

Signed: Jackie Scarff

Sedlescombe Parish Council

Meeting of the Finance Committee on Tuesday 17th September 2024 at 6.30pm in Committee Room 2 of Sedlescombe Village Hall

Finance Committee Agenda

Proper Officer & RFO to Sedlescombe Parish Council

07531 065469 / clerk@sedlescombe.org.uk

Public participation on matters on the agenda at the chairman's discretion. In accordance with Standing Orders 3(e-k), the session will last for no longer than 10 minutes with a person speaking for no longer than 2 minutes.

End of public participation.

Item	Agenda Item (F24.)
42.	To receive and accept Apologies (LGA 1972 s85 (3))
43.	Interests in accordance with the Localism Act 2011 and the Council's Code of Conduct To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result. Any changes to register of interests should be notified to the clerk.
44.	To consider the minutes of the finance executive committee meeting on 18 th June 2024 for approval and signing as a true record.
45.	If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: 'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'
46. i ii lii iv v	Monthly Finance and Audit Reports To receive the monthly statement of accounts to 31st August 2024 To receive the bank reconciliation to 31st August 2024 To consider for approval invoices received including those paid as due. To receive an update on the budget and agree any actions required. To review the earmarked reserves and agree any actions required
47.	To agree hedge cutting for Red Barn Field.
48.	To hear a request to spend £1400 to start the cricket square renovation.
49.	To discuss upgrading the parish council mobile phone.
50.	Reports & Questions To receive reports and questions from Members in brief, including items for next agenda.

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.

Sedlecombe Parish Council

Bank - Cash and Investment Reconciliation as at 31 August 2024

	Confirmed B	ank & Investment Balances		
Bank Statemer	nt Balances			
	31/03/2024	Current Bank A/c Barclays	71,765.67	
	31/03/2024	Barclays Active Saver	80.21	
	30/04/2024	West Brom Savings Account	23,395.87	
	31/03/2024	Lloyds	100.00	
	31/08/2024	Unity Trust	89,619.26	
				184,961.01
				0.00
Closing Balan	CO		•	184,961.01
All Cash & Ban				101,001101
	1	Barclays Current Bank A/c		71,765.67
	2	BarclaysActive Saver		80.21
	3	West Bromich		23,395.87
	5	Lloyds Bank		100.00
	· ·	,		
	6	Unity Trust Bank		89,619.26

Total Cash & Bank Balances

184,961.01

Your Account Statement

unity trust bank

For Businesses, For Communities, For Good

Unity Trust Bank plc PO Box 7193 Planetary Road Willenhall WV1 9DG

Mrs Jackie Scarff Sedlescombe Parish Council The Red House Lower Street Battle TN33 9ED

Date: 31/08/2024

Account Name: Sedlescombe Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20425872

Your arranged overdraft limit is £0.00

Our unauthorised overdraft charges are changing from tracked rate of 25% above base rate to a fixed Nominal rate 25% EAR (Equivalent Annual Rate 28.39%). To find out more read our Overdrafts Key Features document and our Standard Service Tariff available at www.unity.co.uk



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Contact Us

Call us: 0345 140 1000
Email us: us@unity.co.uk

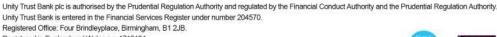
Wisit us: unity.co.uk

	Your Current T1 account transactions:											
Date	Туре	Details	Payments In	Balance								
31/07/2024		Balance brought forward	£0.00	£0.00	£59,603.84							
05/08/2024	Standing Order	S/O to: Castle Water	£10.00	£0.00	£59,593.84							
06/08/2024	Credit	CLIENTS DEPOSIT	£0.00	£5.00	£59,598.84							
07/08/2024	Direct Debit	Direct Debit (NEST)	£82.82	£0.00	£59,516.02							

