

STAUNTON ON WYE GROUP PARISH COUNCIL

8th September 2025

CLERK'S FINANCIAL REPORT

1. Bank reconciliation, cash book and budget monitoring

The bank reconciliation to 1st September 2025 is show below. The balance on the Council's current account is £5688.39. A copy of the cash book is attached, which shows budget monitoring.

Current Account			
Opening Balance	01.04.25	£	8,561.39
	Plus receipts	£	5,815.94
	Less payments	-£	8,688.94
01/09/2025	Cash Book Closing Balance	£	5,688.39
01/-9/25	Bank Accounts (Lloyds ends 1170)	£	5,688.39

2. Cash flow

The Council's income is barely adequate to its purposes, and it has no reserves to meet a temporary deficiency in income. In order to limit the risk of cash flow problems I have applied for a VAT refund of £868.72 for tax paid thus far, and will make further claims as the financial year progresses. I will seek to reclaim Herefordshire Council funding in respect of lengthsman's invoices as they accumulate. In addition, the Council is due a further £3,100 as a result of the September precept payment. Together these receipts provide some limited liquidity but I do not wish to disguise the risk that the Council may not be able to meet its costs.

3. Budget 2026/27

The Council is invited to appoint members to a small Finance Working Group to work with the Clerk to produce a viable budget and hence precept for 2026-27. The Finance Working Group to report to the December meeting.

4. Risk review and asset register

The Council is invited to task the Finance Working Group with completing the risk assessment envisaged in the risk management policy which appears later on this evening's agenda. The asset register ought also to be reviewed and the Finance Working Group could accomplish this task: recently the asset register has reflected an annually rising estimate of current value, whereas it ought to represent a stable statement of purchase price.

5. War Memorial Funding

War Memorial payments and receipts were not included in the Parish Council's accounts for 2024-25 nor were they drawn to the attention of the internal auditor. They should have been. The War

Memorial's payments and receipts will have to be included in the 2025-26 accounts, and will likely cause the Council to fall into the category of local councils required to undergo external audit (turnover above £25,000).

Copies of accounts provided by Councillor Boddington are attached: they show total receipts of £40,447.68, total payments of £27,474.91 and a balance at the bank on 29th August 2025 of £12,972.

6. Banking

Online banking has been operating on the basis of one signatory, as a result of an unsuccessful online registration. This is not desirable. Action is in process to correct and add the recently-agreed signatories.

4. HMRC

Changes to the Clerk's tax code meant that in July 2025 the HMRC income tax collection was overstated by Autela by £20.20. This appears as PV19 in the accounts and the subsequent HMRC P32 demand has been asterisked on the agenda.

5. Yay VoIP Direct Debit

The Council pays a monthly direct debit of £7.19 to Yay to provide VoIP service associated with the number 01981 216159. VoIP provides a telephone service using a wifi connection.

In August 2023 the Council website announced: “DEFIBRILLATOR EMERGENCY NUMBER NETWORK An emergency number has now been established by which a volunteer may be contacted should you need the Defibrillator to be brought to you in an emergency. That telephone number will be advertised on a regular basis in the Signal. This system has been established by Parish Councillors and the rental paid for by the Parish Council. Grateful thanks to all those volunteers who have come forward to assist. PLEASE STORE THIS NUMBER IN ALL YOUR PHONES LABELLED DEFIB EMERGENCY. This will ensure you can use it easily in an emergency. 01981 216159. “

The providers, Yay, have not been co-operative in efforts to secure copies of invoices, nor to change billing details. Given two years' experience, and the advice of the UK Resuscitation Council, the Council is invited to consider the continued utility of this direct debit.

David Thame
1st September 2025