

Charney Bassett Parish Council

Meeting 9th September 2026

Report No: CBPC/FIN/26/05

Agenda Item: 7

Clerk's Financial Report (Rounding £'s)

Introduction

1. This report gives details of receipts and payments up to 31st August 2026. Current period transactions are highlighted in grey.

Receipts (Table 1)

2. Receipts for the period are £616. This was from the OCC contribution to our grass cutting.

Payments (Table 2)

3. Payments for the period total £1,771. Major items, excluding staff costs were:
 - a. £1,020 was spent on grass cutting.
 - b. £20 was spent on our annual OLHA membership.

Reconciliation (Table 3)

4. Table 3 shows a bank balance of £18,113.23 This reconciles with the balances shown in the August bank statement.

Other

5. Documents have been submitted to Unity Trust Bank to set up Councillor Redmond as an authorised signature on our current account. This brings the total number of signatories to four.
6. We have submitted our annual VAT reclaim (Form 126) for £926.64. These funds should land with us in the next few weeks.
7. Our electricity supply contract comes up for renewal in October (current cost c£13 a month). It is proposed that Councillors delegate the renewal/new supplier decision to one Councillor to be decided at the meeting.
8. It is proposed to send the Finance Officer on an Internal Controls course at a cost of £42.00 (Inc VAT) in September.

Recommendation

9. Councillors are asked to note the content of paragraphs 2-4 of the report.
10. Councillors are asked to approve to delegate the electricity supplier decision to one Councillor.
11. Councillors are asked to approve sending the Finance Officer on an Internal Controls course.

Nick Adamson (Finance Officer)

Trevor Brown (Parish Clerk)

CHARNEY BASSETT PARISH COUNCIL

ACCOUNTS 2026-2027

31.08.2026

TABLE 1: RECEIPTS

Entry No.	Date Received	Details	Receipt	Precept	Interest	Grants & Donations	Loans & Cost Recovery	VAT Recovered	Total Receipts - Precept
1	08-Apr-26	Vale District Council	4,250.00	4,250.00					-
2	13-May-26	Donations from Mill Open Day	73.35			73.35			73.35
3	13-May-26	OCC - Contribution to Grass Cutting	615.53			615.53			615.53
		TOTAL YTD	4,938.88	4,250.00	0.00	688.88	0.00	0.00	688.88

Charney Bassett Parish Council

ACCOUNTS 2026-2027

31.08.2026

TABLE 2: PAYMENTS

Entry No.	Transaction Date	Transaction No.	Payee	Payment	VAT element	Payment Category					Reason for Payment	
						Staff Costs	Council Admin	Donations	Groups/ Projects	Grass Cutting		Allotment
1	16-Apr-26	Direct Debit	British Gas	12.34	0.59		12.34					Mill Electricity Charges Apr 26
2	30-Apr-26	Direct Debit	Unity Bank	7.00	0.00		7.00					Bank Charges Apr 26
3	14-May-26	Direct Debit	British Gas	13.67	0.65		13.67					Mill Electricity Charges May 26
4	21-May-26	E Pay: 943116788	Oxfordshire County Council	120.00	0.00		120.00					Allotment Rent 2026-27
5	21-May-26		CPRE	36.00	0.00		36.00					Membershio 2026-27
6	21-May-26	E Pay: 935552811	BGG G&T Care Ltd	180.00	30.00					180.00		Grass Cutting INV 0105/25
7	29-May-26		Zurich Insurance	327.00	0.00		327.00					PC Insurance 2026-27
8	31-May-26	Direct Debit	Unity Bank	7.00	0.00		7.00					Bank Charges May 26
9	12-Jun-26	Direct Debit	British Gas	14.55	0.69		14.55					Mill Electricity Charges June 26
10	30-Jun-26	Direct Debit	Unity Bank	7.00	0.00		7.00					Bank Charges Jun 26
11	06-Jul-26	E Pay:	Mr T Brown	551.72	0.00	551.72						Clerk's Salary Q1
12	06-Jul-26	E Pay:	HMRC Cumbernauld	137.80	0.00	137.80						Taxes on Clerk's Salary Q1
13	06-Jul-26	E Pay:	OLHA	20.00	3.33		20.00					CB local history group membership 26-27
14	06-Jul-26	E Pay:	BGG G&T Care Ltd	180.00	30.00					180.00		Grass Cutting INV 26238
15	14-Jul-26	Direct Debit	British Gas	13.67	0.65		13.67					Mill Electricity Charges July 26
16	31-Jul-26	Direct Debit	Unity Bank	7.00	0.00		7.00					Bank Charges July 26
17	12-Aug-26	Direct Debit	British Gas	13.23	0.63		13.23					Mill Electricity Charges Aug 26
18	21-Aug-26	E Pay: 541557592	BGG G&T Care Ltd	840.00	140.00					840.00		Grass Cutting INV 26644 & 26643
19	31-Aug-26	Direct Debit	Unity Bank	7.00	0.00		7.00					Bank Charges Aug 26
			TOTAL YTD	2,494.98	292.21	689.52	605.46	0.00	0.00	1,200.00	0.00	

CHARNEY BASSETT PARISH COUNCIL

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TABLE 3: BANK RECONCILIATION

	Current a/c balance at	31.03.2026	15,749.33
Less	Items not presented		(80.00)
Equals	Balance to carry forward		15,669.33
	Opening balance at	01.04.2026	15,669.33
Add	Receipts for period		4,938.88
Less	Payments for period		(2,494.98)
Equals	Closing Balance		18,113.23
	Current a/c balance at	31.08.2026	18,113.23
Less	Unpresented cheques		0.00
Equals	Balance to carry forward		18,113.23