

FALFIELD PARISH COUNCIL

FINANCIAL MATTERS REPORT STATEMENT

Presented to the Annual Parish Council Meeting held on 18th May 2026

Contents

Introduction	2
Bank Reconciliation	2
Bank Statements	3
Unity Trust Bank - Current Account.....	3
Unity Trust Bank - Instant Access Account.....	4
Receipts	5
Schedule of Payments	5
Payments due in May requiring approval of the Council	5
Direct Debit Payments.....	5
Supporting documents confirming payments	6
Voucher No 10 - [REDACTED]	6
Voucher No 11 - [REDACTED]	6
Voucher No 12 - Mr Adam Keppel-Green	7
Voucher No 13 - Zurich Insurance	8
Voucher No 14 - South Gloucestershire Council	9
Voucher No 15 – E.on Next	10
Voucher No 16 - [REDACTED]	11
Voucher 17 - Soc of Local Council Clerks	12
Voucher 18 – Eastwood Garden Centre/J. Carpenter	13
Budget &Expenditure to date for the financial year ending 31 st March 2027.....	14
Financial Position as of 13 th May 2026	15
Community Infrastructure Levy Income	15

Introduction

This is a new format in order to take into account the requirements of the Councils Financial Regulations which were amended and adopted in April 2025.

During the Council meeting Councillors will approve by resolution the Bank Reconciliation displayed below which will then be signed by the Chair and Clerk.

This report also provides information on the Schedule of Payments on page 7 which again Councillors will be asked to approve by resolution for payment and/or note accordingly. The Chair will then be asked to initial the against each payment of the schedule and also initial each supporting document.

Bank Reconciliation

The Clerk can report the following balances as of 30th April 2026 were as follows:

Balance per bank statements

Unity Trust Current Account	£	16,485.26
Unity Trust Savings Account	£	33,403.57
Less unrepresented payments	£	-
Net balances	£	49,888.83

The net balances reconcile to the cash book (receipts and payments account) as follows:

Opening Balance 1st April 2026	£	34,698.89
Add: Receipts for 2027/26	£	16,081.12
Less: Payments up to 30/4/26	£	891.18
Closing Balance per cash book	£	49,888.83

The Chairman and Clerk signed the Financial Report to confirm the above balances against the appropriate bank statements displayed on pages 3 - 5 of this Financial report.

Signed – Chairman: [REDACTED] Date: 18th May 2026

Signed – Locum Clerk & RFO: [REDACTED] Date: 18th May 2026

Bank Statements

Unity Trust Bank - Current Account

Checked- J Carpenter

Date: 30/04/2026

Account Name: Falfield Parish Council

Swift Code

IBAN Numt

Sort Code:

Account Nu

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Contact Us

Call us: 0345 140 1000

Email us: us@unity.co.uk

Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/03/2026		Balance brought forward	£0.00	£0.00	£995.32 ✓
17/04/2026	Direct Debit	Direct Debit (E.ON NEXT LTD)	£18.23	£0.00	£977.09 ✓
21/04/2026	Faster Payment Debit	B/P to: Victoria Hawkins	£328.50	£0.00	£648.59 ✓
21/04/2026	Faster Payment Debit	B/P to: Parish On Line	£64.80	£0.00	£583.79 ✓

Page number 1 of 3

Statement number 030

**For Businesses,
For Communities,
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.
Unity Trust Bank is entered in the Financial Services Register under number 206870.
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.
Registered in England and Wales no. 1173124.
Calls may be monitored and recorded for training, quality and security purposes.
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INVESTORS IN PEOPLE
We invest in people. C112



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
21/04/2026	Faster Payment Debit	B/P to: ALCA	£232.65	£0.00	£351.14 ✓
21/04/2026	Faster Payment Debit	B/P to: Citizens Advice St	£100.00	£0.00	£251.14 ✓
21/04/2026	Faster Payment Debit	B/P to: Falfield V. Hall	£140.00	£0.00	£111.14 ✓
21/04/2026	Transfer	Transfer from 20498896	£0.00	£300.00	£411.14 ✓
30/04/2026	Credit	SOUTH GLOCC COUNCIL	£0.00	£16,081.12	£16,492.26 ✓
30/04/2026	Fee	Service Charge	£7.00	£0.00	£16,485.26 ✓

Checked 4th May 2026 by J. Carpenter, Clerk & AFO

Report prepared on 13th May 2026

Unity Trust Bank - Instant Access Account

Checked-J Carpenter

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Date: 30/04/2026

Account Name: Falfield Parish Council

Swift Code

IBAN Numt

Sort Code:

Account Ni

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000

The credit interest rate is 1.95% AER as of your statement date.

