



Drighlington Parish Council

The Community Hub
1, Moorside Approach
Drighlington BD11 1JF

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10.f Bank Reconciliation October 2025

Dear Council

Please find below the bank reconciliation for the period ending October 2025.

1. Bank Balances:

- NatWest Bank: £1961.02
- Unity Trust Bank T2 Current Account: £19,700.94
- Unity Trust Bank - Instant Access Savings Account: £83,521.29
- Redwood Savings Account £11,000.00
- Sub-total: £116,183.25

Less Earmarked Reserves:

- Committed Reserves CIL £21,250 - £5976.12 = £15,273.88
- General Reserves CIL (VE Day moved into Committed) = £9180.39 + £4565.78 (CIL received 04/09/2025) = £13,746.17
- Election Reserves = £8,000.00
- Sub-total: £37,020.05

Total Available Funds: £79,163.20

Commitments:

Please remember that some of the earmarked reserves are allocated in the budget.

Bank Balance: £116,183.25

Less remaining budget: £46,555.46

2. Receipts:

- **Total to date: £99,752.56**
 - **Precept - received**
 - **LCC Grants - received**
 - **Footpaths Partnership Funding – received**
 - **VAT Reclaim - £3279.02**
 - **Bank Interest - £51.04 (Unity Trust Instant Access Account)**
 - **Bank Interest - £570.25 (Unity Trust Instant Access Account)**
 - **Interest from the rent deposit - £82.56 (previous landlord)**
 - **CIL -£4565.78**
 - **Christmas income - £858.00**
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3. Payments (main points):

- **Total to date: £53,173.54**
- **Audits - £638.00**
Internal Audit completed
- **Gross Cutting monthly payments - £1392.25**
Includes replacement planter £225.00
- **Salaries and Related Costs - £26,029.17**
Which includes:
Pension Payments
HMRC
Employer's N.I Contribution
Additional HMRC payment £1,283.16
- **Printing and Stationery - £440.99 – Needs to be monitored.**
Printing costs £82.48 (two months)
Stationery Order £84.54
Extra printing for Planning Committee
- **Professional Fees - £1823.39**
- **Defib Costs - £689.20**
Batteries and pads purchased for £689.20

Subtotal: £69,627.79

Plus projected receipts from the budget: £5082.22

Plus unexpected receipts £4565.78 + £82.56 (CIL and interest earned on the rent deposit)

Total: £79,358.35

Less projected overspends to the Budget:

£250.00 Staff Expenses, travel and uniform

£1510.00 Garden Maintenance. Extra work approved by the Parish Council

£300.00 Training.

£400.00 Room hire.

£985.00 The Hub. £295.00 unplanned invoice from Business stream and annual fire checks, the invoices were not received in time for the end of year 2024/2025, £690.00.

£1500.00 Professional fees. Ongoing support. The solicitors' fees for the Hub have already been allocated in the budget. Will need to be monitored.

£1283.00. Salaries and Related Costs. An additional HMRC payment was made in April 2025.

£650.00 – replacement cherry trees - contingency

Total: £7128.00

Projected payments for the year: Budget £100,269.00 + projected overspend £7128.00
= £107,397.00

Actual payments of the budget 2024/2025 £95,911.17

Remaining:

£79,358.35 - £7128.00 = £72,230.35

Then broken down into:

CIL = £29,020.05

GENERAL FUNDS = £43,210.30

Please note that in November, I will be transferring the following funds:

£1680.00 Pat Testing Christmas lights - CIL

£4,565.78 CIL income

Between the two Unity Bank accounts, as the CIL sits in the Unity Trust Instant Access Account. This transfer is for a clear audit trail.

- **Contingency Fund - £3910.40**
Picnic Tables - £1874.40 (when the budget is reviewed, this will be removed and placed in its own budget line, as this was the accrual from 2024 -2025)

Replacement cherry trees. The deposit of £1100.00 has been paid.

