

# **Wroxton & Balscote Parish Council**

## **Accounts Pack – Year ended 31 March 2024**

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**Schedule 1**

**Wroxton & Balscote Parish Council**  
**Year ended 31 March 2024**  
**Accounting Statement (Annual Return)**

**This is prepared based on information in Governance and Accountability for Local Councils: a Practitioner's Guide**

**The accounts use the Income & Expenditure basis of accounting**

<b>Box No</b>	<b>Description</b>	<b>Last Year £</b>	<b>This Year £</b>
1	Balances Brought Forward	38,482	27,559
2	Annual Precept	10,000	10,000
3	Total Other Receipts	16,265	18,380
4	Staff Costs	4,467	4,691
5	Loan Interest/Capital Repayments	0	0
6	Total Other Payments	32,721	26,970
7	Balances Carried Forward	27,559	24,279
8	Total Cash and Short-Term Investments	35,968	33,685
9	Total Fixed Assets and Long-Term Investments	222,320	230,457
10	Total Borrowings	0	0

*Note: Our response to Box 11 (a) on page 5 of the AGAR 3 return provides confirmation that the PC acts as a trustee of certain trust assets. Our response to Box 11 (b) confirms that the Accounting Statements do not include any trust transactions.*

*We should make it clear that, whilst it is the case that no trust **transactions** are included, the cash balance held in trust was received by the PC some years ago and was, at the time, reported under Total Other Receipts and added to reserves. This was based on professional advice provided at the time. The **amount** concerned is £2,687 (as shown in Schedule 11) and is therefore included in balances brought and carried forward (Boxes 1 and 7). As stated in Schedule 11, the amount is shown as an allocation of reserves and therefore cannot be spent without the prior approval of the PC. This would not be forthcoming in the absence of consent of the beneficial owners.*

**Wroxton & Balscote Parish Council**  
**Bank Reconciliation Statement as at 31 March 2024**

Prepared by:

Michael Robarts, RFO

Date: 01 April 2024

Approved by:

Harvey Marcovitch, Chairman

Date: 13.5.2024

	<b>Cash at bank as at 1 April 2023</b>	<b>35,968.28</b>
	<b>ADD</b>	
	Receipts from 1 April 2023 to 31 March 2024	<u>32,313.00</u>
		68,281.28
	<b>SUBTRACT</b>	
	Payments from 1 April 2023 to 31 March 2024	<u>34,595.90</u>
<b>A</b>	<b>Cash at bank 31 March 2024</b>	<b><u>33,685.38</u></b>
	(per Cash Book)	
	<b>Cash in hand per Bank Statements</b>	
	HSBC Current Account      31 March 2024	23,502.33
	HSBC Reserve Account      31 March 2024	<u>10,183.05</u>
		<u>33,685.38</u>
<b>B</b>	<b>Adjusted Bank Balance</b>	<b><u>33,685.38</u></b>
	<b>Difference</b>	0.00

**Schedule 3**

**Wroxton & Balscote Parish Council  
Accounts for the Year Ended 31 March 2024  
Reconciliation between Box 7 and Box 8 of Accounting Statement (Schedule 1)**

	£	£
<b>Box 7 - Balance carried forward</b>		24,278.64
<b>Less:</b>		
Debtors (payments in advance)		(1,288.96)
Recoverable VAT		<u>(8.33)</u>
<b>Total deductions</b>		<b>(1,297.29)</b>
<b>Add:</b>		
Rent received in advance	8,952.55	
Accrued expenditure	<u>1,751.48</u>	
<b>Total additions</b>		<b>10,704.03</b>
<b>Box 8 - Total cash and short term investments</b>		<b><u>33,685.38</u></b>

**Note:** The adjustments shown in this schedule are taken from Schedule 5 and a detailed breakdown is provided in Schedule 6

**Schedule 4**

**Wroxton & Balscote Parish Council**  
**Year ended 31 March 2024**

**Explanation of Variances in Accounting Statement Boxes**

<b>Box No</b>	<b>Description</b>	<b>Last Year</b>	<b>This Year</b>	<b>Variance</b>	<b>%</b>
3	Total Other Receipts	16,265	18,380	2,115	13.0

**Explanation**

The only material increase in income this year is in respect of cemetery related income which cannot, by definition be predicted and simply depends on the number of deaths in the period and decisions by the bereaved families as to where the resulting burial is to take place. Cemetery income increased by 192% compared to last year.

<b>Box No</b>	<b>Description</b>	<b>Last Year</b>	<b>This Year</b>	<b>Variance</b>	<b>%</b>
4	Staff Costs	4,467	4,691	224	5.0

**Variance is 5% but less than £500 – no explanation required.**

<b>Box No</b>	<b>Description</b>	<b>Last Year</b>	<b>This Year</b>	<b>Variance</b>	<b>%</b>
6	Total Other Payments	32,721	26,970	(5,751)	(17.6)

**Explanation**

The fall in Other Payments was entirely due to lower non-recurrent spending against allocations following the sharp decline in reserves that occurred in the previous year. This year only £10,431 was spent in this way compared to £18,370 in 2022/23, a fall of £7,939, which more than accounts for the overall decline in Other Payments of £6,013. The largest item of spending against allocations was the cost (£6,445) of two further variable speed signs, this time to operate in Balscote.

<b>Box No</b>	<b>Description</b>	<b>Last Year</b>	<b>This Year</b>	<b>Variance</b>	<b>%</b>
9	Fixed Assets and Long Term Investments	222,230	230,457	8,215	3.7

**Variance is 5% but less than £500 – no explanation required.**

Wroxton & Balscote Parish Council  
Year ended 31 March 2024  
Summary Income and Expenditure Account

Last Year		Receipts and Payments	Prior Year Adjustments	Current Year Accruals	Current Year Prepayments	Income and Expenditure	Notes
£	£	£	£	£	£	£	
<b>Income</b>							
10,000.00	Precept	10,000.00				10,000.00	
1,693.51	Grants received	1,693.51				1,693.51	1
13,737.55	Rental income	13,737.55	8,670.55		(8,952.55)	13,455.55	2
793.00	Burial fees and other cemetery income	2,316.00				2,316.00	
40.68	Reserve account interest received	175.80				175.80	
-	Sundry other income	739.00				739.00	3
<b>26,264.74</b>	<b>Total Receipts</b>	<b>28,661.86</b>	<b>8,670.55</b>	<b>-</b>	<b>(8,952.55)</b>	<b>28,379.86</b>	
<b>Expenditure</b>							
5,208.21	General administration (see breakdown below)	3,229.86	285.30	1,274.00	(1,002.46)	3,786.70	
4,466.56	Staff costs	4,624.36	(411.28)	477.48		4,690.56	
5,719.70	Grass cutting	6,663.30	200.00			6,863.30	
715.00	Dog bin emptying	800.80				800.80	
2,413.00	Maintenance of trees and verges	2,155.50				2,155.50	
80.00	Maintenance of assets	95.43				95.43	
750.00	Sportsfield rent	900.00	187.50		(237.50)	850.00	4
377.19	Cemetery costs	1,057.72			(49.00)	1,008.72	5
1,087.77	Purchase of fixed assets	978.78				978.78	
<b>16,370.00</b>	<b>Allocation spending</b>	<b>10,430.68</b>				<b>10,430.68</b>	
<b>37,187.43</b>	<b>Total Payments</b>	<b>30,936.43</b>	<b>261.52</b>	<b>1,751.48</b>	<b>(1,288.96)</b>	<b>31,660.47</b>	
<b>Breakdown of General Administration costs</b>							
-	Training	115.00				115.00	
1,501.48	Insurance premiums (net of recovery)	881.87			(394.00)	487.87	7
1,481.00	Legal fees	-		1,000.00		1,000.00	8
404.33	Sundry other expenses	570.53				570.53	
96.00	Bank charges	104.00	(8.00)	8.00		104.00	
921.40	Subscriptions	1,074.46	509.30		(608.46)	975.30	9
138.00	Village hall hire	63.00				63.00	
200.00	External audit fee	210.00	(200.00)	250.00		260.00	
192.00	Use of Clerk's premises	192.00	(16.00)	16.00		192.00	
-	Cost of welcome packs	19.00				19.00	
100.00	Election fee (no election held)	-				-	
174.00	Contribution to cost of Jubilee mugs for children	-				-	
<b>5,208.21</b>	<b>Total General Administration costs</b>	<b>3,229.86</b>	<b>285.30</b>	<b>1,274.00</b>	<b>(1,002.46)</b>	<b>3,786.70</b>	
<b>Net Income = Movement in Reserves</b>							
						<b>(3,280.61)</b>	
<b>Opening Reserves</b>							
						<b>27,559.25</b>	
<b>Closing Reserves</b>							
						<b>24,278.64</b>	
<b>Movement in Reserves</b>							
						<b>(3,280.61)</b>	

