



MEMBERS OF ODIHAM PARISH COUNCIL FINANCE COMMITTEE ARE SUMMONED TO ATTEND THE FINANCE COMMITTEE MEETING TO BE HELD AT THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB ON TUESDAY 15th JULY 2025 COMMENCING AT 8.30pm (or following the conclusion of full Council)

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND

10th July 2025

Andrea Mann Parish Clerk

- F1/25** **To receive apologies for absence**
- F2/25** **To receive declarations of interests and requests for dispensation relating to any item on the agenda**
- F3/25** **Public Session**
An opportunity for residents to raise questions and issues with the Parish in accordance with Standing Orders. Please view details at [Link to Standing Orders](#) or contact the Parish Office for further advice.
- F4/25** **Approval of Minutes**
To approve the minutes of the Finance Committee meeting held on 16th April 2024 (F24/24-F36/24).
- F5/25** **April-June 2025 Bank Reconciliations (pages 2-4)**
i) To approve the bank reconciliations for April to June 2025 to be signed by the Committee Chair.
ii) To agree a committee member to come to the office to check the presented bank reconciliations against the bank statements.
- F6/25** **Quarter 1 2025 Payments Listing (pages 5-10)**
To review and accept the 2024/25 Quarter 1 Payments Listing and agree any coding adjustments, which will be published on OPC's website following the meeting.
- F7/25** **Quarter 1 2025 Budget Position (pages 11-13)**
To review the 2025/26 budget position to 30th June and note variances.
- F8/25** **Earmarked Reserves (pages 14-15)**
To review and note the earmarked reserves balance at 30th June following implementation of agreed actions at the previous meeting and consider any adjustments required.
- F9/25** **Balances and Reserves (page 16)**
To review and note the earmarked reserves balance against the bank balances at 30th June.
- F10/25** **Banks and investments (page 16)**
To review current interest rates shown on report F9/25 and agree any transfers between accounts.
- F11/25** **Next meeting Scheduled 21st October 2025.**

Odiham Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 30/04/2025			
	Cash in Hand 01/04/2025			209,578.30
	ADD			
	Receipts 01/04/2025 - 30/04/2025			130,256.43
				339,834.73
	SUBTRACT			
	Payments 01/04/2025 - 30/04/2025			35,780.51
A	Cash in Hand 30/04/2025 (per Cash Book)			304,054.22
	Cash in hand per Bank Statements			
	Petty Cash	30/04/2025	0.00	
	Lloyds Money Market	30/04/2025	0.00	
	Lloyds Treasurer's Account	30/04/2025	32.75	
	Unity Trust	30/04/2025	111,941.67	
	Lloyds 30 days notice account	30/04/2025	0.00	
	Hampshire Trust Bank	30/04/2025	52,420.39	
	CCLA	30/04/2025	140,535.41	
	Lloyds/Unity Multipay card	30/04/2025	0.00	
				304,930.22
	Less unrepresented payments			876.00
				304,054.22
	Plus unrepresented receipts			
B	Adjusted Bank Balance			304,054.22
	A = B Checks out OK			

Odiham 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 31/05/2025			
	Cash in Hand 01/04/2025			209,578.30
	ADD			
	Receipts 01/04/2025 - 31/05/2025			136,135.13
				345,713.43
	SUBTRACT			
	Payments 01/04/2025 - 31/05/2025			58,460.99
A	Cash in Hand 31/05/2025 (per Cash Book)			287,252.44
	Cash in hand per Bank Statements			
	Petty Cash	31/05/2025	0.00	
	Lloyds Money Market	31/05/2025	0.00	
	Lloyds Treasurer's Account	31/05/2025	32.75	
	Unity Trust	31/05/2025	91,512.19	
	Lloyds 30 days notice account	31/05/2025	0.00	
	Hampshire Trust Bank	31/05/2025	54,656.72	
	CCLA	31/05/2025	141,050.78	
	Lloyds/Unity Multipay card	30/04/2025	0.00	
				287,252.44
	Less unrepresented payments			
				287,252.44
	Plus unrepresented receipts			
B	Adjusted Bank Balance			287,252.44
	A = B Checks out OK			

