

Newbourne Parish council Finance 2025 – 2026

Cash Book - Community Account -

Date	Description	chq number	Amount	Balance
04/04/2025	Opening Balance			£7,637.37
09/04/2025	Money to village hall	100538	£1,236.00	£6,401.37
15/04/2025	Deben heating & plumbing	100537	£756.41	£5,644.96
30/04/2025	Precept in		£8,500.00	£14,144.96
14/05/2025	D Sterry - Gardening	100541	£97.50	£14,047.46
14/05/2025	M Moore - VH Work	100542	£1,548.00	£12,499.46
15/05/2025	Printer ink	100540	£19.80	£12,479.66
04/06/2025	Clerks Wages	100544	£635.05	£11,844.61
12/06/2025	SALC	100535	£22.80	£11,821.81
12/06/2025	SALC Membership	100539	£167.67	£11,654.14
07/07/2025	HMRC	100543	£158.60	£11,495.54
11/07/2025	D Sterry - Gardening	100546	£70.00	£11,425.54
05/08/2025	Miscrosoft Subscription	100547	£84.99	£11,340.55
06/08/2025	Laptop and postbox	100550	£196.95	£11,143.60
06/08/2025	Money from VH		£950.00	£12,093.60
03/09/2025	Clerk wages	100552	£317.41	£11,776.19
04/09/2025	Clerks Wages	100551	£317.41	£11,458.77
04/09/2025	Unpaid cheque 10051		£317.41	£11,776.19
05/09/2025	Clerks Wages	100551	£317.42	£11,458.77
30/09/2025	Insurance	100555	£2,189.87	£9,269.50
02/10/2025	SALC	100553	£22.80	£9,246.70
09/10/2025	Internet	100549	£49.80	£9,196.90
13/10/2025	Quiz Fundraising money		£592.50	£9,789.40
20/10/2025	Play area inspection	100557	£110.40	£9,679.00
05/11/2025	Receipt for quiz	100561	£20.80	£9,658.20
06/11/2025	M Moore - VH Work	100560	£1,260.00	£8,398.20
25/11/2025	Treescape hedge cutting	100559	£510.00	£7,888.20
02/12/2025	internet	100558	£64.69	£7,823.51
03/12/2025	Clerks Wages	100563	£635.05	£7,188.46
03/12/2025	Gift voucher	100564	£150.00	£7,038.46
16/12/2025	SALC invoice	100565	£70.00	£6,966.46
22/12/2025	Community action suffolk	100562	£66.00	£6,900.46
22/12/2025	Clerk wages	100566	£317.41	£6,582.99
09/01/2026	HMRC	100568	£158.60	£6,424.39
26/01/2026	Internet	100569	£64.69	£6,359.70
29/01/2026	IT Services	100567	£18.00	£6,341.70
10/03/2026	Printer ink	100570	£23.95	£6,317.75
10/03/2026	Clerks Wages	100572	£634.85	£5,682.90
12/03/2026	Treescape hedge cutting	100574	£460.80	£5,222.10
31/03/2026	Quiz money in		£550.00	£5,772.10
01/04/2026	Closing Balance			£5,772.10

Cash Book – Saving Account

Date	Description	chq number	Amount	Balance
01/04/2025	Opening balance			£4,144.76
02/06/2025	interest on saving account		£13.77	£4,158.53
08/09/2025	interest on saving account		£13.80	£4,172.33
08/12/2025	interest on saving account		£12.17	£4,184.50
02/03/2026	interest on saving account		£10.59	£4,195.09
01/04/2026	closing balance		50.33	£4,195.09

Opening balance April 1st, 2025 – Community account £7,637.37 + £4144.76 = £11,782.13

Closing Balance March 31st, 2026 – Community account £5772.10 + 4195.09 = £9967.19

Payments in

DATE	Description	Amount	Account
30/04/2025	Precept	£8,500.00	Community account
08/06/2025	Interest	£13.77	saving account
06/08/2025	Village hall money	£950.00	Community account
08/09/2025	Interest	£13.80	saving account
13/10/2025	Fundraising money	£592.50	Community account
08/12/2025	Interest	£12.17	saving account
08/03/2026	Interest	£10.59	saving account
31/03/2026	Fundraising quiz money	£550.00	Community account
		£10,642.83	

Precept - £8500.00

Money in £2142.83

Staff costs –

Date	Description	chq number	Amount
04/06/2025	clerk's wages	100544	£635.05
07/07/2025	HMRC	100543	£158.60
03/09/2025	clerk's wages	100551	£317.41
03/09/2025	clerk's wages	100552	£317.42
03/12/2025	clerk's wages	100563	£635.05
22/12/2025	clerk's wages	100566	£317.41
09/01/2026	HMRC	100568	£158.60
10/03/2026	Clerks Wages	100572	£634.85

