



Responsible Financial Officer Report Period Ending 28th February 2026

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Produced by Terry Heath
RFO
1st March 2026

Bank Reconciliation Statement

STOKE SUB HAMDON PARISH COUNCIL		
BANK RECONCILIATION		
for the period ending 28th February 2026		
Prepared by Terry Heath		
1st March 2026		
Approved by		
Date		
Minute reference		
Balance per bank statements as at 28th February 2026		
Lloyds Bank Current Account		£5,586.50
Lloyds Business Reserve		£30,464.84
Cambridgege Building Society		£85,191.63
Hinkley and Rugby Building Society		£70,016.11
Cash at bank per bank statements		£191,259.08
Unpresented Cheques/BACs transactions - approved by Council		
Total unpresented cheques		£100.00
Balance less unpresented cheques as at 28th February 2026		£191,159.08
The net balances reconcile to the Cash Book for the year, as follows		
CASH BOOK		
Opening Balance		£160,009.23
Add: Receipts up until 28/02/2026		£106,062.55
Less: Payments up until 28/02/2026		£74,812.70
Total Balance as at 28/02/2026		£191,259.08
Difference		£0.00

Budget V Receipt/Expenditure Report

Receipts			
Description	Budget £	Receipts £	% of receipts V budget
General Precept	97281.00	97281.00	100
Div & Interest	2000.00	3199.30	160
Vat Repayment	3000.00	1699.75	57
Donations	1000.00	1370.00	137
Other Income	0.00	2512.50	N/A
Total	103281.00	106062.55	103

Payments					
	Description	Budget £	Payments £	% of payments V budget	
CC1	Salary	10726.00	11349.34	106	
	PAYE	2681.00	1391.40	52	
	National Insurance	558.00	452.72	81	
	Chairmans Allowance	100.00	78.00	78	
	Salary and Allowances Total	14065.00	13271.46	94	
CC2	Training	1000.00	385.00	39	
	Travel Expenses	100.00	0.00	0	
	Audits	800.00	799.00	100	
	Data Protection License	45.00	0.00	0	
	Advertising	260.00	0.00	0	
	Clerks Telephone	100.00	87.78	88	
	Stationary	100.00	132.99	133	
	Cloudy IT Office 365 License & email accounts	1126.00	1100.09	98	
	Domain Hosting (IONOS)	310.80	271.79	87	
	Website Hosting (HUGOFOX)	257.25	287.86	112	
	SALC/NALC & SW Councils	1271.00	910.76	72	
	Administration Total	5370.05	3975.27	74	
	CC3	Account Fees	120.00	97.35	81
		Public Works Loan	9550.00	9549.70	100
Banking Charges & Loans Total		9670.00	9647.05	100	
CC4	Asset and Liability Cover	7024.00	4800.97	68	
	Insurance Total	7024.00	4800.97	68	
CC5	Utilities	2019.00	2397.29	119	
	Council Office Rental Charges	2400.00	3600.00	150	
	Equipment	400.00	89.99	22	
	Other Costs	500.00	722.34	144	
	Parish Council Office Total	5319.00	6809.62	128	
CC6	Newsletter	2646.00	2310.00	87	
	Printing Total	2646.00	2310.00	87	
CC7	Grants	12000.00	2900.00	24	
	Community Grants	12000.00	2900.00	24	
CC8	S137	4676.00	264.00	5.65	
	S137	4676.00	264.00	5.65	
CC9	Sports and Rec Trust Grounds Maintenance	4000.00	4116.40	103	
	Village Contracted Grounds Maintenance	9000.00	8250.00	92	
	Ranger Services	7200.00	6950.00	97	
	Village Maintenance Total	20200.00	19316.40	96	
CC10	Maintenance	2500.00	1407.34	56	
	Return of Deposits	200.00	0.00	0	
	Allotment Ground Rental Charge	792.00	180.00	23	
	Allotments Total	3492.00	1587.34	45	
CC11	Defibrillator Batteries/Pads	525.00	81.60	16	
	Play Equipment Inspection Fees	500.00	192.00	38	
	Play Equipment Maintenance and Repair	2000.00	537.60	27	
	Other Asset Maintenance	5000.00	326.70	7	
	HYFC External Maintenance Costs	10000.00	40.00	0	
	HYFC Full Structural Survey	2000.00	174.00	9	
	Monument Full Structural Survey	2000.00	0.00	0	
	Recreation Ground Rental Charge	1440.00	0.00	0	
	Village Assets Total	23465.00	1351.90	6	
CC12	Community Projects	3000.00	1689.69	56	
	Community Preojects Total	3000.00	1689.69	56	
CC13	Youth Services	8000.00	6889.00	86	
	Youth Provision Total	8000.00	6889.00	86	
TOTAL		118927.05	74812.70	63	