Odiham Parish Council

10 July 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Insurance	01/04/2025		Unity Trust	1	Insurance 2025-26	Zurich Municipal	Z	6,804.05		6,804.05
2	Cemetery rates and water	01/04/2025		Unity Trust	2	Cemetery rates (Apr)	Hart DC	Z	196.00		196.00
3	Rates	01/04/2025		Unity Trust	3	Parish Office Rates	Hart DC	Z	235.20		235.20
4	IT Support and Back up	15/04/2025		Unity Trust	4	Monthly IT Support	BV Computer Solutions Ltd	Z	135.00		135.00
5	PR & Pub inc newsletter	15/04/2025		Unity Trust	5	Newsletter delivery	The Extra Mile Leaflet Distr	Z	198.75		198.75
6	PR & Pub inc newsletter	15/04/2025		Unity Trust	6	Newsletter Printing	IC Printing Services	Z	876.00		876.00
7	The Bridewell - H&S checks	01/04/2025		Unity Trust	7	PAT Testing Parish Room & Off	Pax Animi Testing	Z	126.00		126.00
8	Cemetery rates and water	15/04/2025		Unity Trust	8	Cemetery rates 2	Hart DC	Z	200.00		200.00
9	Rates	15/04/2025		Unity Trust	9	Parish Office Rates 2	Hart DC	Z	240.00		240.00
10	Rates	15/04/2025		Unity Trust	10	Bridewell Rates 1	Hart DC	Z	435.30		435.30
11	Rates	15/04/2025		Unity Trust	11	Bridewell Rates 2	Hart DC	Z	434.00		434.00
12	Subscriptions	15/04/2025		Unity Trust	12	Clerks membership	SLCC	Z	415.00		415.00
13	The Bridewell - water	15/04/2025		Unity Trust	13	Bridewell water	Business Stream	Z	11.48		11.48
14	Chamberlain Gardens (SC Trus	15/04/2025		Unity Trust	14	Grounds maintenance - March	Larkstel Ltd	S	199.16	39.83	238.99
14	Cemetery Maintenance	15/04/2025		Unity Trust	14	Grounds maintenance - March	Larkstel Ltd	S	1,193.58	238.72	1,432.30
14	Other amenity areas maintenar	15/04/2025		Unity Trust	14	Grounds maintenance - March	Larkstel Ltd	S	254.24	50.85	305.09
14	Play Areas	15/04/2025		Unity Trust	14	Grounds maintenance - March	Larkstel Ltd	S	479.16	95.83	574.99
14	Allotments - maintenance	15/04/2025		Unity Trust	14	Grounds maintenance - March	Larkstel Ltd	S	60.00	12.00	72.00
14	Bin emptying	15/04/2025		Unity Trust	14	Grounds maintenance - March	Larkstel Ltd	S	392.90	78.58	471.48
14	Speed Indicator Devices	15/04/2025		Unity Trust	14	Grounds maintenance - March	Larkstel Ltd	S	79.16	15.83	94.99
14	Climate Action Plan	15/04/2025		Unity Trust	14	Grounds maintenance - March	Larkstel Ltd	S	125.00	25.00	150.00
15	Play Areas	15/04/2025		Unity Trust	15	Zip wire Recreation Ground	Premier Grounds & Garden	S	825.00	165.00	990.00
16	The Bridewell - cleaning & mat	15/04/2025		Unity Trust	16	Bridewell cleaning (Mar)	YBC	S	559.58	111.92	671.50
17	Cemetery maintenance and imj	15/04/2025		Unity Trust	17	Cemetery works	Scandor Landscape contrac	S	1,248.00	249.60	1,497.60
18	Toilets - cleaning	15/04/2025		Unity Trust	18	King St Toilets cleaning	CJH Cleaning Services Ltd	S	491.37	98.27	589.64
19	Insurance	15/04/2025		Unity Trust	19	Insurance adjustment premiurr	Zurich Municipal	Z	227.86		227.86
20	The Bridewell - waste disposal	15/04/2025		Unity Trust	20	Bridewell waste collection	Suez	S	81.43	16.29	97.72
21	Subscriptions	15/04/2025		Unity Trust	21	Annual Subscription	Institute of Cemetery and t	Z	105.00		105.00
22	Promotion of village	15/04/2025		Unity Trust	22	Printing Welcome to Odiham	IC Printing Services	Z	137.00		137.00
23	The Bridewell - water	15/04/2025		Unity Trust	23	King St Toilets - water	Castle water	Z	90.64		90.64
24	Cemetery rates and water	15/04/2025		Unity Trust	24	Cemetery water	Castle water	S	27.95	5.59	33.54
25	Telephone and internet	15/04/2025		Unity Trust	25	Phones & broadband	BT	S	237.43	47.49	284.92
26	Training	15/04/2025		Unity Trust	26	Art of comms training (Clerk)	NALC	S	35.00	7.00	42.00
27	Training	15/04/2025		Unity Trust	27	Beyond the precept training (C	NALC	S	35.00	7.00	42.00