**Schedule 6**

**Wroxton & Balscote Parish Council**  
**Year ended 31 March 2024**  
**Breakdown of Adjustments**

<b>Category</b>	<b>Description</b>	<b>Proportion</b>	<b>£</b>	<b>£</b>
<b>Rent received in advance</b>				
UK Tower Infrastructure mast lease	12 months		(7,545.55)	
Air Wave Solutions mast lease	3 months		(1,125.00)	
Wroxton Wood Yard licence to occupy	2 months		(282.00)	
<b>Total Rent received in advance</b>			<b>(8,952.55)</b>	
<b>Prepayments</b>				
Insurance	8 months		(394.00)	
Subscriptions - Scribe cemetery software licence	4 months		(138.80)	
Subscriptions - Scribe accounting software licence	10 months		(288.00)	
Subscriptions - anti virus software licence	12 months		(41.66)	
Subscriptions - OALC membership	12 months		(140.00)	<b>(608.46)</b>
<b>Total under General Administration</b>			<b>(1,002.46)</b>	
Sports field rent	3 months		(237.50)	
Cemetery costs - brown bin licence	12 months		(49.00)	
<b>Total prepayments</b>			<b>(1,288.96)</b>	
<b>Accruals</b>				
Legal/advisory fees (provision)	12 months		1,000.00	
Bank charges	1 month		8.00	
External audit fee (provision)	12 months		250.00	
Use of Clerk's premises	1 month		16.00	
<b>Total under General Administration</b>			<b>1,274.00</b>	
Staff costs - Salary	1 month		318.28	
Staff costs - PAYE	2 months		159.20	
<b>Total under Staff Costs</b>			<b>477.48</b>	
<b>Total Accruals</b>			<b>1,751.48</b>	

**Schedule 7**

**Wroxton & Balscote Parish Council**  
**Year ended 31 March 2024**

**Notes to Summary Income & Expenditure Account (Schedule 5)**

1. Grants received included £500 from Cherwell District Council to pay for expenses relating to coronation celebrations. This grant was credited to reserves and used to offset an allocation made for this purpose, as shown in Schedule 11.
2. Income from the Air Waves Solutions telecoms mast is paid quarterly in advance and therefore the rent received in March 2024 has been treated as a prepayment. Secondly, the income from the UK Tower Infrastructure mast is paid annually in advance and the rent received in March 2024 was again treated as a prepayment. It should be noted that the latter lease expired in March 2022 and is currently subject to renegotiation.
3. Sundry income comprised two fees received from organisations using the village setting in Wroxton as locations for filming.
4. Rent in respect of the Wroxton sports field is paid to Trinity College, Oxford quarterly in advance and therefore the rent paid in March 2024 has been treated as a prepayment. The sports field is sub-let to the Wroxton Sports Club for a peppercorn rent, reviewable in 2026.
5. The cost of cutting the cemetery grass and hedges totalled £791 and it was decided to reclassify these charges as cemetery costs, whereas they were previously incorporated in general grass cutting and tree and verge maintenance costs. A corresponding adjustment to the comparative figures for the previous year has been made
6. Allocation spending is broken down in detail on Schedule 11. For ease of reference, entries relating to allocations are highlighted in green throughout the schedules.
7. The insurance cover was renegotiated during the year, due to an unacceptable escalation in premium demanded by the existing insurers. The cover for the pavilion at the Wroxton sports field was moved to new insurers at a materially reduced premium, offset against an equivalent contribution from the Wroxton Sports Club. The remaining cover was also retendered and moved to new insurers on more competitive terms.
8. During the year, notice was received of an intention to renegotiate the terms of the UK Tower Infrastructure lease referred to in Note 1. Agents have been appointed to negotiate those terms on behalf of the Parish Council. It is anticipated that the resulting fees are likely to exceed the cost contribution offered by the lessee and a

provision has accordingly been raised to cover the excess.

9. Subscriptions, where paid in advance, are treated as prepayments in due proportion.

## Schedule 8

# Wroxton & Balscote Parish Council

## Year ended 31 March 2024

### Payments List

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net
1	Clerk's Salary	07/04/2023		HSBC Current Acc		Salary	Kate Brown	X	331.08
2	Clerk's Premises Use	07/04/2023		HSBC Current Acc		Premises	Kate Brown	Z	16.00
3	Subscriptions	07/04/2023		HSBC Current Accr		G Suite licence	Kate Brown	Z	9.20
4	PAYE	12/05/2023		HSBC Current Acc		PAYE	HMRC Cumbernauld	X	38.80
5	PAYE	12/04/2023		HSBC Current Acc		PAYE	HMRC Cumbernauld	X	41.40
6	Bank charges	03/04/2023		HSBC Current Acc		Bank charges	HSBC	Z	8.00
7	Dog Bin Emptying	06/04/2023		HSBC Current Acc		Dog bins	Cherwell District Council	S	243.10
8	CDC Coronation Grant Spendin	13/04/2023		HSBC Current Acc		Hire of bouncy castle for BV	CJ Mason	X	85.00
9	CDC Coronation Grant Spendin	21/04/2023		HSBC Current Acc		Marquee hire	Balscote Village Hall Tru	X	110.00
10	CDC Coronation Grant Spendin	06/05/2023		HSBC Current Accr		CDC Coronation Grant - balk	Amazon Services Europe	S	5.82
11	CDC Coronation Grant Spendin	06/05/2023		HSBC Current Accr		CDC Coronation Grant - Helii	Amazon Services Europe	S	36.66
12	Grass Cutting (Main contract)	06/05/2023		HSBC Current Accr		Contract Cut	N R Prickett	S	1,143.30
13	Clerk's Premises Use	09/05/2023		HSBC Current Accr		Premises	Kate Brown	X	16.00
14	Subscriptions	09/05/2023		HSBC Current Accr		G Suite licence	Kate Brown	Z	9.20
15	PAYE	12/06/2023		HSBC Current Accr		PAYE	HMRC Cumbernauld	Z	38.80
16	Clerk's Salary	09/05/2023		HSBC Current Accr		Salary	Kate Brown	X	331.08
17	Bank charges	03/05/2023		HSBC Current Accr		Bank charges	HSBC	Z	8.00
18	Balscote memorial bench	22/05/2023		HSBC Current Accr		Topsoil for Andrew Shenton	North Oxfordshire Topsoi	S	60.00
19	Balscote memorial bench	23/05/2023		HSBC Current Accr		.Materials for Andrew Shent	Terry Allen	X	89.00
20	Balscote memorial bench	23/05/2023		HSBC Current Accr		Bank charges	HSBC	Z	8.00
21	Bank charges	03/06/2023		HSBC Current Accr		Posts for new speed signs	Sussex Fab Ship	S	495.00
22	Speed sign acquisition	23/05/2023		HSBC Current Accr		Salary	Kate Brown	X	331.08
23	Clerk's Salary	07/06/2023		HSBC Current Accr		Premises	Kate Brown	X	16.00
24	Clerk's Premises Use	07/06/2023		HSBC Current Accr		G Suite licence	Kate Brown	X	9.20
25	Subscriptions	07/06/2023		HSBC Current Accr		PAYE	HMRC Cumbernauld	X	38.80
26	PAYE	12/07/2023		HSBC Current Accr		Speed sign acquisition	26/05/2023	S	5,950.00
27	Speed sign acquisition	26/05/2023		HSBC Current Accr		Speed Sign	Stock Signs	S	1,190.00
28	Speed sign acquisition	26/05/2023		HSBC Current Accr		Speed Sign	Stock Signs	S	7,140.00
29	Speed sign acquisition	26/05/2023		HSBC Current Accr		Speed Sign	Stock Signs	S	38.80
30	Grass Cutting (Main contract)	31/05/2023		HSBC Current Accr		Contract Cut	N R Prickett	S	1,143.30
31	Insurance Premiums	31/05/2023		HSBC Current Accr		Insurance	Arthur J Gallagher Insura	Z	624.89
32	Asset Maintenance	08/06/2023		HSBC Current Accr		Pond repair	A R Walker Builders	S	40.00
33	Balscote Grants	08/06/2023		HSBC Current Accr		New cooker for BVH	Buywise Domestics	S	374.17
34	Insurance Premiums	31/05/2023		HSBC Current Accr		Building insurance (sports &	Weatherby's Hamilton	X	863.96
35	Balscote memorial bench	09/06/2023		HSBC Current Accr		Andrew Shenton memorial b	Mornington Day C	S	539.00

