



# Bishopstoke Parish Council

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**Members of the Finance Committee are summoned to attend a meeting on  
Tuesday 8<sup>th</sup> August 2023 at 7:30pm at Bishopstoke Methodist Church, Sedgwick Road.  
This meeting is open to the public.**

## AGENDA

### PUBLIC SESSION

1. Apologies for Absence
2. To adopt and sign Minutes of the Finance Committee meeting held on 13<sup>th</sup> June 2023
3. Declarations of Interest and Requests for Dispensations
4. To approve reports on Council finances
5. To discuss the CIP list and agree any additions
6. To approve a grant request from ARK
7. Date, time, place and agenda items for next meeting –
  - 10<sup>th</sup> October 2023, 7:30pm, Bishopstoke Methodist Church
8. Confidential Business
9. To review the Internal Auditor arrangements

*S Thorogood*  
*Responsible Finance Officer to Bishopstoke Parish Council*  
*1<sup>st</sup> August 2023*



## **Minutes of a Meeting of the Finance Committee held at Bishopstoke Methodist Church commencing at 7:30pm on 13 June 2023**

**Present:** Cllrs Winstanley (Chair), C McKeone, Hillier-Wheal, Kirby, Lyon and Thornton

**In Attendance:** Mrs S Thorogood (RFO to Bishopstoke Parish Council)  
Mr D Wheal (Clerk to Bishopstoke Parish Council)

**Public Attendance:** 0 members of the public were present.

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### **Public Session**

#### **1 Election of Chair**

1.1 Proposed Cllr Kirby, Seconded Cllr C McKeone, **RESOLVED** unanimously that Cllr Winstanley be elected Chair of the Committee.

#### **2 Election of Vice-Chair**

2.1 Proposed Cllr Hillier-Wheal, Seconded Cllr Thornton, **RESOLVED** unanimously that Cllr Lyon be elected Vice-Chair of the Committee.

#### **3 Apologies for Absence**

3.1 All Committee members were present.

#### **4 To adopt and sign Minutes of the Finance Committee meeting held on 18<sup>th</sup> April 2023**

4.1 The Minutes of the above meeting had been circulated prior to the meeting.

4.2 Proposed Cllr Winstanley, seconded Cllr C McKeone, **RESOLVED** that the minutes of the Finance Committee meeting held on 18 April 2023 be adopted as a true record.

#### **5 Declarations of Interest and Requests for Dispensations**

5.1 None declared or requested.

#### **6 To approve reports on Council finances**

6.1 The payments lists and statement of accounts for April and May 2023 had been included with the document pack for the meeting.

6.2 The RFO also gave an update on current overtime spend for April and May 2023.

6.3 The RFO also added that a letter of thanks had been received from Victim Support for the grant that was awarded by the Finance Committee.

6.4 Proposed Cllr Thornton, Seconded Cllr Kirby, **RESOLVED** unanimously to approve the reports on Council finances.

## **7 To confirm no conflict of interest with BDO LLP**

7.1 This item had been deferred from the Full Council meeting on 9<sup>th</sup> May 2023 to enable Councillors to investigate any potential conflict of interest.

7.2 Proposed Cllr Kirby, Seconded Cllr Winstanley, **RESOLVED** unanimously that the Council has no conflict of interest with BDO LLP.

## **8 To discuss new Council policies and determine those to be written**

8.1 The list of potential new Council policies had been included with the document pack and example policies loaded onto the Councillor section of the Parish website.

8.2 Councillors discussed the list. The RFO indicated the Business Continuity Plan would be written and taken as a Full Council policy.

8.3 It was agreed for the RFO and Clerk to carry out a gap analysis of what the current and proposed new policies cover, and bring this alongside a draft of the Anti-Fraud, Credit Management and Expenses & Allowances Policies to the August Finance Committee meeting.

8.4 Purchasing and Financial Management policies will be written at a future date.

## **9 Date, time, place, and agenda items for next meeting**

9.1 The next meeting of the Finance Committee will take place at 7:30pm on Tuesday 8<sup>th</sup> August 2023 at the Bishopstoke Methodist Church.

9.2 Agenda items with supporting papers to the RFO by Tuesday 1<sup>st</sup> August.

*There being no further business, the Chair closed the meeting at*

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## REPORT TO BISHOPSTOKE PARISH COUNCIL (Finance Committee)

8<sup>th</sup> August 2023  
Item 4

**Report Subject: To approve the latest reports on Council finances**

### **Payments Lists:**

The payments lists for June and July 2023 are presented for approval.