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
28	Training	15/04/2025		Unity Trust	28	Art of comms training (Deputy	NALC	S	35.00	7.00	42.00
29	Postage and consumables	15/04/2025		Unity Trust	29	Archive boxes, files & paper	Viking	S	88.43	17.69	106.12
30	The Bridewell - gas	15/04/2025		Unity Trust	30	Bridewell gas (Feb)	Total Energies Gas & Powe	S	447.57	89.51	537.08
31	The Bridewell - gas	15/04/2025		Unity Trust	31	Bridewell gas (Mar)	Total Energies Gas & Powe	S	435.14	87.03	522.17
32	Annual Parish Assembly	15/04/2025		Unity Trust	32	Room Hire - APA	North warnborough Village	Z	110.00		110.00
33	PR & Pub inc newsletter	15/04/2025		Unity Trust	33	Duplication	THEMPC Ltd	Z			
34	Toilets - Power and rates	15/04/2025		Unity Trust	34	King St Toilets electricity	nPower	L	66.17	3.31	69.48
35	Staff Salaries	15/04/2025		Unity Trust	35	Staff Salaries - April 2025	Staff Salaries - April 2025	Z	5,016.57		5,016.57
36	Staff Salaries	15/04/2025		Unity Trust	36	Staff PAYE & NI - April 2025	HMRC	Z	1,076.89		1,076.89
37	Staff Salaries	15/04/2025		Unity Trust	37	Staff pension Cont - April 2025	Hampshire Pension Fund	Z	417.11		417.11
38	Employers' NI	15/04/2025		Unity Trust	38	Employer NI - April 2025	HMRC	Z	788.93		788.93
39	Pension Contribution	15/04/2025		Unity Trust	39	Employers Pension - April 2025	Hampshire Pension Fund	Z	1,393.26		1,393.26
40	Armed Forces Event	20/05/2025		Unity Trust	40	Deposit for catering for Freed	A Bit of a Do	S	1,000.00	200.00	1,200.00
41	Armed Forces Event	16/04/2025		Unity Trust	41	Freedom scrolls	Communicorp	S	161.50	32.30	193.80
42	Armed Forces Event	16/04/2025		Unity Trust	42	250 challenge coins	coins for anything	S	43.00	8.60	51.60
42	RAF gifts	16/04/2025		Unity Trust	42	250 challenge coins	coins for anything	S	1,250.00	250.00	1,500.00
43	Subscriptions	16/04/2025		Unity Trust	43	HALC & NALC fees	HALC	Z	1,184.00		1,184.00
44	The Bridewell - electricity	16/04/2025		Unity Trust	44	Bridewell electricity (Mar)	nPower	S	180.90	36.18	217.08
45	Insurance	16/04/2025		Unity Trust	45	Insurance for Chapels	Access Insurance	Z	2,890.00		2,890.00
46	Chapel Cottage Maintenance	28/04/2025		Unity Trust	46	Window repair	Hart Windows	Z	136.45		136.45
47	Estate Agent Fees	28/04/2025		Unity Trust	47	Chapel cottage management fe	McCarthy Holden	S	149.15	29.83	178.98
48	Bank Charges	30/04/2025		Unity Trust	48	service Charge	Unity Trust	Z	12.00		12.00
49	The Bridewell - general lettings	10/04/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
50	The Bridewell - general lettings	28/04/2025		Unity Trust	50	Stripe Transaction Fee	Stripe	X	0.35		0.35
51	The Bridewell - general lettings	14/05/2025		Unity Trust	51	Stripe Transaction Fee	Stripe	X	0.59		0.59
52	Bank Charges	15/04/2025		Lloyds Treasurer's Ac	52	Bank charges	Lloyds Bank	Z	4.25		4.25
53	Rates	20/05/2025		Unity Trust	53	Business Rates - OPC Office	Hart DC	Z	240.00		240.00
54	Rates	20/05/2025		Unity Trust	54	Bridewell rates	Hart DC	Z	434.00		434.00
55	Cemetery rates and water	20/05/2025		Unity Trust	55	Business Rates - Cemetery	Hart DC	Z	200.00		200.00
56	Subscriptions	20/05/2025		Unity Trust	56	HALC LCPD Bronze Membershi	HALC	S	210.00	42.00	252.00
57	Toilets - Power and rates	20/05/2025		Unity Trust	57	Correction due double paymen	nPower	S	40.96	8.19	49.15
58	Promotion of village	20/05/2025		Unity Trust	58	advanced road closure signs	Alphabet Signs	S	270.00	54.00	324.00
59	IT Support and Back up	20/05/2025		Unity Trust	59	Monthly IT Support	BV Computer Solutions Ltd	Z	135.00		135.00
60	Cemetery Maintenance	20/05/2025		Unity Trust	60	Cemetery grounds maintenanc	Scandor Landscape contrac	S	1,040.53	208.11	1,248.64
61	Promotion of village	20/05/2025		Unity Trust	61	Leaflets for London Road	IC Printing Services	Z	126.00		126.00

