

WEST HOATHLY PARISH COUNCIL

representing Highbrook, Selsfield, Sharpthorne, Tyes Cross and West Hoathly

West Hoathly Parish Council Clerks Report September 2024

Actions Taken and points of information not on the agenda

- A meeting with MSDC officers has been arranged for Monday 30th September, to discuss how to progress improvements at Sharpthorne New Playground
- Annual allotment invoices have been issued to plot holders

Information relating to items on the agenda

Item 9 – circulated to Cllrs via email

Item 10 – - Conclusion of Audit for the year ending 31st March 2024 – circulated to Cllrs via email

The external auditor has now signed off the audit, the Notice of Conclusion of Audit has been posted on the noticeboard and website.

Item 11- Cambridge & Counties Bank fixed rate bond.

The Cambridge & Counties Bank fixed rate bond has now matured, funds have been transferred into an Easy Access Account. The council need to consider whether to further reinvest.

Item 12- Correspondence from Cambridge Building Society circulated via email

Item 13- Neighbourhood Plan Review

Last year it was agreed to start the Neighbourhood Plan Review. The working group members were agreed as Peter Browne, Douglas Denham St Pinnock, Bob Darvill, Paul Brown and Will Buckley as Chair. Next steps need to be agreed.

Item 14 – Dark Skies Policy – Recommendation circulated to Cllrs via email

Item 15- Recommendation circulated to Cllrs via email

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Time: 14:33

Current Bank A/c

List of Payments made between 01/09/2024 and 25/09/2024

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
24/09/2024	Samco group Ltd	242578	1,200.00	Samco group Ltd
25/09/2024	WSCC Local Govt Pension	242579	533.26	WSCC Local Govt Pension Scheme
25/09/2024	salaries Sept	242580	2,182.35	salaries Sept
25/09/2024	Dorian Fretwell	242581	276.00	Dorian Fretwell VH Cleaning
25/09/2024	lloyds bank CC	242582CC	56.65	lloyds bank CC
25/09/2024	TC Facilities Management	242583	141.02	TC Facilities Management
25/09/2024	Jon Latter Forestry Bluebell W	242584	6,000.00	Jon Latter Forestry Bluebell W
25/09/2024	HMRC PAYE	242585	540.58	HMRC PAYE
25/09/2024	Cambridge & Counties Interest	INT	1,005.48	Cambridge & Counties Interest

Total Payments

11,935.34

Time: 12:30

Current Bank A/c

List of Payments made between 30/07/2024 and 31/08/2024

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
31/07/2024	Zurich Municipal	242567	247.99	Zurich Municipal insurance
28/08/2024	Dorian Fretwell	242568	220.80	Dorian Fretwell
28/08/2024	WSCC Local Govt Pension	242569	477.65	WSCC Local Govt Pension Scheme
28/08/2024	Colin Gibbs	242570	78.93	Colin Gibbs
28/08/2024	Salaries August	242571	1,956.91	Salaries August
28/08/2024	HMRC	242572	540.28	HMRC August
28/08/2024	Trevor Polhill	242573	200.00	Trevor Polhill - finches field
28/08/2024	Beyond Clean WC's	242574	60.00	Beyond Clean WC's
28/08/2024	Derek Shurvell	242575	295.33	Derek Shurvell mthly mowing
28/08/2024	British Telecom	242576	72.28	British Telecom
28/08/2024	British Telecom	242577	72.28	British Telecom July
28/08/2024	Lloyds credit card	СС	3.00	Lloyds credit card

Total Payments

4,225.45

Confirmed B	ank & Investment Balances		
Bank Statement Balances			
25/09/2024	Current Account	3,807.56	
25/09/2024	Deposit Account	36,019.96	
25/09/2024	Cambridge Building Society	72,900.00	
			112,727.52
Other Cash & Bank Balances			
		_	21,005.48
			133,733.00
Unpresented Payments			
			3,729.86
Closing Balance		-	130,003.14
All Cash & Bank Accounts		-	
1	Current Bank A/c		77.70
2	Deposit Account		36,019.96
3	Cambridge Building Society		72,900.00
	Other Cash & Bank Balances	_	21,005.48
	Total Cash & Bank Balances		130,003.14