Significant items for June included annual play area inspections, internal audit fees of 22/23 accounts, tree work to Shears Mill, plot strimming and clearance work to numerous plots at Underwood Road allotment site, removal of old war memorial, tree report for a tree at St Marys Churchyard, meeting room hire and payment of the 22/23 Y-Zone funding (ear-marked reserve for 22/23 year end).

Significant items for July included payment of quarterly water bill at Underwood Road allotment site, quarterly trade waste collection, Church Road play area frontage work, HALC/NALC affiliation levy, consultancy work to the play area upgrade, securing the Memorial Hall after the break-in, printing of summer newsletters and further plot clearance work to Underwood Road and Jockey Lane allotment sites.

### **Budget Monitoring report:**

The budget monitoring report for the period ending July 2023 is presented for approval.

Income is currently £172,446 versus an annual budget of £363,319.

Expenditure is currently £111,474 versus an annual budget of £360,070.

### **Statement of accounts:**

The statement of accounts for June and July 2023 are presented for approval. The monthly current account and quarterly savings account bank reconciliations have been completed and are ready to be checked and signed.

### **Approval of payments lists:**

One question for Councillors to decide is regarding arrangements for approving payments lists. During the Internal Audit of the 2022/23 financial accounts, it was highlighted that due to the Finance Committee February meeting not being quorate, the payments, statement of accounts and budget monitoring were not approved for 4 months. A suggestion was made to take payments lists monthly, one month to Finance Committee, the following month to Full Council and so on, to ensure the same situation did not occur. However, there are now 6 members of the Committee, with a different

selection of Councillors, and officers feel that it is unlikely that the bi-monthly meetings will be cancelled due to not being quorate.

Therefore, the Clerk and RFO are suggesting that the arrangements remain the same as before, in that payments, budget monitoring and statement of accounts remain as being bi-monthly items taken to the Finance Committee. In the event that the Finance Committee meeting is cancelled, these would then be taken to the next Full Council meeting.

**Other updates:**

The quarter 1 2023-24 VAT return refund was received into the bank account in July.

Sophie Thorogood  
RFO to Bishopstoke Parish Council, 1<sup>st</sup> August 2023

## Bishopstoke Parish Council

### Full Council - 11th July 2023

#### Payments (June 2023)

#### Direct Debit payments

Invoice Date	Payee	Description	Net	VAT	Gross
12/06/2023	BT	Refund of office broadband & telephone costs	-£ 106.70	-£ 21.34	-£ 128.04
15/06/2023	Eon	Office - Electricity (Jun 23)	£ 51.00	£ -	£ 51.00
07/06/2023	British Gas	Allotments - UR - Electricity (May 23)	£ 70.66	£ 3.53	£ 74.19
03/06/2023	British Gas	Shears Mill - Electricity (May 23)	£ 15.13	£ 0.75	£ 15.88
15/06/2023	Sky Mobile	DW Mobile Phone (Jun 23)	£ 14.00	£ -	£ 14.00

#### Staff Debit Card payments

Invoice Date	Payee	Description	Net	VAT	Gross
08/06/2023	ST - NALC	ST Finance event	£ 32.68	£ 6.54	£ 39.22
10/06/2023	DW - Zoom	Annual Licence Jun 23-Jun 24	£ 119.90	£ 23.98	£ 143.88
14/06/2023	DW - Ready Steady Store	Deposit for storage unit	£ 8.33	£ 1.67	£ 10.00
16/06/2023	ST - Post office	Postage stamps	£ 5.20	£ -	£ 5.20
21/06/2023	ST - Sky Mobile	Mobile phone top-up ST/AL	£ 13.40	£ -	£ 13.40
29/06/2023	DW - Ready Steady Store	Storage Unit Hire Jun-Jul 23	£ 191.33	£ 38.27	£ 229.60
30/06/2023	ST - Tesco	Refreshments	£ 10.20	£ -	£ 10.20