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
62	The Bridewell - water	20/05/2025		Unity Trust	62	Bridewell water	Business Stream	Z	11.42		11.42
63	The Bridewell - cleaning & mat	20/05/2025		Unity Trust	63	Bridewell cleaning	YBC	S	617.56	123.51	741.07
64	Audit Fees	20/05/2025		Unity Trust	64	2024/25 Internal Audit	Do The Numbers Ltd	Z	750.00		750.00
65	IT Support and Back up	20/05/2025		Unity Trust	65	Microsoft 365	Microsoft Ireland	Z	48.00		48.00
66	Tree works	20/05/2025		Unity Trust	66	Chamberlain Gardens	NP Tree Management	S	90.00	18.00	108.00
66	Tree Works	20/05/2025		Unity Trust	66	Chamberlain Gardens	NP Tree Management	S	95.00	19.00	114.00
66	Tree Works	20/05/2025		Unity Trust	66	Chamberlain Gardens	NP Tree Management	S	410.00	82.00	492.00
66	Tree Works	20/05/2025		Unity Trust	66	Chamberlain Gardens	NP Tree Management	S	395.00	79.00	474.00
67	IT Support and Back up	20/05/2025		Unity Trust	67	Monthly IT Support	BV Computer Solutions Ltd	Z	135.00		135.00
68	The Bridewell - H&S checks	20/05/2025		Unity Trust	68	Fire Extinguisher Testing	KBO Fire & Security	S	227.50	45.50	273.00
69	Promotion of village	20/05/2025		Unity Trust	69	500 hand held RAF flags	Flag and Bunting store	S	333.33	66.67	400.00
70	Play Areas	20/05/2025		Unity Trust	70	Playground works	Playscene Ltd	S	136.00	27.20	163.20
71	Play Areas	20/05/2025		Unity Trust	71	Re paining works on playgroun	Playscene Ltd	S	650.00	130.00	780.00
72	Postage and consumables	20/05/2025		Unity Trust	72	Costco coffee	Lloyds/Unity Multipay	Z	12.99		12.99
73	Postage and consumables	20/05/2025		Unity Trust	73	milk and supplies	Co-op	Z	5.20		5.20
74	Caretaking Equipment	20/05/2025		Unity Trust	74	Bolt croppers	tool station LTD	S	52.47	10.49	62.96
74	Caretaking Equipment	20/05/2025		Unity Trust	74	Bolt croppers	tool station LTD	S	-32.48	-6.50	-38.98
75	Subscriptions	20/05/2025		Unity Trust	75	Zoom subscription	zoom workplace	Z	129.90		129.90
76	Civic Hospitality	20/05/2025		Unity Trust	76	civic chain ribbon	wessex trophies	Z	75.90		75.90
77	Postage and consumables	20/05/2025		Unity Trust	77	Milk	Co-op	Z	2.20		2.20
78	Caretaking Equipment	20/05/2025		Unity Trust	78	Bolt croppers	tool station LTD	S	17.48	3.50	20.98
79	Bank Charges	20/05/2025		Unity Trust	79	Fee for Multipay card	Lloyds/Unity Multipay	Z	3.00		3.00
80	The Bridewell - electricity	20/05/2025		Unity Trust	80	Bridewell Electricity	nPower	S	289.18	57.84	347.02
80	The Bridewell - electricity	20/05/2025		Unity Trust	80	Bridewell Electricity	nPower	S	-4.17	-0.83	-5.00
81	Toilets - Power and rates	20/05/2025		Unity Trust	81	electricity King street toilets	nPower	S	50.72	10.15	60.87
82	Travel	20/05/2025		Unity Trust	82	Mileage - AO site inspections	S Hobbs	Z	18.90		18.90
83	IT Support and Back up	20/05/2025		Unity Trust	83	Office 365 accounts	Microsoft Ireland	Z	51.50		51.50
84	IT Support and Back up	20/05/2025		Unity Trust	84	Office 365 accounts	Microsoft Ireland	Z	43.22		43.22
85	Chamberlain Gardens (SC Trus	20/05/2025		Unity Trust	85	Grounds maintenance Apr 25	Larkstel Ltd	S	322.50	64.50	387.00
85	Other amenity areas maintenar	20/05/2025		Unity Trust	85	Grounds maintenance Apr 25	Larkstel Ltd	S	401.67	80.33	482.00
85	Play Areas	20/05/2025		Unity Trust	85	Grounds maintenance Apr 25	Larkstel Ltd	S	585.42	117.08	702.50
85	Allotments - maintenance	20/05/2025		Unity Trust	85	Grounds maintenance Apr 25	Larkstel Ltd	S	33.33	6.67	40.00
85	Bin emptying	20/05/2025		Unity Trust	85	Grounds maintenance Apr 25	Larkstel Ltd	S	238.33	47.67	286.00
85	Speed Indicator Devices	20/05/2025		Unity Trust	85	Grounds maintenance Apr 25	Larkstel Ltd	S	79.16	15.83	94.99
85	Promotion of village	20/05/2025		Unity Trust	85	Grounds maintenance Apr 25	Larkstel Ltd	S	50.00	10.00	60.00
86	Staff Salaries	20/05/2025		Unity Trust	86	Staff Salaries - May 25	Staff Salaries - May 25	Z	5,084.55		5,084.55