- **CIL Christmas 2025 - £1680.00**
PAT testing of Christmas features and lights

Kind regards,

Jill Davis

Jill Davis
Proper Officer to Drighlington Parish Council

OCTOBER
2025

Drighlington Parish Council

Management accounts for the year ended 31/3/2026

	Month number 12				
	YTD actuals	YTD budget	Variance	Full year budget	% of Budget
Receipts					
I. LCC Precept	£ 86,250.00	£ 86,250.00	£ -	£ 86,250.00	100%
I. LCC Grants - CTS	£ 1,275.00	£ 1,275.00	£ -	£ 1,275.00	100%
I. LCC Grants - Footpaths Partnership	£ 334.00	£ 334.00	£ -	£ 334.00	100%
I. CIL	£ 4,565.78	£ -	£ 4,565.78	£ -	0%
I. Ward Councillor Grants/Grants	£ -	£ -	£ -	£ -	0%
I. VAT Reclaim	£ 3,279.02	£ 5,000.00	£ 1,720.98	£ 5,000.00	66%
I. Christmas Income	£ 858.00	£ 3,425.00	£ 2,567.00	£ 3,425.00	25%
I. Hub Hire	£ -	£ 240.00	£ 240.00	£ 240.00	0%
I. Hub Library	£ 2,320.00	£ 3,120.00	£ 800.00	£ 3,120.00	74%
I. Bank Interest 2.5% 25k	£ 621.29	£ 625.00	£ 3.71	£ 625.00	99%
I. Misc Incomes	£ 249.47	£ -	£ 249.47	£ -	0%
Total receipts	£ 99,752.56	£ 100,269.00	£ 516.44	£ 100,269.00	99%

Payments					
E. Audits	£ 638.00	£ 1,200.00	£ 562.00	£ 1,200.00	53%
E. Staff Expenses (travel, Uniform ec)	£ 372.75	£ 300.00	£ 72.75	£ 300.00	124%
E. Defib Costs	£ 689.20	£ 750.00	£ 60.80	£ 750.00	92%
E. Chairpersons Allowance	£ 90.00	£ 150.00	£ 60.00	£ 150.00	60%
E. Donations Awarded S.137	£ 880.00	£ 125.00	£ 755.00	£ 125.00	704%
E. Events Committee	£ -	£ -	£ -	£ -	0%
E. Grass Cutting, Garden Maintenance	£ 1,392.25	£ 2,650.00	£ 1,257.75	£ 2,650.00	53%
E. Insurance	£ 1,019.01	£ 1,200.00	£ 180.99	£ 1,200.00	85%
E. Grants Awarded S.137	£ -	£ 700.00	£ 700.00	£ 700.00	0%
E. Trainings - Cllrs and Staff	£ 244.50	£ 300.00	£ 55.50	£ 300.00	82%
E. Printing and Stationery	£ 440.99	£ 550.00	£ 109.01	£ 550.00	80%
E. Remembrance Event	£ 144.48	£ 600.00	£ 455.52	£ 600.00	24%
E. Repairs and Maintenance	£ 22.56	£ 750.00	£ 727.44	£ 750.00	3%
E. Room Hire	£ 575.00	£ 620.00	£ 45.00	£ 620.00	93%
E. Enforcement Officer Salary (25%)	£ -	£ 5,000.00	£ 5,000.00	£ 5,000.00	0%
E. Salaries and Related Costs	£ 26,029.17	£ 43,400.00	£ 17,370.83	£ 43,400.00	60%
E. Subscriptions	£ 1,028.00	£ 1,100.00	£ 72.00	£ 1,100.00	93%
E. Annual Parish Meeting	£ 610.68	£ 700.00	£ 89.32	£ 700.00	87%
E. Website/Accounts/Phone	£ 589.20	£ 750.00	£ 160.80	£ 750.00	79%
E. Election Costs	£ -	£ 8,000.00	£ 8,000.00	£ 8,000.00	0%
E. Cllr Expenses	£ -	£ 100.00	£ 100.00	£ 100.00	0%
E. Professional Fees	£ 1,823.39	£ 2,000.00	£ 176.61	£ 2,000.00	91%
E. Payroll Costs	£ 255.65	£ 500.00	£ 244.35	£ 500.00	51%
E. The Hub	£ 6,850.19	£ 10,500.00	£ 3,649.81	£ 10,500.00	65%
E. Christmas/Santa Sleigh	£ -	£ 100.00	£ 100.00	£ 100.00	0%
E. Contingency Fund	£ 3,910.40	£ 4,724.00	£ 813.60	£ 4,724.00	83%
E. CIL- VE Day (Flags, Wreath)	£ 428.12	£ 500.00	£ 71.88	£ 500.00	86%
E. CIL - Christmas 2025	£ 1,680.00	£ 7,000.00	£ 5,320.00	£ 7,000.00	24%
E. CIL Events Committee	£ 4,000.00	£ 6,000.00	£ 2,000.00	£ 6,000.00	67%
Total payments	53,713.54	100,269.00	46,555.46	100,269.00	54%