

Finance Report – 2nd September 2026

Finance – RFO

Motions:

- i. To receive and approve schedule of payments and receipts

Payments since last meeting in July 2026									
REASON	PAYEE	Income	Sub total	VAT	Total	Ref	Cheque No	Minute ref	Payment Approval
Salary inc PAYE	Salaries		£806.36		£806.36	1165			01.07.26
Salary inc PAYE	HMRC PAYE		£201.40		£201.40	1166			01.07.26
Office Expenses	Clerk		£148.80		£148.80	1167			01.07.26
Bank Charges	Lloyds Bank		£4.25		£4.25	DD			01.07.26
General Repairs	Cllr J Starr		£75.00		£75.00	1168			01.07.26
	Cllr B								
Councillors Expenses	Clancey		£10.75		£10.75	1169			01.07.26
Salary inc PAYE	Salaries		£265.12		£265.12	1170			02.09.26
Salary inc PAYE	HMRC PAYE		£950.98		£950.98	1172			02.09.26
Bank Charges	Lloyds Bank		£6.25		£6.25	DD			02.09.26
Misc	David Croxford	£50.00			£0.00	Inv 001			02.09.26
Salary inc PAYE	Salaries		£264.92		£264.92	1171			02.09.26
Salary inc PAYE	HMRC PAYE		£200.16		£200.16	DD			02.09.26
Salary inc PAYE	HMRC PAYE		£1.40		£1.40	DD			02.09.26
Bank Charges	Lloyds Bank		£5.75		£5.75	DD			02.09.26
Office Expenses	Clerk		£90.96	£2.26	£93.22	1173			02.09.26
Salary inc PAYE	Salaries		£291.52		£291.52	1175			02.09.26
Salary inc PAYE	Salaries		£26.40		£26.40	1176			02.09.26
Sub Total					£3,352.28				
less payments already made					£2,468.91				
Total to be paid					£883.37				

- ii. To receive and approve monthly budget summary – page 2
- iii. To receive and approve the bank reconciliation – page 3
- iv. To purchase new laptop, earmarked budget of £660 ready approved. Purchase price for new laptop “ASUS Vivobook 15 E1504FA Laptop | AMD Ryzen 5 40 | 16GB RAM | 512GB SSD” @ £399 inc. VAT
- v. To upgrade Microsoft Office Business basic subscription to Business standard which includes Microsoft office @ £12.96 per month for new laptop.
- vi. To discuss and approve clerk transferring all money from reserves into current account and closing the reserves account once clerk has been made a full signatory.
- vii. To discuss and approve clerk opens a instant access savings account to put reserves into which will gain interest monthly (variable rate of 0.50% - 1.21%) instead of losing bank charges of £6 a month on other current reserves account.

Budget monitoring for 2026-27			
Income	Budget	Actual	Difference
Refunds	£0.00	0.00	0.00
Bank interest	£0.00	0.00	0.00
Vat reclaim	£9,103.51	4,551.75	4,551.76
Hilderstone Village Hall	£230.49	115.25	115.24
Precept	£360.00	360.00	0.00
Support Grant	£0.00	0.00	0.00
Misc	£0.00	50.00	-50.00
Total	£9,694.00	5,027.00	4,667.00
Expenditure	Budget	Actual	Difference
Salary inc PAYE	£4,220.00	3,008.26	1,211.74
Office Expenses	£420.00	242.02	177.98
Councillors Expenses	£50.00	10.75	39.25
Room Hire	£180.00	90.00	90.00
Training	£50.00	0.00	50.00
Subscriptions	£265.00	277.09	-12.09
Software Licenses	£80.00	0.00	80.00
Web Management	£240.00	0.00	240.00
Audit	£150.00	126.00	24.00
Insurance	£475.00	437.12	37.88
FOI/DPA	£60.00	0.00	60.00
Bus Shelter Cleaning	£0.00	0.00	0.00
Parish Benches	£100.00	0.00	100.00
Highways/Village Projects	£500.00	0.00	500.00
Strimming	£500.00	0.00	500.00
Burial Ground Maintenance	£500.00	0.00	500.00
General Repairs	£100.00	75.00	25.00
Projects	£600.00	0.00	600.00
Contingencies	£100.00	0.00	100.00
Amenity visits	£504.00	0.00	504.00
Grants	£600.00	1,000.00	400.00
Election Costs	£0.00	0.00	0.00
Bank Charges	£0.00	27.75	-27.75
Total	£9,694.00	5,293.99	5,227.76
Excess of income over expenditure		-£266.99	
balance BF 2025-26		£557.85	
Total as per cashbook		£290.86	
Actual expenditure for 2026-27	£5,293.99		
Actual Income for 2026-27	£5,027.00		