Bank - Cash and Investment Reconciliation as at 25 September 2024

Last Year Ended 31st March 2025		Current Year Ended 31st March
	Receipts	
00.010.00		49.225.00
88,018.00 3,588.00		48,235.00
	TWHVH Employee Costs	1,518.00
91,606.00	Sub Total	49,753.00
	Operating Income	
8,993.41	Income	2,662.25
623.00	Allotments	145.00
500.00	North Lane Recreation Ground	0.00
45.92	Infrastucture	3.45
7,762.59	VAT Data	1,048.72
109,530.92	Total Receipts	53,612.42
	Running Costs	
56,554.77	Administration	34,184.01
16.02	Allotments	1,000.00
1,672.67	Finche Field	200.00
2,941.29	North Lane Recreation Ground	840.00
250.00	Sharpthorne Old Playground	0.00
2,034.81	Playgrounds	0.00
8,313.22	Infrastucture	7,754.50
4,015.01	Premises	2,588.16
3,411.18	VAT Data	2,031.50
79,208.97	Total Payments	48,598.17
	Receipts and Payments Summary	
94,666.94	Opening Balance	124,988.89
109,530.92	Add Total Receipts(As Above)	53,612.42
204,197.86		178,601.31
79,208.97	Less Total Payments(As Above)	48,598.17
124,988.89	Closing Balance	130,003.14
	These cumulative funds are represented	by:
4,543.52	Current Bank A/c	77.70
0.00	Deposit Account	0.00
100,445.37	Deposit Account	36,019.96
20,000.00	Cambridge & Counties 1 Yr Bond	20,000.00
0.00	Cambridge & Counties Interest	1,005.48
0.00	Cambridge Building Society	72,900.00
0.00	JUBILEE RECEIPTS	0.00
124,988.89		130,003.14
	Reserve Balances are represented by:	
30 321 05	Current Vear Fund	5 014 25

Summary Receipts and Payments for Year Ended 31st March 2025

30,321.95	Current Year Fund		5,014.25
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6,687.00 13,847.16 145.00	EMR Pavilion Seed Funding EMR Pavilion Fundraising	16,687.00 13,847.16 145.00
1,401.80	EMR Fingerpost Maintenance	1,801.80
2,422.86	EMR Defibrillators	3,124.92
163.08	EMR Community Orchard	163.08
10,000.00	EMR Neighbourhood Plan	10,000.00
2,428.89	EMR Local History Projects	2,428.89
2,500.00	EMR Land Registration	2,500.00
10,778.14	EMR Bluebell Wood Managment	7,500.00
1,621.52	Jubilee/Coronation Funds	151.52
1,000.00	EMR Wild Flower Meadow	1,000.00
2,000.00 124,988.89	Tree work and surveys	2,000.00

Summary Receipts and Payments for Year Ended 31st March 2025

Signed : ______ (Chairman) _____ (RFO)

Detailed Receipts & Payments by Budget Heading 25/09/2024

		Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u>	Income							
1076	Precept	48,235	96,470	48,235			50.0%	
1090	Interest Received	1,512	200	(1,312)			755.9%	
1300	Other Income	833	0	(833)			0.0%	
1301	TWHVH CC Income	29	0	(29)			0.0%	
1800	TWHVH Employee Costs	1,518	0	(1,518)			0.0%	
1850	TWHVH Vat	288	0	(288)			0.0%	
	Income :- Receipts	52,415	96,670	44,255			54.2%	0
	Net Receipts	52,415	96,670	44,255				
<u>110</u>	Administration							
4000	Salaries	15,070	31,842	16,772		16,772	47.3%	
4001	Hall Cleaning	1,863	0	(1,863)		(1,863)	0.0%	
4002	Handyman Salary	539	1,726	1,187		1,187	31.2%	
4030	Employer On Costs	3,335	8,719	5,384		5,384	38.3%	
4070	Training/Courses	180	600	420		420	30.0%	
4080	Chairman's Allowance	0	100	100		100	0.0%	
4100	Bank Charges	36	120	84		84	30.0%	
4110	Audit Fees	550	900	350		350	61.1%	
4130	Premises Licence Fee	70	80	10		10	87.5%	
4140	Subscriptions & Memberships	1,257	1,500	243		243	83.8%	
4150	Insurance	2,007	2,500	493		493	80.3%	
4160	Stationery	160	250	90		90	64.1%	
4170	Telephone & Broadband	513	800	287		287	64.1%	
4180	Website	86	800	714		714	10.8%	
4190	IT	240	2,150	1,910		1,910	11.2%	
4200	Office Expenses	4	0	(4)		(4)	0.0%	
4230	TWHVH CREDIT CARD expenses	82	0	(82)		(82)	0.0%	
4240	Grants & Donations	6,433	7,000	567		567	91.9%	
4245	Hall VAT	288	0	(288)		(288)	0.0%	
5000	Jubilee Payments only	1,470	0	(1,470)		(1,470)	0.0%	1,470
	Administration :- Indirect Payments	34,184	59,087	24,903	0	24,903	57.9%	1,470
	Net Payments	(34,184)	(59,087)	(24,903)				
6000	plus Transfer from EMR	1,470						
	Movement to/(from) Gen Reserve	(32,714)						

