

Title: **End of Year 2025-25 Finance Report**

Submitted by: Responsible Financial Officer

Purpose of the report:

To update members of the Council's financial position for the 2024-25 Financial Year.

Recommendations:

Members are recommended to:

Approve the Report and specifically the:

Reconcillation of the Receipts and Payments.

Receipts for the period 1st April 2024 to 31st March 2025.

Bank		Income Streams									Totals
Date	Ref.	Details	RVBC Precept	VAT Repay	RVBC Grants	LCC Grants	LEF	Other Grants	REPF	Sundry	
08/04/2024	9315	RVBC Precept	3,780.00								3,780.00
04/06/2024	123456	Community Garden - Transferred from Barclays								759.24	759.24
19/06/2024	410521	LCC Bio Diversity and PROW Grant				800.00					800.00
23/09/2024	9315	RVBC Concurrent Grant			598.00						598.00
18/11/2024		Rural England Prosperity Fund via RVBC							7,079.50		7,079.50
25/11/2024		Christmas Grant - 2024			100.00						100.00
Total:			3,780.00	0.00	698.00	800.00	0.00	0.00	7,079.50	759.24	13,116.74

Note: The Switch from NatWest Bank to Unity Trust Bank occurred 02/05/23 = £12,998.77.

Schedule of Payments for the period 1st April 2024 to 31st March 2025

#	Date	Details	Administration Expenses						Lenghtman Scheme	PNFS	Other Expenses	Specific Area of Expenditure										VAT	Total
			Clerk Salary	HMRC Tax/NIC	Home and Office	General Admin.	Website and IT	Other Admin.				RHS	Lottery	LDG	LCC Bio	Comm. Gdn.	NWR	RVBC Coro Gnt.	Xmas Grant 2023	Xmas Grant 2024	REPF		
1	08/04/24	Cllr. Berzins (B&Q x 2 and) (B&M)										58.09											58.09
2	12/04/24	LALC Annual Subscription						144.24															144.24
3	15/04/24	Removal of tree trunk. Philip Bell Servcies															60.00						60.00
4	30/04/24	Clerk three month salary	312.00																				312.00
5	01/05/24	Cllr. Berzins Roots + Asda + B&M														107.00							107.00
6	13/05/24	HMRC Cumbernauld		78.00																			78.00
7	13/05/24	Accountant Audit Fees - Outside Office				100.00																	100.00
8	28/05/24	PMM Solutions - Payroll Services				27.75																5.55	33.30
9	04/06/24	Wilshire Meth Church - Meeting Room Hire (May)				30.00																	30.00
10	30/06/24	Unity Trust Bank - Service Charge				18.00																	18.00
11	08/07/24	Cllr. Berzins Stone Hill - Community Gardens														31.68							31.68
12	08/07/24	Cllr. Berzins - B&M Scissors														3.50							3.50
13	08/07/24	AP Landscaping Inv.2024-013							99.00														99.00
14	08/07/24	Cllr. Berzins - Ink Cartridges			28.98																	5.80	34.78
15	08/07/24	Cllr. Berzins - Aldi Watering Can														3.99							3.99
16	08/07/24	Cllr. Berzins - B&Q Canes														5.50							5.50
17	08/07/24	Cllr. Berzins - B&Q Compost														15.00							15.00
18	17/07/24	Pennine Walling												150.00									150.00
19	17/07/24	WooWooloo - Composite Toilet																			4,962.50	992.50	5,955.00
20	17/07/24	AP Landscaping Inv.2024-019							39.00														39.00
21	24/07/24	PMM Solutions - Payroll Services				27.75																5.55	33.30
22	26/07/24	Brian Keal - Composite Toilet Installation																			2,117.00	423.40	2,540.40
23	05/08/24	Clerk three month salary	312.00																				312.00
24	15/08/24	HMRC Cumbernauld		78.00																			78.00
25	27/08/24	PMM Solutions - Payroll Services				27.75																5.55	33.30
26	12/09/24	Cllr. Berzins - Toolstation															15.00					3.00	18.00
27	12/09/24	Cllr. Berzins - Poundstretcher															8.32						8.32
28	12/09/24	Cllr. Berzins - Toolstation															44.49						44.49
29	12/09/24	AP Landscaping Inv.2024 - 026							39.00														39.00
30	30/09/24	Service Charge Bank				18.00																	18.00
31	31/10/24	Service Charge Bank				5.40																	5.40
32	01/11/24	Easywebsites					35.20															7.04	42.24
33	04/11/24	Clerk three month salary	312.00																				312.00
34	12/11/24	HMRC Cumbernauld - Clerk Tax		78.00																			78.00
35	30/11/24	Bank Service Charge				6.00																	6.00
36	02/12/24	Easywebsites					35.20															7.04	42.24
37	02/12/24	AP Landscaping. INV-2024-032							135.00														135.00
38	02/12/24	Wilshire Meth Church - Room Hire (Sept and Nov)				60.00																	60.00
39	31/12/24	Bank Service Charge				6.00																	6.00
40	02/01/25	Easywebsites					42.90															8.58	51.48
41	31/01/25	Bank Service Charge				6.00																	6.00
42	03/02/25	Easywebsites					42.90															8.58	51.48

