

You are hereby summoned to attend a Finance Committee Meeting which will be held on Monday 10th March 2025 at Kirdford Village Hall commencing at 4.00 pm, when the following business will be considered and transacted.

Kirdford Parish Council, PO Box 437, Billingshurst RH14 4DE <u>clerk@kirdford-pc.gov.uk</u> 07943 892877

Finance Committee Agenda

1. Apologies for Absence

To receive both apologies and reasons for absence.

2. Public Participation

To receive and note questions, comments or representations made by members of the public.

3. Disclosures of Interest

To receive disclosures of prejudicial interest from Councillors on matters considered at the meeting.

4. Interim Audit

5. Accounts 2024-2025

To review current and projected year-end financial position (Appendix A)

6. Budget 2025-2026

To resolve 2025-2026 budget and reserve funds (Appendix B) in line with agreed objectives. To present at next full Council meeting. Budgeting 25-26.xlsx

7. Public Participation

To receive and note any further representations made by members of the public.

8. Confidential Matters

The Council may wish to exclude the public and press at this point. Usually this happens when discussions arise on staffing, contract tendering and anything that has legal implications.

PUBLIC AND PRESS WELCOME TO ATTEND Clerk@kirdford-pc.gov.uk



Appendix A: Financial Position

Kirdford Parish Council

4 March 2025 (2024-2025)

Receipts and Payments Forecast

All Cost Centres and Codes (Between 01/03/2025 and 31/03/2025)

| Allo | ocated Funds | | | Receipts | | | | Pa | yments | | | Net Position |
|------|---------------------------|----------------|--------|----------|-------|----------|------------|------------|----------|------------|------------|--------------|
| Code | Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position |
| 18 | Neighbourhood Plan re | view | | | | | 40,000.00 | | | | 40,000.00 | 40,000.00 |
| 19 | Planning Support Servi | ces | | | | | 28,988.67 | 14,437.50 | | 14,437.50 | 14,551.17 | 14,551.17 |
| 20 | Play Equipment Mainte | enance | | | | | 3,000.00 | | | | 3,000.00 | 3,000.00 |
| 21 | Environmental Concern | is/equipment | | | | | 12,000.00 | 6,775.00 | 7,560.00 | 14,335.00 | -2,335.00 | -2,335.00 |
| 22 | Village Improvement Fu | und | | | | | 5,000.00 | 311.93 | | 311.93 | 4,688.07 | 4,688.07 |
| 23 | Great Common Pavilior | n rebuild | | | | | 149,255.00 | 2,068.10 | | 2,068.10 | 147,186.90 | 147,186.90 |
| 25 | Recreation Ground Pav | ilion Refurbis | nment | | | | 61,000.00 | 61,000.00 | | 61,000.00 | | |
| 26 | Village Hall Extension | | | | | | 11,652.12 | 2,460.82 | | 2,460.82 | 9,191.30 | 9,191.30 |
| 29 | Village Hall roof replace | ement | | | | | 86,000.00 | 86,000.00 | | 86,000.00 | | |
| 30 | Unallocated Funds | | | | | | | | | | | |
| 31 | Bonfire Night | | | | | | 1,500.00 | 1,764.89 | | 1,764.89 | -264.89 | -264.89 |
| | | | | | | | | | | | | |
| S | UB TOTAL | | | | | | 398,395.79 | 174,818.24 | 7,560.00 | 182,378.24 | 216,017.55 | 216,017.55 |

| Со | nsultancy | | | Receipts | | | | Pa | yments | | | Net Position |
|------|-------------------|--------|--------|----------|-------|----------|-----------|-----------|----------|-----------|----------|--------------|
| Code | e Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position |
| 12 | Professional Fees | | | | | | 17,600.00 | 10,542.54 | 7,140.00 | 17,682.54 | -82.54 | -82.54 |
| 13 | Auditor fees | | | | | | 1,500.00 | 195.00 | 215.00 | 410.00 | 1,090.00 | 1,090.00 |
| | | | | | | | | | | | | |
| s | UB TOTAL | | | | | | 19,100.00 | 10,737.54 | 7,355.00 | 18,092.54 | 1,007.46 | 1,007.46 |

| Grants | | | Receipts | | | | Pa | yments | | | Net Position |
|------------|--------|--------|----------|-------|----------|----------|----------|----------|----------|----------|--------------|
| Code Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position |
| 27 Grants | | | | | | 8,400.00 | 2,820.00 | | 2,820.00 | 5,580.00 | 5,580.00 |
| SUB TOTAL | | | | | | 8,400.00 | 2,820.00 | | 2,820.00 | 5,580.00 | 5,580.00 |