#### BACS payments

Invoice Date	Payee	Description	Net	VAT	Gross
02/05/2023	Do The Numbers Limited	Internal Audit 22/23 accounts	£ 750.00	£ -	£ 750.00
28/05/2023	Seagrave Inspection Services	Annual inspection 6 play areas May 23	£ 558.00	£ 111.60	£ 669.60
31/05/2023	Shawyers	Tree work to Shears Mill	£ 540.00	£ 108.00	£ 648.00
24/05/2023	Greens Clearances	Plot clearance - UR25A	£ 150.00	£ -	£ 150.00
24/04/2023	Eastleigh Borough Council	Dog bin emptying (Apr 23)	£ 46.76	£ 9.35	£ 56.11
12/06/2023	Bruno Construction	Removal 2 posts St Mary's boundary	£ 190.00	£ 38.00	£ 228.00
12/06/2023	Bruno Construction	Removal old war memorial	£ 1,145.00	£ 229.00	£ 1,374.00
05/06/2023	HALC	Knowledge & Core Skills Training Cllr Kirby	£ 98.00	£ 19.60	£ 117.60
12/06/2023	Green Smile Ltd	Removal fly-tipped waste St Mary's Church	£ 40.00	£ 8.00	£ 48.00
26/05/2023	Green Smile Ltd	Remove sunken edge, soil & seed grave	£ 53.50	£ 10.70	£ 64.20
12/06/2023	Green Smile Ltd	Plot strimming UR - 17A, 17B, 34A, 48, 81A, 82B	£ 787.50	£ 157.50	£ 945.00
14/03/2023	Sapling Arboriculture	Report for beech tree St Mary's Church	£ 685.90	£ 137.18	£ 823.08
16/06/2023	Eastleigh Borough Council	Yzone Contribution 22/23	£ 25,000.00	£ -	£ 25,000.00
13/06/2023	Greens Clearances	Plot clearance - UR17A	£ 625.00	£ -	£ 625.00
21/06/2023	Bruno Construction	Maintenance and painting at Shears Mill	£ 242.50	£ 48.50	£ 291.00
24/06/2023	Bishopstoke Methodist Church	Rent for room hire Feb-Jun	£ 658.00	£ -	£ 658.00
30/06/2023	Greens Clearances	Office contents move into storage unit	£ 100.00	£ -	£ 100.00
29/06/2023	Staff	Salary	£ 5,675.10	£ -	£ 5,675.10
29/06/2023	Staff	Mileage + Office Allowance	£ 94.29	£ -	£ 94.29
29/06/2023	HMRC	Tax / NI	£ 1,924.68	£ -	£ 1,924.68
29/06/2023	HCC	LGPS	£ 2,054.70	£ -	£ 2,054.70
05/06/2023	Green Smile	Ground Maintenance (Jun 2023)	£ 6,583.76	£ 1,316.75	£ 7,900.51

**Total payments**

**£ 48,427.82    £ 2,247.58    £ 50,675.40**

## Bishopstoke Parish Council

### Full Council - 11th July 2023

#### Payments (June 2023)

#### Direct Debit payments

Invoice Date	Payee	Description	Net	VAT	Gross
04/07/2023	Eon	Office - Electricity (Jul 23)	£ 46.98	£ 4.02	£ 51.00
03/07/2023	British Gas	Shears Mill - Electricity (Jun 23)	£ 13.10	£ 0.65	£ 13.75
15/07/2023	Sky Mobile	DW Mobile Phone (Jul 23)	£ 14.00	£ -	£ 14.00
17/07/2023	Business Stream	Allotments - UR - Water (Jan-Jul 23)	£ 672.79	£ 95.08	£ 767.87
10/07/2023	Business Stream	Allotments - JL - Water (Apr-Jul 23)	£ 341.37	£ -	£ 341.37
03/07/2023	Eastleigh Borough Council	Trade Waste (Apr-Jun 23)	£ 546.00	£ -	£ 546.00
17/07/2023	Ready Steady Store	Hire of unit K014 (Aug 23)	£ 87.49	£ 11.70	£ 99.19

