



### RFO Report Finance Q4 (reported in May 2025)

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*Please note that the full financial figures are listed at the end of this document. These are from a third-party software programme and therefore are not able to be made accessible in this document. Please contact the clerk should you require assistance or a different format.*

#### Summary

Nash Mills Parish Council (NMPC) is at the end of Q4 and financial year end (31/3/2025), however as the Q3 report was delayed and the previous clerk left on 31/3/25, the Q3 report reflected the financial position up until 28/02/2025. To allow the new clerk, who started on 01/04/25, time to review the financial position at the end of Q4 this report has been delayed. Budget setting and precept demand were the subject of separate finance reports presented at the November 2024, January and February 2025 meetings.

**Total balances held on accounts (less NatWest final interest payment) on 31<sup>st</sup> March 2025 £99,083.38**

of which £66495.25 is currently earmarked (see page 5 below).

NMPC has previously been made aware that DBC are reviewing the warden and concurrent services grant. Last year this was approx. £11100. It is likely that this grant will either be substantially reduced or removed for 2026/27. Any loss of all or part of this will have a huge impact on future budget setting. There is currently an earmarked sum to cover 1 year's loss which should allow NMPC to make future budget amendments on a phased basis to cover any loss.

#### Ongoing Matters/ Projects in Progress

The bulleted list below details the current projects under investigation by NMPC.

Some items have been fully approved, and funds earmarked accordingly, some remain outstanding and require a council decision.

- Asset Improvement

At present NMPC are waiting for permission from DBC regarding the installation of new benches but due to lack of resources at DBC this is unlikely to be resolved quickly (*this point is unchanged from the previous report and DBC have been chased*). Earmarked Reserves (EMR 338) 4 yr plan reserves £6372.09

- Playpark

The playpark closed on 31/3/2025 and this has reduced the agreed budget for 2025/26. The asset register has been updated to reflect this loss.

- Staffing

The new clerk started on 1/4/2025, which resulted in a reduction in salary costs against the staffing budget set for 2025/26. However, the outgoing clerk claimed for unused annual leave at the end of March, which saw increased spending in salary, HMRC and pension contributions than forecast. Additionally, back-dated pay awards in November (from April). This is why this is currently showing as a 103.9% spend. Overall, this change in staffing should show as underspend at year end March 2026.

- Training Budget

NMPC have a healthy training budget of £743 set for 2025/26, however with a new Chairman & Vice Chairman Personnel there may be demand for HR training courses (webinars supplied by HAPTC). The new clerk has booked training through HAPTC: Basic Finance for New Clerks, Introduction to VAT and Budgeting at a cost of £105. Additionally, training for Rialtas financial software system will also be booked as more dates become available. There are additional funds on EMR Business expenses (£4285.87) should the training budget be exceeded in 2025/26.

NMPC should be mindful at budget setting 2026/27 that an increase to the training budget may be required for CiLCA (Certificate in Local Council Administration) training for the incoming clerk and this is in the region of £450 for the qualification plus approx £300 for the supporting training courses. Business continuity funds in earmarked reserves could potentially be used to cover these fees.

- Business Planning

Following elections in 2023 NMPC created a working group to devise a business plan for the term 2023-27. Several projects have been completed or are in progress. Some projects have been removed following further investigations/lack of permission or support by other agencies.

As Council are now halfway through their term the business plan and the council output should be reviewed and aims outlined early in the new financial year to ensure that any expenditure is ready for budget setting 2026/27 (initial budget usually discussed Sept/Oct annually). The original spreadsheet, created by the previous working group lead, has been updated by the outgoing clerk and can be found on the SharePoint site. Items completed or not progressing have been removed and notes added.

- Gateway Signage

NMPC approved a rolling programme of gateway sign replacement (following the installation of a new sign after an insurance claim in Feb 2024). The warden has confirmed the order of importance and funds have been earmarked for this. An agenda item should be included early in the new financial year to arrange for permission and installation of the signs.

