

LAVERSTOCK & FORD PARISH COUNCIL

Report PC26.133 Finance Report September 2026 (for October 2026 meeting)

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

1. Report Summary.

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

2. Summary of Income & Expenditure

- 2.1 The Summary Report for Revenue Income & Expenditure for the period 1st April 2026 to 30th September 2026, is attached at Annex 1. Total receipts £625,517.92 ex vat including all of the Precept and an S106 payment of £143,820.90 for the Westside Close development. Total Revenue payments were £198,867.31 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 six months there should be 50% of Revenue budget remaining. The actual figure is 56.86%. A forecast for the next six months will be reported separately.

3. Bank Reconciliation.

- 3.1 A Bank Reconciliation at the end of September was carried out by Cllr Williams.
- 3.2 The reconciliation is presented at Annex 2 to this report. Total funds held on 30th September were £2,143,420.63.

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

- 4.1 Annex 3 to this report lists the debit card, direct debit & standing order payments made in September 2026.
- 4.2 Total payments of **£1,385.02** require the retrospective authorisation of the Council.

5. BACS Payments in October 2026.

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

5.2 Annex 4A is the main list and includes salary payments of £19,050.44. The first instalment on the Hampton Park Pavilion rebuild is £30,592.91. 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 **£65,495.07**.

5.3 The following payments have been made from Earmarked Reserves.

- Community Infrastructure Levy. £25,494.09 for Pavilion works.
- HP Pavilion Reserve. £796 for Building Control Service.
- Westside Youth & Adult Reserve. £285 for MUGA signs.

6. Treasury Deposits.

6.1 £1,915,476.13 was held on deposit on 30th September 2026.

6.2 **Lloyds**. £277,561.89 is invested in a 95-Day Notice account that yielded £659.19 interest at 2.63%.

6.3 **CCLA**. £1,637,914.24 is invested in the Public Sector Deposit Fund and earned a dividend of £5,727.82 in September. The dividend was re-invested. The current yield is 3.86%. £110,000 was withdrawn in September to meet payments.

6.4 Total interest and dividend earned in September 2026 was £6,387.01. The monthly budget is £4,500.

7. Reserves.

7.1 Earmarked Reserves held on 20th October, after all payments have been made, will be **£1,760,753.58**.

7.2 The breakdown of Earmarked Reserves is as follows.

• Capital Asset Replacement.	£363,889.88
• Community Infrastructure Levy.	£31,758.24
• Maintenance Reserves	£1,126,244.46
• Play Area Improvement & Youth & Adult	£157,936.38
• HP Pavilion Parish Office Rebuild	£74,155.87
• Miscellaneous inc. Grant, CEV & Youth.	£6,768.75

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 **£1,385.02** and the BACS payments of **£65,495.07**.

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

Annex 1 p1

Laverstock & Ford Parish Council Summary of Receipts and Payments

15 October 2026 (2026-2027)

Cost Centre Group - Revenue Account (Between 01/04/2026 and 30/09/2026)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Salaries				243,000.00	103,192.73	139,807.27	139,807.27 (57%)
10	Mileage				2,850.00	1,356.58	1,493.42	1,493.42 (52%)
11	Office Sundries & Expenses				5,750.00	3,284.79	2,465.21	2,465.21 (42%)
12	Equipment & IT				1,000.00		1,000.00	1,000.00 (100%)
13	Professional Fees				12,000.00	4,184.00	7,816.00	7,816.00 (65%)
14	Subscriptions				2,500.00	2,095.04	404.96	404.96 (16%)
15	Insurance				7,300.00	7,525.99	-225.99	-225.99 (-3%)
16	Grants				10,000.00	1,934.93	8,065.07	8,065.07 (80%)
17	Newsletter				8,800.00	6,255.00	2,545.00	2,545.00 (28%)
19	Training				1,500.00	745.00	755.00	755.00 (50%)
20	Councillor Allowances & Expens				5,000.00	2,248.16	2,751.84	2,751.84 (55%)
21	Business Support				6,400.00	2,615.49	3,784.51	3,784.51 (59%)
66	Community Engagement				4,900.00	1,090.00	3,810.00	3,810.00 (77%)
67	Youth Support				12,000.00	5,850.50	6,149.50	6,149.50 (51%)
94	Venues Support				30,000.00	4,711.77	25,288.23	25,288.23 (84%)
100	Age Support				5,000.00	5,650.00	-650.00	-650.00 (-13%)
SUB TOTAL					358,000.00	152,739.98	205,260.02	205,260.02 (57%)

