



GREATWORTH AND HALSE PARISH COUNCIL FINANCE REPORT 23/09/2024



MINUTES

of the **Ordinary** meeting of Greatworth and Halse Parish Council, held in the Mission Hall, Halse on **Monday 23rd September 2024 at 7.30pm.**

PRESENT: Cllrs Bingham (Chair), Hewison, Jackson, Smith, Weller and the Clerk (R. Foote).

IN ATTENDANCE: None

- 1. Apologies for absence:** Cllr Lindop, Cllr Robinson and Cllr Waite offered their apologies - These were accepted. Cllr Stageman did not offer apologies and so these were not accepted.
- 2. Declarations of Interest:** None
- 3. Open Time:** None
- 4. Approval and signature of the minutes of the annual meeting of 1st July 2024**
These were approved and signed with no amendments made.
- 5. Finance:**

a) To receive the Finance Report and consider invoices to be paid

The Clerk presented the financial report (see appendix A) which showed a balance of £42,314.30 and an expected balance of £41,388.19 once the remaining invoices have been settled. It was resolved to pay the following invoices:

	Payee	Description	Amount	Statute
1	Rebecca Foote	Expenses: Including the purchase of new laptop priced at £599.99 *	£679.13	Local Government (Financial Provisions) Act 1963, s5
2	Rebecca Foote	Additional Hours x 4.5 - July	£73.35	
4	Cheney Coaches	Banbury Bus (July, August and September)	£375.00	
5	PKF Littlejohn	Audit Fee	£252.00	
6	Clear Councils	Insurance	£ 790.42	
		TOTAL	£2,169.90	

*Clerk had to purchase the laptop on own personal card due to £599.99 exceeding the purchase amount allowed on the council's Lloyds Commercial Card. Cllr Bingham to ask Lloyds to increase the limit in light of this.

- b) To note the External Auditors report and conclusion of the 2023/24 audit**
- c) To approve payments to the Greatworth Charity, The Glimpse and Poor Close Charity**
- d) To approve the purchase of training courses for the Clerk**
It was agreed to cancel the accounting software and revert to using spreadsheets. It was agreed to purchase training from an online platform in areas such as excel and accounting with some of the savings.
- e) To approve the purchase of the village Christmas Tree and to set the budget**
A budget of £250 was suggested and approved.
- 6. To review and adopt the new Model Financial Regulations (MFRs,) published by the National Association of Local Councils (NALC), customised as appropriate for Greatworth and Halse Parish Council.**

RESOLVED: These were reviewed, approved and adopted by the council.

7. To discuss the land on Church Road where the conker tree and salt bin are located

There is a land ownership query. A historic wall has been knocked down in a car accident and needs repair. **ACTION: Clerk** to contact Highways and request information on parcels of land that they own. **Cllr Bingham** to draft letter

8. To receive an update on the TPO Trees

Cllr Bingham provided an update.

9. To review current planning applications and approve any formal responses

There are none currently.

10. Councillor Questions

Cllr Hewison asked about road speed data

11. Date and location of the next meeting

The next meeting of the Parish Council will be on Monday 4th November at 7.30pm in the Methodist Church, Greatworth.

12. Close

The meeting was closed at 8.30pm.

Signed _____ Dated _____
Councillor Simon Bingham, Chairman

APPENDIX A

This report was presented by the Clerk for approval by the Council on 23rd September 2024

Balance in Unity Account (23/9/24):

£36,451.96

Expected TOTAL balance once invoices settled:

£34,282.06

SO/DD payments made since 1/7/24:

	Payee	Description	Type	Amount
1	Yu Energy	Electricity - July	DD	£16.75
2	Yu Energy	Electricity - July	DD	£338.33
3	Nest	Pension Contributions	DD	£31.86
4	ICO	Annual Fee	DD	£35.00
5	Lloyds Bank	July Credit Card	DD	£45.20
6	Rebecca Foote	Clerks Salary – July	SO	£918.32
7	Nest	Pension Contributions	DD	£31.86
8	Yu Energy	Electricity - August	DD	£17.44
9	Yu Energy	Electricity - August	DD	£347.24
10	Lloyds Bank	August Credit Card	DD	£42.84
11	Rebecca Foote	Clerks Salary - August	SO	£918.32
12	Nest	Pension Contributions	DD	£31.86
13	Yu Energy	Electricity - September	DD	£17.37
14	Yu Energy	Electricity - September	DD	£353.24
15	Lloyds Bank	September Credit Card	DD	£59.90
16	Rebecca Foote	Clerk's Salary – September	SO	£918.32

