00		
Services and Supplies		750.00		£ 750.00	£	196.85
Meeting Room Hire		300.00		£ 300.00	£	10.00
Parish Insurance		1,500.00		£ 1,500.00		
Subscriptions		800.00		£ 800.00		
Audit		650.00		£ 650.00		
Training		250.00		£ 250.00	£	64.00
Training Mileage		0.00		£ -		
Election Costs		0.00		£ -		
Data Protection Legislation	£ 500.00	175.00		£ 175.00		
Administration of Pension Contributions		100.00		£ 100.00		
<b>Total Administration</b>		<b>5,775.00</b>		<b>£ 5,775.00</b>		<b>377.87</b>
<b>Services</b>				<b>Adjusted Budget</b>		
Electricity - Chapel of Rest		150.00		£ 150.00		
Water - Bowling Green		450.00		£ 450.00		
Phone and Internet Services		265.00		£ 265.00		
Microsoft Office Subscriptions		700.00		£ 700.00	£	167.70
Other Software Subscriptions		400.00		£ 400.00	£	16.64
Bank Service Charge - Unity Trust		72.00		£ 72.00		
Corporate Multipay Service Charge - Lloyds Bank		36.00		£ 36.00	£	3.00
<b>Total Services</b>		<b>2,073.00</b>		<b>£ 2,073.00</b>		<b>187.34</b>
<b>Estates</b>		<b>Budget</b>		<b>Adjusted Budget Committed</b>	<b>January</b>	
Grounds Contract		12,500.00		£ 12,500.00	1,355.02	
Recreation Ground		40.00		£ 40.00		
Six Acres	£ 1,250.00	500.00		£ 500.00		
Grounds & Asset Maintenance (general & parish days)	£ 500.00	1,000.00		£ 1,000.00	500.00	
Tree Surgery	£ 1,000.00	1,250.00	1,300.00	£ 2,550.00	1,920.00	£ 1,920.00
Playground - Cemetery Road		1,500.00		£ 1,500.00		
Playground - Bury Road		1,000.00		£ 1,000.00		
MUGA and SP Maintenance	£ 1,000.00	500.00		£ 500.00		
Greens		500.00		£ 500.00		
Bin & Dog Waste		1,000.00		£ 1,000.00		
Parish Notice Board		0.00		£ -		
Bus Shelter		0.00		£ -		
Memorial Clock		500.00		£ 500.00		
Safety and Security		250.00		£ 250.00		
Highways - Grit Bins		175.00		£ 175.00		
Contributions to upgrade footpaths		500.00		£ 500.00		
<b>Total Estates</b>		<b>21,215.00</b>		<b>£ 22,515.00</b>		<b>1,920.00</b>
<b>Cemetery &amp; Churchyard</b>				<b>Adjusted Budget Committed</b>		
NNDR - Cemetery		0.00		£ -		
Cemetery Software		645.00		£ 645.00		
Cemetery and Churchyard		1,000.00		£ 1,000.00		
Cemetery Refurbishment		3,500.00		£ 3,500.00		
Cemetery Extension Project		0.00		£ -		
<b>Total Cemetery &amp; Churchyard</b>		<b>£ 5,145.00</b>		<b>£ 5,145.00</b>	<b>£</b>	<b>-</b>
<b>Community Engagement</b>				<b>Adjusted Budget</b>		
Community Engagement		400.00		£ 400.00		
Civic Event		250.00		£ 250.00		
Website		1,300.00		£ 1,300.00	£	149.00
<b>Total Community Engagement</b>		<b>£ 1,950.00</b>		<b>£ 1,950.00</b>	<b>£</b>	<b>149.00</b>
<b>Donations &amp; Grants</b>				<b>Adjusted Budget</b>		
Grants - Local Support and Village Organ		600.00	320.00	£ 920.00		
s.137 Charitable Donations		400.00		£ 400.00		
Recycling Grant (Indicative £2,500)		0.00		£ -		
<b>Total Donations &amp; Grants</b>		<b>1,000.00</b>	<b>320.00</b>	<b>0.00 1,320.00</b>		<b>0.00</b>
<b>Projects</b>				<b>Adjusted Budget</b>		
Neighbourhood Plan		750.00	2,050.00	£ 2,800.00	1,716.00	
Highways - Road Safety	£ 750.00	1,000.00		£ 1,000.00		
Teen Project - MUGA and SP Replacement		0.00		£ -		
Children's Play Area Replacement		0.00		£ -		
Parish Lands		1,000.00	1,500.00	£ 2,500.00		
Parish Groundworks (Drainage)		0.00		£ -		
<b>Total Projects</b>		<b>2,750.00</b>		<b>£ 6,300.00</b>		<b>0.00</b>
<b>To Reserves</b>				<b>Adjusted Budget</b>		
Elections		500.00		£ 500.00		
Replacement Play Equipment		0.00		£ -		
Replacement Teen Project		0.00		£ -		
<b>Total to Reserves</b>		<b>500.00</b>		<b>£ 500.00</b>		
<b>Other Payments</b>						
Miscellaneous Payments		0.00		£ -	£	25.00
<b>Total Other Payments</b>		<b>0.00</b>		<b>£ -</b>	£	<b>25.00</b>
VAT		£ -			£	118.84
<b>Total Payments</b>		<b>56,200.95</b>		<b>£ 61,870.95</b>	<b>£</b>	<b>4,054.46</b>
<b>Receipts</b>		<b>Budget</b>				
<b>Total Precept</b>		<b>46,341.00</b>		<b>£ 46,341.00</b>		
<b>Total Cemeteries</b>		<b>3,440.00</b>		<b>£ 3,440.00</b>		<b>260.00</b>
Chapel Rent		0.00		£ -		
Ground Rents		20.00		£ 20.00		
Wayleaves		400.00		£ 400.00		
Bank Interest		500.00		£ 500.00		
Recycling Income (Indicative £2,500)		0.00		£ -	£	1,164.79
Grants		0.00		£ -	£	2,250.00
Miscellaneous Receipts		0.00		£ -	£	200.00
VAT Refund (Indicative £5,500)				£ -	£	153.07
<b>Total Receipts</b>		<b>56,701.00</b>		<b>£ 56,701.00</b>		<b>4,027.86</b>
<b>Closing Balance</b>					£	<b>27,725.02</b>

difference £54.11 vat