Funds on CIL EMR, first Barnacres then Belswains then Lower Road -2024 prices £1085 (Glasdon sign) + £485 installation.

- Internal Audit 2025/26

Internal Auditor to be appointed via an agenda item as soon as the Annual Governance and Accountability return is completed in May/June 2025. (IAs get booked up very early in the new financial audit year). IA for 2024/25 booked for 30/04/25.

- Interest Bearing Accounts

Council should be mindful of expiry dates of fixed term deposits; the next expiry date is 10/4/2025 for £10,175.48. This will expire and be deposited back into the Lloyds current account in order to pay expenses before the precept is received into the account. Future agenda items to be tabled for reinvestment after the precept is received in April.

#### Other considerations for potential earmarking or allocation of funds

- Parish Map **£5000** already earmarked for artist and lectern style signage, although NMPC may choose to use CIL funds instead and then this EMR fund will require reallocation.
- Additional benches throughout the parish (waiting for DBC permissions) approx. **£2500**

#### Other financial actions to note

- (Pre full council meeting) finance leads meetings to be implemented according to new clerk's hours/Cllr Maddern & Cllr Kennedy's schedules.

#### Projects Completed this year

- Library Box
- Bleed Kit
- School Liaison (democracy project)

#### CIL funding

Currently there is £16,106 remaining in the CIL reserves fund. (historic £11 difference between accounting software and spreadsheet)

Council to note that CIL is a conditional spend that also has an expiry date of 5 years from the date of receipt.<sup>1</sup>

*The parish council must use the CIL receipts passed to it to support the development of the parish council's area by funding the provision, improvement, replacement, operation, or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on the area.*

#### CIL Expiry dates

|      |           |
|------|-----------|
| 2025 | £4,473.67 |
| 2026 | £2,696.00 |
| 2027 | £2,284.00 |
| 2028 | £300.00   |
| 2029 | £6,362.99 |

#### Budget for 2025/2026

The council submitted a precept request for **£38897.33** supported by the published budget. There has been a small decrease per household of approx. 16p per annum per band 'D' property as the council have committed to spending more funds from their reserves to enable this increase to be kept to a minimum.

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<sup>1</sup> [Community Infrastructure Levy - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

## Financial Headlines

### Position 31<sup>st</sup> March 2025 (income/expenditure)

|                    | Budget | Actual | Variance                            | Notes  |
|--------------------|--------|--------|-------------------------------------|--|
| <b>Income</b>      | 51425  | 61383  | (9958<br>119.4%<br>(over<br>budget) | Interest bearing accounts are performing well and interest is over budget, £2330 received so far<br><br>CIL money has been awarded £6363 (this is not in budget)<br><br>£75 compensation in from NatWest due to a complaint lodged by clerk. |
| <b>Expenditure</b> | 52477  | 57572  | 5095<br><br>109.7%<br>over budget   | outgoing clerk claimed for unused annual leave at the end of March and backdated pay awards in Nov which saw increased spending on salary, HMRC and pension contributions  |

### Budget heading Overspends over £100 or 15% of budget (reported as required in our Financial Regulations)

No concerns at present. Majority of items performed as expected but notable exceptions listed below (please also see attached reports)

- 4000 Staff Costs (inc HMRC & Pension) showing at 103.9% (£38,751 versus £37,301) Back dated pay awards in Nov and outgoing clerk claimed for unused annual leave at the end of March, which saw increased spending in salary, HMRC and pension contributions
- 4130 Community grants showing as 666.6% overspend due to unbudgeted contribution to Nash Mills School from earmarked reserves.
- 4162 Sundry expenditure showing as 751% budget (£901 spend versus budget £120 - CPRE talk, and refreshments, Bleed Kit install, Remembrance signage, bookmarks (£645 EMR used)
- 4160 Misc (Park & Inspections) showing as 146.9% budget (£676 spend versus £460 budget). Additional costs as NMPC decided to have 'accompanied' inspections which were an extra £50 per visit and paint for the library box.
- 4163 Defib Sundries showing as 120.4% (£266 spend versus budget £221) due to replacement batteries, paediatric and adult pads being purchased all at the same time.

