**LAVERSTOCK & FORD PARISH COUNCIL**

**Report PC26.100 Finance Report June 2026 (for July 2026 meeting)**

**Subject:** Report on Monthly Accounts for June 2026 & Approval of Payments
**Date:** 17th July 2026
**Author:** Andrew Prince, RFO

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## 1. Report Summary.

1.1 This report presents a summary of the Council's finances up to 30th June 2026. The report also lists payments that require the approval of the Council. Monthly finance checks have been carried out by Cllr McDonald.

## 2. Summary of Income & Expenditure

2.1 The Summary Report for Revenue Income & Expenditure for the period 1st April 2026 to 30th June 2026, is attached at Annex 1. Total receipts £384,650.47 ex vat including the first 50% of the Precept and an S106 payment of £143,820.90 for the Westside Close development. Total Revenue payments were £96,426.25 ex vat.

2.2 This is a simplified Summary Report that compares Revenue income and expenditure to the Budget for 2026-2027. It does not include payments from Reserves. After three months there should be 75% of Revenue budget remaining. The actual figure is 79%

## 3. Bank Reconciliation.

3.1 A Bank Reconciliation at the end of June was carried out by Cllr McDonald.

3.2 The reconciliation is presented at Annex 2 to this report. Total funds held on 30th June were £2,082,445.03.

## 4. Debit Card, Direct Debit & Standing Order Payments in June 2026.

4.1 Annex 3 to this report lists the debit card, direct debit & standing order payments made in June 2026.

4.2 Total payments of **£1,317.46** require the retrospective authorisation of the Council.

## 5. BACS Payments in July 2026.

5.1 Annex 4 to this report lists the BACS payments, including salaries and councillor allowances, that are scheduled for payment in July 2026.

5.2 Annex 4A is the main list and includes salary payments of £15,181.38. A parish-wide tree survey has cost £4,385. Annex 4B is a list of Councillor allowances delayed by 4 days due to a bank restriction on the number of payments. The total requiring the authorisation of the Council is **£35,814.30**.

5.3 The following payments have been made from Earmarked Reserves.

- Pilgrims Way Maintenance. £225 for hedge trimming.
- Asset Replacement. £633.47 for a bench at St Jude's Play Area.
- Grant Reserve. £950 for St Andrews Toddler Group.
- Campbell Vale Play Maintenance. £234 for seat repair,

**6. Treasury Deposits.**

6.1 £2,061,504.84 was held on deposit on 30th June 2026.

6.2 **Lloyds**. £275,728.01 is invested in a 95-Day Notice account that yielded £635.04 interest at 2.63%.

6.3 **CCLA**. £1,785,776.83 is invested in the Public Sector Deposit Fund and earned a dividend of £5,467.09 in June. The dividend was re-invested. The current yield is 3.83%. £100,000 was invested on receipt of S106 contributions arising from the Westside Close development.

6.4 Total interest and dividend earned in June 2026 was £6,102.13. The monthly budget is £4,500.

**7. Reserves.**

7.1 Earmarked Reserves held on 21st July, after all payments have been made, will be **£1,800,341.58**. Of this total £79,018 has been committed to several projects. Larger sums have also been committed to the Pavilion rebuild but they have not yet been allocated in detail.

7.2 The breakdown of Earmarked Reserves is as follows.

- Capital Asset Replacement. £314,599.55
- Community Infrastructure Levy. £57,252.33
- Maintenance Reserves £1,126,405.64
- Play Area Improvement & Youth & Adult £217,102.38
- HP Pavilion Parish Office Rebuild £75,476.87
- Miscellaneous inc. Grant, CEV & Youth. £9,504.81

**8. Recommendation.**

8.1 That the Council adopts the monthly accounts as a true record of the Council's finances.

8.2 That the Council authorises the debit card, direct debit and standing order payments of **£1,317.46** and the BACS payments of **£35,814.30.**

8.3 That the Council notes the reports on Treasury Deposits and Reserves.

# Annex 1



## Laverstock & Ford Parish Council

## Summary of Receipts and Payments

Cost Centre Group - Revenue Account (Between 01/04/2026 and 30/06/2026)