		Administration Expenses								Specific Area of Expenditure												VAT	Total
#	Date	Details	Clerk Salary	HMRC Tax/NIC	Home and Office	General Admin.	Website and IT	Other Admin.	Lenghtoman Scheme	PNFS	Other Expenses	RHS	Lottery	LDG	LCC Bio	Comm. Gdn.	NWR	RVBC Coro Gnt.	Xmas Grant 2023	Xmas Grant 2024	REPF		
43	11/02/25	Room hire Xmas Lunch																		50.00			50.00
44	11/02/25	Clerk three month salary	312.00																				312.00
45	11/02/25	Cllr. Berzins repair post													6.49								6.49
46	11/02/25	Christmas Lunch																		105.45			105.45
47	13/02/25	HMRC Cumbernauld		78.00																			78.00
48	24/02/25	PMM Solutions - Payroll Services				55.50																11.10	66.60
49	28/02/25	Service Charge Bank				6.00																	6.00
50	03/03/25	Easywebsites					42.90															8.58	51.48
51	17/03/25	Pennine Walling													60.00								60.00
52	31/03/25	Service Charge Bank				6.00																	6.00
		TOTALS	1,248.00	312.00	28.98	400.15	199.10	144.24	312.00	0.00	0.00	58.09	0.00	150.00	66.49	166.67	127.81	0.00	0.00	155.45	7,079.50	1,492.27	11,940.75

Check Sum: 11,940.75

Summary of Receipts and Payments

£

Balance brought forward at 1st April 2024: 5,693.89

Add total **receipts** to date: 13,116.74

Less total **payments** to date: -11,940.75

Balance: 6,869.88

Unity Trust Bank - Balance as at 31/03/25: 6,869.88

If these two figures are different an explanation is required.

Note: The Switch from NatWest Bank to Unity Trust Bank occurred 02/05/23 = £12,998.77.

Comparisons as at 31/03/25

	FINAL ACCOUNTS 2023/24	AGREED BUDGET 2024/25	ACCOUNTS TO DATE 2024/25
INCOME	£	£	£
RVBC Precept:	3,246.00	3,780.00	3,780.00
HMRC VAT Return:	812.26	400.00	0.00
Rural England Prosperity Fund:	0.00	0.00	0.00
RVBC Grants:	861.00	120.00	698.00
Other Grants:	0.00	0.00	0.00
LEF	650.00	0.00	0.00
LCC Grants	1,100.00	800.00	800.00
REPF	0.00	0.00	7,079.50
Sundry Income:	1,349.62	0.00	759.24
	8,018.88	5,100.00	13,116.74
EXPENDITURE			
Administration Expenses:	£	£	£
Clerk's salary:	1,248.00	1,248.00	1,248.00
HMRC: Employers Tax and NIC:	312.00	312.00	312.00
Clerk expenses: Office, postage mileage etc.	40.00	60.00	0.00
General Admin - Room Hire:	120.00	120.00	90.00
General Admin - Insurance:	0.00	190.00	0.00
General Admin - Audit Fees:	40.00	50.00	100.00
General Admin - LALC Subscripton:	130.69	200.00	144.24
General Admin - Other:	1,706.48	100.00	34.78
Service Charges - Bank and Payroll Services:	202.05	110.00	237.90
Website and email hosting, software/hardware:	0.00	100.00	238.92
	3,799.22	2,490.00	2,405.84
Amenity Expenses:	£	£	£
Parish Lengthsman:	320	250	177.00
PNFS:	23	0	0.00
Capital spend (benches etc.):	0	250	0.00
Other maintenance and improvement:	0	100	141.49
	343	600	318.49
RING FENCED EXPENDITURE:			
	£	£	£
RHS:	2,267.63	0.00	58.09
Lottery Fund:	3,430.21	0.00	0.00
LDG:	205.87	0.00	150.00
LCC Bio Diversity:	180.49	0.00	60.00
Network Rail:	28.32	0.00	130.81
LEF/Community Garden:	650.00	0.00	166.67
RVBC Coronation Grant:	295.00	0.00	0.00
RVBC Christmas Grant 2023	118.44	0.00	0.00
RVBC Christmas Grant 2024	0.00	0.00	155.45
Rural England Prosperity Fund:	0.00	0.00	8,495.40
	7,175.96	0.00	9,216.42
Total Expenditure:	£	£	£
	11,317.68	3,090.00	11,940.75
VAT on Expenses to be Reclaimed:			1,492.27
Expenditure (net of VAT):	11,317.68	3,090.00	10,448.48
SUMMARY:	£	£	£
Income:	8,019	5,100	13,116.74
Expenditure:	(11,318)	(3,090)	-10,448.48
	(3,299)	2,010	2,668.26
BALANCE:	£	£	£
Balance brought forward at 1 April:	9,253	5,694	5,693.89
Add surplus / less deficit from year:	(3,299)	2,010	2,668.26
Balance carried forward:	5,954	7,704	8,362.15

