

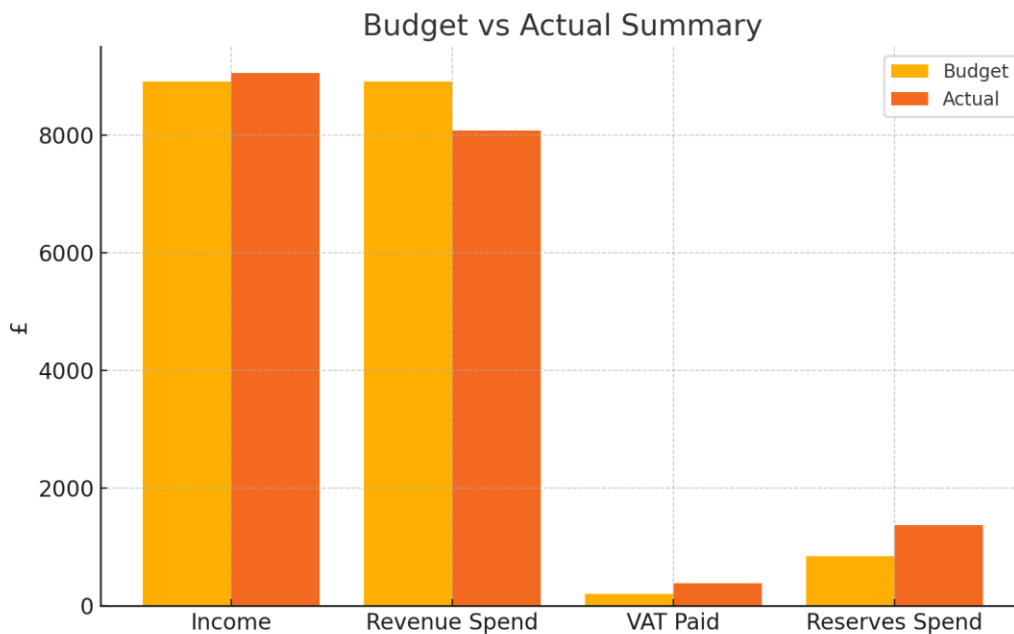
Brightling Parish Council – One Page Financial Summary 2024/25

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Key Points:

- Income exceeded budget by £144 due to higher VAT reclaimed and interest received.
- Revenue expenditure was £835 under budget, mostly due to underspend in S.137 grants and website costs.
- VAT paid was £183 higher than planned but will be reclaimed.
- Expenditure from reserves exceeded budget by £526 due to community project costs.
- Council running costs came in £595 under budget despite audit fee overspend.

Overall, the council has a net movement of –£780, reflecting planned use of reserves.



Brightling Parish Council – Year End Summary 2024/25

1. Income

Source	Budget (£)	Actual (£)	Variance (£)	% Variance	Note
Precept	8460	8460.0	0.0	0.0	Fully received
Interest	200	224.79	24.79	12.4	Over target
VAT Reclaimed	250	369.5	119.5	47.8	Includes prior year claim
Other income	0	0.0	0.0	n/a	None expected or received
Total Income	8910	9054.29	144.29	1.6	

2. Revenue Expenditure (Excl. VAT)

Item	Budget (£)	Actual (£)	Variance (£)	% Variance	Note
Churchyard maintenance	700.0	620.0	80.0	11.4	Fee increase from £300 to £310 = saving of £80 against budget.
S.137 grants	1200.0	925.0	275.0	22.9	BVH payment only. Factored into future budget and allocated budget code.
Website & other	250.0	144.82	105.18	42.1	Under budget – Office 365 allocated to other expenses
Dog Waste Bin Emptying	171.6	92.0	79.6	46.4	13/8/24 to 31/3/25 cost @ £3.45 per week £110.40 inc VAT
Total Revenue Spend	2321.6	1781.82	539.78	23.3	