Environment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Bins & Litter				14,100.00	6,799.68	7,300.32	7,300.32 (51%)
24	Public Open Space Maintenance				41,600.00	20,341.92	21,258.08	21,258.08 (51%)
25	Trees				26,000.00	9,895.10	16,104.90	16,104.90 (61%)
26	Infrastructure				1,000.00	992.13	7.87	7.87 (0%)
27	Play Parks Maintenance & Inspe				9,900.00	2,824.50	7,075.50	7,075.50 (71%)
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	46,127.33	56,822.67	56,822.67 (55%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	436,207.00	436,207.00					(0%)
2	Lease and Site Rental	5,790.00	2,915.32	-2,874.68				-2,874.68 (-49%)
3	Newsletter Advertising	4,995.00	3,237.50	-1,757.50				-1,757.50 (-35%)
4	CIL							(N/A)
5	S106		143,820.90	143,820.90				143,820.90 (N/A)
6	Interest	7,500.00	3,635.90	-3,864.10				-3,864.10 (-51%)
7	Dividends	46,500.00	32,218.92	-14,281.08				-14,281.08 (-30%)
8	Grants & Misc.							(N/A)
59	VAT Refund							(N/A)
60	Insurance Rent	3,500.00	3,482.38	-17.62				-17.62 (-0%)

Annex 1

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Laverstock & Ford Parish Council

Summary of Receipts and Payments

15 October 2026 (2026-2027)

Cost Centre Group - Revenue Account (Between 01/04/2026 and 30/09/2026)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Salaries				243,000.00	103,192.73	139,807.27	139,807.27 (57%)
10	Mileage				2,850.00	1,356.58	1,493.42	1,493.42 (52%)
11	Office Sundries & Expenses				5,750.00	3,284.79	2,465.21	2,465.21 (42%)
12	Equipment & IT				1,000.00		1,000.00	1,000.00 (100%)
13	Professional Fees				12,000.00	4,184.00	7,816.00	7,816.00 (65%)
14	Subscriptions				2,500.00	2,095.04	404.96	404.96 (16%)
15	Insurance				7,300.00	7,525.99	-225.99	-225.99 (-3%)
16	Grants				10,000.00	1,934.93	8,065.07	8,065.07 (80%)
17	Newsletter				8,800.00	6,255.00	2,545.00	2,545.00 (28%)
19	Training				1,500.00	745.00	755.00	755.00 (50%)
20	Councillor Allowances & Expens				5,000.00	2,248.16	2,751.84	2,751.84 (55%)
21	Business Support				6,400.00	2,615.49	3,784.51	3,784.51 (59%)
66	Community Engagement				4,900.00	1,090.00	3,810.00	3,810.00 (77%)
67	Youth Support				12,000.00	5,850.50	6,149.50	6,149.50 (51%)
94	Venues Support				30,000.00	4,711.77	25,288.23	25,288.23 (84%)
100	Age Support				5,000.00	5,650.00	-650.00	-650.00 (-13%)
SUB TOTAL					358,000.00	152,739.98	205,260.02	205,260.02 (57%)

Environment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Bins & Litter				14,100.00	6,799.68	7,300.32	7,300.32 (51%)
24	Public Open Space Maintenance				41,600.00	20,341.92	21,258.08	21,258.08 (51%)
25	Trees				26,000.00	9,895.10	16,104.90	16,104.90 (61%)
26	Infrastructure				1,000.00	992.13	7.87	7.87 (0%)
27	Play Parks Maintenance & Inspe				9,900.00	2,824.50	7,075.50	7,075.50 (71%)
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	46,127.33	56,822.67	56,822.67 (55%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	436,207.00	436,207.00					(0%)
2	Lease and Site Rental	5,790.00	2,915.32	-2,874.68				-2,874.68 (-49%)
3	Newsletter Advertising	4,995.00	3,237.50	-1,757.50				-1,757.50 (-35%)
4	CIL							(N/A)
5	S106		143,820.90	143,820.90				143,820.90 (N/A)
6	Interest	7,500.00	3,635.90	-3,864.10				-3,864.10 (-51%)
7	Dividends	46,500.00	32,218.92	-14,281.08				-14,281.08 (-30%)
8	Grants & Misc.							(N/A)
59	VAT Refund							(N/A)
60	Insurance Rent	3,500.00	3,482.38	-17.62				-17.62 (-0%)

Annex 2

13 October 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)

A	Bank Reconciliation at 30/09/2026		
	Cash in Hand 01/04/2026		1,812,057.61
	ADD Receipts 01/04/2026 - 30/09/2026		633,475.26
	SUBTRACT Payments 01/04/2026 - 30/09/2026		302,112.24
	Cash in Hand 30/09/2026 (per Cash Book)		2,143,420.63
B	Cash in hand per Bank Statements		
	Petty Cash 01/08/2022	0.00	
	Trustee 30/09/2026	227,944.50	
	Lloyds 32-Day Deposit 14/05/2026	0.00	
	Lloyds 32-Day Term (1) 14/05/2026	0.00	
	CCLA PSDF 30/09/2026	1,637,914.24	
	Lloyds 95-day Deposit 30/09/2026	277,561.89	
	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	
			2,143,420.63
	Less unrepresented payments		
			2,143,420.63
	Plus unrepresented receipts		
B	Adjusted Bank Balance		2,143,420.63
	A = B Checks out OK		