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net
36	Wroxton Sports Field	17/06/2023		HSBC Current Acc		Sportsfield rent	Trinity College	Z	187.50
37	Sundry Expenses	17/06/2023		HSBC Current Acc		Balscote Newsletter	Kall Kwik	S	36.00
38	Clerk's Salary	06/07/2023		HSBC Current Acc		Salary	Kate Brown	X	331.08
39	PAYE	12/08/2023		HSBC Current Acc		PAYE	HMRC Cumbernauld	X	38.80
40	Clerk's Premises Use	06/07/2023		HSBC Current Acc		Premises	Kate Brown	X	16.00
41	Subscriptions	06/07/2023		HSBC Current Acc		G Suite licence	Kate Brown	Z	19.20
42	Fixed Asset Purchases	22/06/2023		HSBC Current Acc		New laptop for Parish Clerk	Curry	S	390.83
43	Balscote Grants	27/06/2023		HSBC Current Acc		Fete materials	Banbury Print & Design L	S	256.00
44	Balscote Grants	30/06/2023		HSBC Current Acc		Electric oven connection	KS Smith & Sons	S	120.00
45	Fixed Asset Purchases	30/06/2023		HSBC Current Acc		Replacement litter bin	Jaydee living	S	187.95
46	Water usage	29/06/2023		HSBC Current Acc		Water usage	Castle Water	Z	14.20
47	Grass Cutting (Main contract)	05/07/2023		HSBC Current Acc		Contract Cut	N R Prickett	S	1,143.30
48	Grass Cutting (Main contract)	05/07/2023		HSBC Current Acc		Contract Cut	Colin Hitors	X	400.00
49	Bank charges	05/07/2023		HSBC Current Acc		Bank charges	HSBC	Z	8.00
50	Subscriptions	31/07/2023		HSBC Current Acc		Scribe software licence	Starboard Systems	S	417.60
51	Bank charges	03/08/2023		HSBC Current Acc		Bank charges	HSBC	Z	8.00
52	Grass Cutting (Main contract)	11/08/2023		HSBC Current Acc		Contract Cut	N R Prickett	S	571.65
53	Trees and Verge Maintenance	11/08/2023		HSBC Current Acc		Spraying and Weeding	Thomas Fox	S	343.00
54	Wildflower meadow (mainfentai	11/08/2023		HSBC Current Acc		Strimming and raking cemet	Faye's Gardening Service	X	50.00
55	Sundry Expenses	11/08/2023		HSBC Current Acc		Flowers for April Guiness	Harvey Marcovitch	X	50.00
56	Subscriptions	11/08/2023		HSBC Current Acc		G Suite licence	Michael Robarts	Z	9.20
57	Clerk's Salary	11/08/2023		HSBC Current Acc		Salary	Gail Williams	X	296.08
58	Clerk's Premises Use	11/08/2023		HSBC Current Acc		Premises	Gail Williams	X	16.00
59	PAYE	12/09/2023		HSBC Current Acc		PAYE	HMRC Cumbernauld	X	73.80
60	Publishing costs	28/08/2023		HSBC Current Acc		Cost of publishing Harvestin	KMS Litho Ltd	X	880.00
61	Balscote Grants	28/08/2023		HSBC Current Acc		Thermostat covers for BVH	SSP Direct	S	82.20
62	Audit	04/09/2023		HSBC Current Acc		External audit fee	Moore	S	210.00
63	Bank charges	03/09/2023		HSBC Current Acc		Bank charges	HSBC	Z	8.00
64	CDC Coronation Grant Spending	04/09/2023		HSBC Current Acc		Fairground organ for Coronat	Brian Wells	X	240.00
65	Welcome packs	04/09/2023		HSBC Current Acc		Wine for Welcome Packs	Harvey Marcovitch	X	19.00
66	Clerk's Premises Use	08/09/2023		HSBC Current Acc		Premises	Gail Williams	X	16.00
67	Subscriptions	08/09/2023		HSBC Current Acc		G Suite licence	Michael Robarts	Z	9.20
68	PAYE	12/10/2023		HSBC Current Acc		PAYE	HMRC Cumbernauld	X	74.00
69	Clerk's Salary	08/09/2023		HSBC Current Acc		Salary	Gail Williams	X	295.85
70	Bank charges	04/10/2023		HSBC Current Acc		Bank charges	HSBC	Z	10.00
71	Bank charges	04/10/2023		HSBC Current Acc		Bank charges	HSBC	Z	6.00
72	Wroxton Sports Field	03/10/2023		HSBC Current Acc		Sportsfield rent	Trinity College	Z	237.50
73	Clerk's Salary	07/10/2023		HSBC Current Acc		Salary	Gail Williams	X	295.91
74	Clerk's Premises Use	07/10/2023		HSBC Current Acc		Premises	Gail Williams	X	16.00
75	Subscriptions	07/10/2023		HSBC Current Acc		G Suite licence	Michael Robarts	Z	9.20
76	PAYE	12/11/2023		HSBC Current Acc		PAYE	HMRC Cumbernauld	X	74.00
77	Dog Bin Emptying	09/10/2023		HSBC Current Acc		Dog bins	Cherwell District Council	S	557.70
78	Sundry Expenses	21/10/2023		HSBC Current Acc		Defibrillator supplies	St John Ambulance	S	54.95

