

Charney Bassett Parish Council

Meeting 11th March 2026

Report No: CBPC/FIN/26/02

Agenda Item: 7

Clerk's Financial Report (Rounding £'s)

Introduction

1. This report gives details of receipts and payments up to 28th February 2026. Current period transactions are shown in grey in Tables 1 and 2.

Receipts (Table 1)

2. There were no receipts for the period. Allotment rental income of £120 has been received in the first week of March.

Payments (Table 2)

3. Payments for the period total £1,288. The main items of expenditure are:
 - a. A replacement laptop for the Clerk - £514
 - b. MVAS equipment extended warranty charges for 2026 - £478
 - c. Annual support charges to Parish Online for the new website - £258
 - d. Mill electricity charges £27.

Reconciliation (Table 3)

4. Table 3 shows a bank balance of £16,630.52. This reconciles with the balances shown in the February 2026 bank statement.

Other

5. The Finance Officer is happy to continue working on a voluntary basis and the Job Description will be finalised by the Personnel Sub-Committee on 11th March.
6. Councillor Mrs Burge is now set up as an authorised signatory on the Unity account.

Recommendation

7. Councillors are asked to note the position on payments and receipts (paras 2-4)

Nick Adamson (Finance Officer)

Trevor Brown (Parish Clerk)

CHARNEY BASSETT PARISH COUNCIL

ACCOUNTS 2025-2026

28.02.2026

TABLE 1: RECEIPTS

Entry No.	Date Received	Details	Receipt	Precept	Interest	Grants & Donations	Loans & Cost Recovery	VAT Recovered	Total Receipts - Precept
1	03-Apr-25	Vale District Council	5,250.00	5,250.00					-
2	13-May-25	Donations from Mill Open Day	73.11			73.11			73.11
3	29-Jul-25	OCC Grass Cutting Contribution	615.63			615.63			615.63
4	05-Sep-25	Vale District Council	5,250.00	5,250.00					-
5	29-Oct-25	HMRC VAT	1,906.45					1,906.45	1,906.45
		TOTAL YTD	13,095.19	10,500.00	0.00	688.74	0.00	1,906.45	2,595.19

Charney Bassett Parish Council

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TABLE 2: PAYMENTS

Entry No.	Transaction Date	Transaction No.	Payee	Payment	VAT element	Payment Category					Reason for Payment	
						Staff Costs	Council Admin	Donations	Groups/Projects	Grass Cutting		Allotment
38	03-Dec-25	E Pay: 323632498	Safelincs Ltd	520.78	86.80		520.78					Fire Extinguishers INV 1741667
39	03-Dec-25	E Pay:	Royal British Legion	60.00	0.00			60.00				Donation for Poppy Day Wreath
40	03-Dec-25	E Pay: 615059264	Richard Podd	53.99	9.00		53.99					Defibrillator Pads INV 4536434
41	12-Dec-25	E Pay: 128481410	NSALG	84.00	14.00		84.00					Annual Allotment Membership 2026
42	12-Dec-25	E Pay: 134934700	Mr T Brown	585.76	0.00	585.76						Clerk's Salary Q3
43	12-Dec-25	E Pay: 591458521	HMRC Cumbernauld	146.40	0.00	146.40						Taxes on Clerk's Salary Q3
44	12-Dec-25	E Pay: 831231559	Mrs SK Adamson	50.00	0.00		50.00					Expenses reimbursement
45	15-Dec-25	Direct Debit	British Gas	14.01	0.67		14.01					Mill Electricity Charges Dec
46	31-Dec-25	Direct Debit	Unity Bank	6.00	0.00		6.00					Bank Charges Dec 25
47	12-Jan-26	E Pay:577611865	Parish Online	258.00	43.00		258.00					Website Charges 2925-26 INV 38UE012-0003
48	14-Jan-26	Direct Debit	British Gas	13.23	0.63		13.23					Mill Electricity Charges Jan 26
49	31-Jan-26	Direct Debit	Unity Bank	6.00	0.00		6.00					Bank Charges Jan 26
50	12-Feb-26	Direct Debit	British Gas	13.67	0.65		13.67					Mill Electricity Charges Feb 26
51	13-Feb-26	E Pay: 328006013	Mr T Brown	513.99	85.66		513.99					Expenses - Replacement Computer
52	13-Feb-26	E Pay: 435873971	Elan City Ltd	477.60	79.60		477.60					Annual MVAS Warranty INV SO-UK05247
53	28-Feb-26	Direct Debit	Unity Bank	6.00	0.00		6.00					Bank Charges Feb 26
		TOTAL YTD		8,212.01	888.00	2,068.56	3,665.27	0.00	1,056.18	1,422.00	0.00	

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TABLE 3: BANK RECONCILIATION

	Current a/c balance at	31.03.2025	11,807.34
Less	Items not presented		(60.00)
Equals	Balance to carry forward		11,747.34
	Opening balance at	01.04.2025	11,747.34
Add	Receipts for period		13,095.19
Less	Payments for period		(8,212.01)
Equals	Closing Balance		16,630.52
	Current a/c balance at	28.02.2026	16,630.52
Less	Unpresented cheques		
Equals	Balance to carry forward		16,630.52