### Budget Heading Underspends over £100 or 15% of budget (reported as per our Financial Regulations)

No concerns at present. (see attached details)

- 4140 Training/conferences as the clerk resigned, she did not attend the annual conference which was budgeted for.

- 4065 Parish Magazine. Edition only just produced therefore March position will reflect printing costs for Spring edition. It should be noted that due to deadlines moving only 2 editions have been produced this financial year and therefore there will be a large underspend at year end. It should also be noted that all advertisers have been invoiced for 3 editions in this financial year and sufficient editions must be provided in 2025/26 or their next invoices reduced accordingly.

*Kimberley Moore*

**Clerk to the council 22<sup>nd</sup> April 2025**

**Attached**

**Earmarked Reserves**

**Bank reconciliation -All Accounts**

**Receipts and Payments details**

**Please note that documents from this point onwards are from third party software and are therefore not accessible. Please ask the clerk should you require additional formats.**

## Earmarked Reserves

22/04/2025

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### Nash Mills Parish Council

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#### Earmarked Reserves

| Account                             | Opening Balance  | Net Transfers | Closing Balance  |
|-------------------------------------|------------------|---------------|------------------|
| 320 EMR - Business Expenses         | 10,000.00        | -5,714.13     | 4,285.87         |
| 321 EMR - Playpark                  | 4,981.64         | -4,981.64     | 0.00             |
| 324 EMR - Election Costs 2027       | 3,000.00         |               | 3,000.00         |
| 325 EMR - Election Costs 2030       | 3,000.00         |               | 3,000.00         |
| 326 EMR - Community Support         | 4,842.50         | -301.36       | 4,541.14         |
| 328 EMR - Verges                    | 10,000.00        |               | 10,000.00        |
| 329 EMR - Community Events          | 404.11           | 630.00        | 1,034.11         |
| 330 EMR - Projects, Denes Defib Jub | 6,906.09         | -5,706.09     | 1,200.00         |
| 331 EMR - CIL (Conditional spend)   | 11,501.34        | 4,604.61      | 16,105.95        |
| 338 EMR 4-Yr Plan reserves          | 11,372.09        | -5,000.00     | 6,372.09         |
| 339 EMR-Parish map and board fund   | 0.00             | 5,750.00      | 5,750.00         |
| 340 EMR - warden grant contingency  | 0.00             | 11,206.09     | 11,206.09        |
|                                     | <b>66,007.77</b> | <b>487.48</b> | <b>66,495.25</b> |

#### Bank reconciliation All Accounts

### Nash Mills Parish Council

#### Bank - Cash and Investment Reconciliation as at 31 March 2025

#### Confirmed Bank & Investment Balances

##### Bank Statement Balances

|            |                         |           |                  |
|------------|-------------------------|-----------|------------------|
| 31/03/2025 | Lloyds Current A/C      | 889.47    |                  |
| 31/03/2025 | Natwest BR              | 21,326.37 |                  |
| 31/01/2025 | NatWest Current A/C     | 2,117.47  |                  |
| 31/03/2025 | Lloyds 32 Day           | 13,075.85 |                  |
| 31/03/2025 | LLoyds 6m deposit       | 10,175.48 |                  |
| 31/03/2025 | natwest 35 day          | 20,527.13 |                  |
| 31/03/2025 | Natwest 95 Day ac (464) | 30,971.61 |                  |
|            |                         |           | <b>99,083.38</b> |

##### All Cash & Bank Accounts

|   |                                       |                  |
|---|---------------------------------------|------------------|
| 1 | LLoyds Current A/C                    | 889.47           |
| 2 | NatWest BR                            | 21,326.37        |
| 3 | NatWest Current A/C                   | 2,117.47         |
| 4 | Lloyds 32 Day                         | 13,075.85        |
| 5 | Lloyds Holding TF Account             | 0.00             |
| 6 | Lloyds 6m Deposit                     | 10,175.48        |
| 7 | NatWest 35 Day Ac (456)               | 20,527.13        |
| 8 | NatWest 95 Day Ac (464)               | 30,971.61        |
|   | Other Cash & Bank Balances            | 0.00             |
|   | <b>Total Cash &amp; Bank Balances</b> | <b>99,083.38</b> |

