

# PLUMSTEAD PARISH COUNCIL

## FINANCIAL REPORT FOR PLUMSTEAD PARISH COUNCIL MEETING TO BE HELD ON 22.08.2025

<b>Bank Statement carry forward as of 30.04.25</b>	£6,750.69
<b>Cash book carry forward as of 30.04.24</b>	£6,750.69
<b>Parish Council money (i.e. cash book minus ring-fenced income)</b>	£1,738.06

### Income reported since last meeting 22.05.25

12.06.2025	To correct duplicate payment	£ 298.45
20.06.2025	To correct PAYE Payment	£ 39.20
30.06.2025	Interest	£ 24.70
04.07.2025	To correct PAYE Payment	£ 26.60

### Payments reported since last meeting 22.05.25

01/05/2025	HMRC	PAYE	£ 26.40
01/05/2025	Clerk Salary		£ 106.46
08/05/2025	Neil Hubbard	Grass Maintenance	£ 40.00
09/05/2025	Norfolk Parish Training		£ 57.50
09/05/2025	Zurich	Annual Insurance Premium	£ 298.45
12/05/2025	Steve Price	Mower fuel	£ 9.11
13/05/2025	Mo Anderson-Dungar	Internal Audit	£ 35.00
22/05/2025	Neil Hubbard	Grass Maintenance	£ 40.00
30/05/2025	Service Charge		£ 6.00
03/06/2025	Norfolk Parish Training	Chair Training Course	£ 72.00
03/06/2025	Zurich Insurance	Annual Insurance Premium	£ 298.45
17/06/2025	ICO	Annual Payment	£ 47.00
18/06/2025	Anglian Mowers	Repair due to non start	£ 54.00
18/06/2025	Neil Hubbard	Grass Maintenance	£ 40.00

20/06/2025	Cherrie Woods	Payment in error (PAYE)	£ 39.20
20/06/2025	Clerk Salary		£ 156.81
20/06/2025	Clerk Expenses	Mileage	£ 13.68
20/06/2025	Clerk Admin Costs	Annual Allowance	£ 30.00
20/06/2025	Clerk Expenses (Microsoft)	Microsoft 365	£ 84.99
20/06/2025	Clerk Expenses (B&M)	Paper, stapler, wallets & dividers	£ 9.74
30/06/2025	Service Charge		£ 6.00
04/07/2025	HMRC	PAYE	£ 39.20
04/07/2025	Cherrie Woods	Payment in error (PAYE)	£ 26.60
04/07/2025	Clerk Salary		£ 106.26
10/07/2025	Neil Hubbard	Grass Maintenance	£ 40.00
10/07/2025	HMRC	PAYE	£ 26.60
30/07/2025	Service Charge		£ 6.00

Bank statement reconciliation on payments up to and including 31st July 2025 undertaken by Cherrie Woods

## **EXPENDITURE FROM EARMARKED RESERVE SINCE REPORT DATED 13.02.25**

### **PLUMSTEAD EVENTS GROUP & OPEN GARDENS & SUMMER FAIR 2018**

Opening Balance 01.04.23 (Amalgamated April 23): £1869.48

Expenditure (ex-VAT): £0.00

Closing balance as at 31.01.25: £1869.48

### **CESSATION OF PLUMSTEAD 2000 FUND**

Opening Balance 31.08.21: £2,259.28

Expenditure (ex-VAT): £0.00

Closing balance as at 31.01.25: £2,259.28

### **TRAINING** (Ext meeting 08.01.25 item 5.4)

Opening Balance 08.01.25: £150

Expenditure (ex-VAT): £60.00

Closing Balance as at 31.01.25: £90.00

### **PRINTER** (Ext meeting 08.01.25 item 5.4)

Opening Balance 08.01.25: £150

Expenditure (ex-VAT): £116.66

Closing Balance as at 31.04.25: £10.01

**ELECTIONS** (Ext meeting 04.12.24 item 8.4)

Opening Balance 08.01.25: £1000

Expenditure (ex-VAT): £0.00

Closing Balance as at 31.01.25: £1000

**Financial Matters to note since last meeting 22.05.25**

Local Government Services Pay Agreement – Agreement has been reached on rates of pay applicable from 1<sup>st</sup> April 2025. New rates increased by 3.20% per annum. Specifically, the Clerk was back paid £17.64 and her salary increased by 49p per hour.

As of March 25, the Joint Panel on Accountability and Governance (JPAG), Information Commissioners Office (ICO) and the practitioners guide strongly recommends councils adopt gov.uk email addresses for data protection compliance and accountability. Clerk to suggest costs are investigated associated with this recommendation.

**Financial Position against Budget**

ACTUALS 25-26	BUDGET	TO DATE (EX VAT)	RECEIPTS TO DATE
Grass Cutting/General Maintenance	£ 450.00	£ 200.00	£1,747.20
Meadow Maintenance	£ 120.00		
Rents	£ 2.00	£ 1.00	
Clerks Salary (including PAYE)	£ 1,642.00	£ 594.59	
Clerks Mileage	£ 70.00	£ 13.68	
Clerks Admin Costs	£ 30.00	£ 30.00	
Insurance	£ 375.00	£ 298.45	
NPTS Annual Subscription	£ 58.00	£ 57.50	
ICO Registration	£ 35.00	£ 47.00	
Misc	£ 20.00		
Petrol	£ 70.00	£ 9.11	
Maintenance	£ 300.00	£ 45.00	
Defib	£ 110.00		
Office Costs	£ 26.00	£ 9.74	
Microsoft	£ 60.00	£ 70.83	

Mower Service	£ 175.00		
Donations	£ 100.00		
Service Charge	£ 60.00	£ 24.00	
Gifts	£ 30.00		
Annual Audit	£ 37.00	£ 35.00	
<b>Totals</b>	£ 3,770.00	£ 1,435.90	

*Cherrie Woods (Clerk): 31.07.25*