

Weaverham Parish Council Bank Reconciliation
as at 31st March 2025
as per Scribe

Opening Balance £12,164.58
Closing Balance £5,977.50
-£6,187.08

Bank

Opening Balance £15,174.35
Closing Balance £10,656.12

Income

Date	Contact Name	Detail	Net	VAT
05 Feb 2025	Government Bond	Interest	137.22	
04 Feb 2025	CCLA	Interest	415.71	
			<u>552.93</u>	<u>0.00</u>

Weaverham Parish Council
as at 31st March 2025
WPC Current Ac
WPC Deposit Ac
WPC Government Bond
Skipton 120-Day Account
CCLA Account

Scribe	Bank	Diff
5,977.50	10656.12	
0.00	0.00	
52,000.00	52,000.00	
90,215.67	90,215.67	
119140.76	119140.76	
<u>267,333.93</u>	<u>272,012.55</u>	<u>4,678.62</u>

VAT (to be re claimed)

267,333.93

Cheques to Clear No

Amount
22599 Weaverham High School 30.00
25577 Cheshire Groundcare Ltd 1178.00
25581 Adrian Morgan 45.00
25582 A1 Safety Testing Ltd 30.00
25583 Zurich Insurance Ltd 2891.49
25584 Graphish 450.00
25585 Euro Digital Systems 48.68
25586 Adrian Morgan 5.45
<u>4,678.62</u>
<u>0.00</u>

Approved

Chairman
F&P Committee Meeting
Date 14 APR 25

Chairman
Parish Council Meeting
Date 28 104 12025

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
132 Room Hire	04/03/2025	155	Santander Current A/c	25574	Room Hire	Weaverham Community As	Z	90.00		90.00
134 General Office Costs (Inc PAT	04/03/2025	155	Santander Current A/c	25576	Printer	Euro Digital Systems	S	40.57	8.11	48.68
133 Phone, Fax, Internet & Website	04/03/2025	155	Santander Current A/c	25575	Office Software	Avolra Ltd	S	31.70	6.34	38.04
133 Phone, Fax, Internet & Website	04/03/2025	155	Santander Current A/c	25575	Office Software	Avolra Ltd	S	15.00	3.00	18.00
133 Phone, Fax, Internet & Website	04/03/2025	155	Santander Current A/c	25575	Office Software	Avolra Ltd	S	2.14	0.43	2.57
133 Phone, Fax, Internet & Website	04/03/2025	155	Santander Current A/c	25575	Office Software	Avolra Ltd	S	25.97	5.19	31.16
135 Maintenance Contract	04/03/2025	155	Santander Current A/c	25577	Maintenance Contract	Cheshire Groundcare Ltd	S	981.67	196.33	1,178.00
136 Room Hire	07/03/2025	155	Santander Current A/c	25578	Room Hire	Weaverham Community As	Z	72.00		72.00
145 Subscriptions	07/03/2025		Santander Current A/c	DD 07/03/25	Subscription	Woodland Trust	Z	8.00		8.00
138 Phone, Fax, Internet & Website	10/03/2025	155	Santander Current A/c	25580	IT Services	Avolra Ltd	S	65.00	13.00	78.00
138 Phone, Fax, Internet & Website	10/03/2025	155	Santander Current A/c	25580	IT Services	Avolra Ltd	S	1.50	0.30	1.80
137 Youth Club Utilities	10/03/2025	155	Santander Current A/c	25579	Old Youth Club Utilities	Water Plus	Z	242.87		242.87
146 Old Youth Club Premises	10/03/2025		Santander Current A/c	DD 10/03/25	Old Youth Club Utilities	Scottish Power	L	69.10	3.46	72.56
141 Insurance	13/03/2025	171.3	Santander Current A/c	25583	Insurance	Zurich Insurance Ltd	E	2,891.49		2,891.49
139 General Office Costs (Inc PAT	13/03/2025	171.3	Santander Current A/c	25581	IT Services	Adrian Morgan	Z	45.00		45.00
140 General Office Costs (Inc PAT	13/03/2025	171.3	Santander Current A/c	25582	Office Supplies	A1 Safety Testing Ltd	Z	30.00		30.00
142 Weaverham News	17/03/2025	171.3	Santander Current A/c	25584	Weaverham News	Graphish	Z	450.00		450.00
143 General Office Costs (Inc PAT	18/03/2025	171.3	Santander Current A/c	25585	Office Supplies	Euro Digital Systems	Z	48.68		48.68
144 General Office Costs (Inc PAT	18/03/2025	171.3	Santander Current A/c	22586	Office Supplies	Adrian Morgan	S	4.54	0.91	5.45
147 Community Pool	31/03/2025		Santander Current A/c	DD 31/03/25	Pool	Fineswim Ltd	S	833.33	166.67	1,000.00
Total								5,948.56	403.74	6,352.30