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net
79	Grass Cutting (Main contract)	23/10/2023	HSBC Current Accc		Contract Cut	N R Prickett		685.98
80	Hire of Village Halls	06/10/2023	HSBC Current Accc		Hall Hire	Wroxton Village Hall	S	63.00
81	Trees and Verge Maintenance	17/10/2023	HSBC Current Accc		Installation of bollards in Ma	Chris Jarvis	X	63.00
82	Training	17/10/2023	HSBC Current Accc		Training	OALC	S	150.00
83	Training	17/10/2023	HSBC Current Accc		Training	OALC	S	60.00
84	Wroxton Grants	17/10/2023	HSBC Current Accc		Grant	Wroxton Village Hall	X	55.00
85	Sundry Expenses	21/10/2023	HSBC Current Accc		Defibrillator supplies	St John Ambulance	S	48.00
86	Grass Cutting (Main contract)	06/10/2023	HSBC Current Accc		Contract Cut	N R Prickett	S	571.65
87	Wildflower meadow (maintena	23/10/2023	HSBC Current Accc		Advice on cemetery wild flor	Sarah Flower	X	1,000.00
88	Asset Maintenance	25/10/2023	HSBC Current Accc		Painting Wroxton benches	Grahame Mitchell	X	9.60
89	Sundry Expenses	01/11/2023	HSBC Current Accc		Wine in lieu of maintenance	Majestic Wine, Banbury	S	55.43
90	Bank charges	03/11/2023	HSBC Current Accc		Bank charges	HSBC	Z	74.92
91	Sundry Expenses	06/11/2023	HSBC Current Accc		Fireworks	Jordans Fireworks	S	324.97
92	Clerk's Salary	07/11/2023	HSBC Current Accc		Salary	Gail Williams	X	65.00
93	Clerk's Premises Use	07/11/2023	HSBC Current Accc		Premises	Gail Williams	X	295.88
94	Subscriptions	07/11/2023	HSBC Current Accc		G Suite licence	Michael Roberts	Z	16.00
95	PAYE	12/12/2023	HSBC Current Accc		PAYE	HMRC Cumbernauld	X	9.20
96	Sundry Expenses	15/11/2023	HSBC Current Accc		Bulbs for Balscote Gardenin	J Parker's	S	74.00
97	Hedge cutting	08/12/2023	HSBC Current Accc		Hedge cutting - cemetery	N R Prickett	S	105.63
98	Sundry Expenses	22/11/2023	HSBC Current Accc		Balscote Newsletter	Kali Kwik	S	337.64
99	Grass Cutting (Main contract)	01/12/2023	HSBC Current Accc		Churchyard - Wroxton	Colin Hurons	X	47.33
100	Grass Cutting (Main contract)	01/12/2023	HSBC Current Accc		Churchyard - Balscote	Colin Hurons	X	500.00
101	Sundry Expenses	01/12/2023	HSBC Current Accc		Replacement Neighbourhood	Universal SI Screen Print	S	500.00
102	Subscriptions	01/12/2023	HSBC Current Accc		Scribe software licence	Starboard Systems	S	8.73
103	Clerk's Premises Use	07/12/2023	HSBC Current Accc		Premises	Gail Williams	X	345.60
104	Subscriptions	07/12/2023	HSBC Current Accc		G Suite licence	Michael Roberts	Z	9.20
105	Clerk's Salary	07/12/2023	HSBC Current Accc		Salary	Gail Williams	X	295.88
106	PAYE	12/01/2024	HSBC Current Accc		PAYE	HMRC Cumbernauld	X	16.00
107	Sundry Expenses	07/12/2023	HSBC Current Accc		Mileage allowance	Gail Williams	X	74.00
108	Wroxton Sports Field	08/12/2023	HSBC Current Accc		Sportsfield rent	Trinity College	Z	20.70
109	Bank charges	03/12/2023	HSBC Current Accc		Bank charges	HSBC	Z	237.50
110	Grass Cutting (Main contract)	10/12/2023	HSBC Current Accc		Contract Cut	N R Prickett	S	8.00
110	Grass cutting (Cemetery)	10/12/2023	HSBC Current Accc		Contract Cut	N R Prickett	S	118.45
111	Water usage	15/12/2023	HSBC Current Accc		Water usage	Castle Water	Z	453.20
112	Wroxton Grants	18/12/2023	HSBC Current Accc		Wroxton Christmas tree	Hadsham Farm	S	34.74
113	Trees and Verge Maintenance	19/12/2023	HSBC Current Accc		Wroxton leaf clearance	Faye's Gardening Service	X	83.33
114	Bank charges	03/01/2024	HSBC Current Accc		Bank charges	HSBC	Z	1,662.50
115	Clerk's Salary	08/01/2024	HSBC Current Accc		Salary	Gail Williams	X	8.00
116	Clerk's Premises Use	08/01/2024	HSBC Current Accc		Premises	Gail Williams	X	430.28
117	Subscriptions	08/01/2024	HSBC Current Accc		G Suite licence	Michael Roberts	Z	16.00
118	PAYE	12/02/2024	HSBC Current Accc		PAYE	HMRC Cumbernauld	X	9.20
119	Insurance Premiums	12/01/2024	HSBC Current Accc		Insurance	Clear Councils	Z	107.60
120	Sundry Expenses	06/11/2023	HSBC Current Accc		Contribution to cost of firew	Michael Roberts	X	525.57
								-225.00

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net
121	Plumbing repair	29/01/2024	HSBC Current Acc		Plumbing repair at cemetery	Banbury Heating & Suppli	S	18.94
122	Bank charges	03/02/2024	HSBC Current Acc		Bank charges	HSBC	Z	8.00
123	Clerk's Salary	07/02/2024	HSBC Current Acc		Salary	Gail Williams	X	318.28
124	Clerk's Premises Use	07/02/2024	HSBC Current Acc		Premises	Gail Williams	X	16.00
125	PAYE	12/03/2024	HSBC Current Acc		PAYE	HMRC Cumbernauld	X	79.60
126	Subscriptions	07/02/2024	HSBC Current Acc		G Suite licence	Michael Roberts	X	9.20
127	Fixed Asset Purchases	16/02/2024	HSBC Current Acc		Spare batteries for speed si	Stock Signs	S	40.00
128	Bank charges	03/03/2024	HSBC Current Acc		Bank charges	HSBC	Z	8.00
129	Clerk's Salary	07/03/2024	HSBC Current Acc		Salary	Gail Williams	X	318.28
130	Clerk's Premises Use	07/03/2024	HSBC Current Acc		Premises	Gail Williams	X	16.00
131	Subscriptions	07/03/2024	HSBC Current Acc		G Suite licence	Michael Roberts	Z	9.20
132	Subscriptions	01/03/2024	HSBC Current Acc	OALC	OALC membership	OALC	S	140.00
133	Insurance Premiums	28/08/2023	HSBC Current Acc		Insurance recovery	Wroxton Sport Club	X	-863.96
134	Insurance Premiums	05/03/2024	HSBC Current Acc		Insurance refund	Arthur J Gallagher Insura	Z	-268.59
135	Insurance Premiums	06/03/2024	HSBC Current Acc		Insurance refund	Arthur J Gallagher Insura	Z	-268.59
136	Wroxton Sports Field	15/03/2024	HSBC Current Acc		Sportsfield rent	Trinity College	Z	237.50
137	Subscriptions	19/03/2024	HSBC Current Acc		McAfee virus protection for	McAfee	S	41.66
138	Sundry Expenses	18/03/2024	HSBC Current Acc		Gail - travel to Oxford	Gail Williams	X	24.30
139	Brown bin licence	27/03/2024	HSBC Current Acc		Brown bin licence for cemet	Gail Williams	Z	49.00
140	Subscriptions	27/03/2024	HSBC Current Acc		G Suite licence	Michael Roberts	Z	9.20
				Total	30,936.43	3,659.47	34,595.90	