## Receipts and Payments details

|                                     | Actual Year<br>To Date | Current<br>Annual | Variance<br>Annual | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|-------------------------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------|-------------------------|
| <u>100 Income</u>                   |                        |                   |                    |                          |                    |         |                         |
| 1076 Precept                        | 38,897                 | 38,897            | (0)                | 29,690                   |                    | 178.3%  |                         |
| 1077 Council Tax Grant              | 11,118                 | 11,118            | 0                  |                          |                    | 100.0%  |                         |
| 1090 Bank Interest                  | 2,490                  | 750               | (1,740)            |                          |                    | 332.0%  |                         |
| 1100 Grants Received                | 500                    | 0                 | (500)              |                          |                    | 0.0%    |                         |
| 1110 CIL                            | 6,363                  | 0                 | (6,363)            |                          |                    | 0.0%    | 6,363                   |
| <u>200 Administration</u>           |                        |                   |                    |                          |                    |         |                         |
| 4000 Staff Costs (inc HMRC & Pensio | (38,751)               | (37,301)          | (1,450)            |                          | (1,450)            | 103.9%  |                         |
| 4002 WFH allowance & mileage        | (423)                  | (499)             | 76                 |                          | 76                 | 84.8%   |                         |
| 4050 Payroll Charges                | (226)                  | (250)             | 24                 |                          | 24                 | 90.2%   |                         |
| 4055 P.O.Box                        | (354)                  | (347)             | (7)                |                          | (7)                | 101.9%  |                         |
| 4060 Communications/Mobile          | (221)                  | (278)             | 57                 |                          | 57                 | 79.5%   |                         |
| 4075 Office Supplies                | (99)                   | (347)             | 248                |                          | 248                | 28.5%   |                         |
| 4080 Subscriptions                  | (1,288)                | (1,335)           | 47                 |                          | 47                 | 96.5%   |                         |
| 4085 Insurance                      | (722)                  | (968)             | 246                |                          | 246                | 74.6%   |                         |
| 4095 Equipment Replacement          | (355)                  | 0                 | (355)              |                          | (355)              | 0.0%    | 214                     |
| 4105 Audit Fees                     | (815)                  | (800)             | (15)               |                          | (15)               | 101.9%  |                         |
| 4110 Website Maintenance            | 0                      | (100)             | 100                |                          | 100                | 0.0%    |                         |
| 4120 ICT/Licenses/IT Support        | (784)                  | (1,103)           | 319                |                          | 319                | 71.1%   |                         |
| 4130 Community Grants               | (3,433)                | (500)             | (2,933)            |                          | (2,933)            | 686.6%  | 3,333                   |
| 4135 Grants Made                    | (200)                  | 0                 | (200)              |                          | (200)              | 0.0%    | 200                     |
| 4140 Conferences/Training Courses   | (168)                  | (743)             | 575                |                          | 575                | 22.6%   |                         |
| 4155 Section 137                    | (40)                   | 0                 | (40)               |                          | (40)               | 0.0%    |                         |
| 4160 Misc (park inspect and misc)   | (676)                  | (460)             | (216)              |                          | (216)              | 146.9%  | 52                      |
| 4161 Park Repairs                   | 0                      | (600)             | 600                |                          | 600                | 0.0%    |                         |
| 4162 Sundry Expenditure             | (901)                  | (120)             | (781)              |                          | (781)              | 751.0%  | 645                     |
| 4163 Defib Sundries                 | (266)                  | (221)             | (45)               |                          | (45)               | 120.4%  |                         |
| 4165 Hire Costs (Hall or Zoom)      | (393)                  | (475)             | 83                 |                          | 83                 | 82.6%   |                         |
| 4170 Tools/Covid Exp                | (147)                  | (220)             | 73                 |                          | 73                 | 66.7%   |                         |
| 4175 Garage Rent                    | (701)                  | (678)             | (23)               |                          | (23)               | 103.3%  |                         |
| <u>250 Parish Magazine</u>          |                        |                   |                    |                          |                    |         |                         |
| 1150 Advertising (Income)           | 646                    | 660               | 14                 |                          |                    | 97.9%   |                         |
| 4085 Parish Magazine                | (1,660)                | (2,591)           | 931                |                          | 931                | 64.1%   |                         |
| <u>300 Projects</u>                 |                        |                   |                    |                          |                    |         |                         |
| 4164 2023 Coronation                | (40)                   | 0                 | (40)               |                          | (40)               | 0.0%    | 40                      |
| 4301 The Denes Project/maintenance  | (2,402)                | (1,300)           | (1,102)            |                          | (1,102)            | 184.7%  | 1,392                   |
| 4305 Christmas Lights/Repairs/sign  | (1,155)                | (1,241)           | 86                 |                          | 86                 | 93.1%   |                         |
| <u>999 VAT Data</u>                 |                        |                   |                    |                          |                    |         |                         |
| 115 VAT on Receipts                 | 1,529                  | 0                 | (1,529)            |                          |                    | 0.0%    |                         |

