



EAST PRESTON PARISH COUNCIL

FINANCIAL MATTERS

FOR APPROVAL

INC BUDGET SUMMARY **2025/26 TO DATE**

Chairman: Date: 01/09/25

The following councillors have checked the Bank Reconciliation:

To the best of my knowledge, the list of payments in this report is true and accurate.

Clerk: Date:

Please note, this Report was prepared on 26th August 2025

East Preston Parish Council

Outstanding Purchase Orders

2025/26

PO	Company	Description	Net
1751	Glasdon UK Ltd	1 seat with side plaques and fixings	£706.38
1752	cyclehoop	Service Pack for Repair Station & Delivery	£255.00
1753	Kiwa	Inspection and testing of lighting columns	£1,400.00
Total Outstanding			£2,361.38

Regular Monthly Payments - Jul 25

Monthly Direct Debits

Organisation	Day	Amount	Type	Notes
ADC - Garage Rental	1st	£ 83.51	Annual Fixed	
Northstar - Virus	4th	£ 6.00	Annual Fixed	
BGas - Office Elec	17th	£ 62.28	Usage Based	
BGas - Office Gas	17th	£ 5.49	Usage Based	
Bgas - Toilets Elec	17th	£ -	Usage Based	
SSE - Street Lighting AoSERA	18th	£ 246.96	Usage Based	In credit due to meter reading Reclaimed from AoSEA
SSE - Clock Elec	21st	£ -	Usage Based	In discussions with new supply contract as standing charge has increased significantly.
Cooper Adams Fees	5th	£ 142.50	Dir Transfer	
Terrain HR Ltd	31st	£ 9.99	Annual Fixed	
		£ 556.73		

Monthly Credit Card Payments

Organisation	Day	Amount	Type	Notes
Zoom	26th	£ 25.98	Annual Fixed	
Smart Survey	1st	£ 54.00	Annual Fixed	
		£ 79.98		
Grand Total (Monthly)		£ 636.71		

Regular Monthly Payments - Aug 25

Monthly Direct Debits

Organisation	Day	Amount	Type	Notes
ADC - Garage Rental	1st	£ 83.51	Annual Fixed	In credit due to meter reading Reclaimed from AoSEA In discussions with new supply contract as standing charge has increased significantly.
Northstar - Virus	4th	£ 6.00	Annual Fixed	
BGas - Office Elec	17th	£ 63.77	Usage Based	
BGas - Office Gas	17th	£ 14.96	Usage Based	
Bgas - Toilets Elec	17th	£ -	Usage Based	
SSE - Street Lighting AoSERA	18th	£ 255.19	Usage Based	
SSE - Clock Elec	21st	£ -	Usage Based	
Cooper Adams Fees	5th	£ 142.50	Dir Transfer	
Terrain HR Ltd	31st	£ 9.99	Annual Fixed	
		£ 575.92		

Monthly Credit Card Payments

Organisation	Day	Amount	Type	Notes
Zoom	26th	£ 25.98	Annual Fixed	
Smart Survey	1st	£ 54.00	Annual Fixed	
		£ 79.98		

Grand Total (Monthly)	£ 655.90
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BACS PAYMENTS PROCESSED on 07/07/2025

A/C	Date	Ref	Details	Amount
Arum Business Supplies	07/07/2025	BACS	Glue, laminating pouches	£ 47.17
Barclaycard	07/07/2025	BACS	Jun 25 credit card bill	£ 204.10
Biffa Waste Services Ltd	07/07/2025	BACS	Office Waste Jun 25	£ 282.00
Buds 'N' Blooms	07/07/2025	BACS	Flowers	£ 35.00
Cleanforce Cleaning & Maint.	07/07/2025	BACS	Office cleaning Jun 25	£ 91.20
Cross, Simon (Clerk)	07/07/2025	BACS	Postage for AGAR 2025	£ 5.50
Littlehampton Town Council	07/07/2025	BACS	F&D equip hire, van & driver	£ 357.73
Loo of the Year Awards Limited	07/07/2025	BACS	2025 entry fee	£ 219.60
Obtrada Limited	07/07/2025	BACS	ATC - Clarence Drive	£ 318.00
Proludic	07/07/2025	BACS	Play area maintenance	£ 685.48

£ ~~2,245.78~~
1888.05.