Total £3,174.39

Total £3174.39

Money out – Community Account

Date	Description	Amount	Chq number
09/04/2025	Money to village hall - Maintance	£1,236.00	100538
15/04/2025	Deben heating and plumbing	£756.41	100537
14/05/2025	Gardening - D Sterry	£97.50	100541
14/05/2025	M Moore - Village Hall	£1,548.00	100542
15/05/2025	Printer ink	£19.80	100540
12/06/2025	SALC	£22.80	100535
12/06/2025	SALC MEMBERSHIP	£167.67	100539
11/07/2025	Gardening - D Sterry	£70.00	100546
05/08/2025	Microsoft Subscription	£84.99	100547
06/08/2025	laptop and postbox	£196.95	100550
30/09/2025	insurance	£2,189.87	100555
02/10/2025	SALC	£22.80	100553
09/10/2025	Internet	£49.80	100549
20/10/2025	Playarea inspection	£110.40	100557
05/11/2025	Quiz stuff	£20.80	100561
06/11/2025	M Moore - Village Hall	£1,260.00	100560
25/11/2025	Treescape hedge cutting	£510.00	100559
02/12/2025	Internet	£64.69	100558
03/12/2025	Gift Voucher	£150.00	100564
16/12/2025	CAS - Email addresses	£72.00	100565
22/12/2025	CAS - membership	£66.00	100562
26/01/2026	Internet	£64.69	100569
29/01/2026	CAS - Internet	£18.00	100597
10/02/2026	Printer ink	£23.95	100570
12/03/2026	Treescape Hedge Cutting	£550.00	100574
		£9,373.12	

£9373.12 money out of community account

£0.00 saving account.

Description	Location	Date Purchased	Cost	Current Value	Insurance Value
Village Hall	Mill Road at village hall	1985	£2,000.00	£2000.00 nominal	£350,000
Play Area	o/s fox public house	2010	£44,000	£44,000	£40,000
Bus Shelter	village hall grounds	Pre 1980	not known	£1 nominal	Outside furniture policy
Park Bench	centre	2012	£800.00	£800.00	Outside furniture policy
Village sign	village mill road, jackson road, woodbridge road	2006	£3,094	£3,094	Outside furniture policy
3 grit bins	village hall grounds	2013	£406.00	£40,600	Outside furniture policy
Litter bins	village hall grounds	2014	£240.00	£240.00	Outside furniture policy
Sign	grounds	2014	£183.00	£183.00	Outside furniture policy
Notice board	Mill Road	2020	£242.00	£242.00	Outside furniture policy
Speed indicator device	mill road	2022	£2,500	£2,500.00	Outside furniture policy
Defibillator	Phone box	2023	£1,000.00	£1,000.00	Outside furniture policy



PRECEPT 2025/26

Newbourne Parish Council

I certify that the **Newbourne Parish Council** will require the amount set out below:

Precept for 1st April 2024 to 31st March 2025

£7,750.00

Precept required for 1st April 2025 to 31st March 2026

£ 8500.00 (amount)

Eight thousand + five hundred (in words)

Signed:

Clerk to the **Newbourne Parish Council**

Date: 06/01/2025

Please return the completed form no later than 27th January 2025 to:-

Email to: precepts@eastsoffolk.gov.uk

Or

Angela Blowers
Financial Services
East Suffolk Council
East Suffolk House
Riduna Park
Station Road
Melton
Suffolk
IP12 1RT

LEGAL ADDRESS East Suffolk House, Station Road, Melton, Woodbridge IP12 1RT
DX: 41400 Woodbridge

POSTAL ADDRESS Riverside, 4 Canning Road, Lowestoft NR33 0EQ

Bank Reconciliation 2025- 2026

Cash in hand 01/04/2025 **£11,782.13**

Community Account £7637.37

Saving account £4144.76

ADD

Receipts

Interest £50.33

Money in £10,592.50

Total **£22,424.96**

SUBTRACT

Payments

Staff £3,174.39

Other costs £9,373.12

Total **£12,547.51**

Cash in hand

B

Cash £0.00

Petty Cash £0.00

Community account £5772.10

Saving £4195.09

£9967.19

Explanation of variances – pro forma

Term of smaller authority:	Newbourn Parish council	2025-2026
Accounting officer (if different to the smaller authority):	East Gifford	

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

variances of more than 15% between totals for individual b

- **New from 2020/21 onwards:** variances of £100,000 or more require explanation regardless of % of total

* a breakdown of approved reserves on the next tab if the total reserve (Box 7) figure is more than twice the annual

precept/rates & levies value (Box 2).

	2024-2025 £	2025-2026 £	Variance £	Variance %	Explanation	Automatic responses trigger below based on figures input. DO NOT OVERTWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	20,373	15,782				Explanation of % variance from PY opening balance not required - Balance brought forward agrees.	
2 Precept or Rates and Levies	7,756	8,588	750	9.68%	NO		
3 Total Other Receipts	5,462	2,143	-6,319	74.68%	YES		Year 2024-2025 we received money in from the village hall, vat, east suffolk council and fundraising to help towards the new zrvng in the play area,
4 Staff Costs	2,534	3,174	580	22.36%	YES		Staff costs have increased in 2025 - 2026 as the minimum wage has increased also the clerk has changed mid year so both were being paid in handover.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	25,009	9,373	-12,035	57.78%	YES		2024 - 2025 was a lot higher as we spent £10,935.61 + £7880.33 on play area and village hall improvements and £600 in maintenance at village hall.
7 Balances Carried Forward	11,782	9,367		47%	NO		
8 Total Cash and Short Term Investments	11,782	9,367				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments	14,000	14,000	0	0.00%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)