#### Staff Debit Card payments

Invoice Date	Payee	Description	Net	VAT	Gross
04/07/2023	ST - Amazon	Subject dividers	£ 14.25	£ 2.85	£ 17.10
04/07/2023	ST - Amazon	Printer Ink	£ 31.08	£ 6.22	£ 37.30
05/07/2023	ST - Amazon	A4 notebooks	£ 7.99	£ 1.60	£ 9.59
05/07/2023	ST - Amazon	Pens & phone charger AL	£ 42.22	£ 8.45	£ 50.67
05/07/2023	ST - Amazon	Printer inks, stationery	£ 73.80	£ 14.78	£ 88.58
11/07/2023	DW - Amazon	Printer inks	£ 31.24	£ 6.25	£ 37.49
11/07/2023	DW - Amazon	Printer inks	£ 97.68	£ 19.54	£ 117.22
20/07/2023	ST - Amazon	Wireless keyboard, WD40, Wallets	£ 38.52	£ 7.71	£ 46.23
24/07/2023	ST - Post office	Postage stamps	£ 7.80	£ -	£ 7.80
21/07/2023	ST - Sky Mobile	Mobile phone top-up ST/AL	£ 13.00	£ -	£ 13.00
28/07/2023	ST - Amazon	Hazard warning tape	£ 7.07	£ 1.42	£ 8.49
28/07/2023	ST - Planning Portal	War Memorial planning application	£ 284.33	£ 10.67	£ 295.00
31/07/2023	ST - Post office	Postage stamps	£ 20.80	£ -	£ 20.80
31/07/2023	ST - Fox Machinery	Replacement part Honda strimmer	£ 8.29	£ 1.66	£ 9.95

#### BACS payments

Invoice Date	Payee	Description	Net	VAT	Gross
31/03/2023	Shawyers	Church Road play area new frontage	£ 8,934.60	£ 1,786.92	£ 10,721.52
10/04/2023	HALC	HALC/NALC Affiliation Levy 23/24	£ 1,615.44	£ -	£ 1,615.44
30/06/2023	David Bowen Consultancy	Balance of consultancy work to play area upgrades	£ 3,400.00	£ -	£ 3,400.00
06/07/2023	Greens Clearances	Plot Clearance 32 JL	£ 450.00	£ -	£ 450.00
07/05/2023	Fosters Tree Surgeons	Remove dangerous overhanging limb Otter Close	£ 180.00	£ 36.00	£ 216.00
30/06/2023	Hampshire Environmental	Asbestos sampling plot 17B UR	£ 40.00	£ 8.00	£ 48.00
10/07/2023	Bruno Construction	Securing BMH after break-in	£ 540.00	£ 108.00	£ 648.00
28/07/2023	Image Management Services	Printing & Delivery 5,000 newsletters	£ 1,460.50	£ 292.10	£ 1,752.60
31/07/2023	Greens Clearances	Plot Clearance 17B UR	£ 475.00	£ -	£ 475.00
31/07/2023	Greens Clearances	Plot Clearance 57A UR	£ 250.00	£ -	£ 250.00
28/07/2023	Staff	Salary	£ 5,147.72	£ -	£ 5,147.72
28/07/2023	Staff	Mileage + Office Allowance	£ 100.86	£ -	£ 100.86
28/07/2023	HMRC	Tax / NI	£ 1,960.43	£ -	£ 1,960.43
28/07/2023	HCC	LGPS	£ 1,913.84	£ -	£ 1,913.84
05/07/2023	Green Smile	Ground Maintenance (Jul 2023)	£ 6,583.76	£ 1,316.75	£ 7,900.51

**Total payments**

**£ 35,451.95    £ 3,740.37    £ 39,192.32**

# Financial Budget Comparison

Comparison between 01/04/23 and 31/07/23 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/23

	Previous Year's Net	2023/2024	Actual Net	Balance	2024/2025	
<b>INCOME</b>						
<b>Admin</b>						
100	Precept	£281,270.55	£332,919.73	£166,459.73	-£166,460.00	£0.00
110	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00	£0.00
120	Interest Receivable	£4,569.00	£1,000.00	£0.00	-£1,000.00	£0.00
130	Grants	£0.00	£0.00	£0.00	£0.00	£0.00
140	General	£100.00	£0.00	£40.00	£40.00	£0.00
160	Insurance Claim	£0.00	£0.00	£0.00	£0.00	£0.00
	<b>Total Admin</b>	<b>£285,939.55</b>	<b>£333,919.73</b>	<b>£166,499.73</b>	<b>-£167,420.00</b>	<b>£0.00</b>
<b>Community</b>						
500	Carnival	£0.00	£3,500.00	£0.00	-£3,500.00	£0.00
	<b>Total Community</b>	<b>£0.00</b>	<b>£3,500.00</b>	<b>£0.00</b>	<b>-£3,500.00</b>	<b>£0.00</b>
<b>Play Area &amp; Open Space</b>						
700	Play Area Grants	£12,831.50	£0.00	£0.00	£0.00	£0.00
	<b>Total Play Area &amp; Open Space</b>	<b>£12,831.50</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Burial Ground</b>						
800	Interment	£7,975.00	£12,500.00	£2,630.00	-£9,870.00	£0.00
810	Burial Grant Purchase	£5,820.00	£5,000.00	£2,200.00	-£2,800.00	£0.00
820	Grant Transfer	£340.00	£300.00	£70.00	-£230.00	£0.00
830	Memorials	£2,855.00	£2,500.00	£1,005.00	-£1,495.00	£0.00
840	Donations / Recovered Costs	£0.00	£0.00	£0.00	£0.00	£0.00
850	Child Funeral Fund	£0.00	£0.00	£0.00	£0.00	£0.00
860	General	£0.00	£0.00	£0.00	£0.00	£0.00
	<b>Total Burial Ground</b>	<b>£16,990.00</b>	<b>£20,300.00</b>	<b>£5,905.00</b>	<b>-£14,395.00</b>	<b>£0.00</b>
<b>Allotments</b>						
900	Rent	£6,033.93	£5,600.00	£41.25	-£5,558.75	£0.00
910	Deposits	£0.00	£0.00	£0.00	£0.00	£0.00
920	General	£0.00	£0.00	£0.00	£0.00	£0.00