Cllr Toney:

J.P. Toney

~~CH Swastan~~ Cllr Wilkinson


Swastan

BACS PAYMENTS PROCESSED on 21/07/2025

	A/C	Date	Ref	Details	Amount
BACS	Culligan (UK) Ltd	21/07/2025		Office water cooler	£ 154.44
BACS	Fenton IT Ltd	21/07/2025		New office PC support	£ 572.79
BACS	Fenton IT Ltd	21/07/2025		New office pc software support	£ 928.78
BACS	Ferring Nurseries	21/07/2025		Planting maint Jul 25	£ 2,844.62
BACS	Grover, Stephen (Orderly)	21/07/2025		DBS expenses	£ 21.50
BACS	Littlehampton Town Council	21/07/2025		Traffic cones hire F&D	£ 12.00
BACS	Play Safety Limited	21/07/2025		Annual safety inspection	£ 206.40
BACS	Sea View Stores	21/07/2025		supplies 7/4-7/7/25	£ 54.62
BACS	Society of Local Coun Clerks	21/07/2025		Membership 25/26	£ 300.00
BACS	SOS Systems Ltd	21/07/2025		Printing 9/6-14/7	£ 89.93
BACS	Tivoli Group Ltd	21/07/2025		Village Green access ramp	£ 984.00
BACS	Tivoli Group Ltd	21/07/2025		VG Sea Rd - reseed wild flowers	£ 558.00
BACS	Tivoli Group Ltd	21/07/2025		Sea Lane - reseed wild flowers	£ 234.00
BACS	West Sussex County Council	21/07/2025		Salaries June 25	£ 9,630.56

£ 16,591.64

Clf Toney: 

Clf Gunston / Clf Wilkinson: 

BACS PAYMENTS PROCESSED on 04/08/2025

	A/c	Date	Ref	Details	Amount
BACS	Arrun Business Supplies	04/08/2025		Laminating Pouches	£26.39
BACS	Arrun District Council	04/08/2025		Newsletter print and design	£1,188.20
BACS	Barclaycard	04/08/2025		Jul 25 cc bill	£157.52
BACS	Biffa Waste Services Ltd	04/08/2025		Office waste Jul 25	£236.21
BACS	Council HR and Governance Supp	04/08/2025		Year 2 of 5 HR support	£1,680.00
BACS	Microshade Business Cons. Ltd	04/08/2025		email and server Jul 25	£404.14
BACS	Mills, Jonathan E	04/08/2025		Office windows Jul 25	£17.00
BACS	Mulberry Local Authority	04/08/2025		AGAR training S Cross	£18.00
BACS	Tealwood Company Limited	04/08/2025		Signs	£216.00

£ 3,943.46

Cllr Toney:

A.P. Toney

Cllr Gunston/Cllr Wilkinson:

Gunston

BACS PAYMENTS PROCESSED on 18/08/2025

	A/c	Date	Ref	Details	Amount
BACS	Barkers Electrical	18/08/2025		Xmas lighting testing	£ 270.00
BACS	Channell Property Group Ltd	18/08/2025		Various works at WRG	£ 726.83
BACS	Cleanforce Cleaning & Maint.	18/08/2025		Office cleaning Jul 25	£ 136.63
BACS	Ferring Groundworks	18/08/2025		WRG N Boundary Footpath	£ 2,481.00
BACS	Medical & Support Services Ltd	18/08/2025		F&D festival staffing	£ 1,072.20
BACS	Microshade Business Cons. Ltd	18/08/2025		Email and server Aug 25	£ 404.14
BACS	Roberts, Alison (Admin)	18/08/2025		Postage for F&D flyers	£ 27.84
BACS	SOS Systems Ltd	18/08/2025		printing 14/7-11/8	£ 65.59
BACS	Urban Surgeons	18/08/2025		WRG Northern Boundary trees	£ 1,620.00

£ 6,804.23

Clf Toney:



Clf Gunston / Clf Wilkinso:



Barclay Current Bank

Receipts received between 01/07/2025 and 31/08/2025

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
029-25/26	Banked 01/07/2025	5.00						
029-25/26	Waders	5.00			1130	520	5.00	Xmas Stall
030-25/26	Banked 07/07/2025	875.00						
030-25/26	AOS Lawn Tennis Club	875.00			1110	140	875.00	Rent Q2 25/26
031-24/25	Banked 07/07/2025	807.50						
031-24/25	Cooper Adams	950.00			1110	110	950.00	124 Sea Rd rent 7/7-
031-24/25	Cooper Adams	-142.50		-23.75	4190	110	-118.75	Agent fees 7/7/25
	Banked 09/07/2025	92,000.00						
	United Trust Bank	92,000.00			215		92,000.00	Transfer to current
	Banked 11/07/2025	25,000.00						
	Nationwide Building Society	25,000.00			205		25,000.00	Nationwide Building
	Banked 11/07/2025	83,000.00						
	Unity Trust Bank	83,000.00			225		83,000.00	Transfer to current
032-25/26	Banked 14/07/2025	345.77						
	Sales Recpts Page 32	345.77	345.77		100			Sales Recpts Page 32
033-25/26	Banked 16/07/2025	262.50						
033-25/26	National Parking Control	262.50		43.75	1120	220	218.75	VG car park Jun 25?
034-25/26	Banked 21/07/2025	6,169.32						
034-25/26	HMRC	6,169.32			105		6,169.32	VAT 25/26 Q2 refund
035-25/26	Banked 25/07/2025	250.00						
035-25/26	Hiscox Insurance	250.00			1090	220	250.00	VG fence excess refund
036-25/26	Banked 06/08/2025	4,404.49						
036-25/26	Axa Insurance	4,404.49			1090	770	4,404.49	Toilets wall insurance
037-25/26	Banked 08/08/2025	807.50						
037-25/26	Cooper Adams	950.00			1110	110	950.00	124 Sea Rd rent 7/8-
037-25/26	Cooper Adams	-142.50		-23.75	4190	110	-118.75	Agent fees 7/8/25
038-25/26	Banked 15/08/2025	10.00						
	Sales Recpts Page 33	10.00	10.00		100			Sales Recpts Page 33
039-25/26	Banked 19/08/2025	20.00						
039-25/26	Southsea Bakery (Mia De Hoedt)	20.00			1130	510	20.00	F&D stall
040-25/26	Banked 20/08/2025	326.00						
040-25/26	National Parking Control	326.00		54.33	1120	220	271.67	Parking Jul 25?
Total Receipts:		214,283.08	355.77	50.58			213,876.73	

200,000
14,283.08

Bank Reconciliation

as at 14 Jul 2025

BANK ACCOUNTS

Rialtas Ref

200 Current Account	£283,806.40
205 Nationwide Building Society (Instant Savings A/C) – New Deposit Account	£20,000.00
210 Cambridge & Counties Bank (120-Day Notice Account)	£84,580.79
215 United Trust Bank (200-Day Notice Account)	£5,353.38
220 Redwood Bank (35-Day Notice Deposit Account)	£77,780.79
225 Unity Trust Bank (Instant Access with Restrictions)	£1,318.03
231 Boom Bank	£36,000.00
235 Petty Cash	£35.27
Less Unpresented Payments	£0.00
Plus Receipts	£0.00

£508,874.66

Bank Reconciliation

as at 14 Aug 2025

BANK ACCOUNTS

Rialtas Ref

200 Current Account	£270,337.85
205 Nationwide Building Society (Instant Savings A/C) – New Deposit Account	£20,000.00
210 Cambridge & Counties Bank (120-Day Notice Account)	£84,580.79
215 United Trust Bank (200-Day Notice Account)	£5,353.38
220 Redwood Bank (35-Day Notice Deposit Account)	£77,780.79
225 Unity Trust Bank (Instant Access with Restrictions)	£1,318.03
231 Boom Bank	£36,000.00
235 Petty Cash	£35.27
Less Unpresented Payments	£0.00
Plus Receipts	£0.00

£495,406.11

Summary Income & Expenditure by Budget Heading 01/08/2025

Month No: 5

Committee Report

Administration

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
Income	319,201	152,120	309,819	157,699			49.1%
Expenditure	139,665	51,393	152,420	101,027	0	101,027	33.7%
Net Income over Expenditure	179,535	100,727	157,399	56,672			
plus Transfer from EMR	2,312	2,611	0	(2,611)			
Movement to/(from) Gen Reserve	181,847	103,338	157,399	54,061			

