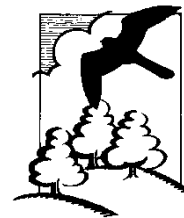


HAWKHURST PARISH COUNCIL



Minutes of the Full Council Meeting held Monday 18 December 2023, at the Copt Hall.

Chairman: Cllr Michael Anderson

In Attendance: Cllr David Blake, Cllr Jeremy Cross, Cllr Paul Green, Cllr Clare Escombe
Cllr John Hunt, Cllr David Lloyd-Owen, Cllr Lisa Ridley, Cllr Simon Paish, Cllr David Veale

- 191/23 (a) Apologies for absence received and confirmed by the Council** Apologies were received from, Cllr Faulkner, Cllr Cory and Miss Lisa Rackett (Locum Clerk)
- (b) Declaration of Changes to the register of interests.** There were no such declarations.
- (c) Declarations of Pecuniary Interest or other Interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the agenda** There were no such declarations.
- (d) Requests for dispensation** There were no such declarations.
- (e) To confirm whether anyone in attendance intends to film or record the meeting.** Cllr Clare Escombe declared her intention to record the meeting.

192/23 Public Session (meeting Adjourned – minute book closed). The public session took place.

193/23 To note the following reports;

- (a) The Ward Councillors reports were received and noted.
- (b) The County Councillor was not present at the meeting.

194/23 To agree the minutes of the Full Council Meeting 20.11.2023. The minutes of the Full Council Meeting 20.11.2023 were agreed as a true record and signed by the Chairman.

195/23 To note the update list. The update list was received and noted.

196/23 To agree the following motions relating to the Office, IT Systems and Community Engagement Think Paper.

- (a) The Council agreed to accept the quote for the website rebuild to go ahead.
- (b) The Council agreed to move the current office systems from Citrix to SharePoint.
- (c) The Council agreed to implement the social media strategy.

197/23 To read the report regarding the Charities and agree to make one of two recommendations to the Charities. A discussion took place the Council agreed to recommend disbanding the Charity that manages the Copt Hall and take it in house.

198/23 To agree the budget and precept for the financial year 2024/2025. A discussion took place and the Council agreed an increase of 1% which means the agreed precept is £256,113. The Council wishes to review the final budget detail at the January meeting.

199/23 To agree whether to co-opt a new Councillor or to leave the seat vacant until the scheduled election to be held on 02.05.2024. A discussion took place and the Council agreed to leave the seat vacant until the scheduled election on 02.05.2024.

200/23 Finance

- (a) The Expenditure Against Budget Report November 2023 was received and noted.
- (b) The Bank Reconciliation Report November 2023 were received and noted
- (c) The payments list for November 2023 was received and noted.

Meeting Closed at 8.40pm

Reference Number	Date Agreed	Action/Motion	Update
01-FAS	03.07.2023	Cemetery, use of the cemetery has been limited to allow the Committee and the Officers to update the accords and amend pricing and policies.	The information on Scribe is still being updated and the new regulations will be ready for the January FAS meeting.
03-FAS	Ongoing Issue	Sewage Contamination - KGV	No Update
08-FAS	04.09.2023	Defibrilator Inspection	No further update
09-FAS	06.11.2023	KGV Play Area Bin	The Locum Clerk has ordered the replacement bin as directed by the FAS Committee. This will be installed by the New Year.
10-FAS	04.09.2023	Review Tree Survey	The beech tree at the KGC is having its fungus treated and treework will be carried out adjacent to Elford's Lodge.
11-FAS	04.09.2023	Review of the Statutory Reports	The Locum Clerk and administrator have reviewed the ROSPA reports. Handles have been ordered for the fitness equipment at heartenoak and a structural survey of the goal posts has been ordered.
12-FAS	09.01.2023	Oak Tree Down in Cemetery	The Locum Clerk has had two tree surgeons out to look, update will be provided by Cllr Lloyd-Owen as the action will be decided at the meeting.
03-FNC	15.11.2023	Corporate Credit Card	Will be applied for once the Unity Trust Bank Account has been opened.
04-FNC	15.11.2023	Bank Account Actions	The application for the Unity Trust Account has been completed and awaiting confirmation of opening, the Lloyds account has had the sweep removed.
OFF-01	20.11.2023	Office Equipment	The laptops and other equipment has arrived, and has been set up.
OFF-02	Ongoing	Policy Work	The Locum Clerk is still carrying out ongoing policy work and ensuring the points raised by the auditor are addressed before the audit in April.
OFF-03	Ongoing	Website and Systems Change	The website has been built and the overall design will be shown to Councillors at the meeting. Please note content will be altered before the website is published. The Locum Clerk has had issues accessing the DNS however this has been rectified. The domain management has been taken over by our new website provider which will streamline processes when changes need to be made. On 19th January 2024 Councillors will not be able to access their emails while the systems are switched over.
OFF-04	Ongoing	Charities Work	The RFO is currently putting together the Charities Accounts for submission and closure.