3. Council Running Costs (Excl. VAT)

Item	Budget (£)	Actual (£)	Variance (£)	% Variance	Note
Salary	4906.8	5023.4	-116.6	-2.4	£500 bonus awarded to Clerk May 2024 from gen reserves - see council minute
Office allowance	312.0	290.0	22.0	7.1	
Bank charges	80.0	71.4	8.6	10.8	
Subscriptions to associations	450.0	230.0	220.0	48.9	Partial spend
Insurance	280.0	262.99	17.01	6.1	24/25 invoice same as previous year = saving of £40
Other Expenses	0.0	76.94	-76.94	n/a	Dog waste bin labels and office 365 subs - reimbursing previous clerk.
Cllr Expenses	75.0	0.0	75.0	100.0	Unclaimed
Elections	0.0	0.0	0.0	n/a	No costs this year
Training	175.0	0.0	175.0	100.0	No training required.
Annual Assembly	160.0	113.45	46.55	29.1	Came in £46.55 under budget.
Audit fee	150.0	225.65	-75.65	-50.4	1st Audit for new clerk, required additional time relative to previous years, plus fee increase.
Total Council Running Costs	6888.8	6293.83	594.97	8.6	

4. Reserve-Funded Projects (Excl. VAT)

Project	Budget (£)	Actual (£)	Variance (£)	% Variance	Note
Fingerpost maintenance	700	0.0	700.0	100.0	Deferred or not needed
Community projects	150	1108.8	-958.8	-639.2	£750 JR pledge payment, defrib pads and battery.
Dog waste bin purchase	400	266.88	133.12	33.3	Within budget
Total from Reserves	850	1375.68	-525.68	-61.8	

5. VAT

Type	Budget (£)	Actual (£)	Note
VAT Paid	200	382.78	Will be reclaimed in 2025/26
VAT Claimed	250	369.5	Already included in income

6. Summary Position

Item	Amount (£)
Total Income	9054.29
Less Revenue Expenditure (excl. VAT)	-8075.65
Operating Surplus	978.64
Less VAT Paid	-382.78
Less Reserves Expenditure	-1375.68
Net Movement in Funds (year start to year end comparison)	-779.82

BPC Year End Reconciliation Statement

2024/25

Prepared for Year End Audit – 1st April 2025 – by Sam Dugan (Clerk & RFO).

1. Opening Balances (as of 1st April 2024)

Account	Amount (£)
Unity Trust Deposit Account	8,487
Unity Trust Current Account	22
Total Opening Balance	8,509

2. Receipts (2024–25)

Category	Amount (£)
Precept	8,460
Interest (Deposit Account)	225
VAT Reclaim	370
Other Income	0
Total Receipts	9,054

3. Payments (2024–25)

Category	Amount (£)
Revenue Expenditure	8,076
– of which VAT paid	383
– of which Salary Costs	5,023
Expenditure from Reserves	1,376
Total Payments	9,451

4. Closing Balance (Cashbook)

$8,509 + 9,054 - 9,451 = \text{£}8,112$

5. Actual Bank Balances at 31st March 2025

Account	Amount (£)
Unity Trust Deposit Account	7,212
Unity Trust Current Account	517
Total Banked Funds	7,729

6. Reconciliation Difference

Description	Amount (£)
Cashbook Balance	8,112
Less: Banked Balance	(7,729)
Difference	383

Explanation: The difference of £383 relates to a VAT reclaim to be submitted but not yet received into the bank account as of 31st March 2025.

UNITY TRUST BANK TAILORED DEPOSIT ACCOUNT 20344694

Date	Details	TFRS IN	TFRS OUT	BAL
01/04/2024	BF from 31/3/24			8,486.96
30/06/2024	Interest	58.19		8,545.15
30/09/2024	Interest	59.23		8,604.38
31/12/2024	Interest	57.63		8,662.01
24/01/2025	To current		500	8,162.01
24/02/2025	To current		1000.00	7,162.01
31/03/2025	Interest	49.74		7211.75

	224.79	1500.00
	Balance	7,211.75
Total receipts	224.79	

Reserve 2024/25	Opening Balance	Additions	Withdrawals	Closing Balance
Finger post reserve	1355	145	0	1500
Community projects reserve	1418	1458	1376	1500
Totals	2773	1603	1376	3000

*Anticipated expenditure required 2025/26
£750 JR pledge payment, defrib pads and battery.*

Year	Opening Balance	Change in	Earmarked Reserves	General Reserves	Closing Balance
2021/22	4006	881	1857	3030	4887
2022/23	4887	3879	2061	6704	8765
2023/24	8765	256	2773	5736	8509
2024/25	8509	-780	3000	4729	7729