## Schedule 9

# Wroxton & Balscote Parish Council

## Year ended 31 March 2024

### Receipts List

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net
1	Precept Income	14/04/2023		HSBC Current Accr		Precept Installment	Cherwell District Council	X	5,000.00
2	HSBC Reserve Account	13/04/2023		HSBC Reserve Acc		Interest	HSBC	X	11.05
3	Grass Cutting Grant	21/04/2023		HSBC Current Accr		Grass cutting grant from OK	Oxfordshire County Coun	X	1,193.51
4	Precept Income	21/04/2023		HSBC Current Accr		Precept	Cherwell District Council	X	1,193.51
5	HSBC Reserve Account	13/04/2023		HSBC Reserve Acc		Interest	HSBC	Z	
6	Rent Income	01/05/2023		HSBC Current Accr		Stonepit No 6	Wroxton Wood Yard	Z	
7	Coronation Grant	28/04/2023		HSBC Current Accr		CDC Coronation Grant	Cherwell District Council	Z	
8	HSBC Reserve Account	13/05/2023		HSBC Reserve Acc		Interest	HSBC	Z	
9	Burial Fees	12/06/2023		HSBC Current Accr		Burial fee	Sanchia Andrews	X	
10	Rent Income	13/06/2023		HSBC Current Accr		Stonepit No 6	Air Wave Solutions	X	
11	HSBC Reserve Account	13/06/2023		HSBC Reserve Acc		Interest	HSBC	Z	1,125.00
12	HSBC Reserve Account	13/07/2023		HSBC Reserve Acc		Interest	HSBC	Z	12.18
13	HSBC Reserve Account	13/08/2023		HSBC Reserve Acc		Interest	HSBC	Z	12.88
14	Burial Fees	28/08/2023		HSBC Current Accr		Interest	HSBC	Z	14.63
15	Insurance Premium Recovery	28/08/2023		HSBC Current Accr		Burial fee	J & M Humphris	X	364.00
16	Precept Income	12/09/2023		HSBC Current Accr		Insurance recovery	Wroxton Sport Club	X	364.00
17	Rent Income	13/09/2023		HSBC Current Accr		Precept	Cherwell District Council	X	
18	HSBC Reserve Account	13/09/2023		HSBC Current Accr		Airwave Mast rent	Air Wave Solutions	X	
19	Pilot Purchase	21/10/2023		HSBC Reserve Acc		Interest	HSBC	Z	5,000.00
20	Burial Fees	02/10/2023		HSBC Current Accr		Burial fee	Sarah Barton	X	15.77
21	HSBC Reserve Account	13/10/2023		HSBC Reserve Acc		Burial fee	Margery Jones	X	135.00
22	Filming fee	18/09/2023		HSBC Current Accr		Interest	HSBC	Z	432.00
23	Firework contribution	06/11/2023		HSBC Current Accr		Fee for filming in Wroxton	Swixer AB, Sweden	X	16.08
24	HSBC Reserve Account	16/11/2023		HSBC Reserve Acc		MR contribution to fireworks	Michael Robarts	X	489.00
25	Pilot Purchase	01/12/2023		HSBC Current Accr		Interest	HSBC	X	16.64
26	Rent Income	01/12/2023		HSBC Current Accr		Purchase of cemetery plot	Francis Mortdant	X	300.00
27	Filming fee	15/12/2023		HSBC Current Accr		Stonepit No 6	Wroxton Wood Yard	X	846.00
28	Rent Income	19/12/2023		HSBC Current Accr		BBC filming donation	BBC	X	250.00
29	HSBC Reserve Account	12/12/2023		HSBC Current Accr		Stonepit No 6	Air Wave Solutions	X	1,125.00
30	HSBC Reserve Account	13/01/2024		HSBC Reserve Acc		Interest	HSBC	X	16.13
31	Subscriptions	07/02/2024		HSBC Reserve Acc		Interest	HSBC	X	16.70
32	HSBC Reserve Account	13/02/2024		HSBC Current Accr		G Suite licence	Michael Robarts	X	16.72
33	Firework contribution	05/11/2023		HSBC Reserve Acc		Interest	HSBC	Z	
34	Insurance Premiums	04/03/2024		HSBC Current Accr		Contribution to cost of firew	Michael Robarts	X	
35	Pilot Purchase	06/03/2024		HSBC Current Accr		Insurance refund	Arthur J Gallagher Insura	E	700.00
36	Rent Income	12/03/2024		HSBC Current Accr		Purchase of cemetery plot	Caroline Capper	X	700.00
						Air Wave Solutions			1,125.00

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net
37	Plot Purchase	12/03/2024		HSBC Current Acc		Purchase of cemetery plot	Charlotte Henney	X	250.00
38	HSBC Reserve Account	13/03/2024		HSBC Reserve Acc		Interest	HSBC	Z	15.67
39	Rent Income	13/03/2024		HSBC Current Acc		Telecoms mast rent	UK Tower Infrastructure	X	7,545.55
40	VAT recoveries	20/03/2024		HSBC Current Acc		VAT reclaim	HMRC VAT Office	R	3,651.14
<b>Total</b>						<b>28,661.86</b>	<b>3,651.14</b>		<b>32,313.00</b>

## Schedule 10

### Wroxton & Balscote Parish Council

Year ended 31 March 2024

### Cost Centre Analysis - Payments

Cost Centre Code Number Vchr.	2.1 Staff Costs		Supplier	Vat Type	Net	Vat	Total
	Date	Invoice No					
1	07/04/2023						
16	09/05/2023						
23	07/06/2023						
38	06/07/2023						
57	11/08/2023						
69	08/09/2023						
73	07/10/2023						
92	07/11/2023						
105	07/12/2023						
115	08/01/2024						
123	07/02/2024						
129	07/03/2024						

Code Number Vchr.	1 Clerk's Salary		Supplier	Vat Type	Net	Vat	Total
	Date	Minute					
1	07/04/2023						
16	09/05/2023						
23	07/06/2023						
38	06/07/2023						
57	11/08/2023						
69	08/09/2023						
73	07/10/2023						
92	07/11/2023						
105	07/12/2023						
115	08/01/2024						
123	07/02/2024						
129	07/03/2024						

#### 18 PAYE

Code Number Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	12/05/2023										
5	12/04/2023										
15	12/06/2023										
26	12/07/2023										
39	12/08/2023										
59	12/09/2023										
68	12/10/2023										
76	12/11/2023										
95	12/12/2023										
106	12/01/2024										
118	12/02/2024										
125	12/03/2024										

Subtotal for Cost Centre:

PAYE

Subtotal for Code:

PAYE

Subtotal for Cost Centre:

2.1 Staff Costs

4,624.36

#### Cost Centre 2.2 Administration

Code Number Vchr.	8 Training		Supplier	Vat Type	Net	Vat	Total
	Date	Invoice No					
82	17/10/2023	W-2893	HSBC Current Acco				
			Training				
			OALC				
			S				
			60.00				
			12.00				
			72.00				

Code Number		11 Insurance Premiums		Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
31	31/05/2023									HSBC Current Accor	Training	S	55.00	11.00	66.00
34	31/05/2023									HSBC Current Accor					£138.00
119	12/01/2024									HSBC Current Accor					
133	28/08/2023									HSBC Current Accor					
134	05/03/2024									HSBC Current Accor					
135	06/03/2024									HSBC Current Accor					
Code Number		15 Sundry Expenses		Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
37	17/06/2023									HSBC Current Accor	Insurance				
55	11/08/2023									HSBC Current Accor	Building insurance (sports pavilion)				
78	21/10/2023	1513050	1513050							HSBC Current Accor	Insurance				
85	21/10/2023									HSBC Current Accor	Insurance recovery				
89	01/11/2023									HSBC Current Accor	Insurance refund				
91	06/11/2023									HSBC Current Accor	Subtotal for Code:				
96	15/11/2023									HSBC Current Accor	Arthur J Gallagher Insurance				
98	22/11/2023									HSBC Current Accor	Arthur J Gallagher Insurance				
101	01/12/2023									HSBC Current Accor	Insurance Premiums				
107	07/12/2023									HSBC Current Accor					
120	06/11/2023									HSBC Current Accor					
138	18/03/2024									HSBC Current Accor					
Code Number		19 Bank charges		Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	03/04/2023									HSBC Current Accor	Balscote Newsletter				
17	03/05/2023									HSBC Current Accor	Flowers for April Guiness				
21	03/06/2023									HSBC Current Accor	Defibrillator supplies				
49	05/07/2023									HSBC Current Accor	Defibrillator supplies				
51	03/08/2023									HSBC Current Accor	Wine in lieu of maintenance work				
63	03/09/2023									HSBC Current Accor	Fireworks				
70	04/10/2023									HSBC Current Accor	Bulbs for Balscote Gardening Club				
71	04/10/2023									HSBC Current Accor	Balscote Newsletter				
90	03/11/2023									HSBC Current Accor	Replacement Neighbourhood Watch sign				
109	03/12/2023									HSBC Current Accor	Mileage allowance				
114	03/01/2024									HSBC Current Accor	Contribution to cost of fireworks by a resili				
122	03/02/2024									HSBC Current Accor	Gail Williams				
128	03/03/2024									HSBC Current Accor	Gail - travel to Oxford				
											Subtotal for Code:				
											Sundry Expenses				
Code Number		19 Bank charges		Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	03/04/2023									HSBC Current Accor	Bank charges				
17	03/05/2023									HSBC Current Accor	Bank charges				
21	03/06/2023									HSBC Current Accor	Bank charges				
49	05/07/2023									HSBC Current Accor	Bank charges				
51	03/08/2023									HSBC Current Accor	Bank charges				
63	03/09/2023									HSBC Current Accor	Bank charges				
70	04/10/2023									HSBC Current Accor	Bank charges				
71	04/10/2023									HSBC Current Accor	Bank charges				
90	03/11/2023									HSBC Current Accor	Bank charges				
109	03/12/2023									HSBC Current Accor	Bank charges				
114	03/01/2024									HSBC Current Accor	Bank charges				
122	03/02/2024									HSBC Current Accor	Bank charges				
128	03/03/2024									HSBC Current Accor	Bank charges				