# Financial Budget Comparison

Comparison between 01/04/23 and 31/07/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	<b>Previous Year's Net</b>	<b>2023/2024</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2024/2025</b>
<b>Total Allotments</b>	£6,033.93	£5,600.00	£41.25	-£5,558.75	£0.00
<b>Total Income</b>	£321,794.98	£363,319.73	£172,445.98	-£190,873.75	£0.00

# Financial Budget Comparison

Comparison between 01/04/23 and 31/07/23 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/23

	Previous Year's Net	2023/2024	Actual Net	Balance	2024/2025	
<b>EXPENDITURE</b>						
<b>Admin</b>						
1000	Salaries	£91,247.61	£97,000.00	£30,182.21	£66,817.79	£0.00
1001	NI	£7,640.30	£10,100.00	£2,623.80	£7,476.20	£0.00
1002	Pensions	£19,527.04	£25,000.00	£6,458.96	£18,541.04	£0.00
1003	Staff Expenses	£2,277.61	£2,607.00	£660.91	£1,946.09	£0.00
1100	Staff Training	£935.25	£650.00	£32.68	£617.32	£0.00
1200	Seminars / Conferences	£0.00	£0.00	£0.00	£0.00	£0.00
1300	Recruitment	£0.00	£0.00	£0.00	£0.00	£0.00
1400	Office Consumables	£791.04	£1,000.00	£203.98	£796.02	£0.00
1500	Printer Ink	£564.20	£750.00	£245.57	£504.43	£0.00
1999	Suspense	£0.00	£0.00	£0.00	£0.00	£0.00
	<b>Total Admin</b>	<b>£122,983.05</b>	<b>£137,107.00</b>	<b>£40,408.11</b>	<b>£96,698.89</b>	<b>£0.00</b>
<b>Council</b>						
2000	Audit	£1,690.00	£1,700.00	£0.00	£1,700.00	£0.00
2100	Insurance	£2,600.93	£2,750.00	£0.00	£2,750.00	£0.00
2200	Professional Memberships	£2,339.67	£2,500.00	£1,710.44	£789.56	£0.00
2201	Legal/Consultancy costs	£660.00	£500.00	£971.00	£-471.00	£0.00
2300	Room Hire	£1,687.00	£2,000.00	£411.25	£1,588.75	£0.00
2301	Office conversion & storage costs	£0.00	£5,000.00	£387.15	£4,612.85	£0.00
2400	Reference Materials	£164.99	£200.00	£0.00	£200.00	£0.00
2500	Councillor Elections	£644.38	£2,000.00	£0.00	£2,000.00	£0.00
2501	Councillor Training	£460.00	£500.00	£98.00	£402.00	£0.00
2502	Chair's Expenses	£20.00	£150.00	£0.00	£150.00	£0.00
2503	Councillor's Expenses	£0.00	£50.00	£0.00	£50.00	£0.00
2600	IT Software / Subscriptions	£3,480.40	£3,500.00	£519.06	£2,980.94	£0.00