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
87	Staff Salaries	20/05/2025		Unity Trust	87	Staff PAYE & NI - May 25	HMRC	Z	1,077.29		1,077.29
88	Staff Salaries	20/05/2025		Unity Trust	88	Staff Pension Cont - May 25	Hampshire Pension Fund	Z	413.72		413.72
89	Employers' NI	20/05/2025		Unity Trust	89	Employer NI - May 25	HMRC	Z	798.68		798.68
90	Pension Contribution	20/05/2025		Unity Trust	90	Employer Pension Cont - May 2	Hampshire Pension Fund	Z	1,407.17		1,407.17
91	Professional Costs	21/05/2025		Unity Trust		Legal advice and support for di	Surrey Hills Solicitors	S	460.00	92.00	552.00
92	Cemetery Maintenance	21/05/2025		Unity Trust	92	Cemetery maintenance (May)	Scandor Landscape contras	S	1,040.53	208.11	1,248.64
93	Telephone and internet	21/05/2025		Unity Trust	93	Phones & broadband	BT	S	236.31	47.26	283.57
94	Postage and consumables	21/05/2025		Unity Trust	94	Hand towels and office supplie	Viking	S	7.79	1.56	9.35
94	Postage and consumables	21/05/2025		Unity Trust	94	Hand towels and office supplie	Viking	S	4.95	0.99	5.94
94	Postage and consumables	21/05/2025		Unity Trust	94	Hand towels and office supplie	Viking	S	1.49	0.30	1.79
94	The Bridewell - cleaning & mat	21/05/2025		Unity Trust	94	Hand towels and office supplie	Viking	S	31.99	6.39	38.38
95	Promotion of village	02/06/2025		Unity Trust	95	VAT payment for the MPC ltd I	IC Printing Services	S	21.00	4.20	25.20
96	The Bridewell - general lettings	12/05/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
97	The Bridewell - general lettings	29/05/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.39		0.39
98	The Bridewell - general lettings	13/05/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	1.80		1.80
99	The Bridewell - general lettings	30/05/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
100	Bank Charges	31/05/2025		Unity Trust	100	Bank charges	Unity Trust	Z	16.20		16.20
101	Bank Charges	31/05/2025		Unity Trust	101	Fee for Multipay card (Apr)	Lloyds Bank	Z	3.00		3.00
102	Civic Hospitality	21/05/2025		Unity Trust	102	Creation of OPC badge	Crest Regalia Ltd	S	160.00	32.00	192.00
102	Civic Hospitality	21/05/2025		Unity Trust	102	Creation of OPC badge	Crest Regalia Ltd	S	30.00	6.00	36.00
102	Civic Hospitality	21/05/2025		Unity Trust	102	Creation of OPC badge	Crest Regalia Ltd	S	10.79	2.16	12.95
103	Cemetery electricity	08/05/2025		Unity Trust	103	South Chapel Electricity	SSE	L	27.62	1.38	29.00
104	Estate Agent Fees	23/05/2025		Unity Trust	104	Chapel cottage management fe	McCarthy Holden	S	149.15	29.83	178.98
105	Chapel Cottage Maintenance	23/05/2025		Unity Trust	105	Heating repair	Ultimate Heating	Z	250.00		250.00
106	The Bridewell - waste disposal	30/05/2025		Unity Trust	106	Bridewell waste collection	Suez	S	88.60	17.72	106.32
107	Office Equipment	21/05/2025		Unity Trust	107	Photocopier rental copies	Ricoh	S	104.83	20.97	125.80
107	Postage and consumables	21/05/2025		Unity Trust	107	Photocopier rental copies	Ricoh	S	75.76	15.15	90.91
108	Cemetery electricity	16/05/2025		Unity Trust	108	King St Toilets electricity	nPower	S	40.94	8.19	49.13
109	Bank Charges	19/05/2025		Lloyds Treasurer's Ac	109	Bank charges	Lloyds Bank	Z	4.25		4.25
109	Bank Charges	19/05/2025		Lloyds Treasurer's Ac	109	Bank charges	Lloyds Bank	Z	-4.25		-4.25
110	Rates	17/06/2025		Unity Trust	110	Parish Office Rates	Hart DC	Z	240.00		240.00
111	Cemetery rates and water	17/06/2025		Unity Trust	111	Cemetery rates	Hart DC	Z	200.00		200.00
112	Rates	17/06/2025		Unity Trust	112	Bridewell rates	Hart DC	Z	434.00		434.00
113	The Bridewell - cleaning & mat	17/06/2025		Unity Trust	113	Bridewell cleaning	YBC	S	617.56	123.51	741.07
114	Bridewell works	17/06/2025		Unity Trust		ILOQ	Croma Locksmiths	S	1,381.06	276.21	1,657.27