|                                       | Actual Year<br>To Date | Current<br>Annual | Variance<br>Annual | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|---------------------------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| 515 VAT on Payments                   | (1,355)                | 0                 | (1,355)            |                          | (1,355)            | 0.0%          |                         |
| <b>Grand Totals:- Receipts</b>        | <b>61,543</b>          | <b>51,425</b>     | <b>(10,118)</b>    |                          |                    | <b>119.7%</b> |                         |
| <b>Payments</b>                       | <b>57,572</b>          | <b>52,477</b>     | <b>(5,095)</b>     | <b>0</b>                 | <b>(5,095)</b>     | <b>109.7%</b> |                         |
| <b>Net Receipts over Payments</b>     | <b>3,971</b>           | <b>(1,052)</b>    | <b>(5,023)</b>     |                          |                    |               |                         |
| plus Transfer from EMR                | 5,876                  | 0                 | (5,876)            |                          |                    |               |                         |
| less Transfer to EMR                  | 6,363                  | 0                 | (6,363)            |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b> | <b>3,484</b>           | <b>(1,052)</b>    | <b>(4,536)</b>     |                          |                    |               |                         |



**A/c Code** 4000 Staff Costs (Inc HMRC & Pensio

**Centre** 200 Administration

| <u>Date</u>                                       | <u>Reference</u> | <u>Source</u> | <u>Transaction Detail</u>      | <u>Debit</u>     | <u>Credit</u>   |
|---|------------------|---------------|--------------------------------|------------------|-----------------|
| 16/07/2024  | ONLINE           | Cashbook      | July HMRC                      | 482.11           |                 |
| 16/07/2024  | ONLINE           | Cashbook      | July pension                   | 490.98           |                 |
| 16/07/2024  | SO               | Cashbook      | July payroll                   | 1,521.85         |                 |
| 16/08/2024  | DD               | Cashbook      | AUGUST SALARY                  | 563.95           |                 |
| 16/08/2024  | ONLINE           | Cashbook      | AUGUST SALARY                  | 1,296.20         |                 |
| 16/08/2024  | ONLINE           | Cashbook      | AUGUST HMRC                    | 346.37           |                 |
| 16/08/2024  | ONLINE           | Cashbook      | AUGUST PENSION                 | 400.80           |                 |
| 16/09/2024  | SO               | Cashbook      | SEPT PAYROLL                   | 563.95           |                 |
| 16/09/2024  | SO               | Cashbook      | SEPT PAYROLL                   | 1,296.20         |                 |
| 16/09/2024  | ONLINE           | Cashbook      | SEPT PAYROLL                   | 346.37           |                 |
| 16/09/2024  | ONLINE           | Cashbook      | SEPT PENSION                   | 400.80           |                 |
| 16/10/2024  | ONLINE           | Cashbook      | OCT HMRC                       | 346.17           |                 |
| 16/10/2024  | ONLINE           | Cashbook      | OCT PENSION                    | 400.80           |                 |
| 16/10/2024  | ONLINE           | Cashbook      | SALARY OCT                     | 563.95           |                 |