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
324	Office Decorations				72.27										
SUB TOTAL					72.27										

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
Administration															
144	H R Services ADM		984.00	4,400.00	3,389.47					5,000.00					
145	Wages ADM			63,250.00	72,387.46					120,000.00					
146	Tax/NI ADM			5,250.00	9,239.67					10,000.00					
147	NI Staff ADM DNU			4,650.00											
148	NI HPC ADM DNU			5,450.00											
149	Pension Staff & Employer			2,600.00	1,965.45					5,200.00					
150	Pension HPC ADM DNU			2,600.00	684.81										
151	Office Supplies ADM			800.00	1,062.89					1,300.00					
152	Telephone & Broadband /			1,100.00	1,663.99					1,000.00					
153	Staff Expenses ADM			150.00						150.00					
154	Councillor Expenses ADM			250.00						150.00					
157	Election Costs ADM									7,000.00					
158	Postage ADM			200.00	199.93					200.00					
159	Bank Charges ADM			150.00						150.00					
161	Petty Cash ADM DNU														
164	Subscriptions ADM			2,200.00	1,765.78					2,200.00					
165	Fees ADM			3,000.00	1,883.11										
166	Advertising ADM			1,700.00	828.00					1,000.00					
168	VAT Refund ADM		31,778.47												

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

170	Training		5,000.00	120.00		3,000.00
171	Mileage Costs Staff ADM		3,000.00	235.35		2,000.00
242	Misc ADM	2,307.48		6,705.86		
282	General repairs staff DNU					
297	Contract Admin Staff			900.64		
299	DNU					
300	Unknown DNU					
303	Payroll Fees			359.65		400.00
313	Audit			3,026.10		3,000.00
315	Fire Protection PO			110.00		150.00
323	Legal Fund			306.50		2,000.00
SUB TOTAL		35,069.95	105,750.00	106,834.66		163,900.00

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Bank Interest		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
185	Cambridge & Counties	850.00													
186	Lloyds Res 2		933.61												
187	Cambridge Building Socie														
SUB TOTAL		850.00	933.61												

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Bus Stop Maintenance		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
278	Bus Stop Maintenance			550.00						550.00					

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

SUB TOTAL		550.00				550.00									
		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Cemetery		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
56	Field Rent CEM	130.00				130.00									
57	Memorial Fees CEM	550.00	2,250.00			1,500.00									
58	Burial Fees CEM	7,250.00	10,525.00			7,250.00									
60	General Repairs CEM		14.00	1,100.00						2,000.00					
61	Business Rates CEM			1,000.00	505.65					1,000.00					
62	Capital Works CEM DNU														
63	Miscellaneous CEM				184.64										
64	Grant Cem DNU														
287	Cemetery Restoration Prc														
302	Waste Collection CEM				308.67					400.00					
307	Professional Fees				558.00										
SUB TOTAL		7,930.00	12,789.00	2,100.00	1,556.96	8,880.00				3,400.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Community Events		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
293	Jubilee DNU														
306	Coronation DNU		22.50	8,000.00	2,563.11										
321	D-Day Commemorations				384.00					8,000.00					
322	VE-Day Celebration				20.00					4,000.00					

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

SUB TOTAL	22.50	8,000.00	2,967.11		12,000.00
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Copt Hall		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
105	Hire Fees CH	4,100.00	6,532.00		60.00	5,500.00									
110	Water Rates CH			350.00	29.76					100.00					
111	Sewage Rates CH			450.00	131.64					250.00					
112	Electricity CH			1,000.00	1,140.58					1,500.00					
113	Gas CH			3,500.00	3,413.64					3,500.00					
114	General Repairs CH			3,300.00	837.62					1,000.00					
115	Capital Works CH														
116	Transfers from HCT Acco														
117	Wi-Fi CH			400.00						250.00					
118	Contract cleaning CH			3,300.00	2,040.00					2,500.00					
279	Lease from HCT DNU														
280	Grants														
316	Fire Protection				164.00					200.00					
325	Boiler service and safety c				130.00										
SUB TOTAL		4,100.00	6,532.00	12,300.00	7,947.24	5,500.00				9,300.00					

Discretionary Services		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
305	HPC Grant DNU														

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

SUB TOTAL

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
95	General Repairs PROW			300.00						300.00					
96	Capital Works PROW DN														
97	Miscellaneous PROW DN														
98	Grant PROW DNU														
SUB TOTAL				300.00						300.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
46	General Repairs FW				80.00					80.00					
47	Miscellaneous FW														
48	Capital Works FW DNU														
49	Grant FW DNU														
SUB TOTAL					80.00					80.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
11	Grounds Maintenance KC			3,500.00	1,342.17					3,500.00					
25	Grounds Maintenance MR			1,100.00	120.54					1,100.00					

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

35	Grounds Maintenance HF		2,200.00	924.13		2,500.00
45	Grounds Maintenance FV		550.00	80.35		550.00
59	Grounds Maintenance CE		9,900.00	1,546.92		6,000.00
73	Grounds Maintenance HE		1,100.00			500.00
81	Grounds Maintenance OC		450.00			500.00
90	Village Floral Displays	1,200.00	3,100.00	1,500.00		3,000.00
119	Grounds Maintenance CF		550.00	5.60		150.00
277	Tree works		5,500.00			2,500.00
SUB TOTAL		1,200.00	27,950.00	5,519.71		20,300.00

Heartenoak Playing Field

Code	Title	Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
36	General Repairs HR			1,100.00	200.00					1,200.00					
37	Play Area HR			2,200.00											
38	Major Project HR	36,000.00		51,000.00						5,050.00					
39	Miscellaneous HR DNU														
40	Grant HR														
41	Wayleave -HPF		37.24			37.24									
SUB TOTAL		36,000.00	37.24	54,300.00	200.00	37.24				6,250.00					

Hensill Allotments

Code	Title	Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
70	Allotment Rent HEN	550.00	180.00			550.00									
71	Site Rent HEN			300.00	220.00					300.00					
72	General Repairs HEN			350.00						250.00					