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
115	The Bridewell - water	17/06/2025		Unity Trust	115	Bridewell water	Business Stream	Z	15.38		15.38
116	Cemetery rates and water	17/06/2025		Unity Trust	116	Cemetery water	Castle water	S	1.98	0.39	2.37
117	Chamberlain Gardens (SC Trus	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	322.50	64.50	387.00
117	Other amenity areas maintenar	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	401.67	80.33	482.00
117	Play Areas	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	585.42	117.08	702.50
117	Allotments - maintenance	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	33.33	6.67	40.00
117	Bin emptying	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	538.33	107.67	646.00
117	Speed Indicator Devices	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	79.16	15.83	94.99
118	Postage and consumables	17/06/2025		Unity Trust	118	Cllr and staff name badges	fattorini badges	S	115.68	23.14	138.82
118	Postage and consumables	17/06/2025		Unity Trust	118	Cllr and staff name badges	fattorini badges	S	7.20	1.44	8.64
119	Toilets - cleaning	17/06/2025		Unity Trust	119	King St Toilets cleaning	CJH Cleaning Services Ltd	S	491.37	98.27	589.64
120	Insurance	17/06/2025		Unity Trust	120	Additional sum invoiced	Access Insurance	Z	125.00		125.00
121	The Bridewell - waste disposal	17/06/2025		Unity Trust	121	Bridewell waste collection	Suez	S	81.43	16.29	97.72
122	Telephone and internet	17/06/2025		Unity Trust	122	Phones & broadband	BT	S	238.52	47.70	286.22
123	Basingstoke Canal	17/06/2025		Unity Trust	123	Basingstoke Canal Cont 24/25	HCC	Z	4,036.00		4,036.00
124	IT Support and Back up	17/06/2025		Unity Trust	124	IT support - July	BV Computer Solutions Ltd	Z	135.00		135.00
125	Rates	17/06/2025		Unity Trust	125	Bridewell GF LHS rates	Hart DC	Z	1,330.65		1,330.65
126	Rates	17/06/2025		Unity Trust	126	Bridewell GF LHS rates July	Hart DC	Z	341.80		341.80
127	Room hire	17/06/2025		Unity Trust	127	Room hire for Freedom Parade	Vine Church	Z	54.00		54.00
128	Bridewell works	17/06/2025		Unity Trust	128	Water heater for The Bridewell	Alecta Technical sololutions	S	921.00	184.20	1,105.20
129	Parish Room Maintenance	17/06/2025		Unity Trust	129	Repairs to wall	Three Counties Roofing	S	2,200.00	440.00	2,640.00
130	IT Support and Back up	17/06/2025		Unity Trust	130	Office 365 accounts	Microsoft Ireland	Z	48.00		48.00
131	Postage and consumables	17/06/2025		Unity Trust	131	Seal stickers	Stamps Direct	S	11.24	2.25	13.49
132	Postage and consumables	17/06/2025		Unity Trust	132	OPC stamp	Stamps4u.co.uk	S	37.39	7.48	44.87
133	Postage and consumables	01/06/2025		Unity Trust	133	Milk	Co-op	Z	1.80		1.80
134	Postage and consumables	17/06/2025		Unity Trust	134	Postage Police lease	Post Office Counter	Z	5.60		5.60
135	Postage and consumables	17/06/2025		Unity Trust	135	Milk	Co-op	Z	0.90		0.90
136	The Bridewell - maintenance	17/06/2025		Unity Trust	136	Bridewell security keys	Timpsons	Z	164.00		164.00
137	The Bridewell - maintenance	17/06/2025		Unity Trust	137	ILOQ fobs	Croma Locksmiths	S	169.60	33.92	203.52
138	Bank Charges	17/06/2025		Unity Trust	138	Fee for Multipay card	Lloyds Bank	Z	3.00		3.00
139	Staff Salaries	17/06/2025		Unity Trust	139	Staff Salaries - June 25	Staff Salaries - June 25	Z	5,017.86		5,017.86
140	Staff Salaries	17/06/2025		Unity Trust	140	Staff PAYE & NI - June 25	HMRC	Z	1,077.29		1,077.29
141	Pension Contribution	17/06/2025		Unity Trust	141	Staff Pension Cont - June 25	Hampshire Pension Fund	Z	415.42		415.42
142	Employers' NI	17/06/2025		Unity Trust	142	Employer NI - June 25	HMRC	Z	788.93		788.93
143	Pension Contribution	17/06/2025		Unity Trust	143	Employer Pension - June 25	Hampshire Pension Fund	Z	1,393.26		1,393.26

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
144	Lighting - Maint and admin	17/06/2025		Unity Trust	144	Street lighting	HCC	S	2,128.60	425.72	2,554.32
144	Lighting - Maint and admin	17/06/2025		Unity Trust	144	Street lighting	HCC	S	170.29	34.06	204.35
144	Lighting - energy costs	17/06/2025		Unity Trust	144	Street lighting	HCC	S	2,961.32	592.26	3,553.58
144	Lighting - energy costs	17/06/2025		Unity Trust	144	Street lighting	HCC	S	88.84	17.77	106.61
145	The Bridewell - gas	17/06/2025		Unity Trust	145	Bridewell gas (Apr)	Total Energies Gas & Powe	S	612.95	122.59	735.54
146	The Bridewell - gas	17/06/2025		Unity Trust	146	Bridewell gas (May)	nPower	L	221.49	11.08	232.57
147	The Bridewell - general lettings	23/06/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
148	The Bridewell - general lettings	23/06/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
153	Estate Agent Fees	23/06/2025		Unity Trust	153	Chapel cottage management fe	McCarthy Holden	S	149.15	29.83	178.98
154	Bank Charges	30/06/2025		Unity Trust	154	Bank charges	Unity Trust	Z	13.95		13.95
155	The Bridewell - general lettings	18/06/2025		Unity Trust	155	Refund room hire	global warriors	S	70.00	14.00	84.00
156	Bank Charges	17/06/2025		Lloyds Treasurer's Ac	156	Bank charges	Lloyds Bank	Z	4.25		4.25
Total									85,129.69	6,734.56	91,864.25

Odiham Parish Council

Net Position by Cost Centre and Code

Cost Centre Name

1000 - General Account

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
1005	Staff Salaries				85,000.00	19,181.28	65,818.72
1010	Employers' NI				11,000.00	2,376.54	8,623.46
1015	Pension Contribution				18,000.00	4,609.11	13,390.89
1020	Travel				600.00	18.90	581.10
1025	Training				1,600.00	105.00	1,495.00
1035	Rates				6,500.00	4,364.95	2,135.05
1040	Telephone and internet				2,700.00	712.26	1,987.74
1045	Office Equipment				1,050.00	104.83	945.17
1050	IT Support and Back up				5,000.00	730.72	4,269.28
1055	Postage and consumables				1,050.00	378.62	671.38
1060	Accounts Package				1,500.00		1,500.00
1065	Bank Charges				400.00	59.65	340.35
1070	Audit Fees				1,800.00	750.00	1,050.00
1075	Professional Costs				4,000.00	460.00	3,540.00
1080	Subscriptions				2,650.00	2,043.90	606.10
1085	Insurance				9,500.00	10,046.91	-546.91
1090	Election Expenses						
1095	Civic Hospitality				1,000.00	276.69	723.31
1100	Caretaking Equipment				500.00	37.47	462.53
1105	Room hire				250.00	54.00	196.00
1500	Precept		243,566.00	121,783.00			-121,783.00
1505	VAT						
1510	Bank Interest		8,500.00	3,805.39			-4,694.61
1515	S106 Income						
1525	Other Income						
			252,066.00	£125,588.39	154,100.00	£46,310.83	-18,688.44