| 16/10/2024  | ONLINE           | Cashbook      | SALARY OCT                     | 1,296.40         |                 |
| 16/10/2024  | ONLINE           | Cashbook      | IHLI TOP UP PYT                | 67.05            |                 |
| 16/11/2024  | SO               | Cashbook      | nov salary inclu back pay      | 2,397.38         |                 |
| 16/11/2024  | SO               | Cashbook      | nov salary inclu back pay      | 812.36           |                 |
| 16/11/2024  | ONLINE           | Cashbook      | nov hmrc                       | 1,090.29         |                 |
| 16/11/2024  | ONLINE           | Cashbook      | nov pension                    | 518.57           |                 |
| 16/12/2024  | SO               | Cashbook      | dec salary                     | 595.17           |                 |
| 16/12/2024  | SO               | Cashbook      | dec salary and ot              | 1,770.29         |                 |
| 16/12/2024  | ONLINE           | Cashbook      | dec hmrc                       | 639.08           |                 |
| 16/12/2024  | ONLINE           | Cashbook      | dec pension                    | 577.33           |                 |
| 09/01/2025  | ONLINE           | Cashbook      | SALARY FEB                     | 594.97           |                 |
| 16/01/2025  | ONLINE           | Cashbook      | HMRC JAN                       | 395.18           |                 |
| 16/01/2025  | ONLINE           | Cashbook      | PENSION JAN                    | 415.51           |                 |
| 16/01/2025  | ONLINE           | Cashbook      | JAN SALARY CORRECT NOMINAL COD | 1,365.95         |                 |
| 09/02/2025  | ONLINE           | Cashbook      | feb hmrc                       | 505.73           |                 |
| 16/02/2025  | ONLINE           | Cashbook      | pension feb                    | 488.63           |                 |
| 16/02/2025  | SO               | Cashbook      | feb salary                     | 1,548.40         |                 |
| 16/02/2025  | SO               | Cashbook      | FEB SALARY                     | 594.97           |                 |
| 16/03/2025  | ONLINE           | Cashbook      | March payroll                  | 1,069.43         |                 |
| 16/03/2025  | ONLINE           | Cashbook      | March pension                  | 862.59           |                 |
| 16/03/2025  | SO               | Cashbook      | March salary                   | 594.97           |                 |
| 16/03/2025  | SO               | Cashbook      | March salary & annual leave    | 2,483.33         |                 |
| 27/03/2025  | ONLINE           | Cashbook      | final payroll March 2025 NB    | 191.76           |                 |
| 27/03/2025  | ONLINE           | Cashbook      | final pension NB EMP and EMYEE | 93.22            |                 |
| 27/03/2025  | ONLINE           | Cashbook      | final HMRC NB                  | 115.66           |                 |
| <b>Account Staff Costs (Inc HMRC &amp; Pensio</b> |                  |               | <b>Account Totals</b>          | <b>40,637.16</b> | <b>1,886.34</b> |
| <b>Centre Administration</b>                      |                  |               | <b>Net Closing Balance</b>     | <b>38,750.82</b> |                 |



|                 |                                   |                      |     |
|-----------------|-----------------------------------|----------------------|-----|
| <b>A/c Code</b> | 4160 Misc (park inspect and misc) | <b>Annual Budget</b> | 460 |
| <b>Centre</b>   | 200 Administration                |                      |     |