Hawkhurst Parish Council

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

SUB TOTAL	550.00	180.00	650.00	220.00	550.00	550.00
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		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Historic Hawkhurst		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
289	Historic Hawkhurst Projec			3,000.00											
SUB TOTAL				3,000.00											

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Insurance Premiums		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
195	Total Premium Includes P			4,000.00	2,173.40					5,000.00					
SUB TOTAL				4,000.00	2,173.40					5,000.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
IT & Website		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
162	GDPR/DPO			550.00	35.00					50.00					
163	Capital Items IT			3,000.00											
169	Microshade Hosting & sof			3,000.00	3,687.70										
172	Microshade office softwar														
180	Website Maintenance			3,000.00	2,209.00					500.00					
284	JAMF DNU			250.00	60.12										
285	IBABS DNU			2,000.00											
290	Software Charges			2,000.00						5,000.00					

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

SUB TOTAL	13,800.00	5,991.82	5,550.00
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		Last Year 2023-2024				Current Year 2024-2025				Next Year					
KGV Playing Field		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
12	MUGA KGV		274.05	350.00	384.00					350.00					
13	Play Area KGV			2,100.00	21,622.31					5,000.00					
14	General Repairs KGV			1,700.00	198.98					500.00					
15	Capital Works KGV DNU														
16	Miscellaneous KGV				1,180.29										
17	Grant KGV DNU														
18	Elec Wayleave KGV														
301	Waste Collection KGV				317.63					350.00					
308	Hire Fees		453.00		197.00	450.00									
317	Fire Protection				176.00					200.00					
SUB TOTAL			727.05	4,150.00	24,076.21	450.00				6,400.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Meeting Costs		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
311	Meeting Costs			1,500.00											
SUB TOTAL				1,500.00											

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

Neighbourhood Dev Plan

Code Title		Last Year 2023-2024				Current Year 2024-2025				Next Year				
		Receipts		Payments		Receipts		Payments		Receipts	Payments			
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget
254	Consultancy Cost NDP									10,000.00				
255	Printing Cost NDP													
256	Exhibition Costs NDP			10,000.00										
257	Professional Fees NDP				90.00									
258	Legal Fees NDP DNU													
318	NDP Grant Refund				260.90									
SUB TOTAL				10,000.00	350.90					10,000.00				

New Community Centre

Code Title		Last Year 2023-2024				Current Year 2024-2025				Next Year				
		Receipts		Payments		Receipts		Payments		Receipts	Payments			
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget
260	Business Rates NCC													
261	Electricity NCC													
262	Water Rates NCC													
263	Sewage Rates NCC													
264	Consultant Fees NCC			5,000.00										
265	General Repairs NCC													
266	Refurbishment Costs NCC													
267	Project Management NCC													
268	Professional Fees NCC													
269	Legal Fees NCC													
270	Loan Repayment NCC													
271	Miscellaneous NCC													

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

SUB TOTAL **5,000.00**

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Ockley Allotments		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
80	Allotment Rent OCK	1,300.00	1,667.00			1,300.00									
82	General Repairs OCK			850.00	297.10					500.00					
83	Water Rates OCK			350.00	245.89					500.00					
84	Miscellaneous OCK DNU														
85	Elec Wayleave DNU														
SUB TOTAL		1,300.00	1,667.00	1,200.00	542.99	1,300.00				1,000.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Parish Basic Allowance		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
245	Parish Basic Allowance			3,650.00	792.00					3,500.00					
246	Parish Basic Allowance M														
SUB TOTAL				3,650.00	792.00					3,500.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Parish Office		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
210	Office Rent OFF														
211	Contract cleaning office			550.00						300.00					
212	Landlords Insurance OFF														

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

213	Electricity OFF	3,500.00	2,725.04	4,000.00
214	Water Rates OFF	100.00	262.15	300.00
215	Sewage Rates OFF	250.00	56.40	100.00
216	Photo Copier Rent OFF	550.00	195.00	300.00
217	General Maintenance OFI	5,000.00	42.30	1,000.00
281	Professional fees		3,225.13	
294	Lease renewal			
298	Building Survey			
312	Major Projects PO	5,000.00		
SUB TOTAL		14,950.00	6,506.02	6,000.00

Planting Displays DNU

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
91	Winter Planting DNU														
92	Miscellaneous Planting DI			250.00											
93	Grant Planting DNU				1,000.00										
319	Autumn/Winter/Spring DN				1,206.00										
SUB TOTAL				250.00	2,206.00										

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
175	Precept	254,070.00	254,070.00												
176	Council Tax Enabling Gra														

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

SUB TOTAL **254,070.00** **254,070.00**

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Section 137		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
205	Community Grants			6,000.00	1,275.00					2,900.00					
272	War Memorial general rep			1,000.00	150.00					1,000.00					
304	HPC Fete Grant				600.00					600.00					
310	Remembrance Day			2,000.00	2,316.12					2,500.00					
320	War Memorial Cleaning				500.00					500.00					
SUB TOTAL				9,000.00	4,841.12					7,500.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Sports Hall		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
120	Hire Fees SH	5,000.00	1,585.55			1,000.00									
121	Contract cleaning SH			7,000.00	1,740.00					2,500.00					
122	Tax SH DNU														
123	NI Staff SH DNU														
124	WI-FI DNU														
125	Water Rates SH			700.00						700.00					
126	Sewage Rates SH			400.00	270.35					400.00					
127	Electricity SH			1,500.00	1,604.85					2,000.00					
128	Gas SH			2,500.00	1,251.75					1,500.00					
129	General Repairs SH			1,650.00	2,135.20					2,000.00					
130	Capital Works SH DNU														
131	Broadband wi-fi SH			400.00						450.00					