West Hoathly Parish Council

Detailed Receipts & Payments by Budget Heading 25/09/2024

		Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>120</u>	Allotments							
1500	Allotments Rent	145	600	455			24.2%	
	Allotments :- Receipts	145	600	455			24.2%	0
4300	Water Charges	0	250	250		250	0.0%	
4420	Maintenance	1,000	250	(750)		(750)	400.0%	
	Allotments :- Indirect Payments	1,000	500	(500)	0	(500)	200.0%	0
	Net Receipts over Payments	(855)	100	955				
<u>130</u>	Finche Field							
4410	Finche Field Mowing	200	250	50		50	80.0%	
4420	Maintenance	0	500	500		500	0.0%	
4430	Bramble Clearing	0	200	200		200	0.0%	
	Finche Field :- Indirect Payments	200	950	750	0	750	21.1%	0
	Net Payments	(200)	(950)	(750)				
140	North Lane Recreation Ground							
_	NLR Hire Fees	0	500	500			0.0%	
1000	NER THE FEES	0					0.0 %	
I	North Lane Recreation Ground :- Receipts	0	500	500			0.0%	0
4420	Maintenance	0	250	250		250	0.0%	
4500	NLR Maintenance Contract	840	3,200	2,360		2,360	26.3%	
	North Lane Recreation Ground :- Indirect Payments	840	3,450	2,610	0	2,610	24.3%	0
	Net Receipts over Payments	(840)	(2,950)	(2,110)				
<u>150</u>	Sharpthorne Old Playground							
4420	Maintenance	0	100	100		100	0.0%	
Sharpth	orne Old Playground :- Indirect Payments	0	100	100	0	100	0.0%	0
	Net Payments	0	(100)	(100)				
160	Playgrounds_							
	Maintenance	0	1,500	1,500		1,500	0.0%	
	Playbark	0	300	300		300	0.0%	
	Inspections	0	750	750		750	0.0%	
	Playgrounds :- Indirect Payments	0	2,550	2,550	·	2,550	0.0%	0
	Net Payments	0	(2,550)	(2,550)				