[Handwritten signature]

Weaverham Parish Council

Prepared by: Andrew A. Cook
Name and Role (Clerk/RFO etc)

Date: 2/4/25

Approved by: [Signature]
Name and Role (RFO/Chair of Finance etc)

Date: 14 APR 25

Bank Reconciliation at 31/03/2025			
A	Cash in Hand 01/04/2024		230,323.01
	ADD		
	Receipts 01/04/2024 - 31/03/2025		162,727.28
	SUBTRACT		
	Payments 01/04/2024 - 31/03/2025		125,716.36
	Cash in Hand 31/03/2025 (per Cash Book)		267,333.93
B	Cash in hand per Bank Statements		
	Petty Cash 31/03/2025	0.00	
	Santander Current Account 31/03/2025	10,656.12	
	Skipton Building Society 120-Day £ 31/03/2025	90,215.67	
	Government Bond Account 31/03/2025	52,000.00	
	CCLA Account 31/03/2025	119,140.76	
			272,012.55
	Less unrepresented payments		4,678.62
			267,333.93
	Plus unrepresented receipts		
	Adjusted Bank Balance		267,333.93
A = B Checks out OK			

Weaverham Parish Council
RECONCILIATION - CCLA Account 31-03-2025

From Accounts	£119,140.76
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Payments not cashed	Add
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Receipts not entered	Subtract
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Statement should be	£119,140.76
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(15)

Weaverham Parish Council

STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	230,323.01	
Cash in Hand		
Clerk's Salary		
Employer's NIC		
Employer Pension Contributions		
Mileage & Travel		
Training & Conferences		350.00
Subscriptions		1,730.66
Room Hire		1,000.00
Insurance		2,891.49
Office Lease		3,000.00
General Office Costs (Inc PAT Testing)	16.08	1,198.76
Phone, Fax, Internet & Website	0.04	1,816.40
Legal & Professional Fees		
Audit Fees		1,618.50
Weaverham News		1,800.00
Annual Local Donations		815.00
Rose Fete		600.00
WHS Prizes		160.00
Civic Ceremonies		833.75
Equipment Purchases		785.50
Youth Leader Funding		5,000.00
Community Pool		10,833.29
Elections		
Maintenance Contract		11,780.03
Christmas		5,989.00
RoSPA		262.00
LHF Fence		
Additional Grounds Maintenance	456.10	4,495.73
Russet Road Play Park		368.00
CCTV		
Flowers and Bulbs		
Plantation		
Former Dr's Car Park		
Community Pride Competition		
Tree Survey/Maintenance		
Bonfire & Fireworks		1,550.00
Landscaping		
Defibrillator		1,868.00
Village Improvements		640.00
Play Equipment (RRPP Project)		

Weaverham Parish Council
STATEMENT OF ACCOUNTS

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	RECEIPTS	PAYMENTS
Speed Indicating Devices		
Climate Change Initiatives		
Events (D-Day 80)		4,290.10
Youth Activities		
Precept	133,000.00	
Interest Government Bond	1,942.75	
Grant Members' Budget	1,090.00	
Allotment Rent	96.00	
Playing Fields	1,950.00	
VAT Refund		
Interest Skipton Building Society	3,269.53	
s106		
Donation	190.01	
Neighbourhood Plan		
Cemetery		800.79
Grant CW&C		
Youth Club Utilities		751.09
Old Youth Club Premises		1,819.15
Old Youth Club		
Playing Fields Hire		
CCLA Interest	7,491.10	
Toilet Project		
Former Youth Club Redevelopment		1,000.00
Pool Ground Rent	60.00	
RRPP Repairs	368.00	
Cafe Toilet Project		38,700.67
Lessee	70.00	
Weaverham High School		25.00
Community Centre Lease	1.00	
VAT	12,726.67	16,943.45
	162,727.28	125,716.36
Closing Balances:		
Balances in Bank Account		267,333.93
Cash in Hand		
TOTAL	393,050.29	393,050.29