Page number 1 of 3

Statement number 066











	Your Current T1 account transactions:												
Date	Туре	Details	Payments Out	Payments In	Balance								
08/08/2024	Credit	Sedlescombe	£0.00	£287.03	£59,803.05								
12/08/2024	Faster Payment Debit	B/P to: Fuzion4ltd	£462.00	£0.00	£59,341.05								
12/08/2024	Transfer	B/P to: Sed V H	£22.00	£0.00	£59,319.05								
12/08/2024	Faster Payment Debit	B/P to: Evans Langford	£960.00	£0.00	£58,359.05								
12/08/2024	Faster Payment Debit	B/P to: Mrs J D Scarff	£1,125.83	£0.00	£57,233.22								
12/08/2024	Faster Payment Debit	B/P to: Steve Graddock	£50.00	£0.00	£57,183.22								
20/08/2024	Standing Order	S/O to: JACKIE SCARFF	£1,150.00	£0.00	£56,033.22								
21/08/2024	Standing Order	S/O to: Uniserve South Eas	£65.28	£0.00	£55,967.94								
23/08/2024	Direct Debit	Direct Debit (TOPSOURCE WORLDWID)	£23.44	£0.00	£55,944.50								
30/08/2024	Direct Debit	Direct Debit (UTILITY WAREHOUSE)	£150.24	£0.00	£55,794.26								
30/08/2024	Credit	ROTHER DC	£0.00	£33,825.00	£89,619.26								

Page number 2 of 3







Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on 0345 **140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number 0808 196 8420.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on 0345 140 1000. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website - unity.co.uk/interest-rates

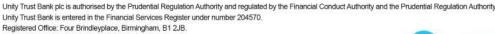
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Date: 10/09/2024

Time: 13:24

Sedlecombe Parish Council

Bank Reconciliation Statement as at 31/08/2024 for Cashbook 6 - Unity Trust Bank

User: JACKIE

Page 1

Bank Statement Account Name (s)	Statement Date	<u>Page</u>	Balances
Unity Trust	31/08/2024		89,619.26
			89,619.26
Unpresented Payments (Minus)		Amount	
		0.00	
			0.00
			89,619.26
Unpresented Receipts (Plus)			
		0.00	
			0.00
			89,619.26
	Bala	nce per Cash Book is :-	89,619.26
		Difference is :-	0.00
Signatory 1:			
Name	Signed	Date	
Signatory 2:			
oignatory 2.			

Date: 10/09/2024

Sedlecombe Parish Council

Page 1

Time: 13:24

User: JACKIE

Bank Reconciliation up to 31/08/2024 for Cashbook No 6 - Unity Trust Bank

<u>Date</u>	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference Cleare	Payee Name or Description
05/08/2024	so	10.00		10.00	R 📕	Castle Water
07/08/2024	DD	82.82		82.82	R 📕	NEST Pensions
08/08/2024	BACS	92.97		92.97	R 📕	Sedlescombe Rangers FC
12/08/2024	BACS	462.00		462.00	R 📕	AB Fire & Security
12/08/2024	BACS	1,125.83		1,125.83	R 📕	Mrs J Scarff
12/08/2024	BACS	22.00		22.00	R 📕	Sedlescombe Village Hall
12/08/2024	BACS	960.00		960.00	R 📕	Evans & Langford
12/08/2024	BACS	50.00		50.00	R 📕	Mr Steve Graddock
20/08/2024	SO	1,150.00		1,150.00	R 📕	Clerk
23/08/2024	DD	23.44		23.44	R 📕	Eslip Payroll
23/08/2024	DD	65.28		65.28	R 📕	Uniserve (South East) Ltd
30/08/2024	DD	150.24		150.24	R 📕	Utility Warehouse Ltd
30/08/2024			33,825.00	33,825.00	R 📕	Receipt(s) Banked
31/08/2024			5.00	5.00	R 📕	Receipt(s) Banked
31/08/2024			380.00	380.00	R 📕	Receipt(s) Banked
	-	4,194.58	34,210.00			

-	4,194.58	34,210.00	
Signatory 1:			
Name		Signed	 Date
Signatory 2:			
Name		Signed	 Date

Your Account Statement

unity trust bank

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Mrs Jackie Scarff Sedlescombe Parish Council The Red House Lower Street Battle TN33 9ED

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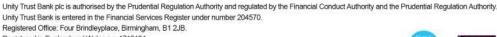
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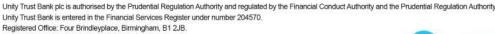
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Sedlecombe Parish Council Annual Budget - By Centre