Detailed Receipts & Payments by Budget Heading 25/09/2024

1720 Infrastructure 1720 Infrastructure : Receipts 3 46 43 7.5% Infrastructure : Receipts 3 46 43 7.5% 0 4420 Maintenance 1/125 1/125 3.126 43.8% 4421 Step refurbishment 0 200 200 0.0% 4422 Maintenance 1.477 3.867 2,180 1.500 0.0% 4420 Dog & Little Bins 0 1.500 1.500 0.0% 4630 4640 Tree Work and Surveys 0 2.500 2.500 0.0% 4641 Huebell Wood Management 5.000 2.800 (2.200) (2.200) (7.20) 178.6% 5.000 4641 Bluebell Wood Management 5.000 2.500 0.0% 2.50 0.0% 4741 Delfo expenditure 205 0 (2.05) 0.0% 5.205 Mer Receipts over Payments (7.75) 15.207 5.453 0 5.			Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Infrastructure :- Receipts 3 46 43 7.5% 0 4420 Maintenance 875 2,000 1,125 1,125 43.8% 4421 Step refluctionment 0 200 200 200 0.0% 4422 DS Grass and hedge maintenance 1,477 3,657 2,180 2,484 40.4% 4600 Dog & Litter Bins 0 1,500 1,500 1,500 0.0% 4620 Hanging Baskets 40 65 10 10 80.9% 4630 Sharptforme Christmas Tree 0 2,500 2,200 (2,200) 176.5% 5,000 4640 Tree Work and Surveys 0 2,200 2,200 177.5% 5,000 4710 Defice expenditure 205 0 205 0.0% 205 4720 Maintenance 1775 13,207 5,453 56.7% 5,205 Morement to/(from) Gen Reserve (2,546) 119 119 137.5% 4720	170	Infrastucture							
4420 Maintenance 875 2,000 1,125 1,125 43,8% 4421 Step refurbishment 0 200 200 200 0,0% 4421 Step refurbishment 0 1,477 3,657 2,180 2,180 40,4% 4420 DS Grass and hedge maintenance 1,477 3,657 2,180 2,180 40,4% 4600 Dog & Litter Bins 0 1,500 1,500 1,500 0,0% 4630 Sharphome Christmas Tree 0 2,500 2,2500 2,2500 0,0% 4640 Tree Work and Surveys 0 2,500 2,200 178,6% 5,000 4640 Tree Work and Surveys 0 2,500 2,200 178,6% 5,000 4711 Defie expenditure 205 0 (205) (206) 0.0% 205 4720 Maintenance 164 0 246 246 38,5% 58,7% 5,205 4711 Defie expenditure 205 0 (254) 0 5,453 58,7% 5,205 Morement to/(trom) Gen Reserve (2,546) 13,207 5,453 0 5,453 <td< td=""><td>1700</td><td>Wayleave</td><td>3</td><td>46</td><td>43</td><td></td><td></td><td>7.5%</td><td></td></td<>	1700	Wayleave	3	46	43			7.5%	
4421 Step refurbishment 0 200 200 0.0% 4422 DS Grass and hedge maintenance 1,477 3,657 2,180 2,180 40.4% 4600 Dog & Litter Bins 0 1,500 1,500 1,500 0.0% 4620 Hanging Baskets 40 55 10 10 80.0% 4643 Dise Work and Surveys 0 2,500 2,2500 0.0% 4644 Buebell Wood Management 5,000 2,2600 (2,200) (2,201) 13.6% 5,000 4751 Hedge panditure 205 0 (2,05) 0.0% 205 4751 Hedge panditure 205 0 (2,05) 0.0% 205 4751 Hedge panditure 7,755 13,207 5,453 0 5,453 58.7% 5,205 Met Receipts over Payments (7,751) (13,161) (5,410) 0 5,453 58.7% 5,205 180 Premises 154 400 246 24.6% 38.6% 4220 Maintenance 154		Infrastucture :- Receipts	3	46	43			7.5%	0
4422 DS Grass and hedge maintenance 1.477 3.657 2.180 4.180 4.04% 4600 Dog & Litter Bins 0 1,500 1,500 1.500 0.0% 4620 Hanging Baskets 40 50 10 10 80.0% 4620 Hanging Baskets 40 50 10 10 80.0% 4620 Hanging Baskets 40 50 10 10 80.0% 4630 Sharphorne Christmas Tree 0 2,500 2,500 2,500 0.0% 4641 Buebell Wood Management 5,000 2,600 (2,200) (7,84 5,000 4751 Hedgehog Highways 158 0 (158) 0.0% 475 4751 Hedgehog Highways 154 400 246 246 38.6% 4300 Paremises 154 400 246 246 38.6% 4420 Maintenance 140 50 156 1.516 49.5% 4750 Tollets Cleaning Contract 1.484 3.000 1.516 49.5%	4420	Maintenance	875	2,000	1,125		1,125	43.8%	
4600 Dog & Litter Bins 0 1,500 1,500 1,500 0.0% 4420 Hanging Baskets 40 50 10 10 80.0% 4430 Sharphorne Christmas Tree 0 250 250 250 0.0% 4440 Tree Work and Surveys 0 2,500 2,500 2,500 0.0% 4441 Bluebell Wood Management 5,000 2,600 2,500 2,500 0.0% 4441 Bluebell Wood Management 5,000 2,500 2,500 0.0% 205 4741 Defib expenditure 205 0 (255) 0 5,453 58.7% 5,205 More Receipts over Payments (7,751) (13,161) (5,410) 0 5,453 58.7% 5,205 Movement to/(tron) Gen Reserve (2,546) 119 119 73,5% 470 54,543 58.7% 5,205 180 Premises 154 400 246 246 38.6% 4700 1,516 41,5% 4760 73,5% 4700 119 119 73,5%	4421	Step refurbishment	0	200	200		200	0.0%	
4620 Hanging Baskets 40 50 10 10 80.0% 4630 Sharpthorne Christmas Tree 0 250 250 250 0.0% 4640 Tree Work and Surveys 0 2.500 2.500 2.500 0.0% 4641 Bluebell Wood Management 5.000 2.500 (2.200) (7.86% 5.000 4741 Defib expenditure 205 0 (205) (205) 0.0% 4741 Defib expenditure 205 0 (205) 0.0% 205 4751 Hedgeheg Highways 13 0 5.453 0 5.453 0 5.453 0 5.205 Motement to/(from) Gen Reserve (7.751) (13.161) (5.410) 0 28.0% 4420 440 3.000 1.516 1.516 49.5% 4750 7.95 5.205 58.7% 5.205 180 Premises 154 400 246 24.6 38.6% 4750 7.95 5.205 58.7% 5.205 58.7% 5.205 58.7% 5.205 58.7% </td <td>4422</td> <td>DS Grass and hedge maintenance</td> <td>1,477</td> <td>3,657</td> <td>2,180</td> <td></td> <td>2,180</td> <td>40.4%</td> <td></td>	4422	DS Grass and hedge maintenance	1,477	3,657	2,180		2,180	40.4%	
4430 Sharphome Christmas Tree 0 250 250 250 0.0% 4440 Tree Work and Surveys 0 2.500 2.500 2.500 0.0% 4441 Bluebell Wood Management 5,000 2.600 0.200 (2.200) 178.6% 5,000 4741 Defib expenditure 205 0 (205) (205) 0.0% 205 4771 Defib expenditure 205 0 (205) 0.0% 205 4751 Hedgehog Highways 158 0 (158) 0 5,453 58.7% 5,205 Net Receipts over Payments (7,755) (13,161) (5,410) 6000 plus Transfer from EMR 5,205 440 246 246 38.6% 4420 Maintenance 140 500 360 360 280 280 280 426 246 38.6% 4420 4400 1484 3,000 1,516 1,516 49.5% 4750 70 Electricity 31 450 119 119 73.5%	4600	Dog & Litter Bins	0	1,500	1,500		1,500	0.0%	
