

**GREAT AND LITTLE HAMPDEN PARISH COUNCIL BANK RECONCILIATION**

Financial period ending 30 November 2025

Prepared by Nick Baxter, Clerk and Responsible Financial Officer

Date: 30 November 2025

	£	£	£
Balance per bank statements at 30 April 2025			
<b>Bank (current account)</b>		<b>871.53</b>	
Less: any unpresented chq's/payments a 30 November 2025		-100.00	
<b>Bank (deposit account)</b>		<b>21,601.74</b>	
Net balances as at 30 November 2025			<b>22,373.27</b>

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		9,069.15	
Less: Payments in the year		-8,477.53	
Closing balance per cash book (receipts and payments book) as at 30 September 2025 (must equal net balances above)			<b>22,373.27</b>

Breakdown of funds held	£	£	£
<b>Bank (current account)</b>		<b>871.53</b>	
Less: any unpresented chq's/payments a 30 November 2025		-100.00	
<b>Bank (deposit account)</b>		<b>21,601.74</b>	
<b>Total funds held</b>			<b>22,373.27</b>
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		
<b>Unaccounted balance of funds available</b>	<b>6,373.27</b>		
Check balance	22,373.27		

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 (uncontested 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	Subscriptions
29/08/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone
09/09/2025	Deposit account interest		X	£10.00		£10.00	£10.00		Income	Bank interest
15/09/2025	Bank service charge	DD	X	£4.25		£4.25	£4.25		Payment	Admin costs
19/09/2025	Precept payment (Bucks Council)	Online	X	£4,332.50		£4,332.50	£4,332.50		Income	Precept
22/09/2025	HMRC N Baxter Jul, Aug & Sept 2025 salary tax	Online	X	£280.80		£280.80	£280.80		Payment	HMRC (Clerk's PAYE payment)
22/09/2025	N Baxter Jul, Aug & Sept 2025 net salary	Online	X	£421.68		£421.68	£421.68		Payment	Clerk salary (net of PAYE payment)
29/09/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone
06/10/2025	DCK Payroll Solutions (payroll processing)	Online	X	£46.80	£7.80	£39.00	£46.80		Payment	Admin costs
09/10/2025	Deposit account interest		X	£9.95		£9.95	£9.95		Income	Bank interest
12/10/2025	Bank service charge	DD	X	£4.25		£4.25	£4.25		Payment	Admin costs
27/10/2025	Royal British Legion (3 wreaths) and donation		713	£100.00		£100.00	£100.00	Y	Payment	Donation made
29/10/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone
10/11/2025	Deposit account interest		X	£11.36		£11.36	£11.36		Income	Bank interest
11/11/2025	Bank service charge	DD	X	£4.25		£4.25	£4.25		Payment	Admin costs
17/11/2025	HMRC VAT refund	Online	X	£299.82		£299.82	£299.82		Income	VAT refund
21/11/2025	BMKALC (training F Smith)	Online	X	£50.00		£50.00	£50.00		Payment	Training
21/11/2025	BMKALC (training K Butler)	Online	X	£50.00		£50.00	£50.00		Payment	Training
21/11/2025	BMKALC (training H Stanley)	Online	X	£50.00		£50.00	£50.00		Payment	Training
29/11/2025	BT	DD	X	£51.71	£8.62	£43.09	£51.71		Payment	Telephone



Payments >£100 1 April 2025 to 31 March 2026

Payments >£100	Sum of Gross amount
<b>11/04/2025</b>	
<b>Audit fees</b>	
Auditing Solutions (internal audit)	
Payment	£294.00
<b>16/04/2025</b>	
<b>Admin costs</b>	
Parish Online (website and emails)	
Payment	£643.20
<b>02/05/2025</b>	
<b>Capital expenditure</b>	
C Aston (Little Hampden film money / church gates)	
Payment	£1,000.00
<b>08/05/2025</b>	
<b>Capital expenditure</b>	
Sunley Graphic Solutions	
Payment	£134.40
<b>30/05/2025</b>	
<b>Insurance</b>	
The Clear Group (annual insurance)	
Payment	£458.45
<b>03/07/2025</b>	
<b>Clerk salary (net of PAYE payment)</b>	
N Baxter Apr, May & June 2025 net salary	
Payment	£421.68
<b>HMRC (Clerk's PAYE payment)</b>	
HMRC N Baxter Apr, May & June 2025 salary tax	
Payment	£280.80
<b>28/07/2025</b>	
<b>Community Infrastructure Levy</b>	
Great Hampden Cricket Club (grant towards lawn mower (25/0010 (d)))	
Payment	£3,000.00
<b>19/08/2025</b>	
<b>Maintenance</b>	
N Higgins Cricket pitch cutting (invoice 1477)	
Payment	£525.00
<b>22/09/2025</b>	
<b>Clerk salary (net of PAYE payment)</b>	
N Baxter Jul, Aug & Sept 2025 net salary	
Payment	£421.68
<b>HMRC (Clerk's PAYE payment)</b>	
HMRC N Baxter Jul, Aug & Sept 2025 salary tax	
Payment	£280.80
<b>27/10/2025</b>	
<b>Donation made</b>	
Royal British Legion (3 wreaths) and donation	
Payment	£100.00
<b>Grand Total</b>	<b>£7,560.01</b>

Unclaimed VAT since previous claim (30 September 2025)

Payments with VAT added	Sum of VAT
<b>06/10/2025</b>	
DCK Payroll Solutions (payroll processing)	
Payment	£7.80
<b>29/10/2025</b>	
BT	
Payment	£8.62
<b>29/11/2025</b>	
BT	
Payment	£8.62
<b>Grand Total</b>	<b>£25.04</b>

**S137 Payments 1 April 2024 to 31 March 2025**

<b>S137 payments</b>	<b>Sum of Gross amount</b>
<b>27/10/2025</b>	
Royal British Legion (3 wreaths) and donation	£100.00
<b>Grand Total</b>	<b>£100.00</b>

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<b>Income /Payment</b>
<b>Payment</b>
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Extraordinary Income
Income