| Inco | ome | | | Receipts | | | | Pay | yments | | | Net Position |
|------|----------------------|-----------|-----------|----------|-----------|----------|--------|--------|----------|-------|----------|--------------|
| Code | Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position |
| 4 | Precept | 84,000.00 | 84,000.00 | | 84,000.00 | | | | | | | |
| 5 | Grant income | | | | | | | | | | | |
| 6 | Bank interest paymer | nt | 2,562.64 | | 2,562.64 | 2,562.64 | | | | | | 2,562.64 |
| 7 | VAT Refunds | | 6,763.23 | | 6,763.23 | 6,763.23 | | | | | | 6,763.23 |
| 8 | Donations to KPC | | | | | | | | | | | |
| 9 | CIL payment | | | | | | | | | | | |
| | | | | | | | | | | | | |
| SI | JB TOTAL | 84,000.00 | 93,325.87 | | 93,325.87 | 9,325.87 | | | | | | 9,325.87 |

| Insurance | | | Receipts | | | | Pa | yments | | | Net Position |
|----------------|--------|--------|----------|-------|----------|-----------|----------|----------|----------|----------|--------------|
| Code Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position |
| 28 Insurance | | | | | | 4,000.00 | 1,001.59 | | 1,001.59 | 2,998.41 | 2,998.41 |
| SUB TOTAL | | | | | | 4,000.00 | 1,001.59 | | 1,001.59 | 2,998.41 | 2,998.41 |
| Maintenance | | | Receipts | | | | Pa | yments | | | Net Position |
| Code Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position |
| 16 Maintenance | | | | | | 11,000.00 | 9,329.93 | | 9,329.93 | 1,670.07 | 1,670.07 |
| | | | | | | | | | | | |

11,000.00

9,329.93

9,329.93

1,670.07

1,670.07

| Offic | ce Costs | | | Receipts | | | | Pa | yments | | | Net Position | |
|-------|------------------------|--------|--------|----------|--------|----------|-----------|----------|----------|----------|----------|--------------|--|
| Code | Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position | |
| 14 (| General Administration | | 186.57 | | 186.57 | 186.57 | 5,000.00 | 3,727.76 | | 3,727.76 | 1,272.24 | 1,458.81 | |
| 15 (| Office Supplies | | | | | | 4,500.00 | 955.41 | | 955.41 | 3,544.59 | 3,544.59 | |
| 32 | Subscriptions | | | | | | 1,000.00 | 522.06 | | 522.06 | 477.94 | 477.94 | |
| SUE | B TOTAL | | 186.57 | | 186.57 | 186.57 | 10,500.00 | 5,205.23 | | 5,205.23 | 5,294.77 | 5,481.34 | |

| Sta | aff Costs | | | Receipts | | | | Pa | yments | | | Net Position |
|------|-----------|--------|--------|----------|-------|----------|-----------|-----------|----------|-----------|-----------|--------------|
| Code | e Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position |
| 1 | Salary | | | | | | 20,105.00 | 20,756.41 | 1,887.01 | 22,643.42 | -2,538.42 | -2,538.42 |
| 2 | PAYE | | | | | | 5,971.00 | 6,254.58 | 568.53 | 6,823.11 | -852.11 | -852.11 |
| 3 | Pension | | | | | | 1,286.00 | 1,380.38 | 125.50 | 1,505.88 | -219.88 | -219.88 |
| | | | | | | | 07 000 00 | 00 004 07 | 0 504 04 | 20.070.44 | 0.040.44 | 2 640 44 |
| 5 | SUB TOTAL | | | | | | 27,362.00 | 28,391.37 | 2,581.04 | 30,972.41 | -3,610.41 | -3,610.41 |

| Tra | Training and subscrip | | | Receipts | | | | Payments | | | | Net Position |
|------|-----------------------|--------|--------|----------|-------|----------|----------|----------|----------|--------|----------|--------------|
| Code | Title | Budget | Actual | Forecast | Total | Variance | Budget | Actual | Forecast | Total | Variance | Net Position |
| 10 | Training | | | | | | 1,000.00 | 98.04 | | 98.04 | 901.96 | 901.96 |
| 11 | Subscriptions | | | | | | 600.00 | 16.87 | | 16.87 | 583.13 | 583.13 |
| | | | | | | | | | | | | |
| S | UB TOTAL | | | | | | 1,600.00 | 114.91 | | 114.91 | 1,485.09 | 1,485.09 |

Summary

| NET TOTAL V.A.T. | 84,000.00 93,512.44 | 93,512.44 9,512.4 3,188.59 | 4 480,357.79 | 232,418.81 | 17,496.04 249,914.85 8,227.76 | 230,442.94 | 239,955.38 |
|---------------------|---------------------|-----------------------------------|--------------|------------|---|------------|------------|
| GROSS TOTAL | | 96,701.03 | | | 258,142.61 | | |
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4 March 2025 (2024-2025)

Kirdford Parish Council BANK ACCOUNTS

| GRAND TOTAL (Banks and Cash) | £267,816.98 |
|------------------------------------|-------------|
| Total in Banks | 267,816.98 |
| Lloyds Instant Access Savings Acco | £50,634.23 |
| Lloyds Treasury | £35,000.00 |
| Natwest Business Reserve | £165,836.56 |
| Natwest Current Account | £16,346.19 |