		Last Year -	2023 24			Current Yea	r 2024 25			Nex	t Year 2025	26
	_	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
100	General Income											
1076	Precept	59,800	59,800	0	0	67,650	0	67,650	67,650	0	0	0
1090	Interest Received	0	94	0	0	150	0	150	223	0	0	0
1092	Lottery income	120	57	0	0	60	0	60	22	0	0	0
1110	Advertising Income	900	321	0	0	800	0	800	83	0	0	0
1990	Other Income	0	180	0	0	0	0	0	0	0	0	0
	Total Income	60,820	60,452	0	0	68,660	0	68,660	67,979	0	0	0
	Movement to/(from) Gen Reserve	60,820	60,452		-	68,660	-	68,660	67,979	0		
110	Administration											
1130	Grants & Donation Received	0	0	0	0	0	0	0	500	0	0	0
	Total Income	0	0	0	0	0	0	0	500	0	0	0
4000	Staff Salary	11,500	11,038	0	0	16,000	0	16,000	5,509	0	0	0
4030	PAYE and NI	3,800	3,911	0	0	5,000	0	5,000	3,056	0	0	0
4040	Pension	1,200	1,286	0	0	1,800	0	1,800	456	0	0	0
4050	Staff office allowance	504	504	0	0	504	0	504	210	0	0	0
4080	Training	300	95	0	0	300	0	300	130	0	0	0
4090	Members Allowance	200	0	0	0	200	0	200	0	0	0	0
4100	Bank Charges	72	72	0	0	72	0	72	18	0	0	0
4110	Audit Fees	800	692	0	0	800	0	800	98	0	0	0
4120	Professional Fees	600	224	0	0	600	0	600	98	0	0	0
4130	Subscriptions & Memberships	750	844	0	0	850	0	850	560	0	0	0
4140	Insurance	1,800	1,643	0	0	2,000	0	2,000	0	0	0	0
4150	Stationery	150	353	0	0	250	0	250	84	0	0	0

Sedlecombe Parish Council Annual Budget - By Centre

		Last Year -	2023 24			Current Yea	r 2024 25			Nex	t Year 2025	26
	_	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4160	Postage	50	11	0	0	50	0	50	44	0	0	0
4170	Telephone	100	87	0	0	100	0	100	27	0	0	0
4171	Wifi	0	0	0	0	0	0	0	0	0	0	0
4180	Website	500	272	0	0	500	0	500	251	0	0	0
4190	IT Hardware	1,500	0	0	0	0	0	0	583	0	0	0
4195	Software, emails	0	949	0	0	1,400	0	1,400	592	0	0	0
4200	Printing	1,400	1,080	0	0	1,400	0	1,400	1,100	0	0	0
4210	Grants or Donation Paid	100	150	0	0	100	0	100	0	0	0	0
4220	Election Costs	1,000	188	0	0	500	0	500	0	0	0	0
4225	Travel	100	0	0	0	100	0	100	0	0	0	0
4230	Loan Repayment	4,560	4,512	0	0	0	0	0	0	0	0	0
4240	Section 137 Expenditure	25	0	0	0	0	0	0	0	0	0	0
4245	Entertainment	0	406	0	0	500	0	500	418	0	0	0
4250	Hall Hire	320	189	0	0	220	0	220	261	0	0	0
4260	Neighbourhood Plan	4,000	0	0	0	0	0	0	0	0	0	0
4430	Repairs & Maintenance	0	494	0	0	0	0	0	385	0	0	0
4470	Maintenance of assets	500	0	0	0	0	0	0	0	0	0	0
4510	Electricity	300	0	0	0	300	0	300	0	0	0	0
	Overhead Expenditure	36,131	29,001	0	0	33,546	0	33,546	13,879	0	0	0
	110 Net Income over Expenditure	-36,131	-29,001	0	0	-33,546	0	-33,546	-13,379	0	0	0
6000	plus Transfer from EMR	0	-4,000	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(36,131)	(33,001)		-	(33,546)	-	(33,546)	(13,379)	0		
120	Amenities											

