

# FORTON PARISH COUNCIL

Finance Report for the Meeting to be held on Wednesday 03<sup>rd</sup> July 2024

## 1 2024/2025 Quarter Two

Attached is the financial statement dated 27 June 2024. It balances to the latest bank statements received with a closing balance of **£1,283.83**

### Bank Statement Reconciliation

	£ p
Current Account Statement @ 27 June 2024	262.41
Reserve Account Statement @ 27 June 2024	1,158.83
<b>BANK ACCOUNTS TOTAL</b>	<b>£1,421.84</b>
DEDUCT cheques not presented	(137.41)
<b>Reconciliation TOTAL</b>	<b><u>£1,283.83</u></b>

## 2 Payments for Approval

	Budget	Actual to Pay
	£ p	£ p
<b>Precept Payments</b>		
Clerk's Salary (net) – 2 <sup>nd</sup> quarter	126.61	t.b.a.
PAYE	nil	t.b.a.
Clerk's Expenses – 2 <sup>nd</sup> quarter	15.00	t.b.a.

## 3 Annual Audit 2023/2024

Our Internal Audit was completed on 23 April and no external audit is required. The Annual Governance and Accountability Return (AGAR) has been on the website since 14 May together with the notice of Local Government Electors Rights (the right to view papers which closes on 19 July). There have been no requests to view to date.

David Carver  
27 June 2024

**Forton Parish Council**

**YEAR 2024/2025 - QUARTER 2 FINANCIAL STATEMENT**

RECEIPTS			
date	description	£ budget	£ actual
<b>PRECEPT</b>			
01-Apr-24	opening balance	816.60	924.82
06-Apr-24	precept Stafford BC, tranche 1	632.00	632.00
06-Apr-24	Council Tax Support Grant, tranche 1	19.42	19.43
Oct-24	precept Stafford BC, tranche 2	632.00	
Oct-24	Council Tax Support Grant, tranche 2	19.43	
30-Apr-24	Interest	nil	1.61
31-May-24	Interest	nil	1.58
Jun-24	Interest	nil	
Jul-24	Interest	nil	
Aug-24	Interest	nil	
Sep-24	Interest	nil	
Oct-24	Interest	nil	
Nov-24	Interest	nil	
Dec-24	Interest	nil	
Jan-25	Interest	nil	
Feb-25	Interest	nil	
Mar-25	Interest	nil	
	TOTAL INTEREST		3.19
	TOTAL PRECEPT	1,302.85	651.43
		<b>£ 2,119.45</b>	<b>£ 1,579.44</b>

**CONCURRENT GRANT**

01-Apr-24	opening balance	nil	nil
06-Apr-24	concurrent Stafford BC, tranche 1	135.00	135.00
05-Oct-24	concurrent Stafford BC, tranche 2	135.00	
		<b>£ 270.00</b>	<b>£ 135.00</b>

PAYMENTS				BALANCE
date	description	£ budget	£ actual	£
Apr-24	SPCA annual subscription, 2024-25	106.05	108.00	1,471.44
May-24	clerk's salary, gross, quarter 1	126.61	101.41	1,370.03
May-24	PAYE	nil	25.20	1,344.83
May-24	clerk's expenses, quarter 1	15.00	nil	1,344.83
May-24	election costs contingency	191.02	nil	1,344.83
May-24	general insurance 01 June - 31 May	201.88	196.00	1,148.83
Jul-24	clerk's salary, gross, quarter 2	126.61		
Jul-24	PAYE	nil		
Jul-24	clerk's expenses, quarter 2	15.00	nil	1,148.83
Sep-24	annual audit fee	nil	nil	1,148.83
Oct-24	Website Bronze Subscription due Oct 24	125.95		
Nov-24	clerk's salary, gross, quarter 3	126.61		
Nov-24	PAYE	nil		
Nov-24	clerk's expenses, quarter 3	15.00		
Nov-24	website domain 2 yrs accrual due Nov 25	16.02		
Jan-25	parish hall rent for calendar year 2025	141.75		
Mar-25	clerk's salary, gross, quarter 4	126.61		
Mar-25	PAYE	nil		
Mar-25	clerk's expenses, quarter 4	15.00		
Nov-25	SPCA Training	150.00		
	circa 15% general contingency reserve	301.00		
		300.00		
		<b>£ 2,100.11</b>	<b>£ 430.61</b>	<b>£ 1,148.83</b>

Mar-25	All Saints Church Forton PCC grant	67.50		
Mar-25	Forton PCC Churchyard upkeep grant	67.50		
Mar-25	Forton Parish Hall grant	67.50		
Mar-25	Forton Cricket Club grant	67.50		
	organisations & amounts are indicative only			
		<b>£ 270.00</b>	<b>£ -</b>	<b>£ 135.00</b>

**Closing Balances (Precept + Concurrent) TOTALS £ 1,283.83**

**BANK STATEMENT RECONCILIATION**

Current Account Statement @ 27 June 2024	£ 262.41
Reserve Account Statement @ 27 June 2024	£ 1,158.83
	<b>£ 1,421.24</b>
add uncleared funds: -	
<b>Uncleared Funds Total</b>	£ -
<b>TOTAL</b>	<b>£ 1,421.24</b>

deduct cheques not presented: -	
No. 000335 SPCA Training	£ 36.00
Clerk's salary quarter 2	£ 101.41
<b>Uncleared Cheques Total</b>	<b>£ 137.41</b>
<b>Reconciliation TOTAL</b>	<b>£ 1,283.83</b>

Dates in full agree with cheque stubs and/or bank statement.

# Invoice will be paid by RFO and then reclaimed via expenses in Nov 2025