Hawkhurst Parish Council

9 January 2024 (2024-2025)

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
100	Rent VH	12,900.00	6,458.00			12,900.00									
101	Insurance VH DNU														
102	Capital Works VH DNU														
SUB TOTAL		12,900.00	6,458.00			12,900.00									

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
141	Village Fund														
288	C&SC - KGV Pitch Improv														
292	Provision of office														
295	C & SC Communication														
296	C & SC Car Park														
SUB TOTAL															

Summary

TOTAL	324,500.00	320,701.90	319,800.00	187,912.48	31,317.24					287,430.00					
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Hawkhurst Parish Council

Detailed Budget Summary

All Cost Centres and Codes (Between 31/12/2024 and 31/03/2025)

309	Major Projects and Repai			10,000.00												5,000.00	
314	Legionella risk assessmer																180.00
SUB TOTAL		5,000.00	1,585.55	24,150.00	7,182.15	1,000.00										14,550.00	

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Street Lighting		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
135	Electricity SL			2,800.00	2,698.39					3,000.00					
136	Maintenance Contract SL			7,150.00	4,626.78					6,000.00					
137	General Repairs SL			3,000.00	526.75					2,000.00					
138	Capital Works SL DNU														
139	Miscellaneous SL DNU														
SUB TOTAL				12,950.00	7,851.92					11,000.00					

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
The Moor		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
26	General Repairs MR			300.00						300.00					
27	Capital Works DNU														
28	Hire MR	600.00	630.00			700.00									
29	Miscellaneous MR DNU														
SUB TOTAL		600.00	630.00	300.00		700.00				300.00					

Hawkhurst	2023/24	2024/25		Variance
Enter Parish Precept (£)	254,070	256,113	Enter your budget	
Tax base	2,134.04	2,148.39	Taxbase to be approved by TWBC on 7/12/23	14.35
Band D Equivalent	£ 119.06	£ 119.21	Percentage Increase on Bills	1.0
Band A	79.37	79.47	(6/9ths of Band D)	
Band B	92.60	92.72	(7/9ths of Band D)	
Band C	105.83	105.96	(8/9ths of Band D)	
Band D	119.06	119.21		
Band E	145.52	145.70	(11/9ths of Band D)	
Band F	171.98	172.19	(13/9ths of Band D)	
Band G	198.43	198.68	(15/9ths of Band D)	
Band H	238.12	238.42	(18/9ths of Band D)	

Hawkhurst Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 29/12/2023		
	Cash in Hand 01/04/2023		230,592.26
	ADD		
	Receipts 01/04/2023 - 29/12/2023		320,701.90
			551,294.16
	SUBTRACT		
	Payments 01/04/2023 - 29/12/2023		202,365.54
A	Cash in Hand 29/12/2023 (per Cash Book)		348,928.62
	Cash in hand per Bank Statements		
	Cash 29/12/2023	0.00	
	Cambridge Building Society 29/12/2023	85,061.67	
	Cambridge & Counties Bank 29/12/2023	90,273.47	
	Lloyds No 2 29/12/2023	159,015.40	
	Lloyds No 1 29/12/2023	4,298.79	
	Petty Cash 29/12/2023	0.00	
			338,649.33
	Less unrepresented payments		338,649.33
	Plus unrepresented receipts		10,279.29
B	Adjusted Bank Balance		348,928.62
	A = B Checks out OK		

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
144	H R Services ADM		984.00	984.00	4,400.00	3,389.47	1,010.53	1,994.53 (45%)
145	Wages ADM				63,250.00	72,387.46	-9,137.46	-9,137.46 (-14%)
146	Tax ADM				5,250.00	9,239.67	-3,989.67	-3,989.67 (-75%)
147	NI Staff ADM				4,650.00		4,650.00	4,650.00 (100%)
148	NI HPC ADM				5,450.00		5,450.00	5,450.00 (100%)
149	Pension Staff ADM				2,600.00	1,965.45	634.55	634.55 (24%)
150	Pension HPC ADM				2,600.00	684.81	1,915.19	1,915.19 (73%)
151	Office Supplies ADM				800.00	1,062.89	-262.89	-262.89 (-32%)
152	Telephone & Broadband ADM				1,100.00	1,663.99	-563.99	-563.99 (-51%)
153	Clerk's Expenses ADM				150.00		150.00	150.00 (100%)
154	Council Expenses ADM				250.00		250.00	250.00 (100%)
157	Election Costs ADM							(N/A)
158	Postage ADM				200.00	199.93	0.07	0.07 (0%)
159	Bank Charges ADM				150.00		150.00	150.00 (100%)
161	Petty Cash ADM DNU							(N/A)
164	Subscriptions ADM				2,200.00	1,765.78	434.22	434.22 (19%)
165	Fees ADM				3,000.00	1,883.11	1,116.89	1,116.89 (37%)
166	Advertising ADM				1,700.00	828.00	872.00	872.00 (51%)
168	VAT Refund ADM		31,778.47	31,778.47				31,778.47 (N/A)
170	Training				5,000.00	120.00	4,880.00	4,880.00 (97%)
171	Mileage Costs Staff ADM				3,000.00	235.35	2,764.65	2,764.65 (92%)
242	Misc ADM		2,307.48	2,307.48		6,705.86	-6,705.86	-4,398.38 (N/A)
282	General repairs staff DNU							(N/A)
297	Contract Admin Staff					900.64	-900.64	-900.64 (N/A)
299	499							(N/A)
300	Unknown DNU							(N/A)
303	Payroll Fees					359.65	-359.65	-359.65 (N/A)
313	Audit					3,026.10	-3,026.10	-3,026.10 (N/A)
315	Fire Protection					110.00	-110.00	-110.00 (N/A)
SUB TOTAL			35,069.95	35,069.95	105,750.00	106,528.16	-778.16	34,291.79 (32%)

