MINUTES OF MEETING OF FINANCE COMMITTEE
22 April 2025
10:00, Woolton Hill Church Hall

Chairman:	**Cllr Hurst (Chair)**
Present:	**Cllr Rand, Cllr Titcomb**
Clerk:	**Amy White**

1. **Welcome and apologies**
   Cllr Hurst welcomed everyone to the meeting.

2. **Review of Minutes of last Meeting**
   The Minutes of the meeting held on 20 January 2025 were agreed and signed by the Chair, Cllr Hurst.

3. **Actions arising from meeting held on 20 January 2025**
   No outstanding actions.

4. **2024/25 EoY Summary**
   The summary is attached to the end of the Minutes. The committee agreed that the budgeting for FY 24/25 was well considered and managed.

5. **Budget 25/26**
   The budget for 25/26 can be seen on the summary as above. The reserves have been updated to reflect new priorities for 25/26. See reserves sheet at end of Minutes. It was decided that the working reserve should ideally be £20000. The committee will keep this in consideration as the year progresses.
   CIL: The request for CIL project ideas will be taken to full council.

6. **Items to take to next meeting**
   Q1 review.

Next meeting: July 2025.

East Woodhay Parish Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026)

Administration

		Last Year 2024 - 2025				Current Year 2025-2026								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
6	Staff Costs			18,782.00	18,813.27					21,372.00					
7	Clerk Expenses			520.00	260.00					200.00					
8	Subscriptions & Memb			1,300.00	1,270.00					1,100.00					
9	Insurance			1,800.00	1,706.59					2,000.00					
12	Training			300.00	106.00					300.00					
13	Audit & Professional F			700.00	635.00					650.00					
21	Litter Warden Expense			420.00	420.00					420.00					
30	Chairman's Allowance			100.00	63.65					100.00					
34	Payroll Admin			192.00	200.00					240.00					
37	Accounting Software			280.00	404.40					410.00					
38	Website Admin			120.00	159.89					120.00					
40	Admin- Misc			100.00	769.73					400.00					
48	Hall Hire									500.00					
49	Legal Fees									2,000.00					
50	WFH Expenses									320.00					
	SUB TOTAL			**24,614.00**	**24,808.53**					**30,132.00**					

Earmarked Reserves

		Last Year 2024 - 2025				Current Year 2025-2026								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
18	Working Reserve														
35	CIL			4,164.00	560.00										
41	Boardwalk Project				10,000.00										
42	Scribbens														
43	Meadowbrook S106														

East Woodhay Parish Council

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	SUB TOTAL			**4,164.00**	**10,560.00**												

		Last Year 2024 - 2025				Current Year 2025-2026								Next Year	
Maintenance		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
15	S.137														
17	Playground Maintenar			3,000.00	3,086.30					3,000.00					
25	Misc. Maintenance			6,000.00	5,699.98					6,000.00					
26	Annual Maintenance A			10,000.00	11,035.87					11,200.00					
27	Footpaths			500.00											
28	Highways			500.00											
29	Speed Indicator Place			1,680.00	1,632.50					1,500.00					
31	CCTV Maintenance			700.00	600.00					650.00					
33	Tree Survey			600.00	600.00										
36	Grants			1,000.00											
	SUB TOTAL			**23,980.00**	**22,654.65**					**22,350.00**					

		Last Year 2024 - 2025				Current Year 2025-2026								Next Year	
Planning		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
32	Planning			2,500.00	500.00					2,500.00					
	SUB TOTAL			**2,500.00**	**500.00**					**2,500.00**					

East Woodhay Parish Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026)

Receipts

		Last Year 2024 - 2025				Current Year 2025-2026								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
1	Precept	40,500.00	40,500.00			44,550.00									
3	Bank Interest	1,200.00	1,187.84			1,200.00									
4	VAT Refund		3,685.96												
5	Rental Income	660.00													
22	Litter Warden Grant	5,949.00	5,948.80			7,734.00									
23	CIL Grant	4,164.00	3,964.65			4,000.00									
24	Grass Cutting Grant B	2,200.00	2,072.84			2,100.00									
44	County Councillor Gra		320.00												
45	Grants- other		753.80												
46	Teece Tenancy	660.00	660.00			693.00									
47	S106 Receipt		1,924.25												
	SUB TOTAL	**55,333.00**	**61,018.14**			**60,277.00**									

Summary

TOTAL	**55,333.00**	**61,018.14**	**55,258.00**	**58,523.18**	**60,277.00**				**54,982.00**					

East Woodhay Parish Council
Reserves Balance
2025-2026

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
Earmarked					
Working Reserve	8,893.98	4,204.26			13,098.24
CIL	3,604.00	3,964.65			7,568.65
Scribbins	5,000.00				5,000.00
Meadowbrook	10,000.00				10,000.00
Total Earmarked	**27,497.98**	**8,168.91**			**35,666.89**
TOTAL RESERVE	**27,497.98**	**8,168.91**			**35,666.89**
GENERAL FUND					
TOTAL FUNDS					35,666.89