**Payments requiring approval at the March 2026 meeting
paid by Bank Transfer**

Mr T M Heath	RFO Duties (March 26)	£292.97	CC1
Mrs Gilly Lowe	Democratic Services (March 26)	£729.93	CC1
Mr T M Heath	SLCC Membership	£79.00	CC2
SLCC	SLCC Membership	£100.00	CC2
S&D Services	Drain and Gully Works	£2592.00	CC11
Duchy OC	Allotment Rent (6 months)	£180.00	CC10
Battens	Legal Advice	£1200.00	CC2
EVIS	Ranger Services	200.00	CC9
CloudyIT	IT Support	£101.40	CC2
	Total	£5,475.30	

paid by Debit Card

Total £000.00

paid by Cheque

Total £000.00

paid by Direct Debit/Standing Order

HMRC	PAYE (to be paid April 2026)	£518.05	CC1
Lloyds ¹	Bank Charges	£8.50	CC3
Stable Print	Printing of newsletter	£210.00	CC6
Tesco	Clerks Phone	£7.98	CC2
Ionos	IT Domain	£22.20	CC2
	Total	£766.73	

¹ Payments made ahead of the March meeting

No invoices received from EDF Energy, 100GreenEnergy

Any invoices received, subsequent to the publication of this report to be presented at Council meeting

February receipts list for noting at March 2026 meeting

Lloyds Bank	Interest	£15.19
S&RT	Donation	£50.00
Benefice	Donation	£75.00
Total		£140.19

Financial Statement as of 28th February 2026

		£
1	Lloyds Current Account	5,586.50
2	Lloyds Reserve Account	30,464.84
3	The Cambridge Building Society	85,191.63
4	Hinkley and Rugby Building Society	70,016.11
5	Sub Total	191,259.08
6	Outstanding Payments	
7	Total as Cashbook	0.00
		191,259.08
8	Less Ringfenced Lines)	
9	General Reserve	41,913.23
10	Village Asset Reserve	33,440.00
11	Village Projects	12,650.00
12	Somerset Council Contingency	10,000.00
13	Pavillion Reserve	41,360.00
14	Legal Costs	5,000.00
15	Sub Total	144,363.23
16	Current Working Capital	46,895.85
17	2025/2026 Expenditure Budget	118,927.00
18	2025/2026 Expenditure	74,812.70
19	Remaining 2025/2026 Budget	44,114.30
20	2025/2026 Receipt Budget	103,281.00
21	2025/2026 Receipts	106,062.55
22	Remaining 2025/2026 Receipts Forecast	-2,781.55
23	Unallocated Funds	0.00

Notes

1. The RFO is kindly requesting a 50% contribution to his membership of SLCC, to be agreed at the March meeting. The other 50% contribution agreed with Odcombe PC.
2. Council will be requested to approve the movement of £1200.00 from earmarked reserves to a new work-package under CC2 for the legal costs associated with HYFC.
3. Ongoing issues with EDF energy over billing despite having a smart meter installed, which appears not to be sending readings.
4. Invoices required prior to 31st March for History Boards, Monument Survey and purchase of new waste bins. Following year end minor adjustments to 26/27 budget and reserves to be presented to Council at the April 2026 meeting.
5. Internal audit arranged for 13th April 2026
6. 2026/2027 accounting book being prepared
7. Internal controls policy, risk management policy and business and governance risk register updated. To be distributed by Clerk with the March agenda requesting adoption of the documents. Any questions ahead of the meeting, please contact me.