Contact Us

- Call us: **0345 140 1000**
- Email us: **us@unity.co.uk**
- Visit us: **unity.co.uk**



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/03/2026		Balance brought forward	£0.00	£0.00	£33,703.57
21/04/2026	Transfer	Transfer to 20498883	£300.00	£0.00	£33,403.57

Checked 4th May 2026 by J. Carpenter, Clerk & RFO

Receipts

£6,312.50 received from South Gloucestershire Council in respect of the Parish Precept covering the period from April to September 2026.

£9,768.62 received from South Gloucestershire Council in respect of Community Infrastructure Levy income in relation to the Kings Meadow development.

Schedule of Payments

Payments due in May requiring approval of the Council

To **RESOLVE** payment of invoice(s) having been verified by the Clerk as accurate and have either been paid prior to this meeting or are now due for payment.

Vou	Description	Supplier	VAT	Net	Total	Payment due date	Powers to spend	Initialed by Chair
10						05/05/26	LGA 1972 s112	
11						05/05/26	LGA 1972 s111	
12	2025/26 Internal Audit	Adam Keppel-Green	0.00	175.00	175.00	19//05/26	LGA 1972 s111	
13	Annual Insurance premium	Zurich	0.00	300.00	300.00	19/05/26	LGA 1972 s111	
14	1 st qtr Localism charge	South Glos Council	24.64	123.18	147.80	19/05/26	LGA 1972 s111	
16						25/05/26	LGA 1972 s112	
17	Soc of Local Council Clerks	Annual membership	0.00	158.00	158.00	19/05/26	LGA 1972 s143	
18	£50 garden voucher	Eastwood Garden Center /J.Carpenter	0.00	50.00	50.00	19/05/26	LGA 1972 s137	

Following approval of the above payments two Councillors will be requested to complete authorisations through the online banking portal.

Direct Debit Payments

To NOTE the following direct debit payments previously made or now due:

Vou	Description	Supplier	VAT	Net	Total	Date of payment made/due	Powers to spend	Initialed by Chair
9	April Service Charge	Unity Trust Bank	0.00	7.00	7.00	30/04/26	LGA 1972 s111	
15	Utilities for April	E.on Next	0.84	16.80	17.64	20/05/26	LGA 1972 s111	

All the payments identified in this section have been included in the Budget & Expenditure to date for the Financial Year ending 31st March 2027 reported on page 14.

Supporting documents for all the above payments can be found on pages 7-13 of this report.

As per 6.3 of the Councils Financial Regulations all payments listed in the above Schedule of payments has been examined by the Clerk for arithmetical accuracy, analysed to the appropriate expenditure heading and verified to confirm that the work, goods or services have been received, or are expected to be received following payment.

Also as per 6.8 of the Councils Financial Regulations the above Schedule of Payments following its review by the Council for compliance and, having satisfied itself authorised payments by resolution will be initialled by the Chair of the meeting.

Supporting documents confirming payments

Voucher No 10 - [redacted]



Voucher No 11 - [redacted]



Adam Keppel-Green

Squirrel Brook, 68 Manor Park South, Knutsford, WA16 8AN

BSc BA
FSLCC MCMI

adam@keppel-green.co.uk

INVOICE

30/04/2025
2604

Falfield Parish Council

Internal Audit Services	£	175
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TOTAL DUE	£	175
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Payment Details

Cheque payable to Adam Keppel-Green.

BACs Payment S/C: 53-81-42 A/N: 86566407

Payment due within 30 days of your next meeting.

Checked- J. Carpenter, Locum Clerk & RFO

Initialed by the Chair of the meeting

Falfield Parish Council (South Gloucestershire)
 Whitegates
 Sundayshill Lane
 Falfield
 Wotton-Under-Edge
 Gloucestershire
 GL12 8DQ

**Zurich Town, Parish and
 Community Council Team**
PO Box 726
Chichester
PO19 9PS

Invoice

Invoice Date: 6th April 2026

Invoice No: 554848026

Client ref: 61835002

Policy	Policy Term	(£) Premium
YLL-2720920793	01/06/2026-31/05/2027	267.86
Inspection Contract (If Applicable)		0.00
Sub total		267.86
Inspection Contract VAT @ prevailing rate		0.00
Insurance Premium Tax (IPT) @ prevailing rate		32.14
TOTAL		£300.00

Payment is due before your cover starts, or immediately if your cover is already in place.

Please make cheques payable to **Zurich Municipal** and send to **Zurich Town, Parish and Community Council Team, PO Box 726, Chichester, PO19 9PS**

If paying by BACS, please note our new bank details and amend your records accordingly.

