GREAT AND LITTLE HAMPDEN PARISH COUNCIL BANK RECONCILIATION

Financial period ending 31 August 2025

Prepared by Nick Baxter, Clerk and Responsible Financial Officer

Date: 31 August 2025

Balance per bank statements at 30 April 2025	£	£	£
Bank (current account)		**806.37**	
Less: any unpresented chq's/payments a 31 August 2025		0.00	
Bank (deposit account)		**18,070.43**	
Net balances as at 31 August 2025			**18,876.80**

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:		£	£
Opening Balance 1 April 2025		21,781.65	
Add: Receipts in the year		4,405.52	
Less: Payments in the year		-7,310.37	
Closing balance per cash book (receipts and payments book) as at 31 August 2025 (must equal net balances above)			**18,876.80**

Breakdown of funds held	£	£	£
Bank (current account)		**806.37**	
Less: any unpresented chq's/payments a 31 August 2025		0.00	
Bank (deposit account)		**18,070.43**	
Total funds held			**18,876.80**
Earmarked funds: held reserve c50% of precept	4,500.00		
Earmarked funds: future election expenses	2,000.00		
Earmarked funds: replacement parish computer **[21/0054 (c)]**	1,000.00		
Earmarked funds: GH & LH bleed kits and cabinets **[24/0068 (e)]**	1,000.00		
Earmarked funds: Village Hall support (ground works) **[25/0003 (d)]**	2,500.00		
Earmarked funds: Village Hall support (audio system, hearing loop, projector and retractable screen) **[25/0003 (e)]**	5,000.00		
Earmarked funds: Bench Little Hampden **[25/0012 (b)]**	400.00		
Unaccounted balance of funds available	**2,476.80**		
Check balance	18,876.80		

Date	Payee	Cheque number	Cleared	Gross amount	VAT	Net amount	Gross invoice (check)	S137	Income /Payment	Category
09/04/2025	Deposit account interest		X	£16.85		£16.85	£16.85		Income	Bank interest
11/04/2025	Auditing Solutions (internal audit)	Online	X	£294.00	£49.00	£245.00	£294.00		Payment	Audit fees
11/04/2025	Precept payment (Bucks Council)	Online	X	£4,332.50		£4,332.50	£4,332.50		Income	Precept
14/04/2025	BMKALC (annual subscription)	Online	X	£53.24		£53.24	£53.24		Payment	Subscriptions
14/04/2025	Bank service charge	DD	X	£4.25		£4.25	£4.25		Payment	Admin costs
16/04/2025	Parish Online (website and emails)	Online	X	£643.20	£107.20	£536.00	£643.20		Payment	Admin costs
28/04/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone
02/05/2025	C Aston (Little Hampden film money / church gates)	Online	X	£1,000.00		£1,000.00	£1,000.00		Payment	Capital expenditure
08/05/2025	Sunley Graphic Solutions	Online	X	£134.40	£22.40	£112.00	£134.40		Payment	Capital expenditure
09/05/2025	Deposit account interest		X	£15.87		£15.87	£15.87		Income	Bank interest
13/05/2025	Bank service charge	DD	X	£4.25		£4.25	£4.25		Payment	Admin costs
28/05/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone
30/05/2025	The Clear Group (annual insurance)	Online	X	£458.45		£458.45	£458.45		Payment	Insurance
09/06/2025	Deposit account interest		X	£15.08		£15.08	£15.08		Income	Bank interest
10/06/2025	Bank service charge	DD	X	£4.25		£4.25	£4.25		Payment	Admin costs
13/06/2025	Alvin Woodward (Little Hampden sign erecting)	Online	X	£50.00		£50.00	£50.00		Payment	Maintenance
30/06/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone
03/07/2025	DCK Payroll Solutions (payroll processing)	Online	X	£46.80	£7.80	£39.00	£46.80		Payment	Admin costs
03/07/2025	HMRC N Baxter Apr, May & June 2025 salary tax	Online	X	£280.80		£280.80	£280.80		Payment	HMRC (Clerk's PAYE payment)
03/07/2025	N Baxter Apr, May & June 2025 net salary	Online	X	£421.68		£421.68	£421.68		Payment	Clerk salary (net of PAYE payment)
09/07/2025	Deposit account interest		X	£12.68		£12.68	£12.68		Income	Bank interest
14/07/2025	Bank service charge	DD	X	£4.25		£4.25	£4.25		Payment	Admin costs
28/07/2025	Great Hampden Cricket Club (grant towards lawn mower (25/0	Online	X	£3,000.00		£3,000.00	£3,000.00		Payment	Community Infrastructure Levy
28/07/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone
11/08/2025	Deposit account interest		X	£12.54		£12.54	£12.54		Income	Bank interest
12/08/2025	Bank service charge	DD	X	£4.25		£4.25	£4.25		Payment	Admin costs
19/08/2025	Buckinghamshire Council (unconstested election charge)	Online	X	£93.00		£93.00	£93.00		Payment	Other
19/08/2025	N Higgins Cricket pitch cutting (invoice 1477)	Online	X	£525.00		£525.00	£525.00		Payment	Maintenance
26/08/2025	The Chiltern Society (annual subscription)	DD	X	£30.00		£30.00	£30.00		Payment	Telephone
29/08/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone

Great and Little Hampden Parish Council
for the year 1 April 2025 to 31 March 2026 (rol

Great and Little Hampden Parish Council
Unaudited accounts for the year 1 April 2025 to 31 March 2026 (rolling 12 month view)

Sum of Gross amount														Budget tracker				
					2025								Last 12 month total	Annual budget (based on 25/26 Precept)	Spent as % of annual budget	Variance £ Spent v budget	Variance reason
Current account	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug					
Extraordinary Income																	
Community Infrastructure Levy													£0.00				Not part of normal budgeting process - use of money strictly controlled by statute
Extraordinary Income Total													£0.00				
Income																	
Bank interest	£17.94	£17.38	£19.13	£16.25	£18.00	£18.60	£15.90	£16.85	£15.87	£15.08	£12.68	£12.54	£196.22				
Donation received													£0.00				
Other													£0.00				HMRC refund of amount paid in error
Precept	£4,129.50							£4,332.50					£8,462.00	£8,665.00	97.66%	£203.00	
VAT refund					£297.00								£297.00				
Income Total	**£4,147.44**	**£17.38**	**£19.13**	**£16.25**	**£315.00**	**£18.60**	**£15.90**	**£4,349.35**	**£15.87**	**£15.08**	**£12.68**	**£12.54**	£8,955.22				
Payments																	
Admin costs	£45.60			£45.60			£85.85	£647.45	£4.25	£4.25	£51.05	£4.25	£888.30	£300.00	296.10%	-£588.30	
Audit fees								£294.00					£294.00	£350.00	84.00%	£56.00	
Capital expenditure			£1,399.20						£1,134.40				£2,533.60	£900.00	281.51%	-£1,633.60	
Clerk salary (net of PAYE payment)	£400.42			£463.41			£421.68				£421.68		£1,707.19	£2,500.00	68.29%	£792.81	
Community Infrastructure Levy											£3,000.00		£3,000.00	£0.00			
Donation made	£100.00												£100.00	£225.00	44.44%	£125.00	
Hall hire													£0.00	£225.00	0.00%	£225.00	
HMRC (Clerk's PAYE payment)	£267.20			£308.80			£280.80				£280.80		£1,137.60	£1,200.00	94.80%	£62.40	
Insurance									£458.45				£458.45	£400.00	114.61%	-£58.45	
Maintenance		£225.00	£160.00							£50.00		£525.00	£960.00	£500.00	192.00%	-£460.00	
Office supplies													£0.00	£50.00	0.00%	£50.00	
Other						£750.00						£93.00	£843.00	£500.00	168.60%	-£343.00	
Postage													£0.00	£25.00	0.00%	£25.00	
Regulatory fees						£47.00							£47.00	£40.00	117.50%	-£7.00	
Subscriptions							£80.00	£53.24					£133.24	£180.00	74.02%	£46.76	
Telephone	£48.59	£48.59	£48.59	£48.59	£48.59	£48.59	£48.59	£51.71	£51.71	£51.71	£51.71	£81.71	£628.68	£720.00	87.32%	£91.32	
Training			£450.00										£450.00	£500.00	90.00%	£50.00	It is recognised that additional training is required - this will continue in future years
Travel expenses													£0.00	£50.00	0.00%	£50.00	
Payments Total	**£861.81**	**£273.59**	**£2,057.79**	**£866.40**	**£48.59**	**£845.59**	**£916.92**	**£1,046.40**	**£1,648.81**	**£105.96**	**£3,805.24**	**£703.96**	£13,181.06	£8,665.00	152.12%	-£4,516.06	Difference between rolloing 12 month budget and Precept claimed
Income less payments	£3,285.63	-£256.21	-£2,038.66	-£850.15	£266.41	-£826.99	-£901.02	£3,302.95	-£1,632.94	-£90.88	-£3,792.56	-£691.42	-£4,225.84				
														£8,665.00			
Cash Summary																	
Lloyds Bank Current Account													-£4,225.84				
Opening balance as per AGAR box 8																	
Less previous year cleared cheques																	
Opening balance	£23,102.64	£26,388.27	£26,132.06	£24,093.40	£23,243.25	£23,509.66	£22,682.67	£21,781.65	£25,084.60	£23,451.66	£23,360.78	£19,568.22					
Income less payments	£3,285.63	-£256.21	-£2,038.66	-£850.15	£266.41	-£826.99	-£901.02	£3,302.95	-£1,632.94	-£90.88	-£3,792.56	-£691.42					
Closing balance	**£26,388.27**	**£26,132.06**	**£24,093.40**	**£23,243.25**	**£23,509.66**	**£22,682.67**	**£21,781.65**	**£25,084.60**	**£23,451.66**	**£23,360.78**	**£19,568.22**	**£18,876.80**					