4640 Tree Work and Surveys 0 2,500 2,500 2,500 0.0% 4641 Bluebell Wood Management 5,000 2,800 (2,200) (72,00) (2,200) (72,00) 2250 0.0% 4450 Grit Bins 0 250 250 0.0% 205 205 0.0% 205 4711 Delik pegenditure 205 0 (205) (205) 0.0% 205 4751 Hedgehog Highways 158 0 (158) 0 5,453 58.7% 5,205 Met Receipts over Payments (7,751) (13,161) (5,410) 0 5,453 58.7% 5,205 Movement to/(from) Gen Reserve (2,546) 4300 Water Charges 154 400 246 246 38.6% 4420 Maintenance 140 500 360 360 28.0% 4750 Tollets Cleaning Contract 1,844 3,000 1,516 49.5% 4700 Edening Contract 1,844 3,000 1,511 1,512 25.7%	4620	Hanging Baskets	40	50	10		10	80.0%	
4641 Bluebell Wood Management 5,000 2,800 (2,200) (2,200) 178.6% 5,000 4690 Grit Bins 0 250 250 250 0.0% 4741 Delib expenditure 205 0 (205) (205) 0.0% 205 4741 Delib expenditure 205 0 (253) (205) 0.0% 205 4751 Hedgehog Highways 158 0 (158) (158) 0.0% 205 Infrastucture : Indirect Payments (7.751) (13.161) (5.410) 5.453 0 5.453 58.7% 5.205 Movement to/(from) Gen Reserve (2.546) -	4630	Sharpthorne Christmas Tree	0	250	250		250	0.0%	
4690 Grit Bins 0 250 250 0.0% 4741 Defib expenditure 205 0 (205) 0.0% 205 4751 Hedgehog Highways 158 0 (158) 0.0% 205 Infrastucture : Indirect Payments 7,755 13,207 5,453 0 5,453 58.7% 5,205 Net Receipts over Payments (7,751) (13,161) (5,410) 0 0 5,453 58.7% 5,205 Movement tol(from) Gen Reserve (2,546) 1 <td>4640</td> <td>Tree Work and Surveys</td> <td>0</td> <td>2,500</td> <td>2,500</td> <td></td> <td>2,500</td> <td>0.0%</td> <td></td>	4640	Tree Work and Surveys	0	2,500	2,500		2,500	0.0%	
4741 Defib expenditure 205 0 (205) (205) 0.0% 205 4751 Hedgehog Highways 158 0 (158) 0 5,453 58.7% 5,205 Net Receipts over Payments (7,751) (13,161) (5,410) 6000 plus Transfer from EMR 5,205 Movement to/(from) Gen Reserve (2,546) 180 Premises 4300 Vatt Charges 154 400 246 246 38.6% 4420 Maintenance 140 500 360 360 28.0% 4750 Toilets Equipment Contract 1,484 3,000 1,516 1,516 4.95% 4770 Electricity 385 1,500 1,115 1,115 25.7% 4900 Defibrillators 93 0 (93) (93) 0.0% 93 Premises :- Indirect Payments (2,588) (5,650) (3,262) 0 3,262 44.2% 93 Movement to/(from) Gen Reserve (2,495) (3,493) 0 (93) 0,0% 0 <td>4641</td> <td>Bluebell Wood Management</td> <td>5,000</td> <td>2,800</td> <td>(2,200)</td> <td></td> <td>(2,200)</td> <td>178.6%</td> <td>5,000</td>	4641	Bluebell Wood Management	5,000	2,800	(2,200)		(2,200)	178.6%	5,000
4751 Hedgehog Highways 158 0 (158) 0.0% Infrastucture :- Indirect Payments 7,755 13,207 5,453 0 5,453 58.7% 5,205 Net Receipts over Payments (7,751) (13,161) (5,410) 0 5,453 58.7% 5,205 Movement to/(from) Gen Reserve (2,546)	4690	Grit Bins	0	250	250		250	0.0%	
Infrastucture :- Indirect Payments 7,755 13,207 5,453 0 5,453 58,7% 5,205 Net Receipts over Payments (7,751) (13,161) (5,410) 0 0 5,453 58,7% 5,205 Movement to/(from) Gen Reserve (2,546)	4741	Defib expenditure	205	0	(205)		(205)	0.0%	205
Net Receipts over Payments (7,751) (13,161) (5,410) 6000 plus Transfer from EMR 5,205 Movement to/(from) Gen Reserve (2,546) 130 Premises 4300 Water Charges 154 400 246 246 38.6% 4420 Maintenance 140 500 360 360 28.0% 4750 Toilets Cleaning Contract 1,484 3,000 1,516 1,516 49.5% 4760 Toilets Equipment Contract 1,484 3,000 1,516 1,516 49.5% 4770 Electricity 385 1,500 1,115 1,115 2,7% 4900 Defibrillators 93 0 (93) 0.0% 93 Premises :- Indirect Payments (2,588) (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 0 (1,049) 0 0,0% 0 939 VAT Data 1,049 0	4751	Hedgehog Highways	158	0	(158)		(158)	0.0%	
6000 plus Transfer from EMR 5,205 Movement to/(from) Gen Reserve (2,546) 180 Premises 4300 Water Charges 4300 Water Charges 4420 Maintenance 1430 Solo 4750 Toilets Cleaning Contract 1,484 3,000 1,516 1,516 4750 Toilets Equipment Contract 311 450 4770 Electricity 4900 Defibrillators 93 0 93 0 93 0 93 0 9400 plus Transfer from EMR 93 0 93 0 93 0 93 0 9400 plus Transfer from EMR 93 0 6000 plus Transfer from EMR 93 (2,495) 939 VAT Data 1115 VAT on Receipts 1,049		Infrastucture :- Indirect Payments	7,755	13,207	5,453	0	5,453	58.7%	5,205
Movement to/(from) Gen Reserve (2,546) 180 Premises 4300 Water Charges 4300 Water Charges 4420 Maintenance 140 500 4750 Toilets Cleaning Contract 1,484 3,000 4750 Toilets Equipment Contract 1,484 3,000 4750 Toilets Equipment Contract 313 450 4900 Defibrillators 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 93 0 94 0 95 VAT Data		Net Receipts over Payments	(7,751)	(13,161)	(5,410)				
180 Premises 4300 Water Charges 154 400 246 246 38.6% 4420 Maintenance 140 500 360 28.0% 4750 Toilets Cleaning Contract 1,484 3,000 1,516 1,516 49.5% 4760 Toilets Equipment Contract 331 450 119 119 73.5% 4770 Electricity 385 1,500 1,115 1,115 25.7% 4900 Defibrillators 93 0 (93) 0.0% 93 Premises :- Indirect Payments 2,588 5,850 3,262 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (5,850) (3,262) 999 VAT Data 1,049 0 (1,049) 0.0%	6000	plus Transfer from EMR	5,205						
