



NOTICE OF FINANCE MEETING

Notice is hereby given that a meeting of the above
Council will be held at the Wenvoe Community Centre

On

Tuesday 14 October 2025 at 12.00 noon

1. To receive apologies for absence
2. To approve minutes of Finance Meeting held 8 July 2025
3. To review budget v actual for the period 01.04.2025 – 30.09.2025
4. Confirm bank standing orders, direct debits and bank signatories
5. To review Bank Reconciliations for the period 01.07.2025-30.09.2025
6. VAT Reclaim
7. Audit Report

Signed
Debbie Barrett-Plows
Clerk to the Council

Wenvoe Community Council
Net Position by Cost Centre and Code (Between 01/04/2025 and 30/09/2025)

Cost Centre Name

<u>Administration</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
22	Recycling Products via VC		200.00	70.00	200.00	50.00	20.00
23	Insurance				2,650.00	2,580.04	69.96
24	Audit				1,200.00	439.55	760.45
25	Admin				100.00		100.00
26	Stationery				250.00	95.88	154.12
27	Subscriptions			4.50	2,500.00	765.84	1,738.66
28	Community Events						
29	Professional Services				2,850.00	1,746.00	1,104.00
30	Councillor Remuneration				1,650.00		1,650.00
31	Elections						
32	Training				500.00		500.00
33	Equipment & Furniture - A				1,000.00	589.18	410.82
34	Capital & S106 - Admin						
41	Grant Awards				1,000.00		1,000.00
50	IT - website				1,500.00	875.55	624.45
53	Postages				20.00	14.99	5.01
56	Sundry Expenditure				500.00	40.09	459.91
			200.00	£74.50	15,920.00	£7,197.12	8,597.38

<u>Allotments</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
6	Grounds - Allotments				250.00		250.00
7	Water - Allotments				500.00	136.22	363.78
8	Improvements - Allotments				250.00		250.00
40	Allotments - Income		1,750.00	856.00			-894.00
			1,750.00	£856.00	1,000.00	£136.22	-30.22

<u>Buildings</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
48	Repairs & Renewals				3,500.00	1,637.18	1,862.82
					3,500.00	£1,637.18	1,862.82

<u>Cemetery</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
9	Grounds - Cemetery				250.00	120.00	130.00
10	Equipment & Repairs - Ce				100.00	60.00	40.00
11	H & S Inspection - Cemete				100.00		100.00
39	Cemetery - Income		10,000.00	6,968.00			-3,032.00
			10,000.00	£6,968.00	450.00	£180.00	-2,762.00

<u>Community Centre</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
14	Building Decoration				1,145.00	1,100.00	45.00
15	Electricity & Gas		1,100.00	640.55	2,750.00	1,429.17	861.38
16	Water				500.00	291.44	208.56
17	Council Tax				3,000.00	1,773.60	1,226.40
18	Telephone & Broadband				800.00	435.18	364.82
19	H&S/Electrical Inspections				750.00		750.00
20	Cleaning Equipment & Prc				500.00	112.69	387.31
38	WCC Hall Hire		7,000.00	4,069.10			-2,930.90
45	cleaner				2,600.00	1,260.00	1,340.00
51	Hygiene Services				175.00	156.00	19.00
57	Annual Servicing of Equip				250.00	76.30	173.70
			8,100.00	£4,709.65	12,470.00	£6,634.38	2,445.27

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

Wenvoe Community Council
Net Position by Cost Centre and Code (Between 01/04/2025 and 30/09/2025)

Cost Centre Name

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
42	Community Income			200.00			200.00
43	Precept		42,924.00	28,888.00			-14,036.00
49	VAT Refund			1,143.76			1,143.76
54	Bank Compensation						
55	Sundry Income		4.00				-4.00
58	Outbuildings		1,075.00	300.00			-775.00
			44,003.00	£30,531.76			-13,471.24