Sedlecombe Parish Council Annual Budget - By Centre

		Last Year -	2023 24			Current Yea	r 2024 25			Nex	t Year 2025	26
	_	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4400	Grass Cutting	3,000	3,079	0	0	3,200	0	3,200	0	0	0	0
4410	Trees	1,000	0	0	0	0	1,000	1,000	0	0	0	0
4420	Dog Bins	410	429	0	0	450	0	450	449	0	0	0
4430	Repairs & Maintenance	1,000	75	0	0	1,000	0	1,000	590	0	0	0
4435	Village Amenities	1,000	0	0	0	0	0	0	0	0	0	0
4440	Bus Shelters	1,000	0	0	0	0	1,000	1,000	0	0	0	0
4460	Car Park - Brede Lane	300	0	0	0	0	300	300	0	0	0	0
4470	Maintenance of assets	2,000	0	0	0	0	2,000	2,000	0	0	0	0
	Overhead Expenditure	9,710	3,583	0	0	4,650	4,300	8,950	1,038	0	0	0
6000	plus Transfer from EMR	0	-3,300	0	0	0	0	0	-4,300	0	0	0
	Movement to/(from) Gen Reserve	(9,710)	(6,883)			(4,650)	- -	(8,950)	(5,338)	0		
125	Sports Pavilion											
1130	Grants & Donation Received	0	230	0	0	15,000	0	15,000	0	0	0	0
1140	Hire Fees	7,000	4,650	0	0	7,000	0	7,000	2,530	0	0	0
	Total Income	7,000	4,880	0	0	22,000	0	22,000	2,530	0	0	0
4105	Membership charge - Utilities	24	18	0	0	24	0	24	10	0	0	0
4171	Wifi	0	0	0	0	0	0	0	0	0	0	0
4230	Loan Repayment	170	131	0	0	0	0	0	0	0	0	0
4400	Grass Cutting	600	606	0	0	624	0	624	0	0	0	0
4410	Trees	500	808	0	0	500	0	500	808	0	0	0
4415	Ditch & Hedge cutting	300	350	0	0	420	0	420	0	0	0	0
4430	Repairs & Maintenance	1,000	3,442	0	0	2,000	0	2,000	2,011	0	0	0
4431	Cleaning	1,560	883	0	0	1,700	0	1,700	338	0	0	0

Sedlecombe Parish Council Annual Budget - By Centre

		Last Year -	2023 24	Current Year 2024 25						Next Year 2025 26		
	_	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4432	Pavilion supplies	100	0	0	0	200	0	200	0	0	0	0
4450	Car Park - SportsField	400	0	0	0	0	400	400	0	0	0	0
4470	Maintenance of assets	2,500	0	0	0	15,000	0	15,000	0	0	0	0
4510	Electricity	1,200	1,344	0	0	600	0	600	572	0	0	0
4520	Gas	700	657	0	0	300	0	300	-36	0	0	0
4525	Utility Warehouse Member NO	0	4	0	0	0	0	0	0	0	0	0
4530	Water	0	300	0	0	300	0	300	10	0	0	0
4700	Inspections Fees	600	165	0	0	600	0	600	96	0	0	0
	Overhead Expenditure	9,654	8,707	0	0	22,268	400	22,668	3,810	0	0	0
	125 Net Income over Expenditure	-2,654	-3,827	0	0	-268	-400	-668	-1,280	0	0	0
6000	plus Transfer from EMR	0	-2,900	0	0	0	0	0	-400	0	0	0
	Movement to/(from) Gen Reserve	(2,654)	(6,727)			(268)	-	(668)	(1,680)	0		
126	Sports Pavilion Capital											
4430	Repairs & Maintenance	0	0	0	0	0	0	0	11,013	0	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	11,013	0	0	0
6000	plus Transfer from EMR	0	0	0	0	0	0	0	11,013	0	0	0
	Movement to/(from) Gen Reserve	0	0			0	- -	0	0	0		
130	Red Barn Field											
4430	Repairs & Maintenance	1,000	151	0	0	0	0	0	0	0	0	0
4500	Cut & Bale	800	0	0	0	800	0	800	0	0	0	0
	Overhead Expenditure	1,800	151	0	0	800	0	800	0	0	0	0
6000	plus Transfer from EMR	0	-1,000	0	0	0	0	0	0	0	0	0

Sedlecombe Parish Council Annual Budget - By Centre

		<u> Last Year - 2023 24</u>		Current Year 2024 25						Next Year 2025 26		
	_	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	(1,800)	(1,151)			(800)	-	(800)	0	0		
135	East View Terrace											
4430	Repairs & Maintenance	0	338	0	0	500	0	500	0	0	0	0
4470	Maintenance of assets	2,500	0	0	0	0	1,000	1,000	0	0	0	0
4710	Equipment	0	127	0	0	200	0	200	0	0	0	0
	Overhead Expenditure	2,500	465	0	0	700	1,000	1,700	0	0	0	0
6000	plus Transfer from EMR	0	-2,500	0	0	0	0	0	-1,000	0	0	0
	Movement to/(from) Gen Reserve	(2,500)	(2,965)			(700)	-	(1,700)	(1,000)	0		
137	Brede Lane Toilets											
4430	Repairs & Maintenance	0	0	0	0	0	1,000	1,000	0	0	0	0
4431	Cleaning	0	0	0	0	0	5,500	5,500	0	0	0	0
4510	Electricity	0	0	0	0	0	600	600	0	0	0	0
4530	Water	0	0	0	0	0	550	550	0	0	0	0
	Overhead Expenditure	0	0	0	0	0	7,650	7,650	0	0	0	0
6000	plus Transfer from EMR	0	0	0	0	0	0	0	-7,650	0	0	0
	Movement to/(from) Gen Reserve	0	0			0	-	(7,650)	(7,650)	0		
140	Stag											
4600	Traffic Calming	2,000	6,349	0	0	3,000	0	3,000	3,600	0	0	0
	Overhead Expenditure	2,000	6,349	0	0	3,000	0	3,000	3,600	0	0	0
6000	plus Transfer from EMR	0	2,999	0	0	0	0	0	2,800	0	0	0
	Movement to/(from) Gen Reserve	(2,000)	(3,350)			(3,000)	-	(3,000)	(800)	0		