2000 - Amenity Areas

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
2005	Chamberlain Gardens (SC				4,500.00	844.16	3,655.84
2010	Cemetery Maintenance				20,000.00	3,274.64	16,725.36
2015	Cemetery rates and water				2,750.00	825.93	1,924.07
2020	Cemetery electricity				500.00	68.56	431.44
2030	Memorial testing						
2035	Other amenity areas main				9,500.00	1,057.58	8,442.42
2040	Play Areas				12,000.00	3,261.00	8,739.00
2050	Allotments - maintenance				1,000.00	126.66	873.34
2055	Allotments - Water				500.00		500.00
2065	Tree works				5,000.00	90.00	4,910.00
2070	Bin emptying				5,000.00	1,169.56	3,830.44
2075	Benches and Noticeboard				500.00		500.00
2080	Basingstoke Canal				4,036.00	4,036.00	
2085	Broad Oak Maintenance				500.00		500.00
2090	Commons Ranger				1,000.00		1,000.00
2095	Toilets - Maintenance						
2100	Toilets - Power and rates				1,500.00	157.85	1,342.15
2105	Toilets - cleaning				6,200.00	982.74	5,217.26
2110	Parish Room - power and						
2115	Parish room - maintenance				1,500.00		1,500.00
2120	Chapel Cottage Maintenan				1,500.00	386.45	1,113.55
2125	Estate Agent Fees				1,800.00	447.45	1,352.55
2135	Tree Survey				250.00		250.00
2140	Bus Shelter Maintenance				250.00		250.00
2155	The Bridewell - electricity				4,400.00	465.91	3,934.09
2160	The Bridewell - gas				6,000.00	1,717.15	4,282.85
2165	The Bridewell - water				320.00	128.92	191.08
2170	The Bridewell - cleaning &				6,800.00	1,826.69	4,973.31
2175	The Bridewell - waste disp				1,100.00	251.46	848.54
2180	The Bridewell - H&S check				3,000.00	353.50	2,646.50
2185	The Bridewell - maintenanc				4,000.00	333.60	3,666.40
2500	Chapel Cottage rent		18,840.00	4,710.00			-14,130.00
2505	Burial fees		13,000.00	1,777.00			-11,223.00
2510	Allotment rents		1,400.00	1,235.00			-165.00
2515	Allotment Deposits						
2520	Other income		100.00	41.00			-59.00
2525	The Bridewell - tenants' re		13,000.00				-13,000.00
2530	The Bridewell - general let		3,000.00	1,126.06		76.28	-1,950.22

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Odiham Parish Council

Net Position by Cost Centre and Code

Cost Centre Name

		49,340.00	£8,889.06	105,406.00	£21,882.09	43,072.97	
3000 - Community							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
3005	Annual Parish Assembly				250.00	110.00	140.00
3010	PR & Pub inc newsletter				3,500.00	1,074.75	2,425.25
3015	Community Grants				2,000.00		2,000.00
3016	G Rothery Grant						
3025	Citizens Advice				1,000.00		1,000.00
3026	Community Awards						
3030	Christmas Evening				1,000.00		1,000.00
3035	Christmas Trees and Light				1,000.00		1,000.00
3045	RAF Christmas Gifs				1,000.00		1,000.00
3055	Armed Forces Event				1,500.00	1,204.50	295.50
3060	D-Day						
3065	Remembrance				2,000.00		2,000.00
3070	Promotion of village				1,250.00	937.33	312.67
3075	Survey Subscriptions						
3080	Odiham Book Festival						
3085	Bands in the Bury				2,500.00		2,500.00
3090	Food Fayre				1,000.00		1,000.00
3115	Flags				500.00		500.00
3500	Community Income						
3505	Event Sponsorship Incom		100.00				-100.00
			100.00		18,500.00	£3,326.58	15,073.42
4000 - Planning							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
4010	NH Plan						
4020	Neighbourhood Plan Upda						
5000 - Traffic and Transport							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
5000	Lighting - Maint and admir				5,250.00	2,298.89	2,951.11
5005	Lighting - energy costs				3,500.00	3,050.16	449.84
5015	Sustainable Transport						
5020	Village Gateway						
5025	Rights of Way				250.00		250.00
5030	Speed Indicator Devices				1,500.00	237.48	1,262.52
					10,500.00	£5,586.53	4,913.47
7000 - Earmarked Reserves							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
7005	Office Rental						
7010	IT Support/Upgrade						
7015	Election Expenses						
7020	Website						
7025	Allotment Deposits						
7030	Chapel Cottage Deposit						
7035	Cemetery maintenance an					1,248.00	-1,248.00
7040	Amenity Equipment Repai						
7045	Chapel Building Maintenar						
7050	Chapel Cottage Maintenar						
7055	War Memorial Maintenanc						
7060	Play Area Replacement						
7065	Buften Field Play Area						
7070	Benches & Noticeboards						
7075	Parish Room Maintenance					2,200.00	-2,200.00
7080	Grounds Maintenance						
7085	Memorial Testing						
7090	Revaluation of Buildings						
7095	Rights of Way						