Cash Flow Forecast for the period 1st April 2024 to 31st March 2025

		Actual												
INCOME		April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Total
1	RVBC Precept	3,780.00												3,780.00
2	RVBC Grants								100.00					100.00
3	VAT Return													0.00
4	LCC Grants			800.00										800.00
5	Lancs Environ.													0.00
6	Concurrent Funding						598.00							598.00
7	Other Grants													0.00
8	REPF								7,079.50					7,079.50
9	Other Funds			759.24										759.24
Totals		3,780.00	0.00	1,559.24	0.00	0.00	598.00	0.00	7,179.50	0.00	0.00	0.00	0.00	13,116.74

		Actual												
EXPENDITURE		April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Total
20	Clerk - Salary	312.00				312.00			312.00			312.00		1,248.00
21	HMRC		78.00			78.00			78.00			78.00		312.00
22	Clerk Expenses													0.00
23	G. Admin - Room Hire			30.00						60.00				90.00
24	G. Admin - Insurance													0.00
25	G. Admin - Audit		100.00											100.00
26	G. Admin. LALC	144.24												144.24
27	G. Admin - Other				34.78									34.78
28	G.Admin - Service Fees		33.30	18.00	33.30	33.30	18.00	5.40	6.00	6.00	6.00	72.60	6.00	237.90
29	Website and IT								42.24	42.24	51.48	51.48	51.48	238.92
30	Lengthsman				138.00		39.00							177.00
EXPENDITURE		April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Total
31	Improve Amenity									135.00		6.49		141.49
32	RHS	58.09												58.09

33	Lottery													0.00
34	LDG				150.00									150.00
35	LCC Bio												60.00	60.00
36	Network Rail	60.00					70.81							130.81
37	Community Garden		107.00		59.67									166.67
38	Coronation Grant													0.00
39	Xmas Grant 2023													0.00
40	Xmas Grant 2024											155.45		155.45
41	REPF				8,495.40									8,495.40
Totals		574.33	318.30	48.00	8,911.15	423.30	127.81	5.40	438.24	243.24	57.48	676.02	117.48	11,940.75

2024/25 Actual	£
Income	13,116.74
Expenditure	11,940.75
Balance 2024/25	1,175.99

EOY 2025	£
Bank Balance at 31/03/25	6,869.88
Balance EoY 2025	6,869.88

For reference:

Balance EoY 2024 = £5,694

2024-2025

BANK SUMMARY		April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March
50	Opening Balance	5,693.89	8,899.56	8,581.26	10,092.50	1,181.35	758.05	1,228.24	1,222.84	7,964.10	7,720.86	7,663.38	6,987.36
51	Income	3,780.00	0.00	1,559.24	0.00	0.00	598.00	0.00	7,179.50	0.00	0.00	0.00	0.00
52	Expenditure	574.33	318.30	48.00	8,911.15	423.30	127.81	5.40	438.24	243.24	57.48	676.02	117.48
53	Close/interim balance	8,899.56	8,581.26	10,092.50	1,181.35	758.05	1,228.24	1,222.84	7,964.10	7,720.86	7,663.38	6,987.36	6,869.88
54	Unity Bank Statement	8,899.56	8,581.26	10,092.50	1,181.35	758.05	1,228.24	1,222.84	7,964.10	7,720.86	7,663.38	6,987.36	6,869.88
Statement Date		30/04/24	31/05/24	30/06/24	31/07/24	31/08/24	30/09/24	31/10/24	30/11/24	31/12/24	31/01/25	28/02/25	31/03/25