Vchr.	Date	Code Number	Invoice No	Subscriptions	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
3	07/04/2023			HSBC Current Acco		Kate Brown	Z	G Suite licence			9.20		9.20
14	09/05/2023			HSBC Current Acco		Kate Brown	Z	G Suite licence			0.00		0.00

25	07/06/2023	HSBC Current Accor	G Suite licence	Kate Brown	X	9.20
41	08/07/2023	HSBC Current Accor	G Suite licence	Kate Brown	Z	19.20
50	31/07/2023	HSBC Current Accor	Scribe software licence	Starboard Systems	S	417.60
56	11/08/2023	HSBC Current Accor	G Suite licence	Michael Roberts	Z	9.20
67	08/09/2023	HSBC Current Accor	G Suite licence	Michael Roberts	Z	9.20
75	07/10/2023	HSBC Current Accor	G Suite licence	Michael Roberts	Z	9.20
94	07/11/2023	HSBC Current Accor	G Suite licence	Michael Roberts	Z	9.20
102	01/12/2023	HSBC Current Accor	G Suite licence	Michael Roberts	Z	9.20
104	07/12/2023	HSBC Current Accor	G Suite software licence	Starboard Systems	S	345.60
117	08/01/2024	HSBC Current Accor	G Suite licence	Michael Roberts	Z	9.20
126	07/02/2024	HSBC Current Accor	G Suite licence	Michael Roberts	Z	9.20
131	07/03/2024	HSBC Current Accor	G Suite licence	Michael Roberts	X	9.20
132	01/03/2024	HSBC Current Accor	G Suite licence	Michael Roberts	Z	9.20
137	19/03/2024	HSBC Current Accor	OALC membership	OALC	S	41.66
<b>Code Number</b>		<b>22 Hire of Village Halls</b>		<b>Subtotal for Code:</b>		<b>Total</b>
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description
80	06/10/2023	2018		HSBC Current Accor		
<b>Code Number</b>		<b>23 Audit</b>		<b>Subtotal for Code:</b>		
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description
62	04/09/2023	173081979		HSBC Current Accor		
<b>Code Number</b>		<b>24 Clerk's Premises Use</b>		<b>Subtotal for Code:</b>		
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description
2	07/04/2023					
13	09/05/2023					
24	07/06/2023					
40	06/07/2023					
58	11/08/2023					
66	08/09/2023					
74	07/10/2023					
93	07/11/2023					
103	07/12/2023					
116	08/01/2024					
124	07/02/2024					
130	07/03/2024					
<b>Code Number</b>		<b>61 Welcome packs</b>		<b>Subtotal for Code:</b>		
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description
65	04/09/2023					

Wine for Welcome Packs	Subtotal for Code:	Harvey Marcovitch	Welcome packs	X	19.00	£19.00
Subtotal for Cost Centre:	2.2 Administration				3.220.66	394.09
<b>Code Number</b>		<b>Supplier</b>		<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>
Vchr.	Date	Supplier	Vat Type	Net	Vat	Total
61	Subtotal for Code:	Clerk's Premises Use				

Code Number		2 Grass Cutting (Main contract)			Cheq. No.		Supplier		Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank								
12	06/05/2023											
30	31/05/2023											
47	05/07/2023	1968										
48	05/07/2023											
52	11/08/2023											
79	23/10/2023	2018										
86	06/10/2023											
99	01/12/2023											
100	01/12/2023											
110	10/12/2023											
<b>Code Number</b>		<b>3 Dog Bin Emptying</b>										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
7	06/04/2023											
77	09/10/2023	20012402										
<b>Code Number</b>		<b>4 Trees and Verge Maintenance</b>										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
53	11/08/2023											
81	17/10/2023											
113	19/12/2023											
<b>Code Number</b>		<b>7 Asset Maintenance</b>										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
32	08/06/2023	1362										
88	25/10/2023											
<b>Cost Centre</b>		<b>2.4 Rent Paid</b>										
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	
HSBC Current Acco												
HSBC Current Acco												
HSBC Current Acco												
HSBC Current Acco												
<b>Cost Centre</b>		<b>9 Wroxton Sports Field</b>										
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	
HSBC Current Acco												
HSBC Current Acco												
HSBC Current Acco												
HSBC Current Acco												
<b>Cost Centre</b>		<b>2.5 Cemetery Costs</b>										
Code Number												
Cost Centre												
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Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
46 111	29/06/2023 15/12/2023			HSBC Current Acco HSBC Current Acco			Castle Water Castle Water	Z Z	14.20 34.74	14.20 34.74		
<b>Code Number</b> Vchr.	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
<b>62 Wildflower meadow (maintenance)</b> 54 87	11/08/2023 23/10/2023			HSBC Current Acco HSBC Current Acco			Strimming and raking cemetery Advice on cemetery wild flower meadow	Faye's Gardening Services Sarah Flower	X X	50.00 100.00	50.00 100.00	
<b>Code Number</b> Vchr.	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
<b>63 Hedge cutting</b> 97	08/12/2023			HSBC Current Acco			Hedge cutting - cemetery	N R Pickett Hedge cutting	S	337.64	67.53	405.17
<b>Code Number</b> Vchr.	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
<b>70 Grass cutting (Cemetery)</b> 110	10/12/2023			HSBC Current Acco			Contract Cut	NR Pickett Subtotal for Code: Grass cutting (Cemetery)	S	453.20	90.64	543.84
<b>Code Number</b> Vchr.	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
<b>72 Plumbing repair</b> 121	29/01/2024			HSBC Current Acco			Plumbing repair at cemetery	Barbury Heating & Supplies Subtotal for Code: Plumbing repair	S	18.94 £18.94	3.79 £3.79	22.73 £22.73
<b>Cost Centre</b> Code Number Vchr.	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
<b>2.8 Fixed Assets</b> 122	22/06/2023 16/02/2024			HSBC Current Acco			Subtotal for Cost Centre:	2.5 Cemetery Costs		1,008.72	161.96	1,170.68
<b>Cost Centre</b> Code Number Vchr.	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
<b>17 Fixed Asset Purchases</b> 42 45 127	30/06/2023 16/02/2024			HSBC Current Acco HSBC Current Acco HSBC Current Acco			New laptop for Parish Clerk Replacement litter bin Spare batteries for speed signs	Curry Jaydee living Stock Signs	S S S	390.83 187.95 400.00	78.17 37.59 80.00	469.00 225.54 480.00
<b>Cost Centre</b> Code Number Vchr.	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
<b>3.0 Allocation Spending</b> 33	08/06/2023	1060285		HSBC Current Acco HSBC Current Acco HSBC Current Acco HSBC Current Acco			Subtotal for Code: Subtotal for Cost Centre:	Fixed Asset Purchases 2.8 Fixed Assets		£195.76 978.78	£1,174.54 195.76	1,174.54
<b>Cost Centre</b> Code Number Vchr.	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
<b>33 Balscote Grants</b> 43 44 61	27/06/2023 30/06/2023 28/08/2023			New cooker for BVH Fridge materials Electric oven connection Thermostat covers for BVH			Buywise Domestics Banbury Print & Design Ltd K&S Smith & Sons SSP Direct	S S S S	374.17 256.00 120.00 82.20	74.83 51.20 24.00 16.44	449.00 307.20 144.00 98.64	