4300 Water Charges 154 400 246 246 38.6% 4420 Maintenance 140 500 360 360 28.0% 4750 Toilets Cleaning Contract 1,484 3,000 1,516 1,516 49.5% 4760 Toilets Equipment Contract 331 450 119 119 73.5% 4770 Electricity 385 1,500 1,115 1,115 25.7% 4900 Defibrillators 93 0 (93) 0.0% 93 Net Payments 2,588 5,850 3,262 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (2,588) (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 0 (1,049) 0.0% 0		Movement to/(from) Gen Reserve	(2,546)						
4420 Maintenance 140 500 360 360 28.0% 4750 Toilets Cleaning Contract 1,484 3,000 1,516 1,516 49.5% 4760 Toilets Equipment Contract 331 450 119 119 73.5% 4770 Electricity 385 1,500 1,115 1,115 25.7% 4900 Defibrillators 93 0 (93) (93) 0.0% 93 Net Payments 2,588 5,850 3,262 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (5,850) (3,262) 0 3,262 44.2% 93 999 VAT Data 1,049 0 (1,049) 0.0% 0 0 0 0 115 VAT on Receipts 1,049 0 (1,049) 0.0% 0 0 0 0 0 0 0 0 0 0	<u>180</u>	Premises							
4750 Toilets Cleaning Contract 1,484 3,000 1,516 1,516 49.5% 4760 Toilets Equipment Contract 331 450 119 119 73.5% 4770 Electricity 385 1,500 1,115 1,115 25.7% 4900 Defibrillators 93 0 (93) .0% 93 Premises :- Indirect Payments 2,588 5,850 3,262 0 3,262 44.2% 93 Net Payments (2,588) (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (5,850) (3,262) 0 3,262 44.2% 93 999 VAT Data (2,588) (5,850) (3,262) 0 0 0 0	4300	Water Charges	154	400	246		246	38.6%	
4760 Toilets Equipment Contract 331 450 119 119 73.5% 4770 Electricity 385 1,500 1,115 1,115 25.7% 4900 Defibrillators 93 0 (93) 0.0% 93 Premises :- Indirect Payments 2,588 5,850 3,262 0 3,262 44.2% 93 Net Payments (2,588) (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (1,049) 0 (1,049) 0 <td>4420</td> <td>Maintenance</td> <td>140</td> <td>500</td> <td>360</td> <td></td> <td>360</td> <td>28.0%</td> <td></td>	4420	Maintenance	140	500	360		360	28.0%	
4770 Electricity 385 1,500 1,115 1,115 25.7% 4900 Defibrillators 93 0 (93) (93) 0.0% 93 Premises :- Indirect Payments 2,588 5,850 3,262 0 3,262 44.2% 93 Net Payments (2,588) (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (1,049) 0 (1,049) 0	4750	Toilets Cleaning Contract	1,484	3,000	1,516		1,516	49.5%	
4900 Defibrillators 93 0 (93) (93) 0.0% 93 Premises :- Indirect Payments 2,588 5,850 3,262 0 3,262 44.2% 93 Net Payments (2,588) (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (5,850) (3,262) 0 0 0 999 VAT Data 93 0 (1,049) 0.0% 0 0 115 VAT on Receipts 1,049 0 (1,049) 0.0% 0 0 515 VAT on Payments 2,032 0 (2,032) 0.0% 0 0 VAT Data :- Indirect Payments 2,032 0 (2,032) 0 0,0% 0	4760	Toilets Equipment Contract	331	450	119		119	73.5%	
Premises :- Indirect Payments 2,588 5,850 3,262 0 3,262 44.2% 93 Net Payments (2,588) (5,850) (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (3,262) 0 3,262 44.2% 93 6000 plus Transfer from EMR 93 (3,262) (3,262) 0 0 6000 plus Transfer from EMR 93 03 (3,262) 0 0 999 VAT Data 93 0 (1,049) 0 0.0% 0 115 VAT on Receipts 1,049 0 (1,049) 0.0% 0 VAT Data :- Receipts 2,032 0 (2,032) 0.0% 0 VAT Data :- Indirect Payments 2,032 0 (2,032) 0 0 0 VAT Data :- Indirect Payments 2,032 0 (2,032) 0 0 0	4770	Electricity	385	1,500	1,115		1,115	25.7%	
Net Payments (2,588) (5,850) (3,262) 6000 plus Transfer from EMR 93 Movement to/(from) Gen Reserve (2,495) 999 VAT Data 115 VAT on Receipts 115 VAT on Receipts 1049 0 VAT Data :- Receipts 1,049 0 (1,049) 0 (1,049) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032)	4900	Defibrillators	93	0	(93)		(93)	0.0%	93
6000 plus Transfer from EMR 93 Movement to/(from) Gen Reserve (2,495) 999 VAT Data 115 VAT on Receipts VAT Data :- Receipts 1,049 0 (1,049) 0 (1,049) 0 (1,049) 0 (1,049) 0 (1,049) 0 (2,032)		Premises :- Indirect Payments	2,588	5,850	3,262	0	3,262	44.2%	93
Movement to/(from) Gen Reserve (2,495) 999 VAT Data 115 VAT on Receipts 115 VAT on Receipts VAT Data :- Receipts 1,049 0 (1,049) 0 (1,049) 0 (1,049) 0 (1,049) 0 (1,049) 0 (1,049) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032)		Net Payments	(2,588)	(5,850)	(3,262)				
999 VAT Data 115 VAT on Receipts 115 VAT on Receipts VAT Data :- Receipts 1,049 0 (1,049) 0 (1,049) 0 (1,049) 0 (1,049) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032) 0 (2,032)	6000	plus Transfer from EMR	93						
115 VAT on Receipts 1,049 0 (1,049) 0.0% VAT Data :- Receipts 1,049 0 (1,049) 0 0 515 VAT on Payments 2,032 0 (2,032) 0.0% 0 VAT Data :- Indirect Payments 2,032 0 (2,032) 0 (2,032) 0		Movement to/(from) Gen Reserve	(2,495)						
115 VAT on Receipts 1,049 0 (1,049) 0.0% VAT Data :- Receipts 1,049 0 (1,049) 0 0 515 VAT on Payments 2,032 0 (2,032) 0.0% 0 VAT Data :- Indirect Payments 2,032 0 (2,032) 0 (2,032) 0	999	VAT Data							
515 VAT on Payments 2,032 0 (2,032) (2,032) 0.0% VAT Data :- Indirect Payments 2,032 0 (2,032) 0 (2,032) 0			1,049	0	(1,049)			0.0%	
VAT Data :- Indirect Payments 2,032 0 (2,032) 0 (2,032) 0		VAT Data :- Receipts	1,049	0	(1,049)				0
	515	VAT on Payments	2,032	0	(2,032)		(2,032)	0.0%	
Net Receipts over Payments (983) 0 983		VAT Data :- Indirect Payments	2,032	0	(2,032)	0	(2,032)		0
		Net Receipts over Payments	(983)	0	983				