# Financial Budget Comparison

Comparison between 01/04/23 and 31/07/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	Previous Year's Net	2023/2024	Actual Net	Balance	2024/2025
<b>Total Council</b>	£13,747.37	£20,850.00	£4,096.90	£16,753.10	£0.00
<b>Buildings</b>					
3000 Grounds Contract	£943.92	£1,038.31	£327.24	£711.07	£0.00
3100 Additional Grounds Maintenance	£0.00	£650.00	£337.00	£313.00	£0.00
3200 Furnishings	£266.60	£0.00	£0.00	£0.00	£0.00
3300 Cleaning	£420.00	£450.00	£0.00	£450.00	£0.00
3400 IT equipment Purchase	£1,045.66	£1,000.00	£16.66	£983.34	£0.00
3401 IT Equipment Maintenance	£75.00	£200.00	£0.00	£200.00	£0.00
3500 Maintenance	£709.50	£550.00	£242.50	£307.50	£0.00
3800 Trees	£0.00	£0.00	£540.00	£-540.00	£0.00
3900 Utilities - Electricity	£1,189.08	£400.00	£255.38	£144.62	£0.00
<b>Total Buildings</b>	£4,649.76	£4,288.31	£1,718.78	£2,569.53	£0.00
<b>Communications</b>					
4000 Email	£1,440.61	£1,400.00	£0.00	£1,400.00	£0.00
4100 Websites	£114.00	£250.00	£0.00	£250.00	£0.00
4200 Office Landline	£190.17	£0.00	£0.00	£0.00	£0.00
4300 Office Broadband	£182.03	£0.00	£0.00	£0.00	£0.00
4400 Newsletter Printing	£4,289.00	£4,500.00	£1,460.50	£3,039.50	£0.00
4500 Noticeboard Purchase	£2,742.46	£0.00	£0.00	£0.00	£0.00
4501 Noticeboards Installation	£320.00	£300.00	£0.00	£300.00	£0.00
4502 Parish maps noticeboard project	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total Communications</b>	£9,278.27	£6,450.00	£1,460.50	£4,989.50	£0.00
<b>Community</b>					
5000 Grants - General (GPC)	£10,376.21	£5,500.00	£150.00	£5,350.00	£0.00
5001 Grants - Street Pastors	£700.00	£700.00	£700.00	£0.00	£0.00
5002 Grants - Carnival	£0.00	£0.00	£0.00	£0.00	£0.00
5003 Grants - Community Buildings	£0.00	£0.00	£540.00	£-540.00	£0.00

# Financial Budget Comparison

Comparison between 01/04/23 and 31/07/23 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/23

	Previous Year's Net	2023/2024	Actual Net	Balance	2024/2025
5100	Climate Change Project	£0.00	£0.00	£0.00	£0.00
5200	Safety, Security & Crime Prevention	£0.00	£0.00	£0.00	£0.00
5300	Yzone	£0.00	£25,000.00	£0.00	£0.00
5400	Travel Token Repayments	£1,635.00	£3,800.00	£3,800.00	£0.00
5401	Travel Token New	£201.60	£200.00	£200.00	£0.00
5500	Neighbourhood Plan Consultants	£3,570.00	£1,000.00	£1,000.00	£0.00
5501	Neighbourhood Plan Publicity	£0.00	£200.00	£200.00	£0.00
5502	Neighbourhood Plan General	£0.00	£0.00	£0.00	£0.00
5600	Carnival	£1,782.69	£8,000.00	£7,915.87	£0.00
5700	War Memorial	£0.00	£0.00	-£1,429.33	£0.00
5800	Village Trail Project	£0.00	£0.00	£0.00	£0.00
	<b>Total Community</b>	<b>£18,265.50</b>	<b>£44,400.00</b>	<b>£27,903.46</b>	<b>£16,496.54</b>
	<b>Street Furniture</b>				
6000	Bus Shelters Purchase	£0.00	£0.00	£0.00	£0.00
6002	Bus Shelter Maintenance	£840.50	£1,000.00	£1,000.00	£0.00
6003	Bus Shelter Cleaning	£0.00	£1,000.00	£0.00	£0.00
6100	Benches Purchase	£4,227.14	£0.00	£0.00	£0.00
6200	Bins Purchase	£371.95	£3,000.00	£0.00	£0.00
6203	Bins Emptying	£1,500.20	£3,500.00	£2,649.22	£0.00
6300	Clocks Purchase	£0.00	£0.00	£0.00	£0.00
6302	Clocks Maintenance	£0.00	£0.00	£0.00	£0.00
6500	Christmas Decorations Purchase	£0.00	£0.00	£0.00	£0.00
6600	Defibrillators Purchase	£7,000.00	£0.00	£0.00	£0.00
	<b>Total Street Furniture</b>	<b>£13,939.79</b>	<b>£8,500.00</b>	<b>£850.78</b>	<b>£7,649.22</b>
	<b>Play Area &amp; Open Space</b>				
7000	Grounds Contract	£50,512.29	£53,009.74	£16,706.08	£36,303.66