Acc Name: Zurich Town & Parish, Insurer Trust Account Acc Number: 23110249
 Sort Code: 20 – 65 – 82 Bank: Barclays Bank PLC

Please quote your Client Reference on all BACS transactions

Invoice Queries

Phone: 0800 917 9426
 Email: accounts.team@uk.zurich.com

Our VAT registration number is: 107 8316 77

Zurich Municipal is a trading name of Zurich Insurance Company Ltd. A public limited company incorporated in Switzerland. Registered in the Canton of Zurich, No. CHE-105.833.114, registered offices at Mythenquai 2, 8002 Zurich. UK Branch registered in England and Wales no BR000105. UK Branch Head Office: The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire PO15 7JZ.

Zurich Insurance Company Ltd is authorised and regulated in Switzerland by the Swiss Financial Market Supervisory Authority FINMA. Authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request. Our firm reference number is 959113.

Communications may be monitored or recorded to improve our service and for security and regulatory purposes.

Checked- J. Carpenter, Locum Clerk & RFO

Initialed by the Chair of the meeting



Falfield Parish Council
Clerk & RFO, Whitegates, Sundayhill Lane, Falfield
W-U-E
Wotton-under-Edge
GL12 8DQ
GBR

Our reference
Date
Contact
StreetcareAdmin@southglos.gov.uk

South Gloucestershire Council
Badminton Road Offices
Yate
Bristol
BS37 5AF
GBR
VAT Reg No. 664 3211 52

Please contact us at income@southglos.gov.uk if you would prefer to receive your invoices by email.

INVOICE NUMBER 3900065132
IN ANY COMMUNICATION PLEASE QUOTE INVOICE NUMBER

Payment Terms Net 14 days
Due Date 20/05/2026

Description	Quantity	Unit price	Net Amount	VAT
Localism service charges for grass cutting this covers the period of April, May and June 2026.	3	£ 41.06	£ 123.18	20%

NET TOTAL £ 123.18

VAT £ 24.64

TOTAL £ 147.82

Checked- J. Carpenter, Locum Clerk & RFO

Initialed by the Chair of the meeting



Falfield Parish Council
Falfield Parish Council
Whitesgates
Sundayshill Lane
Falfield
Wotton Under Edge
GL12 8DQ

0014342



396/00074



Get in touch with us

eonnex.com/contact

hellobusiness@eonnex.com

0800 501 5699

Account number

A-433B5301

Tax Invoice number

KI-433B5301-0042

Date issued

5th May 2026

Invoice

for Falfield Parish Council for the supply at Falfield Village Green, Off Sundayshill Lane, Falfield, Wotton-Under-Edge, GL12 8DF.

1st April 2026 - 30th April 2026

Your charges

	Net charges	CCL	VAT	Total
Electricity	£16.80	£0.00	£0.84	£17.64
Total charges for this invoice				£17.64

On 5th May 2026 your new balance was

£17.64 DR

Payment of £17.64 will be taken by Direct Debit on or around 20 May 2026.

Checked- J. Carpenter, Locum Clerk & RFO

Initialed by the Chair of the meeting





Voucher 17 - Soc of Local Council Clerks

Collar Factory, Suite 2.03
112 St. Augustine Street
Taunton
Somerset
TA1 1QN
Tel: 01823 253646
Email: finance@slcc.co.uk



Falfield Parish Council
Whitegates, Sundayhill Lane
Falfield
Wotton under Edge
Gloucestershire
GL12 8DQ

Invoice

Invoice No	MEM258800-1
Invoice Date	11/05/2026
Reference	N/A

Quantity	Description	Unit Price	Net Amt	VAT %	VAT
1	Membership Fee: James Carpenter (48490) Due:01/06/2026	£158.00	£158.00	0.00	£0.00

Total Net Amount	£158.00
Total Tax Amount	£0.00
Invoice Total	£158.00

Payment Due: 10/07/2026

Checked – J. Carpenter, Locum Clerk & RFO

Initialed by the Chair of the meeting

FALFIELD PARISH COUNCIL

Locum Clerk to Council: Mr James Carpenter
 Whitegates, Sundayhill Lane, Falfield, Wotton under Edge, Glos GL12 8DQ
 Tel: 07484 102588. email: clerk@falfield-pc.gov.uk

CLERKS EXPENSES FORM

Name: James Carpenter (Clerk)	Date 13/05/2026			
Detail of Expense	Sub Total (ex VAT)	VAT 20%	TOTAL	LGA 1972 Powers
Garden Token (Gift for Miss Kay Rea)	£ 50.00	£ -	£ 50.00	S137
Total payable	£ 50.00	£ -	£ 50.00	

