

Responsible Financial Officer Report: 1 April to 30 June 2026 (Quarter 1)

I have emailed a copy of the 2026/27 accounts spreadsheet to the end of June 2026, including

Budget Update - comparison between budget and amount spent to 30 June.

Bank Reconciliation for Quarter 1

Receipts

Payments

Budget (full version – locked to prevent changes)

1. Budget Update. See page two.

Most budget headings are 25% or under at the end of the first quarter.

- a. Insurance is higher than expected, for reasons agreed at the June meeting, ensuring appropriate cover is provided for volunteers.
- b. Subscriptions, 78% budget spent. Two of three have been paid, membership of the Tree Warden Network is outstanding.
- c. Audits, 44%. Invoice for Internal Audit has been paid; External Audit is to follow.
- d. Lengthsman Scheme, 59%. This will even out by year end.

2. Lengthsman/Drainage/Public Right of Way (PROW) Grants agreed by Herefordshire Council

Lengthsman - £1374 plus £687 (£687 to be match funded by the Parish Council).

Drainage – £10,499 for three new assets. A grant for maintenance tasks may follow.

PROW - £3,973 for finalising steps on Mortimer Trail below Pokehouse Wood, installing two gates, three stiles, and hire/operation of a robo cutter.

Grants are received once work is completed and an invoice is submitted to Herefordshire Council.

3. Reserves

£5,000.00 is held in the Reserve Fund. It is on deposit, gaining interest.

£9,075.40 in the General Reserve, this may be spent on resolution by full Council.

£1,000.00 is held in the election fund.

£1,072.52 in General Traffic Calming

£1,000.00 earmarked for Mortimers Cross Traffic Calming.

4. Bank Balances

Combined balances on 30 June were £26,813.77 the majority of which is held in an instant access deposit account, transfers are made to the current account when payments are due.

5. Receipts

- e. 1 April. £97.02 from Herefordshire Council re PROW grant (2025-26)
- f. 14 April. £3,486.50 from Herefordshire Council re Lengthsman Grant (2025-26)
- g. 20 April. £4,306.90 VAT refund.
- h. 21 April. £,7,738.50. First half of the precept for 2026-27.
- i. 17 and 18 June. £308.28 contributions towards cost of printing *Aymestrey Matters* received from both The Parish Hall and The Parochial Church Council.

6. Payments

Total net payments (on page two, budget v expenditure) = £7,006.49. Total net payments on the spreadsheet (all payments) = £7,047.30. The difference is £40.81, payment for a mounting bar for the speed indicator device, from ringfenced funds rather than the budget.

7. Recommendation. Bank reconciliation to be verified by a councillor who is not a signatory.

If you have any questions, please let me know.

Maggie Brown, RFO. 13 July 2026

Aymestrey Parish Council 2025-26		Grants		Net figures	Virement &	
Expenditure	Budget	Agreed	Virement	30-Jun-26	Budget	
Salary. Scale Point 20. 7hrs per week.	£ 6,625.78			£ 1,585.38	£ 6,625.78	24%
Home Working Allowance	£ 100.00			£ -	£ 100.00	0%
Payroll administration	£ 132.00			£ -	£ 132.00	0%
Administration Expenses	£ 292.00			£ 74.19	£ 292.00	25%
Training Clerk / Councillors	£ 120.00			£ 42.50	£ 120.00	35%
Parish Council Insurance	£ 430.00			£ 450.05	£ 430.00	105%
Subscriptions : HALC, ICO, SLCC & Tree Wardens	£ 142.00			£ 110.25	£ 142.00	78%
Audits, Internal and External if required	£ 450.00			£ 195.91	£ 450.00	44%
Newsletter Printing + Editor expenses	£ 1,400.00			£ 342.70	£ 1,400.00	24%
Lengthsman payments from Precept	£ 3,246.00		£ 738.50	£ 738.50	£ 3,984.50	23%
Lengthsman Scheme (to be Reimbursed by HC)	£ 1,374.00		£ 1,961.50	£ 1,961.50	£ 3,335.50	59%
Drainage Scheme (to be Reimbursed by HC)	£ -	£ 10,499.00		£ -	£ -	0%
Public Right of Way Scheme (to be Reimbursed by HC)	£ -	£ 3,973.00		£ 600.00	£ 3,973.00	15%
Footpaths Officer Expenses	£ 500.00			£ 20.52	£ 500.00	4%
Donations Fete OR Parish Events	£ 300.00			£ -	£ 300.00	0%
Contribution to Churchyard upkeep	£ 700.00			£ 700.00	£ 700.00	100%
Community Projects: Wigmore Sch, Good Neighbour Scheme, Speed Indicator Devices, Defibrillators, Other.	£ 2,723.00			£ 184.99	£ 2,723.00	7%
IT Expenditure Website	£ 382.93			£ -	£ 382.93	0%
Election Expenses 309 electors July 2026	£ -			£ -	£ -	
Meeting Room Hire	£ 400.00			£ -	£ 400.00	0%
Total Routine Expenditure	£ 19,317.71	£ 14,472.00	£ 2,700.00	£ 7,006.49	£ 25,990.71	