Open Spaces		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
1	Grounds - Open Spaces				12,000.00	1,628.00	10,372.00
2	H & S Inspection - Open S				250.00	72.00	178.00
3	Products - Open Spaces				500.00	270.49	229.51
4	Dog Waste Collection - Op				2,000.00		2,000.00
5	Equipment/Installation - O				250.00	60.00	190.00
44	Community Filming						
60	Repairs & Renewals				250.00	143.88	106.12
					15,250.00	£2,174.37	13,075.63

Wages & Expenses		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
35	Clerk Salary				20,000.00	9,287.64	10,712.36
36	NI Employer/Employee				5,000.00	1,506.74	3,493.26
37	Clerk Pension				5,500.00	2,680.76	2,819.24
					30,500.00	£13,475.14	17,024.86

NET TOTAL			84,053.00	£43,139.91	79,090.00	£31,434.41	26,742.50
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Direct Debits as at 30.09.2025

<u>Payee</u>	<u>Details</u>	<u>Payment Term</u>	<u>Amount</u>
HMRC	PAYE	Quarterly Payments	Varies
British Gas	Light & Heat	Monthly x 2 Electricity & Gas	Varies
Vale of Glamorgan	Council Tax	Monthly	1 x £298.60 9 x £295.00
Onecom	Broadband & Phone	Monthly	Varies
Welsh Water	WCC	August & February	Varies
	Allotments	-“-	Varies

Standing Orders as at 30.09.2025

Cleaner	WCC	Weekly	£45.00
		Monthly	£15.00
M Tucker	Cemetery Bins	Monthly	£20.00

Bank Signatories/Online Banking

Janet Williams	Chair
Collin Thomas	Cllr
Nicola Gater	Cllr
Debbie Barrett-Plows	Clerk to the Council - online banking access only

Wenvoe Community Council

Form 126 Schedule - VAT between 01/07/2025 to 30/09/2025

Invoice Date	Organisation on Invoice	Supplier VAT Reg No	Supplier	Desc	VAT
30/06/2025	Wenvoe Community Council	190023639	Amazon Services Europe S.a.	Cleaning Materials	1.67
30/06/2025	Wenvoe Community Council	190023639	Amazon Services Europe S.a.	Cleaning Materials	3.23
30/06/2025	Wenvoe Community Council	190023639	Amazon Services Europe S.a.	Cleaning Materials	1.80
01/07/2025	Wenvoe Community Council	190023639	Amazon Services Europe S.a.	Cleaning Materials	2.98
04/07/2025	Wenvoe Community Council	684966762	British Gas	Light & Heat	8.01
07/07/2025	Wenvoe Community Council	684966762	British Gas	Light & Heat	1.09
16/07/2025	Wenvoe Community Council	135591310	Onecom	WCC Broadband	14.51
31/07/2025	Wenvoe Community Council	135591310	Onecom	WCC Broadband	14.51
05/08/2025	Wenvoe Community Council	684966762	British Gas	Light & Heat	1.20
05/08/2025	Wenvoe Community Council	684966762	British Gas	Light & Heat	8.26
02/09/2025	Wenvoe Community Council	190023639	Amazon Services Europe S.a.	Stationery	3.52
03/09/2025	Wenvoe Community Council	684966762	British Gas	Light & Heat	7.90
04/09/2025	Wenvoe Community Council	684966762	British Gas	Light & Heat	1.16
10/09/2025	Wenvoe Community Council	190023639	Amazon Services Europe S.a.	Cleaning Materials	1.28
10/09/2025	Wenvoe Community Council	190023639	Amazon Services Europe S.a.	Cleaning Materials	0.83
17/09/2025	Wenvoe Community Council	135591310	Onecom	WCC Broadband	14.51
23/09/2025	Wenvoe Community Council	190023639	Amazon Services Europe S.a.	Open Spaces - Grounds Co	10.50
24/09/2025	Wenvoe Community Council	996789614	DefibWarehouse/First Rescue	Community Expenditure	32.00
25/09/2025	Wenvoe Community Council	274448241	Forest Products Limited	Open Spaces - Grounds Co	28.78

Amount of VAT you can claim for this period is

£157.74