## Administration

| Code | Title | Receipts Budgeted | Receipts Actual | Receipts Variance | Payments Budgeted | Payments Actual | Payments Variance | Net Position +/- Under/over spend | |
|---|---|---|---|---|---|---|---|---|---|
| 9 | Salaries | | | | 243,000.00 | 50,048.18 | 192,951.82 | 192,951.82 | (79%) |
| 10 | Mileage | | | | 2,850.00 | 587.76 | 2,262.24 | 2,262.24 | (79%) |
| 11 | Office Sundries & Expenses | | | | 5,750.00 | 1,629.86 | 4,120.14 | 4,120.14 | (71%) |
| 12 | Equipment & IT | | | | 1,000.00 | | 1,000.00 | 1,000.00 | (100%) |
| 13 | Professional Fees | | | | 12,000.00 | 4,452.00 | 7,548.00 | 7,548.00 | (62%) |
| 14 | Subscriptions | | | | 2,500.00 | 1,653.04 | 846.96 | 846.96 | (33%) |
| 15 | Insurance | | | | 7,300.00 | 7,008.52 | 291.48 | 291.48 | (3%) |
| 16 | Grants | | | | 10,000.00 | | 10,000.00 | 10,000.00 | (100%) |
| 17 | Newsletter | | | | 8,800.00 | 1,813.00 | 6,987.00 | 6,987.00 | (79%) |
| 19 | Training | | | | 1,500.00 | | 1,500.00 | 1,500.00 | (100%) |
| 20 | Councillor Allowances & Expens | | | | 5,000.00 | 891.48 | 4,108.52 | 4,108.52 | (82%) |
| 21 | Business Support | | | | 6,400.00 | 1,073.10 | 5,326.90 | 5,326.90 | (83%) |
| 66 | Community Engagement | | | | 4,900.00 | | 4,900.00 | 4,900.00 | (100%) |
| 67 | Youth Support | | | | 12,000.00 | 922.00 | 11,078.00 | 11,078.00 | (92%) |
| 94 | Venues Support | | | | 30,000.00 | 1,193.97 | 28,806.03 | 28,806.03 | (96%) |
| 100 | Age Support | | | | 5,000.00 | 5,650.00 | -650.00 | -650.00 | (-13%) |
| | **SUB TOTAL** | | | | **358,000.00** | **76,922.91** | **281,077.09** | **281,077.09** | **(78%)** |

## Environment

| Code | Title | Receipts Budgeted | Receipts Actual | Receipts Variance | Payments Budgeted | Payments Actual | Payments Variance | Net Position +/- Under/over spend | |
|---|---|---|---|---|---|---|---|---|---|
| 23 | Bins & Litter | | | | 14,100.00 | 3,358.92 | 10,741.08 | 10,741.08 | (76%) |
| 24 | Public Open Space Maintenance | | | | 41,600.00 | 8,895.42 | 32,704.58 | 32,704.58 | (78%) |
| 25 | Trees | | | | 26,000.00 | 425.00 | 25,575.00 | 25,575.00 | (98%) |
| 26 | Infrastructure | | | | 1,000.00 | | 1,000.00 | 1,000.00 | (100%) |
| 27 | Play Parks Maintenance & Inspe | | | | 9,900.00 | 1,550.00 | 8,350.00 | 8,350.00 | (84%) |
| 28 | Highways & SIDs | | | | 5,000.00 | | 5,000.00 | 5,000.00 | (100%) |
| 29 | Salisbury City Cemetery | | | | 5,350.00 | 5,274.00 | 76.00 | 76.00 | (1%) |
| | **SUB TOTAL** | | | | **102,950.00** | **19,503.34** | **83,446.66** | **83,446.66** | **(81%)** |