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Sedlecombe Parish Council Annual Budget - By Centre

		<u> Last Year - 2023 24</u>		Current Year 2024 25						Next Year 2025 26		
	_	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
150	Riverside Playground											
4410	Trees	1,000	0	0	0	0	800	800	0	0	0	0
4430	Repairs & Maintenance	1,500	0	0	-149	1,000	0	851	0	0	0	0
4535	Riverside MUGA	1,500	0	0	0	0	1,500	1,500	0	0	0	0
4700	Inspections Fees	100	83	0	0	100	0	100	0	0	0	0
4710	Equipment	0	127	0	149	0	0	149	149	0	0	0
	Overhead Expenditure	4,100	210	0	0	1,100	2,300	3,400	149	0	0	0
6000	plus Transfer from EMR	0	-4,000	0	0	0	0	0	-2,300	0	0	0
	Movement to/(from) Gen Reserve	(4,100)	(4,210)			(1,100)	_	(3,400)	(2,449)	0		
999	VAT Data											
115	VAT on Receipts	0	3,245	0	0	0	0	0	967	0	0	0
	Total Income	0	3,245	0	0	0	0	0	967	0	0	0
515	VAT on Payments	0	3,307	0	0	0	0	0	3,968	0	0	0
	Overhead Expenditure	0	3,307	0	0	0	0	0	3,968	0	0	0
	Movement to/(from) Gen Reserve	0	(62)		-	0	-	0	(3,001)	0		
	Total Budget Income	67,820	68,576	0	0	90,660	0	90,660	71,976	0	0	0
	Expenditure	65,895	51,772	0	0	66,064	15,650	81,714	37,457	0	0	0
	Net Income over Expenditure	1,925	16,804	0	0	24,596	-15,650	8,946	34,518	0	0	0
	plus Transfer from EMR	0	(14,701)	0	0	0	0	0	(1,837)	0	0	0
	Movement to/(from) Gen Reserve	1,925	2,103		-	24,596	-	8,946	32,681	0		

Sedlecombe Parish Council Earmarked Reserves

	Account	Opening Balance	Net Transfers	Closing Balance
320	EMR Maintenenace of Assets	9,000.00	3,000.00	12,000.00
321	EMR Riverside MUGA Maintenance	11,000.00	1,500.00	12,500.00
322	EMR Red Barn Field Maintenance	6,550.00		6,550.00
323	EMR Red Barn Field Grant Incom	1,309.00		1,309.00
324	EMR Riverside Playground	2,500.00		2,500.00
325	EMR Traffic Calming	3,693.67	-2,800.00	893.67
326	EMR Speedwatch	2,000.00		2,000.00
327	EMR Street Farm	11,000.00		11,000.00
328	EMR CIL	11,700.00		11,700.00
329	EMR Brede Lane Carpark	1,800.00	300.00	2,100.00
330	EMR Legal Fees	3,300.00		3,300.00
331	EMR Bus Shelters	5,100.00	1,000.00	6,100.00
332	EMR Sportsfield Carpark	400.00	400.00	800.00
335	EMR EVT MUGA	2,500.00		2,500.00
337	EMR Trees	4,000.00	1,800.00	5,800.00
338	EMR Sports Pavilion	24,500.00	-11,013.10	13,486.90
339	EMR Recreation	10,000.00		10,000.00
340	EMR Neighbourhood Development	9,000.00		9,000.00
341	EMR Brede Lane Toilets	0.00	7,650.00	7,650.00
		119,352.67	1,836.90	121,189.57