West Hoathly Parish Council

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Detailed Receipts & Payments by Budget Heading 25/09/2024

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	53,612	97,816	44,204			54.8%	
Payments	48,598	85,694	37,096	0	37,096	56.7%	
Net Receipts over Payments	5,014	12,122	7,108				
plus Transfer from EMR	6,768						
Movement to/(from) Gen Reserve	11,782						

Trustees of West Hoathly Village Hall

Time: 11:21

Current Bank A/c

List of Payments made between 01/08/2024 and 25/09/2024

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
28/08/2024	Jonathan Hughes	242520	80.00	Jonathan Hughes Piano Tuning
28/08/2024	Lopez WIndow Cleaning	242521	35.00	Lopez WIndow Cleaning
28/08/2024	West Hoathly Parish Council	242522	276.00	West Hoathly Parish Council DF
28/08/2024	Spa Oil Services	242523	19.58	Spa Oil Services
25/09/2024	West Hoathly Parish Council	242524	28.70	WHPC Door Mat
25/09/2024	West Hoathly Parish Council	242525	24.95	WHPC CC water filter
25/09/2024	West Hoathly Parish Council	242526	345.00	West Hoathly Parish Council DF
25/09/2024	Castle Water	DD	9.76	Castle Water

Total Payments

818.99

Trustees of West Hoathly Village Hall

Confirmed	Bank & Investment Balances		
Bank Statement Balances			
25/09/20	24 Unity Trust Current	14,518.81	
25/09/20	24 Deposit Account	8,288.98	
			22,807.79
Unpresented Payments			
			398.65
		-	22,409.14
Receipts not on Bank State	nent		
			0.00
Closing Balance		-	22,409.14
All Cash & Bank Accounts		-	
1	Current Bank A/c		14,120.16
2	Deposit Account		8,288.98
	Other Cash & Bank Balances		0.00
		_	