## Income

| Code | Title | Receipts Budgeted | Receipts Actual | Receipts Variance | Payments Budgeted | Payments Actual | Payments Variance | Net Position +/- Under/over spend | |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Precept | 436,207.00 | 218,103.50 | -218,103.50 | | | | -218,103.50 | (-50%) |
| 2 | Lease and Site Rental | 5,790.00 | 1,422.66 | -4,367.34 | | | | -4,367.34 | (-75%) |
| 3 | Newsletter Advertising | 4,995.00 | 937.50 | -4,057.50 | | | | -4,057.50 | (-81%) |
| 4 | CIL | | | | | | | | (N/A) |
| 5 | S106 | | 143,820.90 | 143,820.90 | | | | 143,820.90 | (N/A) |
| 6 | Interest | 7,500.00 | 1,802.02 | -5,697.98 | | | | -5,697.98 | (-75%) |
| 7 | Dividends | 46,500.00 | 15,081.51 | -31,418.49 | | | | -31,418.49 | (-67%) |
| 8 | Grants & Misc. | | | | | | | | (N/A) |
| 59 | VAT Refund | | | | | | | | (N/A) |
| 60 | Insurance Rent | 3,500.00 | 3,482.38 | -17.62 | | | | -17.62 | (-0%) |

# Laverstock & Ford Parish Council

## Summary of Receipts and Payments

Cost Centre Group - Revenue Account (Between 01/04/2026 and 30/06/2026)

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **SUB TOTAL** | **504,492.00** | **384,650.47** | **-119,841.53** | | | | **-119,841.53 (-23%)** |

## Summary

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **NET TOTAL** | **504,492.00** | **384,650.47** | **-119,841.53** | **460,950.00** | **96,426.25** | **364,523.75** | **244,682.22** |
| **V.A.T.** | | 2,218.50 | | | 4,306.31 | | |
| **GROSS TOTAL** | | **386,868.97** | | | **100,732.56** | | |

# Annex 2

17 July 2026 (2026-2027)

## Laverstock & Ford Parish Council

Prepared by: ______________________ Date: ____________

*Name and Role (Clerk/RFO etc)*

Approved by: ______________________ Date: ____________

*Name and Role (RFO/Chair of Finance etc)*

| | | | | |
|---|---|---|---|---|
| | **Bank Reconciliation at 30/06/2026** | | | |
| | Cash in Hand 01/04/2026 | | | 1,812,057.61 |
| | **ADD**<br>Receipts 01/04/2026 - 30/06/2026 | | | 386,868.97 |
| | | | | 2,198,926.58 |
| | **SUBTRACT**<br>Payments 01/04/2026 - 30/06/2026 | | | 116,481.55 |
| A | **Cash in Hand 30/06/2026**<br>(per Cash Book) | | | **2,082,445.03** |
| | Cash in hand per Bank Statements | | | |
| | Petty Cash | 01/08/2022 | 0.00 | |
| | Trustee | 30/06/2026 | 20,940.19 | |
| | Lloyds 32-Day Deposit | 14/05/2026 | 0.00 | |
| | Lloyds 32-Day Term (1) | 14/05/2026 | 0.00 | |
| | CCLA PSDF | 30/06/2026 | 1,785,776.83 | |
| | Lloyds 95-day Deposit | 30/06/2026 | 275,728.01 | |
| | Lloyds 273-Day Fixed Term | 14/05/2026 | 0.00 | |
| | Lloyds 32-day Term (2) | 14/05/2026 | 0.00 | |
| | Lloyds 95-day Term | 14/05/2026 | 0.00 | |
| | | | | **2,082,445.03** |
| | Less unpresented payments | | | |
| | | | | 2,082,445.03 |
| | Plus unpresented receipts | | | |
| B | **Adjusted Bank Balance** | | | **2,082,445.03** |
| | **A = B Checks out OK** | | | |