Bank Interest

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
185	Cambridge & Counties	850.00		-850.00				-850.00 (-100%)
186	Lloyds Res 2		933.61	933.61				933.61 (N/A)
187	Cambridge Building Society							(N/A)
SUB TOTAL		850.00	933.61	83.61				83.61 (9%)

Bus Stop Maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
278	Bus Stop Maintenance				550.00		550.00	550.00 (100%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

SUB TOTAL		550.00			550.00			550.00 (100%)
Cemetery								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
56	Field Rent CEM	130.00		-130.00				-130.00 (-100%)
57	Memorial Fees CEM	550.00	2,250.00	1,700.00				1,700.00 (309%)
58	Burial Fees CEM	7,250.00	10,525.00	3,275.00				3,275.00 (45%)
59	Grounds Maintenance CEM				9,900.00	1,546.92	8,353.08	8,353.08 (84%)
60	General Repairs CEM		14.00	14.00	1,100.00		1,100.00	1,114.00 (101%)
61	Business Rates CEM				1,000.00	505.65	494.35	494.35 (49%)
62	Capital Works CEM DNU							(N/A)
63	Miscellaneous CEM					184.64	-184.64	-184.64 (N/A)
64	Grant Cem DNU							(N/A)
287	Cemetery Restoration Project							(N/A)
302	Waste Collection CEM					308.67	-308.67	-308.67 (N/A)
307	Professional Fees					558.00	-558.00	-558.00 (N/A)
SUB TOTAL		7,930.00	12,789.00	4,859.00	12,000.00	3,103.88	8,896.12	13,755.12 (69%)
Christmas								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
323	Trees for Village					306.50	-306.50	-306.50 (N/A)
324	Office Decorations					72.27	-72.27	-72.27 (N/A)
SUB TOTAL						378.77	-378.77	-378.77 (N/A)
Copt Hall								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
105	Hire Fees CH	4,100.00	6,532.00	2,432.00		60.00	-60.00	2,372.00 (57%)
110	Water Rates CH				350.00	29.76	320.24	320.24 (91%)
111	Sewage Rates CH				450.00	131.64	318.36	318.36 (70%)
112	Electricity CH				1,000.00	1,140.58	-140.58	-140.58 (-14%)
113	Gas CH				3,500.00	3,413.64	86.36	86.36 (2%)
114	General Repairs CH				3,300.00	837.62	2,462.38	2,462.38 (74%)
115	Capital Works CH							(N/A)
116	Transfers from HCT Account DN							(N/A)
117	Wi-Fi CH				400.00		400.00	400.00 (100%)
118	Contract cleaning CH				3,300.00	2,040.00	1,260.00	1,260.00 (38%)
119	Grounds Maintenance & sundrie				550.00	5.60	544.40	544.40 (98%)
279	Lease from HCT DNU							(N/A)
280	Grants							(N/A)
316	Fire Protection					164.00	-164.00	-164.00 (N/A)
325	Boiler service and safety check					130.00	-130.00	-130.00 (N/A)
SUB TOTAL		4,100.00	6,532.00	2,432.00	12,850.00	7,952.84	4,897.16	7,329.16 (43%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

Discretionary Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
305	HPC Grant DNU							(N/A)
SUB TOTAL								(N/A)

Fete Cttee

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
304	HPC Grant				600.00	-600.00		-600.00 (N/A)
SUB TOTAL								-600.00 (N/A)

Footpaths

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
95	General Repairs PROW				300.00	300.00		300.00 (100%)
96	Capital Works PROW DNU							(N/A)
97	Miscellaneous PROW DNU							(N/A)
98	Grant PROW DNU							(N/A)
SUB TOTAL								300.00 (100%)

Fowlers Wood

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
45	Grounds Maintenance FW				550.00	80.35	469.65	469.65 (85%)
46	General Repairs FW					80.00	-80.00	-80.00 (N/A)
47	Miscellaneous FW							(N/A)
48	Capital Works FW DNU							(N/A)
49	Grant FW DNU							(N/A)
SUB TOTAL								389.65 (70%)

Heartenoak Playing Field

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35	Grounds Maintenance HR				2,200.00	924.13	1,275.87	1,275.87 (57%)
36	General Repairs HR				1,100.00	200.00	900.00	900.00 (81%)
37	Play Area HR				2,200.00		2,200.00	2,200.00 (100%)
38	Capital Works HR	36,000.00		-36,000.00	51,000.00		51,000.00	15,000.00 (17%)
39	Miscellaneous HR DNU							(N/A)
40	Grant HR							(N/A)
41	Wayleave -HPF		37.24	37.24				37.24 (N/A)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

SUB TOTAL	36,000.00	37.24	-35,962.76	56,500.00	1,124.13	55,375.87	19,413.11 (20%)
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Hensill Allotments

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70 Allotment Rent HEN	550.00	180.00	-370.00				-370.00 (-67%)
71 Site Rent HEN				300.00	220.00	80.00	80.00 (26%)
72 General Repairs HEN				350.00		350.00	350.00 (100%)
73 Grounds Maintenance HEN				1,100.00		1,100.00	1,100.00 (100%)
SUB TOTAL	550.00	180.00	-370.00	1,750.00	220.00	1,530.00	1,160.00 (50%)