| <u>Date</u>                          | <u>Reference</u> | <u>Source</u> | <u>Transaction Detail</u> | <u>Debit</u>        | <u>Credit</u> |
|--------------------------------------|------------------|---------------|---------------------------|---------------------|---------------|
| Opening Balance                      |                  |               |                           | 0.00                |               |
| 16/05/2024                           | ONLINE           | Cashbook      | quarterly play inspection | 110.00              |               |
| 16/08/2024                           | ONLINE           | Cashbook      | JULY PARK INSPECTION      | 157.50              |               |
| 23/10/2024                           | ONLINE           | Cashbook      | PLAQUE FOR LITTLE LIBRARY | 51.82               |               |
| 16/11/2024                           | ONLINE           | Cashbook      | park inspection           | 163.50              |               |
| 16/02/2025                           | ONLINE           | Cashbook      | FINAL INSPECTION PLAYPARK | 163.50              |               |
| 16/03/2025                           | ONLINE           | Cashbook      | Cllr Alan Briggs Expenses | 29.47               |               |
| Account Misc (park inspect and misc) |                  |               |                           | 675.79              | 0.00          |
| Centre Administration                |                  |               |                           | Net Closing Balance | 675.79        |

|                 |                         |                      |     |
|-----------------|-------------------------|----------------------|-----|
| <b>A/c Code</b> | 4162 Sundry Expenditure | <b>Annual Budget</b> | 120 |
| <b>Centre</b>   | 200 Administration      |                      |     |

| <u>Date</u>                | <u>Reference</u> | <u>Source</u> | <u>Transaction Detail</u>   | <u>Debit</u>        | <u>Credit</u> |
|----------------------------|------------------|---------------|-----------------------------|---------------------|---------------|
| Opening Balance            |                  |               |                             | 0.00                |               |
| 23/05/2024                 | ONLINE           | Cashbook      | CPRE refreshments           | 90.00               |               |
| 16/06/2024                 | ONLINE           | Cashbook      | DONATION FOR TALK CPRE MAY  | 100.00              |               |
| 01/10/2024                 | ONLINE           | Cashbook      | CPRE ANNUAL MEMBERSHIP      | 60.00               |               |
| 21/10/2024                 | ONLINE           | Cashbook      | remembrance signage         | 192.00              |               |
| 09/02/2025                 | ONLINE           | Cashbook      | LIBRARY BOX BLEED INSTALL   | 315.00              |               |
| 16/02/2025                 | ONLINE           | Cashbook      | BOOKMARKS (SEE FEB & MARCH) | 145.00              |               |
| 16/02/2025                 | ONLINE           | Cashbook      | REVERSAL MORE ADDED         |                     | 145.00        |
| 16/02/2025                 | ONLINE           | Cashbook      | BOOKMARKS wbd               | 140.00              |               |
| 16/03/2025                 | ONLINE           | Cashbook      | Monthly fee                 | 4.25                |               |
| Account Sundry Expenditure |                  |               |                             | 1,046.25            | 145.00        |
| Centre Administration      |                  |               |                             | Net Closing Balance | 901.25        |

|                 |                     |                      |     |
|-----------------|---------------------|----------------------|-----|
| <b>A/c Code</b> | 4163 Defib Sundries | <b>Annual Budget</b> | 221 |
| <b>Centre</b>   | 200 Administration  |                      |     |

| <u>Date</u>            | <u>Reference</u> | <u>Source</u> | <u>Transaction Detail</u> | <u>Debit</u>        | <u>Credit</u> |
|------------------------|------------------|---------------|---------------------------|---------------------|---------------|
| Opening Balance        |                  |               |                           | 0.00                |               |
| 31/05/2024             | ONLINE           | Cashbook      | defib batteries           | 32.07               |               |
| 05/02/2025             | ONLINE           | Cashbook      | PEDI PADS DEFIB           | 94.95               |               |
| 05/03/2025             | ONLINE           | Cashbook      | Defib pads                | 139.00              |               |
| Account Defib Sundries |                  |               |                           | 266.02              | 0.00          |
| Centre Administration  |                  |               |                           | Net Closing Balance | 266.02        |