# Financial Budget Comparison

Comparison between 01/04/23 and 31/07/23 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/23

	Previous Year's Net	2023/2024	Actual Net	Balance	2024/2025	
7100	Additional Grounds Maintenance	£140.00	£3,000.00	£40.00	£2,960.00	£0.00
7300	Play Equipment Purchase	£46,658.61	£0.00	£0.00	£0.00	£0.00
7301	Equipment Maintenance	£27,102.89	£10,500.00	£3,400.00	£7,100.00	£0.00
7302	Play Area Inspections	£1,984.35	£2,500.00	£558.00	£1,942.00	£0.00
7399	Play Area & Open Space Other	£175.00	£0.00	£0.00	£0.00	£0.00
7400	Works and Improvements	£325.00	£0.00	£0.00	£0.00	£0.00
7800	Trees	£1,440.00	£9,000.00	£620.00	£8,380.00	£0.00
7801	Tree Surveys	£1,680.00	£2,000.00	£0.00	£2,000.00	£0.00
	<b>Total Play Area &amp; Open Space</b>	<b>£130,018.14</b>	<b>£80,009.74</b>	<b>£21,324.08</b>	<b>£58,685.66</b>	<b>£0.00</b>
	<b>Burial Ground</b>					
8000	Grounds Contract	£25,431.96	£27,975.15	£8,816.40	£19,158.75	£0.00
8100	Additional Grounds Maintenance	£2,654.40	£2,500.00	£243.50	£2,256.50	£0.00
8200	Fences	£0.00	£0.00	£0.00	£0.00	£0.00
8300	Replacement Benches	£0.00	£0.00	£0.00	£0.00	£0.00
8399	Burial Authority Other	£0.00	£0.00	£0.00	£0.00	£0.00
8400	Works & Improvements	£5,419.83	£0.00	£0.00	£0.00	£0.00
8500	Memorial Costs	£200.00	£800.00	£0.00	£800.00	£0.00
8800	Trees	£5,626.90	£8,000.00	£0.00	£8,000.00	£0.00
8901	Utilities - Water	£68.80	£500.00	£8.49	£491.51	£0.00
	<b>Total Burial Ground</b>	<b>£39,401.89</b>	<b>£39,775.15</b>	<b>£9,068.39</b>	<b>£30,706.76</b>	<b>£0.00</b>
	<b>Allotments</b>					
9000	Grounds Contract	£1,399.92	£1,539.91	£485.32	£1,054.59	£0.00
9100	Additional Grounds Maintenance	£210.00	£1,000.00	£0.00	£1,000.00	£0.00
9200	Fences	£0.00	£0.00	£0.00	£0.00	£0.00
9300	Equipment Purchase	£1,575.87	£1,200.00	£110.52	£1,089.48	£0.00
9399	Allotments Other	£0.00	£200.00	£0.00	£200.00	£0.00
9400	Works & Improvements	£580.00	£2,000.00	£0.00	£2,000.00	£0.00

# Financial Budget Comparison

Comparison between 01/04/23 and 31/07/23 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/23

	Previous Year's Net	2023/2024	Actual Net	Balance	2024/2025	
9600	Plot Maintenance and Clearance	£4,195.15	£5,250.00	£2,777.50	£2,472.50	£0.00
9700	Buildings (Inc. sheds)	£75.00	£700.00	£46.00	£654.00	£0.00
9800	Trees	£180.00	£3,000.00	£0.00	£3,000.00	£0.00
9900	Utilities - Electricity	£570.88	£800.00	£209.15	£590.85	£0.00
9901	Utilities - Water	£1,924.07	£3,000.00	£1,014.16	£1,985.84	£0.00
	<b>Total Allotments</b>	<b>£10,710.89</b>	<b>£18,689.91</b>	<b>£4,642.65</b>	<b>£14,047.26</b>	<b>£0.00</b>
	<b>Total Expenditure</b>	<b>£362,994.66</b>	<b>£360,070.11</b>	<b>£111,473.65</b>	<b>£248,596.46</b>	<b>£0.00</b>
	Total Income	£321,794.98	£363,319.73	£172,445.98	-£190,873.75	£0.00
	Total Expenditure	£362,994.66	£360,070.11	£111,473.65	£248,596.46	£0.00
	<b>Total Net Balance</b>	<b>-£41,199.68</b>	<b>£3,249.62</b>	<b>£60,972.33</b>		<b>£0.00</b>