Bank - Cash and Investment Reconciliation as at 25 September 2024

Trustees of West Hoathly Village Hall

.ast Year Ended 31st March 2024		Current Year Ended 31st Marcl
	Receipts	
7,100.00	Flat Rent	3,600.00
	Sub Total	
7,100.00	Operating Income	3,600.00
9,409.27		5,484.51
9,409.27	Income VAT Data	288.43
16,509.27	Total Receipts	9,372.94
	Running Costs	
4,048.68	Cleaning	2,031.75
392.77	Fire Safety	0.00
2,314.26	General Maintenance	1,512.02
1,804.44	Heating	463.49 797.50
2,413.49 802.86	Utilities & Contracts VAT Data	354.54
11,776.50	Total Payments	5,159.30
	Receipts and Payments Summary	
13,462.73	Opening Balance	18,195.50
16,509.27	Add Total Receipts(As Above)	9,372.94
29,972.00		27,568.44
11,776.50	76.50 Less Total Payments(As Above)	
18,195.50	Closing Balance	22,409.14
	These cumulative funds are represented b	by:
		14,120.10
11,242.71	Current Bank A/c	14,120.10
11,242.71 0.00	Current Bank A/c Deposit Account	
		0.00
0.00	Deposit Account	0.00 8,288.98
0.00 6,952.79	Deposit Account	0.00 8,288.98
0.00 6,952.79	Deposit Account Deposit Account	0.00 8,288.98 22,409.1 4
0.00 6,952.79 18,195.50	Deposit Account Deposit Account Reserve Balances are represented by:	4,213.64 18,195.50

Summary Receipts and Payments for Year Ended 31st March 2025

Signed : ______ (Chairman) ______ (RFO)

Trustees of West Hoathly Village Hall

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Detailed Receipts & Payments by Budget Heading 25/09/2024

		Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100	Income							
1100	Flat Rent	3,600	6,600	3,000			54.5%	
1200	Hall Hire	4,437	8,675	4,238			51.1%	
1400	Interest Received	48	0	(48)			0.0%	
1500	Grants & Donation Received	1,000	2,000	1,000			50.0%	
	Income :- Receipts	9,085	17,275	8,190			52.6%	0
	Net Receipts	9,085	17,275	8,190				
120	Cleaning							
	Cleaning	1,863	3,700	1,837		1,837	50.4%	
4110	Cleaning Supplies	29	300	271		271	9.6%	
4120	Window Cleaning	140	350	210		210	40.0%	
4130	Garden Maintenance	0	200	200		200	0.0%	
	Cleaning :- Indirect Payments	2,032	4,550	2,518	0	2,518	44.7%	0
	Net Payments	(2,032)	(4,550)	(2,518)				
<u>130</u>	Fire Safety_							
4200	Pat Testing	0	150	150		150	0.0%	
4210	Emergency Lighting Testing	0	150	150		150	0.0%	
4220	Fire Safety	0	300	300		300	0.0%	
	Fire Safety :- Indirect Payments	0	600	600	0	600	0.0%	0
	Net Payments	0	(600)	(600)				
<u>140</u>	General Maintenance							
4300	Hall Repairs and Maintenance	733	4,700	3,967		3,967	15.6%	
4310	Flat Repairs and Maintenance	699	800	101		101	87.3%	
4330	Piano Tuning	80	80	0		0	100.0%	
G	General Maintenance :- Indirect Payments	1,512	5,580	4,068	0	4,068	27.1%	0
	Net Payments	(1,512)	(5,580)	(4,068)				
150	Heating							
	Boiler Servicing	0	400	400		400	0.0%	
	Heating Oil	463	2,000	1,537		1,537	23.2%	
	Heating :- Indirect Payments	463	2,400	1,937	0	1,937	19.3%	0
	Net Payments	(463)	(2,400)	(1,937)				
	-							

Trustees of West Hoathly Village Hall

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Detailed Receipts & Payments by Budget Heading 25/09/2024

		Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>160</u>	Utilities & Contracts							
4320	PHS Contracts	0	400	400		400	0.0%	
4500	Electricity	502	2,000	1,498		1,498	25.1%	
4520	Water Charges	125	800	675		675	15.6%	
4530	General	18	200	182		182	9.0%	
4540	AIRS Hall Service Subscription	0	150	150		150	0.0%	
4550	Performing Rights	153	200	47		47	76.5%	
4580	Planning & Fees (Flat staircas	0	2,000	2,000		2,000	0.0%	
	Utilities & Contracts :- Indirect Payments	798	5,750	4,953	0	4,953	13.9%	0
	Net Payments	(798)	(5,750)	(4,953)				
<u>999</u>	VAT Data							
115	VAT on Receipts	288	0	(288)			0.0%	
	VAT Data :- Receipts	288	0	(288)				0
515	VAT on Payments	355	0	(355)		(355)	0.0%	
	VAT Data :- Indirect Payments	355	0	(355)	0	(355)		0
	Net Receipts over Payments	(66)	0	66				
	Grand Totals:- Receipts	9,373	17,275	7,902			54.3%	
	Payments	5,159	18,880	13,721	0	13,721	27.3%	
	Net Receipts over Payments	4,214	(1,605)	(5,819)				
	Movement to/(from) Gen Reserve	4,214						