Lloyds Bank Current Account												
Reconciliation date	**30-Sep-24**		**30-Nov-24**		**30-Jan-25**		**31-Mar-25**	**30-Apr-25**		**30-Jun-25**		**31-Aug-25**
Current account balance	**£5,346.12**		**2,914.74**		**2,296.75**		**1,284.24**	**2,070.34**		**1,315.57**		**806.37**
Deposit account balance	**£21,142.15**		**21,178.66**		**21,212.91**		**20,497.41**	**23,014.26**		**22,045.21**		**18,070.43**
Plus non credited receipts	£0.00		£0.00		£0.00		£0.00	£0.00		£0.00		£0.00
Less uncleared cheques	-£100.00		£0.00		£0.00		£0.00	£0.00		£0.00		£0.00
Available funds	**£26,388.27**		**£24,093.40**		**£23,509.66**		**£21,781.65**	**£25,084.60**		**£23,360.78**		**£18,876.80**

Payments >£100 1 April 2025 to 31 March 2026

Payments >£100	Sum of Gross amount
11/04/2025	
Audit fees	
Auditing Solutions (internal audit)	
Payment	£294.00
16/04/2025	
Admin costs	
Parish Online (website and emails)	
Payment	£643.20
02/05/2025	
Capital expenditure	
C Aston (Little Hampden film money / church gates)	
Payment	£1,000.00
08/05/2025	
Capital expenditure	
Sunley Graphic Solutions	
Payment	£134.40
30/05/2025	
Insurance	
The Clear Group (annual insurance)	
Payment	£458.45
03/07/2025	
Clerk salary (net of PAYE payment)	
N Baxter Apr, May & June 2025 net salary	
Payment	£421.68
HMRC (Clerk's PAYE payment)	
HMRC N Baxter Apr, May & June 2025 salary tax	
Payment	£280.80
28/07/2025	
Community Infrastructure Levy	
Great Hampden Cricket Club (grant towards lawn mower (25/0010 (d))	
Payment	£3,000.00
19/08/2025	
Maintenance	
N Higgins Cricket pitch cutting (invoice 1477)	
Payment	£525.00
Grand Total	**£6,757.53**

Unclaimed VAT since previous claim (30 October 2024)

Payments with VAT added	Sum of VAT
28/11/2024	
BT	
Payment	£8.10
23/12/2024	
DCK Payroll Solutions (payroll processing)	
Payment	£7.60
30/12/2024	
BT	
Payment	£8.10
30/01/2025	
BT	
Payment	£8.10
28/02/2025	
BT	
Payment	£8.10
17/03/2025	
DCK Payroll Solutions (payroll processing) - inc year end	
Payment	£13.60
27/03/2025	
BT	
Payment	£8.10
11/04/2025	
Auditing Solutions (internal audit)	
Payment	£49.00
16/04/2025	
Parish Online (website and emails)	
Payment	£107.20
28/04/2025	
BT	
Payment	£8.62
08/05/2025	
Sunley Graphic Solutions	
Payment	£22.40
28/05/2025	
BT	
Payment	£8.62
30/06/2025	
BT	
Payment	£8.62
03/07/2025	
DCK Payroll Solutions (payroll processing)	
Payment	£7.80
28/07/2025	
BT	
Payment	£8.62
29/08/2025	
BT	
Payment	£8.62
Grand Total	**£291.20**