# Annex 3

## Laverstock & Ford Parish Council

### PAYMENTS (AWAITING AUTHORISATION) LIST

17 July 2026 (2026-2027)

| Vouche | Code | Date | Minute | Bank | Payment Ref. | Description | Supplier | VAT Type | Net | VAT | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 74 | Office Sundries & Expenses | 01/06/2026 | | Trustee | Q61866283727018 | Office Sundries | EE | S | 42.00 | 8.40 | 50.40 |
| | | | | | | | | | | | **50.40** |
| 75 | Office Sundries & Expenses | 02/06/2026 | | Trustee | CD 3417 | ICO Registration | Information Commissioner' | Z | 52.00 | | 52.00 |
| | | | | | | | | | | | **52.00** |
| 76 | Office Sundries & Expenses | 02/06/2026 | | Trustee | CD 2622 | Job Advertising | Indeed Ireland Operations | X | 250.61 | | 250.61 |
| | | | | | | | | | | | **250.61** |
| 77 | Business Support | 09/06/2026 | | Trustee | EMI10372326 | IT Support | Hive Communications Ltd | S | 483.30 | 96.67 | 579.97 |
| | | | | | | | | | | | **579.97** |
| 105 | Office Sundries & Expenses | 17/06/2026 | | Trustee | CD 2622 | Operations Sundries | Screwfix Direct Ltd | S | 45.80 | 9.17 | 54.97 |
| | | | | | | | | | | | **54.97** |
| 106 | Office Sundries & Expenses | 15/06/2026 | | Trustee | GPO1335703-0000 | Office Sundries | BT Business | S | 51.96 | 10.39 | 62.35 |
| | | | | | | | | | | | **62.35** |
| 107 | Professional Fees | 15/06/2026 | | Trustee | WKJ52 | Payroll | Sandra Silk Bookkeeping & | S | 80.00 | 16.00 | 96.00 |
| | | | | | | | | | | | **96.00** |
| 108 | Office Sundries & Expenses | 18/06/2026 | | Trustee | CD 2622 | Operations Sundries | Screwfix Direct Ltd | S | 6.82 | 1.37 | 8.19 |
| | | | | | | | | | | | **8.19** |
| 109 | Office Sundries & Expenses | 18/06/2026 | | Trustee | CD 2622 | Stamps/Postage | One Stop | Z | 21.60 | | 21.60 |
| | | | | | | | | | | | **21.60** |
| 110 | Office Sundries & Expenses | 23/06/2026 | | Trustee | Q61866283733575 | Office Sundries | EE | S | 31.16 | 6.23 | 37.39 |
| | | | | | | | | | | | **37.39** |
| 111 | Office Sundries & Expenses | 25/06/2026 | | Trustee | SO | Rent | Hampton Park Pavilion | Z | 80.00 | | 80.00 |
| | | | | | | | | | | | **80.00** |
| 112 | Office Sundries & Expenses | 26/06/2026 | | Trustee | CD 2622 | Operations Sundries | Screwfix Direct Ltd | S | 19.98 | 4.00 | 23.98 |
| | | | | | | | | | | | **23.98** |
| | | | | | | | **Total** | | **1,165.23** | **152.23** | **1,317.46** |