Historic Hawkhurst

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
289 Historic Hawkhurst Project				3,000.00		3,000.00	3,000.00 (100%)
SUB TOTAL				3,000.00		3,000.00	3,000.00 (100%)

Insurance Premiums

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
195 Total Premium Includes Public &				4,000.00	2,173.40	1,826.60	1,826.60 (45%)
SUB TOTAL				4,000.00	2,173.40	1,826.60	1,826.60 (45%)

IT & Website

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
162 GDPR/DPO				550.00	35.00	515.00	515.00 (93%)
163 Capital Items IT				3,000.00		3,000.00	3,000.00 (100%)
169 Microshade Hosting & software -				3,000.00	3,687.70	-687.70	-687.70 (-22%)
172 Microshade office software & em							(N/A)
180 Website Maintenance				3,000.00	2,209.00	791.00	791.00 (26%)
284 JAMF				250.00	60.12	189.88	189.88 (75%)
285 IBABS				2,000.00		2,000.00	2,000.00 (100%)
290 Scribe Software				2,000.00		2,000.00	2,000.00 (100%)
SUB TOTAL				13,800.00	5,991.82	7,808.18	7,808.18 (56%)

Jubilee

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
293 Jubilee							(N/A)
306 Coronation		22.50	22.50	8,000.00	2,563.11	5,436.89	5,459.39 (68%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

SUB TOTAL		22.50	22.50	8,000.00	2,563.11	5,436.89	5,459.39 (68%)	
KGV H&S Actions/Renewal								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
309	KGV H&S Actions/Renewal				10,000.00		10,000.00	10,000.00 (100%)
SUB TOTAL					10,000.00		10,000.00	10,000.00 (100%)
KGV Playing Field								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
11	Grounds Maintenance KGV				3,500.00	1,342.17	2,157.83	2,157.83 (61%)
12	MUGA KGV		274.05	274.05	350.00	384.00	-34.00	240.05 (68%)
13	Play Area KGV				2,100.00	21,622.31	-19,522.31	-19,522.31 (-929%)
14	General Repairs KGV				1,700.00	198.98	1,501.02	1,501.02 (88%)
15	Capital Works KGV DNU							(N/A)
16	Miscellaneous KGV					1,180.29	-1,180.29	-1,180.29 (N/A)
17	Grant KGV DNU							(N/A)
18	Elec Wayleave KGV							(N/A)
301	Waste Collection KGV					317.63	-317.63	-317.63 (N/A)
308	Hire Fees		453.00	453.00		197.00	-197.00	256.00 (N/A)
317	Fire Protection					176.00	-176.00	-176.00 (N/A)
321	closing gates & toilets					384.00	-384.00	-384.00 (N/A)
SUB TOTAL			727.05	727.05	7,650.00	25,802.38	-18,152.38	-17,425.33 (-227%)
Meeting Costs								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
311	Meeting Costs				1,500.00		1,500.00	1,500.00 (100%)
SUB TOTAL					1,500.00		1,500.00	1,500.00 (100%)
Neighbourhood Dev Plan								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
254	Consultancy Cost NDP DNU							(N/A)
255	Printing Cost NDP							(N/A)
256	Exhibition Costs NDP				10,000.00		10,000.00	10,000.00 (100%)
257	Professional Fees NDP					90.00	-90.00	-90.00 (N/A)
258	Legal Fees NDP DNU							(N/A)
318	NDP Grant Refund					260.90	-260.90	-260.90 (N/A)
SUB TOTAL					10,000.00	350.90	9,649.10	9,649.10 (96%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

New Community Centre

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
260	Business Rates NCC						(N/A)	
261	Electricity NCC						(N/A)	
262	Water Rates NCC						(N/A)	
263	Sewage Rates NCC						(N/A)	
264	Consultant Fees NCC				5,000.00	5,000.00	5,000.00 (100%)	
265	General Repairs NCC						(N/A)	
266	Refurbishment Costs NCC						(N/A)	
267	Project Management NCC						(N/A)	
268	Professional Fees NCC						(N/A)	
269	Legal Fees NCC						(N/A)	
270	Loan Repayment NCC						(N/A)	
271	Miscellaneous NCC						(N/A)	
SUB TOTAL					5,000.00	5,000.00	5,000.00 (100%)	

Ockley Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
80	Allotment Rent OCK	1,300.00	1,667.00	367.00			367.00 (28%)	
81	Grounds Maintenance OCK				450.00	450.00	450.00 (100%)	
82	General Repairs OCK				850.00	297.10	552.90 (65%)	
83	Water Rates OCK				350.00	245.89	104.11 (29%)	
84	Miscellaneous OCK DNU						(N/A)	
85	Elec Wayleave DNU						(N/A)	
SUB TOTAL		1,300.00	1,667.00	367.00	1,650.00	542.99	1,107.01	1,474.01 (49%)

Parish Basic Allowance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
245	Parish Basic Allowance				3,650.00	792.00	2,858.00 (78%)	
246	Parish Basic Allowance Misc						(N/A)	
SUB TOTAL					3,650.00	792.00	2,858.00 (78%)	

Parish Office

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
210	Office Rent OFF						(N/A)	
211	Contract cleaning office				550.00	550.00	550.00 (100%)	
212	Landlords Insurance OFF						(N/A)	
213	Electricity OFF				3,500.00	2,725.04	774.96 (22%)	
214	Water Rates OFF				100.00	262.15	-162.15 (-162%)	
215	Sewage Rates OFF				250.00	56.40	193.60 (77%)	
216	Photo Copier Rent OFF				550.00	195.00	355.00 (64%)	

