



EAST PRESTON PARISH COUNCIL

FINANCIAL MATTERS

FOR APPROVAL

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

Chairman: Date: 01/12/25

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 24th November 2025

East Preston Parish Council

Outstanding Purchase Orders

2025/26

PO	Company	Description	Net
1752 v2	cyclehoop	Service Pack for Repair Station & Delivery	£255.00
1754	Enerveo	2025 Christmas Lights install	£3,158.21
		Oakley Gardens Xmas lights supply	
1755	Enerveo	installation	£1,937.20
		Oakley Gardens Xmas lights supply	
1756	Enerveo	installation	£1,182.92
1758	NBB Recycled Furniture	Raised Sleeper Bed	£1,744.66
1759	Glasdon UK Ltd	2 seats with side plaques and fixings	£1,412.76
Total Outstanding			£9,690.75

Regular Monthly Payments - Nov 25

Monthly Direct Debits

Organisation	Day	Amount	Type	Notes
ADC - Garage Rental	1st	£ 83.51	Annual Fixed	Reclaimed from AoSEA. No bill Oct - 2 bills in Nov. New supplier In discussions with new supply contract as standing charge has increased significantly.
Northstar - Virus	4th	£ 6.00	Annual Fixed	
BGas - Office Elec	17th	£ 70.11	Usage Based	
BGas - Office Gas	17th	£ 33.87	Usage Based	
Bgas - Toilets Elec	17th	£ 21.71	Usage Based	
SSE - Street Lighting AoSERA	18th	£ 435.18	Usage Based	
Drax - Clock Elec	18th	£ 6.16	Usage Based	
SSE - Clock Elec	21st	£ 5.80	Usage Based	
Cooper Adams Fees	5th	£ 142.50	Dir Transfer	
Terrain HR Ltd	31st	£ 9.99	Annual Fixed	
		£ 814.83		

Monthly Credit Card Payments

Organisation	Day	Amount	Type
Zoom	26th	£ 27.98	Annual Fixed
Smart Survey	1st	£ 54.00	Annual Fixed
		£ 81.98	

Grand Total (Monthly)	£ 896.81
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BACS PAYMENTS PROCESSED on 10/11/2025

	A/C	Date	Ref	Details	Amount
BACS	Cleanforce Cleaning & Maint.	10/11/2025		office cleaning Oct 25	£ 136.80
BACS	Dispute Resolution Agency	10/11/2025		Mediation session (Cricket)	£ 495.00
BACS	Edmunds, Cliff	10/11/2025		Concrete bases	£ 1,206.00
BACS	Glasdon UK Ltd	10/11/2025		Lowther Seat	£ 847.65
BACS	Kiwa Limited	10/11/2025		Lighting Column inspections	£ 1,920.00
BACS	KW Electrical Services	10/11/2025		124 Sea Rd electrical test	£ 120.00
BACS	Royal British Legion Poppy App	10/11/2025		Royal British Legion Poppy App	£ 57.00
BACS	West Sussex County Council	10/11/2025		Salaries Oct 25	£ 10,152.41
					£ 14,934.86

Cllr Toney: 

Cllr Gunston / Cllr Wilkinson: 

BACS PAYMENTS PROCESSED on 24/11/2025

	A/C	Date	Ref	Details	Amount
BACS	Applecarte Distribution	24/11/2025		Newsletter dist.	£ 488.00
BACS	Barclaycard	24/11/2025		Nov 25 cc bill	£ 642.56
BACS	Biffa Waste Services Ltd	24/11/2025		Office waste Nov 25	£ 199.82
BACS	Culligan (UK) Ltd	24/11/2025		Water cooler Nov 25	£ 69.30
BACS	East Preston Film Club	24/11/2025		S137 018-25/26 grant	£ 331.00
BACS	Ferring Nurseries	24/11/2025		Display & Ground Maint Nov 25	£ 2,844.62
BACS	KW Electrical Services	24/11/2025		Faulty light switch replacem.	£ 38.50
BACS	Lighthouse	24/11/2025		Drinks for xmas event	£ 26.85
BACS	Littlehampton Town Council	24/11/2025		Xmas event equip.	£ 361.34
BACS	Medical & Support Services Ltd	24/11/2025		Xmas light switch on	£ 2,040.00
BACS	Microshade Business Cons. Ltd	24/11/2025		Email and Server Nov 25	£ 404.14
BACS	Mills, Jonathan E	24/11/2025		Office windows Nov 25	£ 17.00
BACS	The PCC of East Preston	24/11/2025		S137 019-25/26 grant	£ 250.00

£ 7,713.13

Cll Toney:

Cllr Gunston / Cllr Wilkinson:

Barclay Current Bank

Receipts received between 01/11/2025 and 24/11/2025

Nominal Ledger Analysis							
<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount Transaction Detail</u>
063-25/26	Banked 04/11/2025	25.00					
063-25/26	Patient Link	5.00			1130	520	5.00 Xmas stall
063-25/26	Ditch Brisket Ltd	20.00			1130	520	20.00 Xmas stall
064-25/26	Banked 13/11/2025	807.50					
064-25/26	Cooper Adams	950.00			1110	110	950.00 124 Sea Rd rent 7/11-
064-25/26	Cooper Adams	-142.50		-23.75	4190	110	-118.75 Agent Fees 7/11/25
066-25/26	Banked 17/11/2025	155.50					
066-25/26	National Parking Control	155.50		25.92	1120	220	129.58 VG parking Oct 25?
065-25/26	Banked 18/11/2025	5.00					
065-25/26	Below the Belt	5.00			1130	520	5.00 Xmas Stall
Total Receipts:		993.00	0.00	2.17			990.83

Bank Reconciliation **as at 14 Nov 2025**

BANK ACCOUNTS

Rialtas Ref

200 Current Account	£327,981.50
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	£28.97
Less Unpresented Payments	
Plus Receipts	£0.00

£553,043.46

Summary Income & Expenditure by Budget Heading 01/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
Administration							
Income	319,201	299,454	309,819	10,365			96.7%
Expenditure	139,665	95,549	152,420	56,871	0	56,871	62.7%
Net Income over Expenditure	179,535	203,906	157,399	(46,507)			
plus Transfer from EMR	2,312	2,611	0	(2,611)			
Movement to/(from) Gen Reserve	181,847	206,517	157,399	(49,118)			

Amenities

Income	13,074	4,918	8,000	3,082			61.5%
Expenditure	44,890	29,829	56,096	26,267	0	26,267	53.2%
Net Income over Expenditure	(31,816)	(24,911)	(48,096)	(23,185)			
plus Transfer from EMR	2,140	2,500	0	(2,500)			
Movement to/(from) Gen Reserve	(29,676)	(22,411)	(48,096)	(25,685)			

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	34,808	42,510	7,702	0	7,702	81.9%
Net Income over Expenditure	(54,344)	(34,808)	(42,480)	(7,672)			
plus Transfer from EMR	790	3,300	0	(3,300)			
Movement to/(from) Gen Reserve	(53,554)	(31,508)	(42,480)	(10,972)			

Major Events

Income	5,549	2,967	3,500	533			84.8%
Expenditure	10,140	7,777	11,650	3,873	0	3,873	66.8%
Movement to/(from) Gen Reserve	(4,591)	(4,810)	(8,150)	(3,340)			

Community Engagement

Summary Income & Expenditure by Budget Heading 01/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
Income	2,022	25	1,000	975			2.5%
Expenditure	58,013	15,570	39,150	23,580	0	23,580	39.8%
Net Income over Expenditure	(55,991)	(15,545)	(38,150)	(22,605)			
plus Transfer from EMR	8,537	2,267	0	(2,267)			
Movement to/(from) Gen Reserve	(47,454)	(13,279)	(38,150)	(24,871)			

WRG Trust

Income	5,492	5,374	750	(4,624)			716.5%
Expenditure	50,676	28,624	64,883	36,259	0	36,259	44.1%
Net Income over Expenditure	(45,184)	(23,249)	(64,133)	(40,884)			
plus Transfer from EMR	4,444	2,317	0	(2,317)			
Movement to/(from) Gen Reserve	(40,740)	(20,933)	(64,133)	(43,200)			

Grand Totals:- Income	345,434	312,738	323,099	10,361			96.8%
Expenditure	357,824	212,156	367,709	155,553	0	155,553	57.7%
Net Income over Expenditure	(12,390)	100,582	(44,610)	(145,192)			
plus Transfer from EMR	18,223	12,994	0	(12,994)			
Movement to/(from) Gen Reserve	5,833	113,577	(44,610)	(158,187)			

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Greener Buildings Projec	27,277.22	-18,577.22	8,700.00
321 EMR- Parish Shopfront Improvem	21,105.00		21,105.00
322 EMR - End of Term Party	1,650.00	350.00	2,000.00
323 EMR- EP Youth Provision	30,000.00	-20,000.00	10,000.00
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
329 EMR - CIL Income	0.00	10,859.04	10,859.04
330 EMR - Rem. Outdoor Gym Equip.	0.00	1,000.00	1,000.00
331 EMR - Terrorism(Prot. of Prem)	100,000.00	-75,000.00	25,000.00
332 EMR - Sea Rd Bollards renewal	0.00	3,000.00	3,000.00
333 EMR - Election Expenses 4yr	0.00	250.00	250.00
334 EMR - Village Bus Service	0.00	5,000.00	5,000.00
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	0.00
343 EMR - New Cycle Repair Station	3,500.00	-2,316.83	1,183.17
344 EMR - VG SW corner improvement	40,000.00		40,000.00
345 EMR - VG car park bollards	2,500.00	-2,500.00	0.00
	286,001.45	-103,812.66	182,188.79