

**LLANFAIR WATERDINE  
PARISH COUNCIL**

**Financial Report 8: Matters for Meeting of the Council 17<sup>th</sup> March 2025**

**1. Payments made since the Council meeting of 27<sup>th</sup> January 2025**

- a) The following payments, approved by the Council at its meeting on 27<sup>th</sup> January 2025, have been duly set up by the Clerk, authorised by a member of the Financial Working Group (according to the Council's Banking Policy) and paid

Payee	Description	Amount
Everest Hall Committee	Hire of Everest Hall for May, July & September Council meetings	£21.00
James McVicar	Payroll for months 9 & 10 (inc HMRC PAYE)	£632.67
James McVicar	Pass-through payment from SALC in respect of the Clerk's duties as Secretary of the SSAC for November 2024 (inc. HMRC PAYE)	£160.00
SSLC Enterprises Ltd	Building Your CiLCA Portfolio Course (Feb-July 2025) (inc VAT)	£360.00

- b) It was agreed at the last meeting (Minute 75/24-25(d)) that the Clerk would henceforth be paid monthly rather than bi-monthly. Accordingly, a payment of £316.33 in respect of Month 11 was made on 25/2/2025.
- c) Payment for the Council's insurance policy with Zurich came due on 17th February. Under current Financial Regulations para. 4.1, the Clerk, in consultation with the Chair, authorised a payment of £241.00, this being a sum within the approved budget for expenditure on insurance. **IT IS RECOMMENDED THAT** Council note and approve this item of expenditure retrospectively.

**2. Payments for approval at this meeting**

- a) The following payments are tabled for approval:

Payee	Description	Amount
The Community Pavilion	Hire of Pavilion for Council meetings on 27/1/25 and 17/3/25 (LGA 1972 s.111)	£20.00
GM Lloyd	Clearing ditches and drains Winter 2024/25	£336.00
SLCC Enterprises	Payment of Qualification Fee for Clerk's CiLCA	£450.00
James McVicar	Payroll for Month 12 (inc HMRC PAYE)	£316.34
James McVicar	Half-yearly payment of Home Working Allowance	£25.00
James McVicar	Mileage for attendance at Council meetings in November 2024, January and March 2025 (3 x 13.5 miles @ 45p per mile)	£18.23
John Lane	Stamp for Llanfair Times mailing	£0.85
John Lane	2 stamps for Llanfair Times mailing	£1.70
James McVicar	Re-imburement for payment of Council's Domain Name contract with 123Reg	£15.59
<b>TOTAL</b>		<b>£1,183.71</b>

**IT IS RECOMMENDED THAT** the payments in the table above be approved.

- b) Council is asked to note that the VAT on the 123Reg payment (£2.60) is not recoverable as the Clerk has had to pay this personally and then reclaim the cost; VAT can only be claimed by the party purchasing the service. This situation, which is irregular and long-standing, arises because the Domain Name owner will only accept Credit or Debit Card payments; it needs to be resolved before payment comes due next year. **IT IS RECOMMENDED** that the Clerk obtain a Debit Card for the Council's operating account.
- c) An invoice for printing of the Spring edition of the *Llanfair Times* for the sum of £190.00 has been received. This has been budgeted for as part of, and will be paid in, the 2025/26 financial year. Since this is the last meeting of the current Council and no further meetings are scheduled to take place before the Annual Meeting in May, **IT IS RECOMMENDED** that this invoice be approved for payment.

### 3. Income Received

The following income has been received since the Council's meeting on 27<sup>th</sup> January.

Source	Description	Amount
Llanfair Times Subscriber	Cash donation of £5.00	£5.00

### 4. Bank Reconciliation and Balance

The status of the Council's Bank Account as of 14<sup>th</sup> March 2025 is as follows:

<b>Llanfair Waterdine Parish Council</b>			
<b>Bank Reconciliation 14 March 2025</b>			
<b>Barclays Community Account</b>		<b>3025 3243</b>	
<b>CASHBOOK</b>			
	Dr	Cr	
Opening Balance at 1 April 2024	£2,595.29		
Payments		£7,264.32	
Receipts	£7,185.43		
	£9,780.72	£7,264.32	
<b>Closing Balance at 14 March 2025</b>			<b>£2,516.40</b>
<b>BANK ACCOUNT</b>			
Cash at Bank at 14 March 2025	£3,695.11		
Less unrepresented payments		£1,183.71	
Plus unrepresented receipts	£5.00		
	£3,700.11	£1,183.71	
<b>Adjusted Bank Balance at 14 March 2025</b>			<b>£2,516.40</b>

## 5. Budget Comparison

BUDGET HEADING	2024-2025 (Revised)		To 17 Mar 2025	% collected
PRECEPT	£5,500.00		£5,500.00	100%
From reserves at Yr End	£735.45		£735.45	100%
EMG Grant rec'd	£400.00		£200.00	50%
Grant from Trust. LT	£200.00		£200.00	100%
Llanfair Times donations	£50.00		£20.00	40%
Miscellaneous	£0.00		£825.00	
Passthrough	£0.00		£320.00	
VAT	£120.42		£120.43	100%
<b>Total available for expenditure</b>	<b>£7,005.87</b>	<b>£0.00</b>	<b>£7,920.88</b>	
<b>Total exc Passthrough</b>	<b>£7,005.87</b>		<b>£7,600.88</b>	108%
		Virement		% spent
Clerk/RFO Salary	£3,777.49		£3,796.01	100%
Clerk's Expenses & Home Working	£111.00		£86.46	78%
Elections	£0.00		£0.00	
Insurance	£250.00		£241.00	96%
SALC, SLCC & ICO	£215.88		£198.76	92%
Hall Hire	£91.00		£51.00	56%
Grants	£0.00		£0.00	0%
Training	£150.00		£965.00	643%
Website costs	£252.00		£159.45	63%
Llanfair Times	£946.00		£763.85	81%
Misc. EMG match funding	£800.00		£480.00	60%
Audit	£112.50		£100.00	89%
Contingency	£300.00		£21.67	7%
Passthrough	£0.00		£320.00	
VAT	£0.00		£81.12	
<b>Total Expenditure</b>	<b>£7,005.87</b>		<b>£7,264.32</b>	
<b>Total exc Passthrough</b>	<b>£7,005.87</b>		<b>£6,944.32</b>	99%

### NOTES

- Shropshire Council has awarded only 50% of the requested EMG this year.
- VAT paid to date will be reclaimed when it reaches the HMRC threshold (£100) or in April 2025 if this threshold is not reached earlier.
- Passthrough lines relate to payments to the Clerk via Council from SALC in respect of his work as Secretary to the SALC South Shropshire Area Committee. This arrangement has now finished.