Annex 3

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Laverstock & Ford Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

13 October 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
201	Office Sundries & Expenses	03/09/2026		Trustee	CD 3417	Stamps/Postage	Ryman Stationery	S	18.29	3.66	21.95
											21.95
202	Office Sundries & Expenses	03/09/2026		Trustee	CD 3417	Office Sundries	Timpson Ltd	Z	45.00		45.00
											45.00
203	Office Sundries & Expenses	07/09/2026		Trustee	CD 2622	Operations Sundries	Screwfix Direct Ltd	S	69.28	13.86	83.14
											83.14
204	Office Sundries & Expenses	07/09/2026		Trustee	CD 3417	Office Sundries	Land Registry	Z	7.00		7.00
											7.00
205	Business Support	10/09/2026		Trustee	EMI10372326	IT Support	Hive Communications Ltd	S	60.89	12.18	73.07
											73.07
206	Professional Fees	14/09/2026		Trustee	WKJ52	Payroll	Sandra Silk Bookkeeping &	S	80.00	16.00	96.00
											96.00
207	Mileage	14/09/2026		Trustee	CD 1288	Van Lease	Fish Brothers Ltd	Z	250.00		250.00
											250.00
208	Office Sundries & Expenses	10/09/2026		Trustee	CD 3417	Office Sundries	Timpson Ltd	Z	20.00		20.00
											20.00
209	Infrastructure	11/09/2026		Trustee	CD 2622	Operations Sundries	Screwfix Direct Ltd	S	6.65	1.33	7.98
209	Infrastructure	11/09/2026		Trustee	CD 2622	Operations Sundries	Screwfix Direct Ltd	Z	57.98		57.98
											65.96
210	Office Sundries & Expenses	15/09/2026		Trustee	GP01335703-0000	Office Sundries	BT Business	S	51.96	10.39	62.35
											62.35
240	Office Sundries & Expenses	18/09/2026		Trustee	CD 1288	Stationery	Send It by Ltd (Amazon M	S	9.15	1.83	10.98
											10.98
241	Office Sundries & Expenses	11/09/2026		Trustee	CD 2622	Operations Sundries	Origin Greentech Ltd	S	31.50	6.30	37.80
											37.80
242	Office Sundries & Expenses	11/09/2026		Trustee	CD 2622	Operations Equipment	Bob Richardson Tools & Fa	Z	150.00		150.00
											150.00
243	Office Sundries & Expenses	23/09/2026		Trustee	Q61866283759203	Office Sundries	EE	S	42.00	8.40	50.40
											50.40
244	Campbell Vale Play Park Mainte	23/09/2026		Trustee	CD 2622	Play Parks Maintenance & Insp	Fenland Leisure Products L	S	161.18	32.23	193.41
											193.41
245	Office Sundries & Expenses	24/09/2026		Trustee	CD 3417	Operations Sundries	Screwfix Direct Ltd	S	5.82	1.17	6.99
											6.99
246	Community Emergency Volunte	24/09/2026		Trustee	CD 3417	Operations Sundries	Toolstation Ltd	S	69.99	14.00	83.99
											83.99
247	Office Sundries & Expenses	25/09/2026		Trustee	SO	Rent	Hampton Park Pavilion	Z	80.00		80.00
											80.00
248	Office Sundries & Expenses	25/09/2026		Trustee	CD 2622	Office Sundries	Screwfix Direct Ltd	S	39.15	7.83	46.98
											46.98

Annex 3

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Laverstock & Ford Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

13 October 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
Total									1,255.84	129.18	1,385.02

Prepared by: _____

Date: _____

Name and Role

Approved by: _____

Date: _____

Name and Role

Approved by: _____

Date: _____

Name and Role

Annex 4

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Laverstock & Ford Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