Payments to be approved on 23/9/24:

	Payee	Description	Amount	Statute
1	Rebecca Foote	Expenses: Including the purchase of new laptop priced at £599.99 *	£679.13	Local Government (Financial Provisions) Act 1963, s5
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23-Sep-24		Totals	49403.80	12951.84	36451.96
		Balance B/Fwd - 1	29456.30		29456.30
10-Apr-24	Yu Energy	Electricity		17.69	29438.61
10-Apr-24	Yu Energy	Electricity		465.23	28973.38
16-Apr-24	Lloyds Bank	Hp Instant Ink		3.99	28969.39
16-Apr-24	Lloyds Bank	Virtual Landline		8.75	28960.64
16-Apr-24	Lloyds Bank	Amazon - Office Supplies		13.94	28946.70
16-Apr-24	Lloyds Bank	Parish Online		38.88	28907.82
16-Apr-24	Lloyds Bank	Monthly Fee		3.00	28904.82
22-Apr-24	Rebecca Foote	Clerk's Salary		902.53	28002.29
25-Apr-24	HMRC	Employer's NI		59.82	27942.47
26-Apr-24	WNC	Precept Payment	19947.50		47889.97
03-May-24	Savings	Transfer to savings account		900.00	46989.97
08-May-24	Yu Energy	Electricity		17.02	46972.95
08-May-24	Yu Energy	Electricity		415.20	46557.75
16-May-24	Lloyds Bank	Hp Instant Ink		3.99	46553.76
16-May-24	Lloyds Bank	Virtual Landline		8.75	46545.01
16-May-24	Lloyds Bank	Amazon - Office Supplies		28.71	46516.30
16-May-24	Lloyds Bank	SLCC Membership		148.00	46368.30
16-May-24	Lloyds Bank	Microsoft Annual Fee		79.99	46288.31
16-May-24	Lloyds Bank	Monthly Fee		3.00	46285.31
20-May-24	Rebecca Foote	Clerk's Salary		918.32	45366.99
29-May-24	Forde & McHugh	Streetlight Repairs		300.00	45066.99
29-May-24	Rebecca Foote	Salary Backdate		15.79	45051.20
29-May-24	Rebecca Foote	Expenses		41.08	45010.12
29-May-24	NCALC	NCALC Membership		795.18	44214.94
10-Jun-24	Yu Energy	Electricity		17.30	44197.64
10-Jun-24	Yu Energy	Electricity		384.76	43812.88
12-Jun-24	Nest	Pension Contributions		462.83	43350.05
17-Jun-24	Lloyds Bank	Hp Instant Ink		3.99	43346.06
17-Jun-24	Lloyds Bank	Adobe Subscription		19.97	43326.09
17-Jun-24	Lloyds Bank	Virtual Landline		8.75	43317.34
17-Jun-24	Lloyds Bank	Monthly Fee		3.00	43314.34
19-Jun-24	Nest	Pension Contributions		63.72	43250.62
20-Jun-24	Rebecca Foote	Clerk's Salary		918.32	42332.30
30-Jun-24	Unity	Service Charge		18.00	42314.30
08-Jul-24	Yu Energy	Electricity		16.75	42297.55
08-Jul-24	Yu Energy	Electricity		338.33	41959.22
11-Jul-24	Northants ACRE	Membership		42.00	41917.22
11-Jul-24	Cheney Coaches	Banbury Bus		250.00	41667.22
11-Jul-24	Rebecca Foote	Expenses		289.11	41378.11
11-Jul-24	Playsafety Ltd	ROSPA Inspections		192.00	41186.11
11-Jul-24	NCALC	Training Costs		151.20	41034.91
12-Jul-24	Nest	Pension Contributions		31.86	41003.05
12-Jul-24	ICO	ICO Annual Fee		35.00	40968.05
16-Jul-24	Lloyds Bank	Amazon - Office Supplies		9.49	40958.56
16-Jul-24	Lloyds Bank	Adobe Subscription		19.97	40938.59
16-Jul-24	Lloyds Bank	Hp Instant Ink		3.99	40934.60
16-Jul-24	Lloyds Bank	Virtual Landline		8.75	40925.85
16-Jul-24	Lloyds Bank	Monthly Fee		3.00	40922.85
22-Jul-24	Rebecca Foote	Clerk's Salary		918.32	40004.53
25-Jul-24	Nest	Pension Contributions		31.86	39972.67
25-Jul-24	HMRC	Employer's NI		64.18	39908.49
29-Jul-24	Halse Mission Room	Small Village Grant		250.00	39658.49
29-Jul-24	Greatworth Glimpse	Small Village Grant		250.00	39408.49
29-Jul-24	Greatworth Methodist Church	Small Village Grant		250.00	39158.49
08-Aug-24	Yu Energy	Electricity		17.44	39141.05
08-Aug-24	Yu Energy	Electricity		347.24	38793.81
16-Aug-24	Lloyds Bank	Adobe Subscription		19.97	38773.84
16-Aug-24	Lloyds Bank	Hp Instant Ink		3.99	38769.85
16-Aug-24	Lloyds Bank	Virtual Landline		8.75	38761.10
16-Aug-24	Lloyds Bank	Amazon - Office Supplies		7.13	38753.97
16-Aug-24	Lloyds Bank	Monthly Fee		3.00	38750.97
20-Aug-24	Nest	Pension Contributions		31.86	38719.11
20-Aug-24	Rebecca Foote	Clerk's Salary		918.32	37800.79
09-Sep-24	Yu Energy	Electricity		17.37	37783.42
09-Sep-24	Yu Energy	Electricity		353.24	37430.18
16-Sep-24	Lloyds Bank	Hp Instant Ink		3.99	37426.19
16-Sep-24	Lloyds Bank	Adobe Subscription		19.97	37406.22
16-Sep-24	Lloyds Bank	Amazon - Office Supplies		5.49	37400.73
16-Sep-24	Lloyds Bank	Amazon - Office Supplies		18.70	37382.03
16-Sep-24	Lloyds Bank	Virtual Landline		8.75	37373.28
16-Sep-24	Lloyds Bank	Monthly Fee		3.00	37370.28
20-Sep-24	Rebecca Foote	Clerk's Salary		918.32	36451.96