# Annex 4A

## Laverstock & Ford Parish Council

### PAYMENTS (AWAITING AUTHORISATION) LIST

17 July 2026 (2026-2027)

| Vouche | Code | Date | Minute | Bank | Payment Ref. | Description | Supplier | VAT Type | Net | VAT | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 122 | Salaries | 21/07/2026 | | Trustee | 260701 | Salary | Staff | X | 3,209.45 | | 3,209.45 |
| | | | | | | | | | | | **3,209.45** |
| 123 | Salaries | 21/07/2026 | | Trustee | 260702 | Salary & Expenses | Staff | X | 991.77 | | 991.77 |
| 123 | Mileage | 21/07/2026 | | Trustee | 260702 | Salary & Expenses | Staff | Z | 22.55 | | 22.55 |
| | | | | | | | | | | | **1,014.32** |
| 124 | Salaries | 21/07/2026 | | Trustee | 260703 | Salary & Expenses | Staff | X | 1,860.87 | | 1,860.87 |
| 124 | Mileage | 21/07/2026 | | Trustee | 260703 | Salary & Expenses | Staff | Z | 6.60 | | 6.60 |
| 124 | Office Sundries & Expenses | 21/07/2026 | | Trustee | 260703 | Salary & Expenses | Staff | Z | 29.78 | | 29.78 |
| | | | | | | | | | | | **1,897.25** |
| 125 | Salaries | 21/07/2026 | | Trustee | 260704 | Salary & Expenses | Staff | X | 1,356.94 | | 1,356.94 |
| 125 | Mileage | 21/07/2026 | | Trustee | 260704 | Salary & Expenses | Staff | Z | 57.75 | | 57.75 |
| | | | | | | | | | | | **1,414.69** |
| 126 | Salaries | 21/07/2026 | | Trustee | 260705 | Salary & Expenses | Staff | X | 1,421.58 | | 1,421.58 |
| 126 | Mileage | 21/07/2026 | | Trustee | 260705 | Salary & Expenses | Staff | Z | 103.95 | | 103.95 |
| | | | | | | | | | | | **1,525.53** |
| 127 | Salaries | 21/07/2026 | | Trustee | 260706 | PAYE & NI | HMRC | X | 4,106.53 | | 4,106.53 |
| | | | | | | | | | | | **4,106.53** |
| 128 | Salaries | 21/07/2026 | | Trustee | 260707 | Pensions | Wiltshire Pension Fund | X | 2,234.24 | | 2,234.24 |
| | | | | | | | | | | | **2,234.24** |
| 129 | Public Open Space Maintenanc | 21/07/2026 | | Trustee | 260708 | Public Open Space Maintenanc | Hurdcott Landscapes Ltd | S | 2,780.50 | 556.10 | 3,336.60 |
| 129 | Public Open Space Maintenanc | 21/07/2026 | | Trustee | 260708 | Public Open Space Maintenanc | Hurdcott Landscapes Ltd | S | 50.00 | 10.00 | 60.00 |
| | | | | | | | | | | | **3,396.60** |
| 130 | Pilgrims Way Maintenance Pt 1 | 21/07/2026 | | Trustee | 210708 | Public Open Space Maintenanc | Hurdcott Landscapes Ltd | S | 225.00 | 45.00 | 270.00 |
| | | | | | | | | | | | **270.00** |
| 131 | Bins & Litter | 21/07/2026 | | Trustee | 260709 | Bin Emptying | Idverde Ltd | S | 1,146.92 | 229.38 | 1,376.30 |
| | | | | | | | | | | | **1,376.30** |
| 132 | Trees | 21/07/2026 | | Trustee | 260710 | Tree survey | The Arboricultural Compan | S | 385.10 | 77.02 | 462.12 |
| | | | | | | | | | | | **462.12** |
| 133 | Trees | 21/07/2026 | | Trustee | 210710 | Tree survey | The Arboricultural Compan | S | 4,000.00 | 800.00 | 4,800.00 |
| | | | | | | | | | | | **4,800.00** |
| 134 | Campbell Vale Play Park Mainte | 21/07/2026 | | Trustee | 260711 | Play Parks Maintenance & Insp | East Brothers Timber Ltd | S | 234.00 | 46.80 | 280.80 |
| | | | | | | | | | | | **280.80** |
| 135 | Asset Replacement | 21/07/2026 | | Trustee | 260712 | Play Parks Maintenance & Insp | Glasdon UK Ltd | S | 633.47 | 126.69 | 760.16 |
| | | | | | | | | | | | **760.16** |
| 136 | Public Open Space Maintenanc | 21/07/2026 | | Trustee | 260713 | Public Open Space Maintenanc | Salisbury Garden Maintena | Z | 130.00 | | 130.00 |
| | | | | | | | | | | | **130.00** |
| 137 | Play Parks Maintenance & Insp | 21/07/2026 | | Trustee | 260714 | Play Parks Maintenance & Insp | Signs in Motion Ltd | S | 48.00 | 9.60 | 57.60 |
| | | | | | | | | | | | **57.60** |