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Odiham Parish Council

Net Position by Cost Centre and Code

Cost Centre Name

7100 Development of Sustainab		
7105 G Rothery Bequest		
7110 Re-energising the High St		
7115 Conservation Area Charac		
7120 Climate Action Plan	125.00	-125.00
7125 Book Exchange		
7130 Insurance - EMR		
7135 Tree Survey - EMR		
7140 PR & Publicity - EMR		
7145 Subscriptions - EMR		
7150 The Bridewell		
7155 Community Grants		
7160 Platinum Jubilee		
7165 Public toilets R&M		
7170 Floral displays		
7175 Professional Costs		
7180 RAF gifts	1,250.00	-1,250.00
7185 Armed Forces Day		
7190 Tree Works	900.00	-900.00
7195 Flags		
7200 Allotments		
7205 The Firs		
7210 Bins		
	£5,723.00	-5,723.00

8000 - Projects

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
8005	War Memorial						
8010	Parish Room						
8015	Play Area Replacement				7,000.00		7,000.00
8020	Supporting High Street						
8025	Climate, biodiversity & env				500.00		500.00
8030	Burial plot provision						
8035	Bridewell works				5,000.00	2,302.06	2,697.94
8040	Benches				500.00		500.00
8050	Area of reflection						
8055	The Firs						
8060	South Chapel						
					13,000.00	£2,302.06	10,697.94

NET TOTAL

301,506.00	£134,477.45	301,506.00	£85,131.09	49,346.36
-------------------	--------------------	-------------------	-------------------	------------------

Odiham Parish Council
Reserves Balance
2025-2026

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
Allotment Deposits	715.00				715.00
Buften Field Play Area	918.50				918.50
Total Capital	1,633.50				1,633.50
Earmarked					
IT Support/Upgrade	444.04	1,500.00			1,944.04
Election Expenses	5,000.00				5,000.00
Cemetery Maintenance and imp	2,400.00	2,000.00	1,248.00		3,152.00
Amenity Equipment Repairs					0.00
Chapel Building Maintenance	4,231.94				4,231.94
Chapel Cottage Maintenance					0.00
War Memorial Maintenance	1,941.17	1,000.00			2,941.17
Play Area Replacement	4,730.59	3,000.00			7,730.59
Benches & Noticeboards	1,407.20	275.00			1,682.20
Parish Room Maintenance	2,405.32	1,000.00	2,200.00		1,205.32
Grounds Maintenance					0.00
Memorial Testing					0.00
Revaluation of Buildings	275.00				275.00
Climate Action Plan	2,034.30	1,500.00	125.00		3,409.30
Rights of Way	1,677.82	250.00			1,927.82
Development of Sustainable Tra	3,783.31				3,783.31
Supporting the High St	7,450.97				7,450.97
Tree Survey	750.00	250.00			1,000.00
The Bridewell	13,164.50	3,000.00			16,164.50
Community Grants	1,760.00	580.00			2,340.00
Public toilets R&M	642.14				642.14
RAF gifts		1,250.00	1,250.00		0.00
Crownfields car park managem	5,000.00				5,000.00
Village Gateway	4,000.00				4,000.00
Bus Shelter	220.00	235.00			455.00
Armed Forces Day					0.00
Allotments		500.00			500.00
Tree Works		1,000.00	900.00		100.00
Flags		500.00			500.00
The Firs		1,000.00			1,000.00

Odiham Parish Council
Reserves Balance
2025-2026

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Bins		1,300.00			1,300.00
Total Earmarked	63,318.30	20,140.00	5,723.00		77,735.30
TOTAL RESERVE	64,951.80	20,140.00	5,723.00		79,368.80
GENERAL FUND					184,825.32
TOTAL FUNDS					263,969.15

REPORT ON:
WRITTEN BY:
MEETING DATE:
AGENDA ITEM:

Bank Balances, reserves and investments
 Parish Clerk
 15th July 2025
 F9-10/25

<u>Banks</u>	<u>Balances @ 30.06.25</u>	<u>Interest @ 30.06.25</u>	<u>Interest @ 31.03.25</u>	<u>Interest @ 31.12.24</u>	<u>Interest @ 30.09.24</u>
CCLA Public Sector Deposit Fund	141,569.62	4.27%	4.3470%	4.7159%	4.9933%
Hampshire Trust Bank	54,656.72		4.25% (one year loyalty bond to mature 09.05.25)		
Lloyds 30 day notice (G Rothery)	0.00	4.22% (one year loyalty bond to mature 22.05.26)	-	4.25%	4.25%
Unity Trust	60,973.68	0.00	0.00	0.00	- 1.000%
Lloyds Treasurer's account	<u>133.50</u>	-	-	-	- 0
	257,333.52				
<u>Estimated net balance, for the purposes of evidencing appropriate level of reseves</u>					
Plus second precept installment due Sept/Oct	121,783.00				
Plus estimated income to year end	35,159.61				
Less 9 months estimated revenue expenditure	-216,380.00				
Less earmarked reserves	<u>-79,368.80</u>				
Variance, ie general reserves	<u>118,527.33</u>				
Approx number of months running costs for 25-26 budget (excludes project codes) 4.93					