

# BURES HAMLET PARISH COUNCIL

## *Finance Report 15.09.2025*

Expenditure	Budget 2025/26	Expenditure at 15.09.2025	Predicted spend to come to year end
			<b>All excluding VAT</b>
<b>Clerk's Salary &amp; Tax</b>	8,650.00	3,597.20	5,282.60
<b>Insurance</b>	600.00	490.54	0.00
<b>Administration</b>	1,250.00	724.62	525.38
<b>Hall Hire</b>	200.00	89.84	110.16
<b>Training</b>	500.00	173.00	327.00
<b>Audit Fees</b>	550.00	200.00	300.00
<b>Subscriptions</b>	500.00	302.79	197.21
<b>Elections</b>	1,000.00	0.00	1,000.00
<b>Sportsground</b>	7,500.00	3,750.00	3,750.00
<b>Cemetery</b>	5,500.00	2,750.00	2,750.00
<b>Grounds Maintenance</b>	6,000.00	4,576.87	2,000.00
<b>Jubilee Grove</b>	1,000.00	175.00	825.00
<b>Lighting</b>	500.00	573.19	0.00
<b>Gritting/Flooding</b>	500.00	0.00	500.00
<b>Repairs</b>	500.00	407.38	100.00
<b>Projects</b>	2,000.00	1,330.00	670.00
<b>S137 Donations/Parish items</b>	500.00	100.00	400.00
<b>Christmas lights</b>	0.00	0.00	0.00
	<b>37,250.00</b>	<b>19,240.43</b>	<b>18,737.35</b>

### Bank balances as at 15<sup>th</sup> September 2025

Community Instant Account:	2,748.25
Commercial Instant Account:	<u>10,263.25</u>
	<b>13,011.50</b>

### Plus

BDC precept	16,408.00
interest	80.00
BCLT waste contribution	72.05
Half year VAT claim	<u>645.13</u>
	<b>17,205.18</b>

### Less

Predicted spend to year end	18,737.35
25% Retention Buffer	5,000.00
Earmarked Street lighting	<u>2,000.00</u>
	<b>25,737.35</b>

<b>Residual Balance</b>	<b>4,479.33</b>
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**Explanations:**

Dropbox subscription cancelled. Replaced by OneDrive – costs met by the parish council £15.99 per year  
Admin budget higher owing to £4.25 monthly bank charges, Kate Sarley’s costs for the HMRC work  
and new domain costs of £194 shared between all 4 committees.

HMRC tax being taken by DD. No NICs to pay as annual salary lower than requirement..

NALC Clerk’s pay award implemented and backdated to 1<sup>st</sup> April 2025. An increase of 50p per hour.

Grounds maintenance predicted spend includes seasonal trade waste bin hire £216.17 (costs shared with  
SG and BCLT

BDC Street Clean grant £908.15, Eastlight Housing grant £743.68 and ECC ROW grant £435.73 received  
to offset grounds maintenance costs

Repairs predicted spend includes bus shelter damage

Projects predicted spend includes bleed control cabinet, village sign upgrade, new bench and upgrade of  
information board

Note £2,000 Earmarked 2025/26 for Street Lighting

First half year VAT claim received – £376.24. 2<sup>nd</sup> half year claim submitted for £645.13.

**There were 3 Standing Orders or Direct Debit payments made during the period  
15<sup>th</sup> July 2025 to 15<sup>th</sup> September 2025**

HMRC	Tax payments	405.00
Lloyds Bank	Service charges July	4.25
Lloyds Bank	Service charges Aug	4.25

**There was two Bank Transfers made between accounts during the period  
15<sup>th</sup> July 2025 to 15<sup>th</sup> September 2025**

21 <sup>st</sup> July 2025	£2,000	from Commercial to Community Account
1 <sup>st</sup> September 2025	£2,000	from Commercial to Community Account

**There were 19 BACS transfers paid from the Community A/C during the period  
15<sup>th</sup> July 2025 and 15<sup>th</sup> September 2025**

C Series	Street clean	350.00
M Welch	First Aid training	207.60
R Wright	Bus shelter repair	210.00
Penfold Pest Service	Wasp nest	60.00
Mrs J Wright	Salary	540.13
C Series	Street clean	350.00
Mrs J Wright	Pettycash	50.48
River Stour Trust	Subscription	25.00
Community Centre	Hall hire	20.92
JPB Landscapes	Grounds maintenance	518.22
BDC	Hire of waste bin	216.17
N S Norton	Grounds maintenance	187.00
K Baxter	Village sign	180.00
CAS IT Services	Domain and emails	194.00
ABR Sainsbury	IT service	42.00
Mrs J Wright	Salary & pettycash	677.16
D Manning	Bench	750.00
Npower Commercial Gas	Electricity charges	601.85
JPB Landscapes	Grounds maintenance	518.22

**The following payments to be agreed at meeting:**

None

**Income received prior to meeting:**

Lloyds Bank	Interest	8.18
BDC	District Councillor grant	700.00
Essex CC	ROW cutting grant	435.73
Sportsground	Trade waste bin contribution	72.05
BSMPC	Domain costs contribution	48.50
Cemetery	Domain costs contribution	48.50
Sportsground	Domain costs contribution	48.50