# Laverstock & Ford Parish Council

17 July 2026 (2026-2027)

## PAYMENTS (AWAITING AUTHORISATION) LIST

| Vouche | Code | Date | Minute | Bank | Payment Ref. | Description | Supplier | VAT Type | Net | VAT | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 138 | Professional Fees | 21/07/2026 | | Trustee | 260715 | Professional Fees | Wellers Law Group LLP | S | 2,551.00 | 510.20 | 3,061.20 |
| | | | | | | | | | | | **3,061.20** |
| 139 | Newsletter | 21/07/2026 | | Trustee | 260716 | Community Engagement | Eloise Castle | Z | 500.00 | | 500.00 |
| 139 | Community Engagement | 21/07/2026 | | Trustee | 260716 | Community Engagement | Eloise Castle | Z | 750.00 | | 750.00 |
| 139 | Venues Support | 21/07/2026 | | Trustee | 260716 | Community Engagement | Eloise Castle | Z | 325.10 | | 325.10 |
| | | | | | | | | | | | **1,575.10** |
| 140 | Newsletter | 21/07/2026 | | Trustee | 260717 | Newsletter Editing | Firefly Graphics | Z | 285.00 | | 285.00 |
| | | | | | | | | | | | **285.00** |
| 141 | Newsletter | 21/07/2026 | | Trustee | 260718 | Newsletter printing | Blackmore Ltd | Z | 1,436.00 | | 1,436.00 |
| | | | | | | | | | | | **1,436.00** |
| 142 | Office Sundries & Expenses | 21/07/2026 | | Trustee | 260719 | Hall hire | Old Sarum Community Cen | Z | 80.50 | | 80.50 |
| 142 | Youth Support | 21/07/2026 | | Trustee | 260719 | Hall hire | Old Sarum Community Cen | Z | 46.00 | | 46.00 |
| | | | | | | | | | | | **126.50** |
| 143 | Youth Support | 21/07/2026 | | Trustee | 260720 | Bishopdown Farm Youth Club S | District Sports South | Z | 941.50 | | 941.50 |
| | | | | | | | | | | | **941.50** |
| 144 | Youth Support | 21/07/2026 | | Trustee | 260721 | Youth support | Youth Action Wiltshire | Z | 200.00 | | 200.00 |
| | | | | | | | | | | | **200.00** |
| 145 | Councillor Allowances & Expens | 21/07/2026 | | Trustee | 260722 | Expenses | All The Sevens Limited | S | 12.38 | 2.48 | 14.86 |
| | | | | | | | | | | | **14.86** |
| 146 | Grant Reserve | 21/07/2026 | | Trustee | 260723 | Section 137 Grant | St Andrews Laverstock Bab | Z | 950.00 | | 950.00 |
| | | | | | | | | | | | **950.00** |
| | | | | | | | **Total** | | **33,112.48** | **2,413.27** | **35,525.75** |

Prepared by: ______________________ Date: __________

*Name and Role*

Approved by: ______________________ Date: __________

*Name and Role*

Approved by: ______________________ Date: __________

*Name and Role*

# Annex 4B

## Laverstock & Ford Parish Council

**PAYMENTS (AWAITING AUTHORISATION) LIST**

17 July 2026 (2026-2027)

| Vouche | Code | Date | Minute | Bank | Payment Ref. | Description | Supplier | VAT Type | Net | VAT | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 147 | Councillor Allowances & Expens | 24/07/2026 | | Trustee | 260724 | Councillor Allowance | Councillor | X | 109.90 | | 109.90 |
| | | | | | | | | | | | **109.90** |
| 148 | Councillor Allowances & Expens | 24/07/2026 | | Trustee | 260725 | Councillor Allowance | Councillor | X | 54.95 | | 54.95 |
| | | | | | | | | | | | **54.95** |
| 149 | Councillor Allowances & Expens | 24/07/2026 | | Trustee | 260726 | Councillor Allowance | Councillor | X | 54.95 | | 54.95 |
| | | | | | | | | | | | **54.95** |
| 150 | Councillor Allowances & Expens | 24/07/2026 | | Trustee | 260727 | Councillor Allowance | Councillor | X | 68.75 | | 68.75 |
| | | | | | | | | | | | **68.75** |
| | | | | | | | | **Total** | **288.55** | | **288.55** |

Prepared by: ______________________ Date: __________

*Name and Role*

Approved by: ______________________ Date: __________

*Name and Role*

Approved by: ______________________ Date: __________

*Name and Role*