## Schedule 11

### Wroxton & Balscote Parish Council

Year ended 31 March 2024

### Cost Centre Analysis - Receipts

Cost Centre	1.1 Precept		26 Precept Income		Supplier	Vat Type	Net	Vat	Total
	Code Number	Date	Invoice No	Minute					
1	14/04/2023				HSBC Current Accou	Precept Installment	X	5,000.00	5,000.00
4	21/04/2023				HSBC Current Accou	Precept	X	5,000.00	5,000.00
16	12/09/2023				HSBC Current Accou	Precept	X	5,000.00	5,000.00
						Subtotal for Code:		£10,000.00	£10,000.00
						Subtotal for Cost Centre:		10,000.00	10,000.00
Cost Centre	1.2 Grant Income		38 Grass Cutting Grant		Supplier	Vat Type	Net	Vat	Total
Vchr.	Code Number	Date	Invoice No	Minute					
3	21/04/2023				HSBC Current Accou	Grass cutting grant from OCC	X	1,193.51	1,193.51
						Subtotal for Code:		£1,193.51	£1,193.51
						Subtotal for Cost Centre:		1,193.51	1,193.51
Code Number	66 Coronation Grant		CDC Coronation Grant		Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank					
7	28/04/2023				CDC Coronation Grant	Cherwell District Council	Z	500.00	500.00
						Subtotal for Code:		£500.00	£500.00
						Subtotal for Cost Centre:		1,693.51	1,693.51
Cost Centre	1.3 Site Rents		25 Rent Income		Supplier	Vat Type	Net	Vat	Total
Code Number	Date	Invoice No	Minute	Bank					
6	01/05/2023				HSBC Current Accou	Stonepit No 6	Z	846.00	846.00
10	13/06/2023				HSBC Current Accou	Stonepit No 6	X	1,125.00	1,125.00
17	13/09/2023				HSBC Current Accou	Airwave Mast rent	X	1,125.00	1,125.00
26	01/12/2023				HSBC Current Accou	Stonepit No 6	X	846.00	846.00
28	19/12/2023				HSBC Current Accou	Stonepit No 6	X	1,125.00	1,125.00
36	12/03/2024				HSBC Current Accou	Airwave Mast rent	X	1,125.00	1,125.00
39	13/03/2024				HSBC Current Accou	Telecoms mast rent	X	7,545.55	7,545.55

Subtotal for Cost Centre:	Rent Income	£13,737.55
1.3 Site Rents		13,737.55

**Cost Centre 1.4 Burial/Memorial Fees**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
19	21/10/2023					Burial fee	Sarah Barton	X	135.00		135.00
25	01/12/2023					Purchase of cemetery plot	Francis Mordaunt	X	300.00		300.00
35	06/03/2024					Purchase of cemetery plot	Caroline Capper	X	700.00		700.00
37	12/03/2024					Purchase of cemetery plot	Charlotte Henney	X	250.00		250.00
						Subtotal for Code:	Pilot Purchase		£1,385.00		£1,385.00

**Cost Centre 1.5 Interest Received**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
9	12/06/2023					Burial fee	Sanchia Andrews	X	135.00		135.00
14	28/08/2023					Burial fee	J & M Humphris	X	364.00		364.00
20	02/10/2023					Burial fee	Margery Jones	X	432.00		432.00
						Subtotal for Code:	Burial Fees		£931.00		£931.00
						Subtotal for Cost Centre:	1.4 Burial/Memorial Fees		2,316.00		2,316.00

**Cost Centre 1.6 Sundry Income**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Subtotal for Cost Centre:						Subtotal for Code:	HSBC Reserve Account		1.5 Interest Received		1.5 Interest Received

**Cost Centre 1.6 Sundry Income**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Subtotal for Cost Centre:						Subtotal for Code:	HSBC Reserve Account		1.5 Interest Received		1.5 Interest Received

**Cost Centre 39 Insurance Premium Recovery**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total

**Cost Centre 39 Insurance Premium Recovery**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total

Code Number Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
22 18/09/2023						Fee for filming in Wroxton	Swixer AB, Sweden	X	489.00	489.00	
27 15/12/2023						BBC filming donation	BBC	X	250.00	250.00	
<b>Code Number Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Cost Centre</b>	<b>1.7 VAT</b>										
<b>Code Number Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
23 06/11/2023						MR contribution to fireworks	Michael Roberts	X			
33 05/11/2023						Contribution to cost of fireworks by a resi	Michael Roberts	X			
						Subtotal for Code:	Firework contribution				
						Subtotal for Cost Centre:	1.6 Sundry Income		739.00	739.00	
<b>Cost Centre</b>	<b>2.2 Administration</b>										
<b>Code Number Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
40 20/03/2024						VAT reclaim	HMRC VAT Office	R	3,651.14	3,651.14	
						Subtotal for Code:	VAT recoveries		£3,651.14	£3,651.14	
						Subtotal for Cost Centre:	1.7 VAT		3,651.14	3,651.14	
<b>Cost Centre</b>	<b>2.1 Subscriptions</b>										
<b>Code Number Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
34 04/03/2024						HSBC Current Acco	Arthur J Gallagher Insurance	E			
						Insurance refund	Insurance Premiums				
						Subtotal for Code:					
						Subtotal for Cost Centre:	2.1 Subscriptions				
31 07/02/2024						HSBC Current Acco	G Suite licence	X			
						Subtotal for Code:	Michael Roberts				
						Subtotal for Cost Centre:	Subscriptions				
						Subtotal for Cost Centre:	2.2 Administration				
						<b>TOTALS . . . . .</b>			£28,661.86	£3,651.14	£32,313.00

Schedule 12

**Wroxton & Balscote Parish Council**  
**Year ended 31 March 2024**  
**Reserves and Allocations (Earmarked Reserves)**

Allocations (earmarked reserves)	Opening Balance	Receipts	Spent	Adjustments	New Allocations	Closing Balance
	£	£	£	£	£	£
Action Group reserve (held in trust)	2,687					2,687
Ash dieback replanting reserve	5,000					5,000
Balscote village hall grant	1,000		(832)		2,000	2,168
Wroxton village hall grant	1,000		(1,083)		2,000	1,917
Traffic calming reserve ( <i>note</i> )	6,000		(6,445)	445		-
St Mary Magdalene memorial bench ( <i>note</i> )	1,000		(713)	(287)		-
Music room contribution	3,000					3,000
Cherwell District Council Coronation grant	-	500	(477)	(23)		-
Publishing cost grant	-		(880)	880		-
<b>Total Allocations</b>	<b>19,687</b>	<b>500</b>	<b>(10,430)</b>	<b>1,015</b>	<b>4,000</b>	<b>14,772</b>
<b>Unallocated Reserves</b>	<b>7,872</b>					<b>9,507</b>
<b>Total Reserves (per Annual Return)</b>		<b>27,559</b>				<b>24,279</b>
<b>Allocations as % of Reserves</b>						<b>60.8%</b>
<b>Unallocated Reserves as % of Precept</b>						<b>95.1%</b>

*Note: The amount spent on traffic signs and the St Mary Magdalene bench have been treated as acquisitions of fixed assets included on Schedule 13*

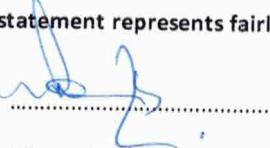
## Wroxton &amp; Balscote Parish Council

Balance Sheet as at 31 March 2024

Last Year £		Current Year £
906.00	Current Assets	
0.00	Debtors (payments in advance)	1,288.96
35,968.28	Recoverable VAT	8.33
	Cash at bank	33,685.38
<b>36,874.28</b>	<b>Total Assets</b>	<b>34,982.67</b>
(8,670.55) (644.48) (9,315.03)	Liabilities	
	Rent received in advance	(8,952.55)
	Accrued expenditure	(1,751.48)
		(10,704.03)
<b>27,559.25</b>	<b>Net Assets</b>	<b>24,278.64</b>
	Represented by	
7,872.25	General reserves	9,507.34
19,687.00	Allocated (earmarked) reserves	14,771.30
<b>27,559.25</b>	<b>Total reserves</b>	<b>24,278.64</b>

The above statement represents fairly the financial position of the Parish Council as at 31 March 2024

Signed:



Michael Robarts FCA  
Responsible Financial Officer

Date: 01 April 2024

WENTZ

Schedule 13

Fixed Asset Register

Fixed Asset Register

Nature of Asset	Location	Year ended 31 March 2024					
		When Acquired	Brought Forward	New This Year	Written Down	Disposed This Year	Current Holdings
Land		£ 1943	1	£ 114,300	1	£ 114,300	1
Wroxton Cemetery, Horley Path Road		Valued 2004 @ £112,000					
Stone Pit No. 6, Horley Path Road		2000					
Balscote Village Hall site		Valued 2004					
Stonepit No 1, Balscote		200					
Buildings	Wroxton Sports Pavilion, Horley Path Road						
Grit Bins	Mills Lane/Stratford Road, Wroxton	Not known	1	1	1	1	1
Mills Lane/North Arms, Wroxton		Not known	1	1	1	1	1
Church Street, Wroxton		Not known	1	1	1	1	1
Main Street, Wroxton		Not known	1	1	1	1	1
Lampitts Green, Wroxton		Not known	1	1	1	1	1
Dark Lane, Wroxton		Not known	1	1	1	1	1
Horley Dip		2013/14	1	1	1	1	1
Manor Farm Lane/Shutford Rd, Balscote		Not known	1	1	1	1	1
Manor Farm Lane/Trinity Cottage, Balscote		Not known	1	1	1	1	1
Chapel Lane/The Slad, Balscote		2011/12	1	1	1	1	1
Chapel Lane/Langways, Balscote		Not known	1	1	1	1	1
Alkerton Rd/Shutford Rd, Balscote		Not known	1	1	1	1	1
Alkerton Rd/Shutford Rd, Balscote		Not known	1	1	1	1	1
Road Signs	Vehicle activated sign - Stratford Rd/Drift Lane						
Variable speed sign (moveable) - subject of claim		Not Known					
Variable speed sign (moveable) - subject of claim		2019/20	1	1	1	1	1
Variable speed sign (moveable) Wroxton		2019/20	1	1	1	1	1
Variable speed sign (moveable) Wroxton		2020/21	1	1	1	1	1
Variable speed sign (moveable) Wroxton		2020/21	2,796	2,796	2,796	2,796	2,796
Variable speed sign (moveable) Wroxton		2020/21	2,796	2,796	2,796	2,796	2,796
Variable speed sign (moveable) Wroxton		2022/23	2,975	2,975	2,975	2,975	2,975
Variable speed sign (moveable) Wroxton		2022/23	2,975	2,975	2,975	2,975	2,975
Variable speed sign (moveable) Balscote		2023/24	2,975	2,975	2,975	2,975	2,975
Variable speed sign (moveable) Balscote		2023/24	2,975	2,975	2,975	2,975	2,975
Chargers for signs							
Hinged sign post (moveable) Wroxton		2020/21	1	1	1	1	1
Hinged sign post (moveable) Wroxton		2019/20	1	1	1	1	1
Hinged sign post (moveable) Wroxton		2019/20	1	1	1	1	1
Hinged sign post (moveable) Wroxton		2022/23	1	1	1	1	1
Hinged sign post (moveable) Balscote		2022/23	255	255	255	255	255
Hinged sign post (moveable) Balscote		2023/24	255	255	255	255	255
Hinged sign post (moveable) Balscote		2023/24	248	248	248	248	248

Nature of Asset	Location	When Acquired	Brought Forward £	New £	Written Down £	This Year £	Disposed £	Current Holdings £
Dog Bins	Church Lane, Wroxton Sports Ground, Horley Path Rd, Wroxton Drift Lane Wroxton Lampitts Green, Wroxton Alkerton Road/Shutford Road, Balscote The Green, Balscote	2019/20 2019/20 2019/20 2019/20 2020/21	1 1 1 1 1	1 1 1 1 1	1 1 1 1 1	1 1 1 1 1	1 1 1 1 1	
Bag dispensers	Wroxton Cemetery, Horley Path Road	2023/24	-	-	-	-	400	-
Benches	The Green, Wroxton (2) Dark Lane, Wroxton Stratford Rd/The Firs, Wroxton Stratford Rd/Horley Path Rd, Wroxton The Cemetery, Wroxton (2) The Green, Balscote (4) The Green, Balscote (Donated memorial bench) St Mary Magdalene, Balscote	Not known 2013/14 2013/14 Not known Not known Not known 2022/23 2023/24	1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1	
Bases	Wroxton - East Wroxton - West Balscote - The Slad Balscote - Langways Balscote - Shutford Road Cemetery	2022/23	35	35	35	35	713	713
Sheds	Storage shed for salt bags at Wroxton Village Hall	2022/23	173	173	173	173	173	173
Lower Tubs	The Green, Wroxton (2) Stratford Road/Drift Lane, Wroxton The Green, Balscote	Not known Not known Not known	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	

Nature of Asset	Location	When Acquired	Brought Forward	New This Year	Written Down	Disposed This Year	Current Holdings
			£	£	£	£	£
Fixtures							
Wroxton duck pond railings Balscote Churchyard steps entrance)	Stored in Balscote Village Hall (1)	Not known 2014/15 (1)	1	1	1	1	1
Milestone opposite White Horse, Wroxton		2016/17 Repaired 2011/12	1	1	1	1	1
Millenium Stone, Stratford Rd/Main Street, Wroxton		Historic 1999/00	1	1	1	1	1
Millenium Stone, Stratford Rd/St Mary Magdalene, Balscote		1999/00	1	1	1	1	1
Millenium Stone, Balscote village green		1999/00	1	1	1	1	1
Bus shelter, Stratford Rd/The Firs, Wroxton		2012/13	1	1	1	1	1
Notice Boards							
Stratford Road/Village Hall, Wroxton	Main Street/Pond, Wroxton	2017/18	1,388	1,388	1,388	1,388	1,388
Shutford Road, Balscote		2017/18	1,388	1,388	1,388	1,388	1,388
Wroxton Cemetery, Horley Path Road		2018/19	527	527	527	527	527
Equipment							
Laptop	Parish Clerk	2012/13	-	-	-	-	-
Laptop	Parish Clerk	2018/19	-	-	-	-	-
Laptop	Parish Clerk	2023/24	-	-	-	-	-
Printer	RFO (Windows version for use with speed signs)	2022/23	-	-	-	-	-
Backup disk (WD myClo	Parish Clerk	2014/15	-	-	-	-	-
Storage Unit	Parish Clerk	2017/18	66	66	66	66	66
Parish Clerk		2014/15	1	1	1	1	1
Defibrillators							
Main Street Notice Board, Wroxton	Butchers Arms, Shutford Road, Balscote	2014/15	1,523	1,523	1,523	1,523	1,523
Wroxton Sports Pavilion		2019/20	1,436	1,436	1,436	1,436	1,436
Rubbish Bins							
White Horse, Stratford Road, Wroxton	Stratford Road/Village Hall, Wroxton	2018/19	295	295	295	295	295
Stratford Road, Horley Path Road, Wroxton	Stratford Road, Horley Path Road, Wroxton (2)	2023/24	188	188	188	188	188
Church Street, Wroxton		2018/19	295	295	295	295	295
Lampitts Green, Wroxton		Not known	1	1	1	1	1
Stratford Road, The Firs, Wroxton		Not known	1	1	1	1	1
The Green, Main Street, Wroxton		Not known	1	1	1	1	1
The Green, Main Street, Wroxton		Not known	1	1	1	1	1
Old Dairymound, Wroxton		2018/19	383	383	383	383	383
The Green, Balscote		2018/19	383	383	383	383	383
Balscote Village Hall		2020/21	371	371	371	371	371

Nature of Asset	Location	When Acquired	Brought Forward	New This Year	Written Down	Disposed This Year	Current Holdings
			£	£	£	£	£
Clock	Balscote Clock	Historic	-	1	-	-	1
<b>Total Fixed Assets</b>			<b>222,320</b>	<b>8,137</b>	<b>(1)</b>	<b>0</b>	<b>230,457</b>
<b>Reconciliation</b>							
Fixed asset purchases				979			
Allocation spending (fixed assets only)				7,158			
<b>Total per Accounts</b>				<b>8,137</b>			