The above statement represents fairly the financial position of the council as at 31 Mar 2025



Weaverham Parish Council
STATEMENT OF ACCOUNTS

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RECEIPTS

PAYMENTS

Signed

Responsible Financial Officer

Date

5/4/2025

ILT APR 25

Weaverham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

9 April 2025 (2024-2025)



Administration

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1	Clerk's Salary				23,000.00		23,000.00	23,000.00 (100%)
2	Employer's NIC				1,200.00		1,200.00	1,200.00 (100%)
3	Employer Pension Contributions				1,000.00		1,000.00	1,000.00 (100%)
4	Mileage & Travel				100.00		100.00	100.00 (100%)
5	Training & Conferences				500.00	350.00	150.00	150.00 (30%)
6	Subscriptions				2,400.00	1,730.66	669.34	669.34 (27%)
7	Room Hire				1,000.00	1,000.00		(0%)
8	Insurance				2,800.00	2,891.49	-91.49	-91.49 (-3%)
9	Office Lease				3,000.00	3,000.00		(0%)
10	General Office Costs (Inc PAT Te		16.08	16.08	450.00	1,198.76	-748.76	-732.68 (-162%)
11	Phone, Fax, Internet & Website		0.04	0.04	1,650.00	1,816.40	-166.40	-166.36 (-10%)
12	Legal & Professional Fees				1,000.00		1,000.00	1,000.00 (100%)
13	Audit Fees				1,500.00	1,618.50	-118.50	-118.50 (-7%)
14	Weaverham News				1,800.00	1,800.00		(0%)
15	Annual Local Donations				2,000.00	815.00	1,185.00	1,185.00 (59%)
16	Rose Fete				600.00	600.00		(0%)
17	WHS Prizes				160.00	160.00		(0%)
18	Civic Ceremonies				1,000.00	833.75	166.25	166.25 (16%)
19	Equipment Purchases				500.00	785.50	-285.50	-285.50 (-57%)
20	Youth Leader Funding				5,200.00	5,000.00	200.00	200.00 (3%)
21	Community Pool				10,000.00	10,833.29	-833.29	-833.29 (-8%)
22	Elections				1,000.00		1,000.00	1,000.00 (100%)
55	Cemetery				1,000.00	800.79	199.21	199.21 (19%)
57	Youth Club Utilities				1,500.00	751.09	748.91	748.91 (49%)
58	Old Youth Club Premises					1,819.15	-1,819.15	-1,819.15 (N/A)
69	Weaverham High School					25.00	-25.00	-25.00 (N/A)
70	Community Centre Lease		1.00	1.00				1.00 (N/A)
SUB TOTAL			17.12	17.12	64,360.00	37,829.38	26,530.62	26,547.74 (41%)

Environment

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
23	Maintenance Contract				13,000.00	11,780.03	1,219.97	1,219.97 (9%)
24	Christmas				8,000.00	5,989.00	2,011.00	2,011.00 (25%)
25	RoSPA				300.00	262.00	38.00	38.00 (12%)
26	LHF Fence				1,000.00		1,000.00	1,000.00 (100%)
27	Additional Grounds Maintenance		456.10	456.10	5,000.00	4,495.73	504.27	960.37 (19%)
28	Russet Road Play Park				5,000.00	368.00	4,632.00	4,632.00 (92%)
29	CCTV				500.00		500.00	500.00 (100%)
30	Flowers and Bulbs				500.00		500.00	500.00 (100%)
31	Plantation				500.00		500.00	500.00 (100%)
32	Former Dr's Car Park				200.00		200.00	200.00 (100%)
33	Community Pride Competition				100.00		100.00	100.00 (100%)
34	Tree Survey/Maintenance				4,000.00		4,000.00	4,000.00 (100%)
35	Bonfire & Fireworks				4,500.00	1,550.00	2,950.00	2,950.00 (65%)
36	Landscaping				2,500.00		2,500.00	2,500.00 (100%)
37	Defibrillator				500.00	1,868.00	-1,368.00	-1,368.00 (-273%)

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

Weaverham Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.		✓	has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.		✓	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

28/04/2025

and recorded as minute reference:

200.7

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

G Edwards

weaverhampc.co.uk

Section 2 – Accounting Statements 2024/25 for

Weaverham Parish Council

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	304,778	287,199	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	127,168	133,000	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	167,031	45,412	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	5,110	5,322	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	306,668	133,601	<i>Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	287,199	326,688	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	287,199	326,688	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	233,943	281,445	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		<i>The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.</i>
11b. Disclosure note re Trust funds (including charitable)			✓	<i>The figures in the accounting statements above exclude any Trust transactions.</i>

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date

22/04/2025

I confirm that these Accounting Statements were approved by this authority on this date:

28/04/2025

as recorded in minute reference:

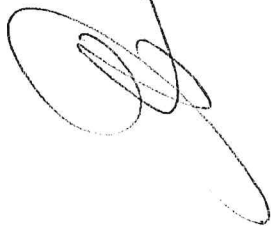
200.7

Signed by Chair of the meeting where the Accounting Statements were approved

G Edwards

Weaverham Parish Council
PAYMENTS - S.137 Entries

Voucher	Code	Date	Minute	Bank	Cheque No	Description	VAT Type	Net	VAT	Total
27	Events (D-Day 80)	29/05/2024		Santander Current Account	22528	D-Day 80 Commemoration	X	160.00		160.00
89	Village Improvements	10/12/2024		Santander Current Account	22570	Village Improvements	S	640.00	128.00	768.00
119	Christmas	05/02/2025		Santander Current Account	22593	Christmas Trees	S	150.00	30.00	180.00
122	Defibrillator	05/02/2025	109.6	Santander Current Account	22597	Defib Heferston Rise	S	1,868.00	373.60	2,241.60
86	Civic Ceremonies	10/12/2024		Santander Current Account	22567	Expenses for Remembrance Sunday	S	640.00	128.00	768.00
37	Weaverham News	21/06/2024		Santander Current Account	22531	Weaverham News	X	450.00		450.00
64	Weaverham News	09/09/2024		Santander Current Account	22553	Weaverham News	X	450.00		450.00
91	Weaverham News	10/12/2024		Santander Current Account	22573	Weaverham News	X	450.00		450.00
142	Weaverham News	17/03/2025	171.3	Santander Current Account	25584	Weaverham News	Z	450.00		450.00
94	Christmas	10/12/2024		Santander Current Account	22576	Christmas Trees	S	1,220.00	244.00	1,464.00
21	Events (D-Day 80)	17/05/2024		Santander Current Account	22522	Fireworks	S	1,297.50	259.50	1,557.00
80	Bonfire & Fireworks	02/11/2024		Santander Current Account	22563	Bonfire	S	1,550.00	310.00	1,860.00
92	Christmas	10/12/2024		Santander Current Account	22574	Christmas Lights	S	4,619.00	923.80	5,542.80
24	Events (D-Day 80)	20/05/2024		Santander Current Account	22525	D-Day 80 Commemoration	S	22.92	4.58	27.50
76	Civic Ceremonies	28/10/2024		Santander Current Account	22560	Expenses for Remembrance Sunday	S	43.75	8.75	52.50
100	Civic Ceremonies	12/12/2024		Santander Current Account	122580	Expenses for Remembrance Sunday	Z	150.00		150.00
10	Annual Local Donations	22/04/2024		Santander Current Account	22515	Donation	X	200.00		200.00
12	Annual Local Donations	22/04/2024		Santander Current Account	22517	Donation	X			
13	Annual Local Donations	22/04/2024		Santander Current Account	22517	Donation	X	200.00		200.00
13	Rose Fete	22/04/2024		Santander Current Account	22517	Donation	X	600.00		600.00
Total								15,161.17	2,410.23	17,571.40


14 APR 25

Weaverham Parish Council
Reserves Balance
2024-2025

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<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Village Improvements	31,377.80				31,377.80
Play Park Renewal Project					0.00
Speed Indicating Devices	4,200.00				4,200.00
Energy Saving Initiatives	12,500.00				12,500.00
Former Youth Club Redevelopr	122,000.00	29,256.13			151,256.13
Former Youth Club Redevelopr	122,000.00	-122,000.00			0.00
Cafe/ Toilet Project		10,000.00			10,000.00
Wages/ NI		8,000.00			8,000.00
Winter Maintenance		10,000.00			10,000.00
Total Earmarked	292,077.80	-64,743.87			227,333.93
TOTAL RESERVE	292,077.80	-64,743.87			227,333.93
GENERAL FUND					40,000.00
TOTAL FUNDS					267,333.93


 14 APR 25