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

217 General Maintenance OFF	5,000.00	42.30	4,957.70	4,957.70 (99%)
281 Professional fees		3,225.13	-3,225.13	-3,225.13 (N/A)
294 Lease renewal				(N/A)
298 Building Survey				(N/A)
SUB TOTAL	9,950.00	6,506.02	3,443.98	3,443.98 (34%)

Planting Displays

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
90 Summer & Winter Planting	1,200.00		-1,200.00	3,100.00	1,500.00	1,600.00	400.00 (9%)
91 Winter Planting DNU							(N/A)
92 Miscellaneous Planting				250.00		250.00	250.00 (100%)
93 Grant Planting					1,000.00	-1,000.00	-1,000.00 (N/A)
319 Autumn/Winter/Spring					1,206.00	-1,206.00	-1,206.00 (N/A)
SUB TOTAL	1,200.00		-1,200.00	3,350.00	3,706.00	-356.00	-1,556.00 (-34%)

Precept

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
175 Precept	254,070.00	254,070.00					(0%)
176 Council Tax Enabling Grant DNU							(N/A)
SUB TOTAL	254,070.00	254,070.00					(0%)

Remembrance Day

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
310 Remembrance Day				2,000.00	2,316.12	-316.12	-316.12 (-15%)
322 Poppy Wreath					20.00	-20.00	-20.00 (N/A)
SUB TOTAL				2,000.00	2,336.12	-336.12	-336.12 (-16%)

Restoration & Renewal Parish

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
312 Restoration & Renewal Parish O				5,000.00		5,000.00	5,000.00 (100%)
SUB TOTAL				5,000.00		5,000.00	5,000.00 (100%)

Section 137

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
205 S137 Payments				6,000.00	1,275.00	4,725.00	4,725.00 (78%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

SUB TOTAL

6,000.00 1,275.00 4,725.00 4,725.00 (78%)

Sports Hall

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
120	Hire Fees SH	5,000.00	1,585.55	-3,414.45				-3,414.45 (-68%)
121	Contract cleaning SH				7,000.00	1,740.00	5,260.00	5,260.00 (75%)
122	Tax SH DNU							(N/A)
123	NI Staff SH DNU							(N/A)
124	WI-FI DNU							(N/A)
125	Water Rates SH				700.00		700.00	700.00 (100%)
126	Sewage Rates SH				400.00	270.35	129.65	129.65 (32%)
127	Electricity SH				1,500.00	1,604.85	-104.85	-104.85 (-6%)
128	Gas SH				2,500.00	1,251.75	1,248.25	1,248.25 (49%)
129	General Repairs SH				1,650.00	2,135.20	-485.20	-485.20 (-29%)
130	Capital Works SH DNU							(N/A)
131	Broadband wi-fi SH				400.00		400.00	400.00 (100%)
314	Legionella risk assessment					180.00	-180.00	-180.00 (N/A)
SUB TOTAL		5,000.00	1,585.55	-3,414.45	14,150.00	7,182.15	6,967.85	3,553.40 (18%)

Street Lighting

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
135	Electricity SL				2,800.00	2,698.39	101.61	101.61 (3%)
136	Maintenance Contract SL				7,150.00	4,626.78	2,523.22	2,523.22 (35%)
137	General Repairs SL				3,000.00	526.75	2,473.25	2,473.25 (82%)
138	Capital Works SL DNU							(N/A)
139	Miscellaneous SL DNU							(N/A)
SUB TOTAL					12,950.00	7,851.92	5,098.08	5,098.08 (39%)

The Moor

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
25	Grounds Maintenance MR				1,100.00	120.54	979.46	979.46 (89%)
26	General Repairs MR				300.00		300.00	300.00 (100%)
27	Capital Works DNU							(N/A)
28	Hire MR	600.00	630.00	30.00				30.00 (5%)
29	Miscellaneous MR DNU							(N/A)
SUB TOTAL		600.00	630.00	30.00	1,400.00	120.54	1,279.46	1,309.46 (65%)

Tree Works

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
277	Tree works				5,500.00		5,500.00	5,500.00 (100%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 29/12/2023)

SUB TOTAL					5,500.00	5,500.00	5,500.00 (100%)	
Victoria Hall								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
100	Rent VH	12,900.00	6,458.00	-6,442.00				-6,442.00 (-49%)
101	Insurance VH DNU							(N/A)
102	Capital Works VH DNU							(N/A)
SUB TOTAL		12,900.00	6,458.00	-6,442.00				-6,442.00 (-49%)
Village Fund								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
141	Village Fund							(N/A)
288	C&SC - KGV Pitch Improvement							(N/A)
292	Provision of office							(N/A)
295	C & SC Communication							(N/A)
296	C & SC Car Park							(N/A)
SUB TOTAL								(N/A)
War Memorial								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
272	War Memorial general repairs				1,000.00	150.00	850.00	850.00 (85%)
320	Cleaning					500.00	-500.00	-500.00 (N/A)
SUB TOTAL					1,000.00	650.00	350.00	350.00 (35%)
Summary								
NET TOTAL		324,500.00	320,701.90	-3,798.10	319,800.00	187,912.48	131,887.52	128,089.42 (19%)
V.A.T.						14,453.06		
GROSS TOTAL			320,701.90			202,365.54		