		2024-2025	
Code	EXPENDITURE	Budget	Actual
100	1. Lighting	8000.00	2256.30
101	Electricity supply	7000.00	2006.30
102	Street Light Repairs and Maintenance	1000.00	250.00
200	2. Parks & Open Spaces	9470.00	192.00
201	Grass cutting	3300.00	
202	Playground equip. inspection	170.00	192.00
203	Playground repairs	3000.00	
204	Notice boards		
205	Bus Shelter maintenance	500.00	
206	Bins	1000.00	
207	Defibrillator		
208	CIL		
209	General Maintenance	500.00	
210	Devolution of services	1000.00	
211	Sinking Fund Money	900.00	
400	4. General Administration	17908.00	8023.70
401	Audit charge	400.00	
402	Clerk's salary	12000.00	5509.92
403	Office Expenses	1000.00	611.99
404	Election expenses		
405	Insurances/Subscriptions/Membership Fees	2000.00	993.66
406	Training costs	1500.00	126.00
407	Membership & Subscriptions		
408	Meeting room rental	250.00	
409	Leaflets & Advertising		
410	Website	400.00	
411	Traffic calming measures		
412	Office equipment		
413	Banking Charges	108.00	36.00
414	Other	250.00	746.13
500	Grants	3,800.00	1,000.00
501	Grants to Village Organisations	900.00	750.00
502	Prizes		
503	Free Bus	1300.00	250.00
504	S. 137	1600.00	
505	CIL		
800	Projects		
801	Happylands Development		
802	Community Minibus		
803	National Events	500.00	
	Total Regular Expenditure	39178.00	19495.70
600	Miscellaneous Expenditure	1200.00	579.84
601	Transfer Out		
602	To Deposit Account		
603	Other	1200.00	
604	Vat Paid		579.84
	Total Expenditure	40378.00	20075.54

		41145.00	19947.50
	INCOME		
701	Precept	39895.00	19947.50
702	Interest		
703	Newsletter		
704	Grants+Prizes		
705	Donations		
706	Wayleave		
707	Vat Repayment	1250.00	
708	Misc Transfers In		
709	CIL		
	Total Income	41145.00	19947.50