**FINANCE COMMITTEE MEETING ON 8 AUGUST 2023**  
**MONTHLY STATEMENT OF ACCOUNT June 2023**

**Start**      **01/06/2023**  
**End**        **30/06/2023**

<b>Fund Movements</b>						
Bank Accounts		Money In		Money Out		
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	Closing Balance
Co-op	£ 37,241.37	£ 1,271.25	£ 40,000.00	£ 50,675.40		£ 27,837.22
EBC	£ 166,960.82				£ 40,000.00	£ 126,960.82
<b>Total</b>	<b>£ 204,202.19</b>	<b>£ 1,271.25</b>	<b>£ 40,000.00</b>	<b>£ 50,675.40</b>	<b>£ 40,000.00</b>	<b>£ 154,798.04</b>

<b>Receipts in detail</b>	
Burial Board	£ 1,260.00
Allotments	£ 11.25
Carnival	
VAT refund	
Grants	
Misc.	
<b>Total</b>	<b>£ 1,271.25</b>

<b>VAT</b>	
Previously Claimed	£ 8,586.44
Claimed in June	
Unclaimed	

<b>EBC Loan Account Summary</b>						
		Money In			Money Out	
	1 April 2023 Balance	Precept	Support Grant	Interest	Transfer to BPC	Current Balance
Prior to June 23	£ 196,960.82				£ 30,000.00	£ 166,960.82
June 23					£ 40,000.00	£ 126,960.82

<b>Notes</b>	

**FINANCE COMMITTEE MEETING ON 8 AUGUST 2023**  
**MONTHLY STATEMENT OF ACCOUNT July 2023**

**Start**      **01/07/2023**  
**End**        **31/07/2023**

Fund Movements						
Bank Accounts	Money In			Money Out		Closing Balance
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	
Co-op	£ 27,837.22	£ 5,613.23	£ 30,000.00	£ 39,192.32		£ 24,258.13
EBC	£ 126,960.82	£ 166,459.73			£ 30,000.00	£ 263,420.55
<b>Total</b>	<b>£ 154,798.04</b>	<b>£ 172,072.96</b>	<b>£ 30,000.00</b>	<b>£ 39,192.32</b>	<b>£ 30,000.00</b>	<b>£ 287,678.68</b>

Receipts in detail	
Burial Board	
Allotments	
Carnival	
VAT refund	£ 5,613.23
Grants	
Misc.	
<b>Total</b>	<b>£ 5,613.23</b>

VAT	
Previously Claimed	£ 8,586.44
Claimed in July	£ 5,613.23
Unclaimed	

EBC Loan Account Summary						
	Money In				Money Out	Current Balance
	1 April 2023 Balance	Precept	Support Grant	Interest	Transfer to BPC	
Prior to July 23	£ 196,960.82				£ 70,000.00	£ 126,960.82
July 23	£ 166,459.73				£ 30,000.00	£ 263,420.55

Notes





## APPLICATION FOR GRANT AID

1.	Name of Organisation	ARK Eastleigh
7.	Objectives and Member Criteria	Our Mission is to serve the vulnerable and excluded in our community through practical acts of kindness, befriending, and informal advocacy. We work in partnership with other local organisations to reduce social isolation and empower families and individuals to overcome the challenges they face.
8.	Total Membership Proportion in BStoke	We don't have a membership. We support vulnerable people in the Eastleigh area who need a friendly ear, informal advocacy, or practical help with decorating, garden clearances, etc. At present we have 86 clients, and 15 of these live in Bishopstoke.
9.	Total Grant	£1000-2000
10.	Grant Purpose	Our project costs are very low as the main thing we provide is time, which comes from our willing volunteers. We would use the grant for: - running costs... contribution to salary £400 used up over 4 months - energy grants to clients... we are getting more and more requests for help with gas and electricity costs from people on low incomes. £600 would provide for 15 x £40 grants over a period of 6 months.
11.	Estimated income of organisation	£30,000
12.	Estimated expenditure of organisation	£29,990
13.	Other funding	A mixture of regular and one off donations and fundraising