Hawkhurst Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
384	S137 Payments	01/12/2023		Lloyds No 1		Hawkhurst Local History Sociel	Hawkhurst Parish Council	E	900.00		900.00
385	S137 Payments	01/12/2023		Lloyds No 1	Senior Citizens Christr	Hawkhurst community and Poj	Hawkhurst Parish Council	E	75.00		75.00
387	Play Area KGV	01/12/2023		Lloyds No 1		Playground Equipment Repairs	Safeplay	S	4,701.00	940.20	5,641.20
386	Website Maintenance	01/12/2023		Lloyds No 1		website hosting	Webtec Design	X	30.00		30.00
388	Trees for Village	01/12/2023		Lloyds No 1		Christmas trees	Hole Park Estate	S	306.50	61.30	367.80
404	Waste Collection KGV	01/12/2023		Lloyds No 1		Waste bin colletion KGV	Collet My Waste - GOCARDLE	S	23.56	4.71	28.27
405	Waste Collection CEM	01/12/2023		Lloyds No 1		Waste bin colletion CEM	Collet My Waste - GOCARDLE	S	31.34	6.27	37.61
406	Telephone & Broadband ADM	05/12/2023		Lloyds No 1	01389095/882	Telephone Broadband	TalkTalk	S	17.69	3.54	21.23
389	Payroll Fees	06/12/2023		Lloyds No 1		Payroll fees	Beechcroft Accountancy (Puc	S	42.83	8.57	51.40
391	Misc ADM	06/12/2023		Lloyds No 1		Petrol leaf blower	Phil Hazell	X	7.00		7.00
390	Office Decorations	06/12/2023		Lloyds No 1		christmas decorations for offic	Lisa Rackett	X	72.27		72.27
407	Waste Collection KGV	08/12/2023		Lloyds No 1		Waste bin colletion KGV	Collet My Waste - GOCARDLE	S	17.00	3.40	20.40
393	Office Supplies ADM	13/12/2023		Lloyds No 1	part payment 46.97 or	raffle, Donation ballot boxes, c	Lisa Rackett	X	33.98		33.98
394	Office Supplies ADM	13/12/2023		Lloyds No 1		Hand towels	CPS Office Supplies	S	59.96	11.99	71.95
395	Water Rates OFF	13/12/2023		Lloyds No 1		Water Rates	Castle Water	L	11.16	0.56	11.72
392	Misc ADM	13/12/2023		Lloyds No 1	part payment of 46.97	flag pole rope kit	Lisa Rackett	X	12.99		12.99
397	Business Rates CEM	15/12/2023		Lloyds No 1		Business Rates CEM	Tunbridge Wells Borough Cou	E	56.00		56.00
396	Tax ADM	15/12/2023		Lloyds No 1		Tax and NI	HMRC	X	1,413.19		1,413.19
398	Water Rates OCK	15/12/2023		Lloyds No 1		Water supply	South East Water	E	245.89		245.89
401	Electricity CH	15/12/2023		Lloyds No 1		Electricity CH	British Gas	L	159.77	7.99	167.76
400	Gas CH	15/12/2023		Lloyds No 1		Gas CH	British Gas	L	727.82	36.39	764.21
402	Electricity SH	15/12/2023		Lloyds No 1		Electricity SH	British Gas	L	198.58	9.93	208.51
399	Pension Staff ADM	15/12/2023		Lloyds No 1		Pension Payment	Peoples Partnership	X	442.88		442.88
403	Electricity OFF	15/12/2023		Lloyds No 1		Electricity Office	British Gas	L	358.52	17.93	376.45
410	Play Area KGV	21/12/2023		Lloyds No 1		Fitness handles KGV	Streetscape (Products & Serv	S	250.00	50.00	300.00
413	Contract cleaning CH	21/12/2023		Lloyds No 1		Cleaning CH	Dee Hazell	E	180.00		180.00
411	Wages ADM	21/12/2023		Lloyds No 1		Wages	Lisa Rackett	E	3,231.75		3,231.75
408	Wages ADM	21/12/2023		Lloyds No 1		Wages	Sandra Rackett	E	1,260.00		1,260.00
412	Mileage Costs Staff ADM	21/12/2023		Lloyds No 1		Mileage expenses	Phil Hazell	E	225.90		225.90
409	Boiler service and safety che	21/12/2023		Lloyds No 1		Gas heater service and safety	Heartenoak Heatiing	S	130.00	26.00	156.00
414	Contract cleaning SH	21/12/2023		Lloyds No 1		Cleaning SH	Dee Hazell	E	48.00		48.00
416	Wages ADM	21/12/2023		Lloyds No 1		Wages	Anita Maxwell Salary	E	1,246.44		1,246.44

Hawkhurst Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
417	Wages ADM	21/12/2023		Lloyds No 1		Wages	Phil Hazell	E	1,580.65		1,580.65
418	Wages ADM	21/12/2023		Lloyds No 1		Wages	Bryony Dhillon	E	1,138.80		1,138.80
415	closing gates & toilets	21/12/2023		Lloyds No 1		closing KGV gates and toilets	Dee Hazell	E	192.00		192.00
419	Electricity SL	22/12/2023		Lloyds No 1		Street Lighting energy	OPUS	S	334.54	66.91	401.45
420	Telephone & Broadband ADM	27/12/2023		Lloyds No 1	D5384450	Mobile Telephone Call Charges	O2	S	14.46	2.89	17.35
421	Telephone & Broadband ADM	27/12/2023		Lloyds No 1		Telephone Broadband	BT	S	487.52	97.50	585.02
422	Water Rates CH	28/12/2023		Lloyds No 1		Water Rates	Castle Water	E	5.00		5.00
423	Gas SH	28/12/2023		Lloyds No 1		Gas SH	British Gas	L	247.48	12.37	259.85
Total									20,517.47	1,368.45	21,885.92