For office use

Voucher No	18
Clerk verification	F J C
Payment date	19/05/2026



Checked – J. Carpenter, Locum Clerk & RFO

Report prepared on 13th May 2026

Budget & Expenditure to date for the financial year ending 31st March 2027

RECEIPTS	2025/2026 BUDGET	RECEIPTS TO DATE	BALANCE
Precept Income	12,625.00	6,312.50	6,312.50
Grants / Donations / Bursaries	0.00	0.00	0.00
Rental (VHMC lease)	10.00	0.00	10.00
Refunds Inc. VAT 2024/25	457.00	0.00	457.00
Interest	800.00	0.00	800.00
Unbudgeted Income	0.00	0.00	0.00
Community Infrastructure Levy	9,768.62	9,768.62	0.00
TOTAL RECEIPTS	23,660.62	16,081.12	7,579.50

PAYMENTS (excluding VAT)		2025/26 BUDGET	EXPENDITURE TO DATE	BALANCE
Salary / PAYE	Staff costs	9,440.00	1595.15	7,844.85
Expenses	Administration	322.00	7.00	315.00
	Website	282.00	0.00	282.00
	Mapping Service	56.00	54.00	2.00
	Office costs	180.00	30.00	150.00
	Travel *	0.00	0.00	0.00
Rentals	Village Hall hire	187.00	120.00	67.00
	Avon & Somerset Beat Team	31.00	20.00	11.00
	Peppercorn rent on Village Hall	10.00	0.00	10.00
Insurance & fees Inc. Audits and Solicitors	Insurance	311.00	300.00	11.00
	Internal & External Audits	490.00	175.00	315.00
Subscriptions/Training/ Meetings	ALCA & SLCC membership	398.00	390.65	7.35
	Training/Meetings *	100.00	0.00	100.00
Elections	Election costs *	0.00	0.00	0.00
Recreation & Arts	Asset replacement	0.00	0.00	0.00
	Utilities	244.00	34.16	209.84
	General maintenance of assets *	0.00	0.00	0.00
	Grass cutting (localism charge)	496.00	123.18	372.82
Donations & Section 137 payments	5 Villages Alive magazine	100.00	0.00	100.00
	Royal British Legion	78.00	0.00	78.00
	Unspecified	200.00	150.00	50.00
TOTAL EXPENDITURE		12,925.00	2999.14	9,925.86

TOTAL VAT PAID SINCE THE 1st APRIL 2026 TO BE RECLAIMED AT A LATER DATE FROM HMRC.

37.15

For items marked with * expenditure has been taken from the Councils reserves .

RESERVES		BROUGHT FORWARD FROM 2025/26	2026/27			BALANCE
			INCOME	EXPENDITURE	ALLOCATED	
Expenses	Travel	281.90	0.00	0.00	0.00	281.90
Subscriptions/Training/Meetings	Training/Meetings	180.00	0.00	0.00	0.00	180.00
Elections	Election costs	3,025.00	0.00	0.00	0.00	3,025.00
Community Infrastructure Levy		26,511.74	9,768.72	0.00	4,213.20	32,067.26
TOTAL RESERVES		29,998.64	9,768.72	0.00	4,213.20	35,554.16

Financial Position as of 13th May 2026

The figures below include the receipts, transfers and schedule of payments detailed on page 6 of this report.

BANK STATUS	
Current Account	
Opening balance on 1st April 2026	995.32
Receipts	16,081.12
Payments cleared	-1,353.84
Transfers in+/out- Instant Access a/c	300.00
Payments awaiting approval	-1,682.45
Payments approved but not cleared bank	0.00
BALANCE	14,340.15
Instant Access Account	
Opening balance on 1st April 2026	33,703.57
Transfers in/out Current a/c	-300.00
BALANCE	33,403.57
TOTAL CLOSING BALANCES	47,743.72

Community Infrastructure Levy Income

The committed outgoing figures are net of VAT unless otherwise stated.

As a reminder, CIL contributions can be spent on:

- The provision, improvement, replacement, operation or maintenance of infrastructure; or,
- Anything else that is concerned with addressing the demands that development places on it.

CIL income must be spent within five years from its initial receipt after which time any income not spent must be returned to South Gloucestershire Council. Therefore of the current balance of £26,511.74 including earmarked funds reach their 5 year period as follows:

	Amount	Comments
Opening position on 1st April 2026	£ 26,511.74	Brought forward from 2025/26
Receipts during 2026/27	£ 9,768.62	
Total	£ 36,280.36	
Outgoings during 2026/27	£ -	
Total	£ 36,280.36	
Allocated funds	£ 4,213.20	Solicitors fees- renewal of Village Hall Lease
Balance remaining	£ 32,067.16	

To be used before	AMOUNT
Apr-2028	£ 726.42
Apr-2029	£ 7,709.19
Apr-2030	£ 18,076.13
Apr-2031	£ 9,768.62
Total	£ 36,280.36

Report prepared on 13th May 2026