16 October 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
252	Salaries	20/10/2026		Trustee	261001	Salary	Staff	X	3,182.02		3,182.02
											3,182.02
253	Salaries	20/10/2026		Trustee	261002	Salary & Expenses	Staff	X	977.71		977.71
253	Mileage	20/10/2026		Trustee	261002	Salary & Expenses	Staff	Z	3.03		3.03
											980.74
254	Salaries	20/10/2026		Trustee	261003	Salary & Expenses	Staff	X	2,019.54		2,019.54
254	Mileage	20/10/2026		Trustee	261003	Salary & Expenses	Staff	Z	9.90		9.90
254	Office Sundries & Expenses	20/10/2026		Trustee	261003	Salary & Expenses	Staff	Z	29.78		29.78
											2,059.22
255	Salaries	20/10/2026		Trustee	261004	Salary & Expenses	Staff	X	1,466.19		1,466.19
255	Mileage	20/10/2026		Trustee	261004	Salary & Expenses	Staff	Z	26.95		26.95
											1,493.14
256	Salaries	20/10/2026		Trustee	261005	Salary & Expenses	Staff	X	1,328.35		1,328.35
256	Mileage	20/10/2026		Trustee	261005	Salary & Expenses	Staff	Z	210.10		210.10
											1,538.45
257	Salaries	20/10/2026		Trustee	261006	Salary	Staff	X	1,935.56		1,935.56
											1,935.56
258	Salaries	20/10/2026		Trustee	261007	PAYE & NI	HMRC	X	5,237.69		5,237.69
258	Councillor Allowances & Expenses	20/10/2026		Trustee	261007	PAYE & NI	HMRC	X	58.40		58.40
											5,296.09
259	Salaries	20/10/2026		Trustee	261008	Pensions	Wiltshire Pension Fund	X	2,903.38		2,903.38
											2,903.38
260	Public Open Space Maintenance	20/10/2026		Trustee	261009	Public Open Space Maintenance	Hurdcott Landscapes Ltd	S	2,780.50	556.10	3,336.60
											3,336.60
261	Bins & Litter	20/10/2026		Trustee	261010	Bin Emptying	Idverde Ltd	S	1,146.92	229.38	1,376.30
											1,376.30
262	Trees	20/10/2026		Trustee	261011	Tree work	Ockenden Tree Services	Z	400.00		400.00
											400.00
263	Trees	20/10/2026		Trustee	261011	Tree work	Ockenden Tree Services	Z	510.00		510.00
											510.00
264	Venues Support	20/10/2026		Trustee	261012	Public Open Space Maintenance	Salisbury Garden Maintenance	Z	100.00		100.00
264	Public Open Space Maintenance	20/10/2026		Trustee	261012	Public Open Space Maintenance	Salisbury Garden Maintenance	Z	65.00		65.00
											165.00
265	Community Infrastructure Levy	20/10/2026		Trustee	261013	Hampton Park Pavilion New Building	R V Dart & Son (Builders) Ltd	S	25,494.09	5,098.82	30,592.91
											30,592.91
266	Hampton Park Pavilion Parish Council	20/10/2026		Trustee	261014	Hampton Park Pavilion New Building	Spire Building Control Services	S	796.00	159.20	955.20
											955.20
267	Professional Fees	20/10/2026		Trustee	261015	External Audit	PKF Littlejohn LLP	S	1,050.00	210.00	1,260.00

Annex 4

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Laverstock & Ford Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

16 October 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
											1,260.00
268	Business Support	20/10/2026	PC26.087 Exempt Business	Trustee	261016	IT Support	Cloudy Group Ltd	S	4,554.48	910.90	5,465.38
											5,465.38
269	Age Support	20/10/2026		Trustee	261017	Old Sarum Age Support GOGA	District Sports South	Z	650.00		650.00
											650.00
270	Youth Support	20/10/2026		Trustee	261018	Youth support	ATBShop Ltd	S	550.00	110.00	660.00
											660.00
271	Westside Youth & Adult Leisure	20/10/2026		Trustee	261019	Play Park Construction	Signs in Motion Ltd	S	285.00	57.00	342.00
											342.00
272	Office Sundries & Expenses	20/10/2026		Trustee	261020	Hall hire	Old Sarum Community Cen	Z	40.25		40.25
											40.25
273	Office Sundries & Expenses	20/10/2026		Trustee	261021	Office Sundries	Reliance Appliance Testing	Z	103.95		103.95
											103.95
274	Councillor Allowances & Expenses	20/10/2026		Trustee	261022	Expenses	All The Sevens Limited	S	11.83	2.37	14.20
											14.20
Total									57,926.62	7,333.77	65,260.39

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Annex 4

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Laverstock & Ford Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

16 October 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
275	Councillor Allowances & Expenses	23/10/2026		Trustee	261023	Councillor Allowance	Councillor	X	117.34		117.34
276	Councillor Allowances & Expenses	23/10/2026		Trustee	261024	Councillor Allowance	Councillor	X	58.67		117.34
277	Councillor Allowances & Expenses	23/10/2026		Trustee	261025	Councillor Allowance	Councillor	X	58.67		58.67
278	Councillor Allowances & Expenses	23/10/2026		Trustee	261026	Councillor Allowance	Councillor	X			58.67
Total									234.68		234.68

Prepared by: _____

Date: _____

Name and Role

Approved by: _____

Date: _____

Name and Role

Approved by: _____

Date: _____

Name and Role