

Appendix 1 - Elmstead Parish Council Finance Report May 2025

	Invoice Date	Method	Payee		Invoice Number	Net	VAT	Total
			Approval is requested for the following payments:					
1	01/06/2025	BT	Elmstead Community Centre	Hall hire for June; 1 x council meetings, 4 x Wednesday hub, 1 x audit.	06C	£ 104.00	£ -	£ 104.00
2	28/05/2025	BT	Mrs A Baxter	May home printing excess over pre-home working usual plan .		£ 16.23	£ -	£ 16.23
3	31/05/2025	BT	Mrs A Baxter	Google workspace May 25	5264178875	£ 12.00	£ -	£ 12.00
4	15/05/2025	BT	Ellisons Solicitors	Transfer of Charity Field land	172367	£ 1,904.00	£ 362.80	£ 2,266.80
5	19/05/2025	BT	Sibbons	Safety glasses, ear defenders, harness for strimmer.	68196	£ 49.60	£ 9.92	£ 59.52
6	16/05/2025	BT	Equals	Additional card.	INV-EMPLC-09308	£ 10.00	£ 2.00	£ 12.00
7	12/05/2025	BT	Mr B M Jennings	Grass cutting at Dene Park, 1 March, 1 April	1052	£ 150.00	£ -	£ 150.00
8	16/05/2025	BT	SLCC	Membership 2025/26	MEM254327-1	£ 240.00	£ -	£ 240.00
9	16/05/2025	BT	Mrs J Stobart	Internal Audit work for the y/e 31/03/2025		£ 245.00	£ -	£ 245.00
10	09/05/2025	BT	Zurich	Council insurance June 25 to May 26. Paid.	544323721	£ 1,270.03		£ 1,270.03
11	22/05/2025	BT	Duncan Clark & Beckett Ltd	Work stage 4a - building regulation phase. Charge for Affinity Water.	3704	£ 9,428.00	£ 1,885.00	£ 11,313.00
12	04/06/2025	BT	Margab Trailer	6.6ft / 2m TEMARED ECO2010 TIPP- Single Axle Trailer FLATBED UNBRAKED. To pay deposit £125	2025/1934	£ 625.00	£ 125.00	£ 750.00
13	05/05/2025	BT	Mrs C Williams	Hub supplies. Paid.	Receipt	£ 21.75	£ -	£ 21.75
14	13/05/2025	BT	Cllr L Richfield	Hub supplies. Paid.	Receipt	£ 40.88	£ -	£ 40.88
15	03/06/2025		Castle Water	Credit for previous invoice.	10006643506	-£ 102.89	-£ 6.78	-£ 109.67
16	03/06/2025		Castle Water	Credit for previous invoice.	10006643505	-£ 69.42	-£ 4.99	-£ 74.41
17	04/06/2025	BT	Castle Water	Water for South Green. 10/09/24 - 31/08/25.	10006657802	£ 30.67	£ 6.14	£ 36.81
18	30/05/2025	BT	Mr A Dingwall	Welding repair to trailer bracket	34901	£ 50.00	£ 10.00	£ 60.00

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19	26/05/2025	BT	Mr A Dingwall	Oil for mower	receipt	£ 7.12	£ -	£ 7.12
	Sub Total					£ 14,116.49	£ 2,384.72	£ 16,501.21
			Payments made by pre-paid card from Equals Account					
20	28/05/2025	LR Card	Lidl	Hub supplies		£ 40.09		£ 40.09
21	28/05/2025	LR Card	Budgens	Hub supplies		£ 3.19		£ 3.19
22	06/05/2025	AB Card	Safepoint	Subscription plus set up fee		£ 61.99	£ 12.40	£ 74.39
23	08/05/2025	AB Card	Safepoint	Lone worker device		£ 24.96	£ 5.00	£ 29.96
24	16/05/2025	AB Card	Budgens	Provisions for internal audit		£ 3.65	£ -	£ 3.65
25	11/05/2025	AB Card	Google	Storage		£ 1.33	£ 0.26	£ 1.59
			Direct Debits and Standing Orders:					
26	01/06/2025	DD	A&J Lighting Solutions	Monthly maintenance street lights	39273	£ 31.63	£ 6.33	£ 37.96
27	31/05/2025	DD	CSH Environmental Ltd	Skip empty x 3. Excess weight (36kg + 12kg) x £0.19 = £9.12	P707975	£ 68.73	£ 13.75	£ 82.48
28	30/04/2025	DD	CSH Environmental Ltd	Annual duty of care	P701135	£ 30.00	£ 6.00	£ 36.00
29	TBA	DD	Npower	Electricity for street lights	TBA			£ -
30	01/06/2025	DD	Starboard Systems Ltd	Scribe accounts subscription	INV-10606	£ 51.00	£ 10.20	£ 61.20
31	30/04/2025	DD	Unity	Monthly fee		£ 6.00	£ -	£ 6.00
32	28/04/2025	DD	Nest	May pension contribution		£ 109.74		£ 109.74
			For information					
33	28/05/2025	BT	Payroll summary	May salaries. Paid.		£ 2,774.24	£ -	£ 2,774.24
			Total			£ 17,238.52	£ 2,443.03	£ 19,681.55
			Total expenditure not being paid out of specific reserves. (Also part of the legal fees to be paid by the developer.)			£ 7,015.61	£ 369.03	£ 7,448.64

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			Transfer Requests					
34	05/06/2025	BT	From Unity to Equals	For prepaid cards for the Wednesday Hub and the clerk		£ 300.00	£ -	£ 300.00
	Receipt Date	Method	Payor	Income		Net	VAT	Total
1	27/05/2025	BT	Essex County Council	Grass cutting program 25/26		£ 786.35	£ -	£ 786.35
2	02/05/2025	BT	CCLA	Income reinvestment New Community Centre s106		£ 354.45	£ -	£ 354.45
3	31/05/2025	BT	Redwood Bank	Interest on New Community Centre s106		£ 1,022.27	£ -	£ 1,022.27
4	Various	BT	Stallholders	Fees for Halloween and Christmas events		£ 40.00		£ 40.00
5	22/05/2025	cheque	Reed Hall Sentinels	Fee for use of playing field 23/24 and first half of 24/25		£ 2,165.00		£ 2,165.00
6	29/05/2025	BT	HMRC	VAT refund 4th Qtr. 2024/25		£ 845.31		£ 845.31
			Total			£ 5,213.38		£ 5,213.38

Parish Council agreed the above expenditure on 5th June 2025 agenda item 25/119(i)

Signed _____

Examined invoices _____

Closing Balances to 31st May 2025

Barclays Current Account	£ 810.59
Barclays Savings Account (New Community Centre s106)	£ -
Unity Current Account	£ 24,457.55
Unity Instant Access Savings Account 2.25%	£ 45,827.55
Unity 6 month fixed term savings account (New Community Centre s106) 4%	£ 204,238.36
Redwood 35 day notice account (New Community Centre s106) 3.93%	£ 307,408.55
Hampshire Trust Bank (New Community Centre s106) 3.87%	£ 299,275.00
Equals Account (Pre-paid cash cards)	£ 354.21
CCLA (New Community Centre s106)	£ 100,354.45
Overall Closing Balance - Current and Deposit	£ 982,726.26

Will need to transfer some to pay for DCB invoices
Accrued interest £4,064.16

Total Parish Council Funds	
Total New Community Centre s106 Funds	
	£ -