Bank reconciliation as at 26th August 2026

Balance as per last statement	£1174.23
Plus, income not cleared yet	£50.00
Less payments still to be cleared	£883.37
Balance as per cashbook	£340.86

09/06/2026	11	1	Administration	28	Salary inc PAYE	51	Clerk		£806.36		£806.36	£2,836.78 y	1165		01.07.26
09/06/2026	12	1	Administration	28	Salary inc PAYE	64	HMRC PAYE		£201.40		£201.40	£2,635.38 y	1166		01.07.26
09/06/2026	13	1	Administration	29	Office Expenses	51	Clerk		£148.80		£148.80	£2,486.58 y	1167		01.07.26
16/06/2026	14	1	Administration	50	Bank Charges	81	Lloyds Bank		£4.25		£4.25	£2,482.33 y	DD		01.07.26
01/07/2026	15	11	Village Maintenance	44	General Repairs	54	Cllr J Starr		£75.00		£75.00	£2,407.33 y	1168		01.07.26
01/07/2026	16	1	Administration	30	Councillors Expenses	58	Cllr B Clancey		£10.75		£10.75	£2,396.58 y	1169		01.07.26
15/07/2026	17	1	Administration	28	Salary inc PAYE	51	Clerk		£265.12		£265.12	£2,131.46 y	1170		02.09.26
15/07/2026	18	1	Administration	28	Salary inc PAYE	64	HMRC PAYE		£950.98		£950.98	£1,180.48 y	1172		02.09.26
18/07/2026	19	1	Administration	50	Bank Charges	81	Lloyds Bank		£6.25		£6.25	£1,174.23 y	DD		02.09.26
11/08/2026	20	6	Income	51	Misc	63	David Croxford	£50.00			£0.00	£1,224.23	Inv 001		02.09.26
15/08/2026	21	1	Administration	28	Salary inc PAYE	51	Clerk		£264.92		£264.92	£959.31	1171		02.09.26
18/08/2026	22	1	Administration	28	Salary inc PAYE	64	HMRC PAYE		£200.16		£200.16	£759.15	DD		02.09.26
18/08/2026	23	1	Administration	28	Salary inc PAYE	64	HMRC PAYE		£1.40		£1.40	£757.75	DD		02.09.26
18/08/2026	24	1	Administration	50	Bank Charges	81	Lloyds Bank		£5.75		£5.75	£752.00	DD		02.09.26
02/09/2026	25	1	Administration	29	Office Expenses	51	Clerk		£90.96	£2.26	£93.22	£658.78	1173		02.09.26
02/09/2026	26	1	Administration	28	Salary inc PAYE	51	Clerk		£291.52		£291.52	£367.26	1175		02.09.26
02/09/2026	27	1	Administration	28	Salary inc PAYE	63	David Croxford		£26.40		£26.40	£340.86	1176		02.09.26

COMMUNITY ACCOUNT

SALT & ENSON PARISH COUNCIL

Our records indicate that your business is eligible for FSCS deposit protection.
Further details can be found on the Useful Information page.

Account summary

Balance On 30 Jun 2026	£2,482.33
Total Paid In	£0.00
Total Paid Out	£1,308.10
Balance On 21 Jul 2026	£1,174.23

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
30 Jun 26		STATEMENT OPENING BALANCE			2,482.33
13 Jul 26	CHQ	001169		10.75	2,471.58
15 Jul 26	CHQ	001172		950.98	1,520.60
16 Jul 26	CHQ	001170		265.12	1,255.48
20 Jul 26	PAY	SERVICE CHARGES REF : 489252999		6.25	1,249.23
21 Jul 26	CHQ	001168		75.00	1,174.23
21 Jul 26		STATEMENT CLOSING BALANCE	0.00	1,308.10	1,174.23

COMMUNITY ACCOUNT

SALT & ENSON PARISH COUNCIL

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Account summary

Balance On 01 Jul 2026	£15,190.16
Total Paid In	£0.00
Total Paid Out	£4.25
Balance On 20 Jul 2026	£15,185.91

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
01 Jul 26		STATEMENT OPENING BALANCE			15,190.16
20 Jul 26	PAY	SERVICE CHARGES REF : 489000244		4.25	15,185.91
20 Jul 26		STATEMENT CLOSING BALANCE	0.00	4.25	15,185.91

Current Account	£340.86	Earmarked funds	
Reserves Account	£15,190.16	Elections	6500
Less earmarked funds	£7,160.00	Computer/printer	660
Total available funds	£8,371.02	Total earmarked	7160

Signed		Date	
Signed		Date	