Amenities

Income	13,074	3,416	8,000	4,584			42.7%
Expenditure	44,890	17,471	56,096	38,625	0	38,625	31.1%
Net Income over Expenditure	(31,816)	(14,055)	(48,096)	(34,041)			
plus Transfer from EMR	2,140	2,500	0	(2,500)			
Movement to/(from) Gen Reserve	(29,676)	(11,555)	(48,096)	(36,541)			

Audit & Governance

Income	0	0	0	0			0.0%
Expenditure	0	0	1,000	1,000	0	1,000	0.0%
Movement to/(from) Gen Reserve	0	0	(1,000)	(1,000)			

Finance General Purpose

Income	96	0	30	30			0.0%
Expenditure	54,440	16,379	42,510	26,131	0	26,131	38.5%
Net Income over Expenditure	(54,344)	(16,379)	(42,480)	(26,101)			
plus Transfer from EMR	790	0	0	0			
Movement to/(from) Gen Reserve	(53,554)	(16,379)	(42,480)	(26,101)			

Major Events

Income	5,549	2,582	3,500	918			73.8%
Expenditure	10,140	3,396	11,650	8,254	0	8,254	29.1%
Movement to/(from) Gen Reserve	(4,591)	(814)	(8,150)	(7,336)			

Community Engagement

Summary Income & Expenditure by Budget Heading 01/08/2025

Month No: 5

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
Income	2,022	0	1,000	1,000			0.0%
Expenditure	58,013	10,650	39,150	28,500	0	28,500	27.2%
Net Income over Expenditure	(55,991)	(10,650)	(38,150)	(27,500)			
plus Transfer from EMR	8,537	2,267	0	(2,267)			
Movement to/(from) Gen Reserve	(47,454)	(8,383)	(38,150)	(29,767)			

WRG Trust

Income	5,492	5,374	750	(4,624)			716.5%
Expenditure	50,676	17,189	64,883	47,694	0	47,694	26.5%
Net Income over Expenditure	(45,184)	(11,815)	(64,133)	(52,318)			
plus Transfer from EMR	4,444	2,317	0	(2,317)			
Movement to/(from) Gen Reserve	(40,740)	(9,498)	(64,133)	(54,635)			

Grand Totals:- Income	345,434	163,492	323,099	159,607			50.6%
Expenditure	357,824	116,478	367,709	251,231	0	251,231	31.7%
Net Income over Expenditure	(12,390)	47,014	(44,610)	(91,624)			
plus Transfer from EMR	18,223	9,694	0	(9,694)			
Movement to/(from) Gen Reserve	5,833	56,709	(44,610)	(101,319)			

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Greener Buildings Projec	27,277.22		27,277.22
321 EMR- Parish Shopfront Improvem	21,105.00		21,105.00
322 EMR - End of Term Party	1,650.00		1,650.00
323 EMR- EP Youth Provision	30,000.00		30,000.00
324 EMR - Defib Fund	3,500.00		3,500.00
325 EMR - WRG Enhancements	3,974.00		3,974.00
326 EMR - Traffic Calming Measures	8,992.45		8,992.45
327 EMR - Neighbourhood Plan Revie	7,688.00		7,688.00
328 EMR - Public Conveniences - Ma	3,703.78		3,703.78
331 EMR - Terrorism(Prot. of Prem)	100,000.00		100,000.00
336 EMR - Office Air Con renewal	12,000.00		12,000.00
337 EMR - Public Toilets Improve	7,000.00		7,000.00
338 EMR - New Christmas Lighting	4,000.00		4,000.00
339 EMR - Roundstone Xing Traf Con	4,500.00	-2,266.65	2,233.35
340 EMR - New Office Computers	2,611.00	-2,611.00	0.00
341 EMR - Beach Access	1,000.00		1,000.00
342 EMR - Kingston PC Judicial Rev	1,000.00		1,000.00
343 EMR - New Cycle Repair Station	3,500.00	-2,316.83	1,183.17
344 EMR - Outdoor Gym Equipment	40,000.00		40,000.00
345 EMR - VG car park bollards	2,500.00	-2,500.00	0.00
	286,001.45	-9,694.48	276,306.97