RHS - Summary of Expenditure

	£
Total Fund:	2,500
Expenditure to 31 March 2023:	0
Balance carried forward:	2,500
Expenditure 1 April 2023 to 31 March 2024:	2,427.29
Balance carried forward:	72.71
Expenditure 1 April 2024 to 31 March 2025:	58.09
Transferred to REPF 08/02/25:	14.62
Balance as at 31/03/25:	0.00

All expenditure includes VAT

Lottery Fund - Summary of Expenditure

	£
Total Fund:	9,960
Expenditure to 31 March 2022:	2,197
Balance carried forward:	7,763
Expenditure 1 April 2022 to 31 March 2023:	4,330.78
Balance carried forward:	3,432.03
Expenditure 1 April 2023 to 31 March 2024:	3,430.21
Balance carried forward:	1.82
Expenditure 1 April 2024 to 31 March 2025:	0.00
Transferred to Comm Garden Fund:	1.82
Balance at 31/03/25:	0.00

All expenditure includes VAT

LDG - Summary of Expenditure

	£
Total Fund:	500
Expenditure 1 April 2023 to 31 March 2024:	294.13
Balance carried forward:	205.87
Expenditure 1 April 2024 to 31 March 2025:	150.00
Balance as at 31/03/25:	55.87

All Expenditure Includes VAT

Bio Diversity Grant - Summary of Expenditure

£	
Total Fund:	300
Expenditure 1 April 2023 to 31 March 2024:	180.49
Balance carried forward:	119.51
Expenditure 1 April 2024 to 31 March 2025:	66.49
Balance as at 31/03/25:	53.02

All Expenditure Includes VAT

Community Garden - Summary Of Spend

	£
Intiall Fund:	759.24
Transferred from Lottery Fund:	1.82
Total Funds:	761.06
Expenditure 1 April 2024 to 31 March 2025:	166.67
Balance at 31/03/25	594.39

All Expenditure Includes VAT

£759.24 Transferred from Barclay Bank on 04/06/24.

Network Rail - Summary of Expenditure

	£
Total Fund:	250
Expenditure to 31 March 2022:	0
Balance carried forward:	250
Expenditure 1 April 2022 to 31 March 2023:	0.00
Balance carried forward:	250.00
Expenditure 1 April 2023 to 31 March 2024:	33.99
Balance carried forward:	216.01
Expenditure 1 April 2024 to 31 March 2025:	130.81
Balance at 31/03/25:	85.20

All Expenditure Includes VAT

Coronation Grant

Summary of Expenditure

£

Total Fund:

500

Expenditure 1 April 2023 to 31 March 2024:

354.00

Balance carried forward:

146.00

Expenditure 1 April 2024 to 31 March 2025:

0.00

Balance as at 31/03/25:

146.00

All Expenditure Includes VAT

RVBC Christmas Luncheon Grant 2023

Summary of Expenditure

	£
Total Fund:	250
Expenditure 1 April 2023 to 31 March 2024:	118.44
Balance carried forward:	131.56
Expenditure 1 April 2024 to 31 March 2025:	0.00
Balance as at 31/03/25:	131.56

All Expenditure Includes VAT

RVBC Christmas Luncheon Grant 2024

Summary of Expenditure

£

Total Fund:

100

Expenditure 1 April 2024 to 31 March 2025:

155.45

Balance as at 31/03/25:

-55.45

All Expenditure Includes VAT

REPF - Summary of Expenditure

	£	
Total Grant Available:	8,482.00	
Transferred from RHS Funds:	14.62	08/02/25
Total Funds Available:	8,496.62	
Expenditure 1 April 2023 to 31 March 2024:	0.00	
Balance carried forward:	8,496.62	
Expenditure 1 April 2024 to 31 March 2025:	8,495.40	
Balance as at 31/03/25:	1.22	

All Expenditure Includes VAT