

**Keele Parish Council  
Payment Schedule May 2026**

<b>Date</b>	<b>Chq no.</b>	<b>Details</b>	<b>Description</b>	<b>Net £</b>	<b>VAT £</b>	<b>Total amount £</b>
18/05/2026		Ms D Powell	May 2026	609.80	0.00	609.80
18/05/2026		Ms N Lovell	May 2026	495.08	0.00	495.08
18/05/2026		VAST	HMRC month 2	282.18	0.00	282.18
18/05/2026		Office expenses	MS Office	12.10	0.00	12.10
18/05/2026		Keele Village Hall	Room hire	22.00	0.00	22.00
18/05/2026		Zurich Municipal	Insurance 2026/27	505.94	0.00	505.94
18/05/2026		Mr T L Addis (Moon Creative)	Website WCAG 2.2 testing	300.00	0.00	300.00
18/05/2026		Steve Hough	Noticeboard inspections and Yew tree grass cut	120.00	0.00	120.00
18/05/2026		Black Rose Solutions	Internal audit 2025/26 and mileage	137.83	27.57	165.40
18/05/2026		Keele Parochial Church Council	Churchyard grounds maintenance donation	1100.00	0.00	1100.00
18/05/2026		Ms M Jeffries	Litter picking contract	101.68	0.00	101.68
		<b>Total</b>		<b>3686.61</b>	<b>27.57</b>	<b>3714.18</b>

**Keele Parish Council**  
**Bank Reconciliation for the period ending 31 March 2026**

	£	£	£
Balance per Bank Statement 31 March 2026			
Current account		3,007.40	
Deposit account		<u>13,852.26</u>	
			16,859.66
Less: unrepresented payments			
Chq 793			-121.80
Chq 794			-120.00
Chq 800			-22.00
Unrepresented BACS payment initiated 31.03.26 processed 1.04.26			-410.40
Unrepresented BACS payment initiated 31.03.26 processed 1.04.26			-154.13
Unrepresented BACS payment initiated 31.03.26 processed 1.04.26			-22.00
Unrepresented BACS payment initiated 31.03.26 processed 1.04.26			-420.00
<b>Net bank balance as at 31 March 2026</b>			<u><b>15,589.33</b></u>
<b>Net balance reconciled to the cashbook</b>			
Opening balance per cashbook			
Current account	1,625.08		
Deposit account	<u>13,659.35</u>		
		15,284.43	
Add: receipts in the year			
10.04.25 Newcastle Borough Council Precept	18,827.00		
30.04.25 HMRC VAT Refund	227.52		
31.03.26 Bank interest received	<u>192.91</u>		
		19,247.43	
Less: payments in the year		-18,942.53	
<b>Closing Balance as per cash book for the year to 31 March 2026</b>			<u><b>15,589.33</b></u>

## Keele Parish Council Budget Report 2026/27

ACTUAL v BUDGET 2026/27						
EXPENDITURE	BUDGET	Apr	May	Jun	TOTAL	VARIANCE
Payroll costs (Includes Employers National Insurance)	9700	723	1,372		2,095	-7,605
Office expenses and payroll expenses	560	87	27		114	-446
Litter picking contract	800		102		102	-698
<b>Total</b>	<b>11,060</b>	<b>810</b>	<b>1,501</b>	<b>0</b>	<b>2,311</b>	<b>-8,749</b>
Councillor expenses/Room hire/Subs/Printing	450	429	22		451	1
Data Protection Officer Staffs County Council	200				0	-200
Audit Fee	140		138		138	-2
Insurance	240		506		506	266
Remembrance Sunday wreaths	22				0	-22
<b>Total General Admin</b>	<b>1,052</b>	<b>429</b>	<b>666</b>	<b>0</b>	<b>1,095</b>	<b>43</b>
Staffordshire Parish Council Association	370				0	-370
Society of Local Council Clerks	80				0	-80
Campaign to Protect Rural England	0				0	0
Information Commissioner	60				0	-60
Parish Online Mapping	100				0	-100
<b>Total Subscriptions</b>	<b>610</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-610</b>
Grounds maintenance, seats, shelters, noticeboards, Yew tree report (funded from reserves £800)	5000	270	120		390	-4,610
Church Yard Contribution S137	1100		1,100		1,100	0
Yew Tree Annual Maintenance (Spring and Winter)	780				0	-780
<b>Total Maintenance</b>	<b>6880</b>	<b>270</b>	<b>1,220</b>	<b>0</b>	<b>1,490</b>	<b>-5,390</b>
Special Projects (website, planning consultant, defibrillator)	110	113	300		413	303
War memorial	340				0	-340
Expenses - Chairman	280				0	-280
S137 Defibrillator pads	380				0	-380
S137 (Church clock)	240				0	-240
Neighbourhood Development Plan	6069				0	-6,069
VAT recoverable	0	50	28		78	78
<b>Total Other Expenses</b>	<b>7,419</b>	<b>163</b>	<b>328</b>	<b>0</b>	<b>491</b>	<b>-6,928</b>
<b>TOTAL EXPENDITURE</b>	<b>27,021</b>	<b>1,672</b>	<b>3,714</b>	<b>0</b>	<b>5,387</b>	<b>-21,634</b>

### Keele Parish Council Budget Report 2026/27

RECEIPTS	Budget	Apr	May	Jun	TOTAL	VARIANCE
Precept	27,020	27,020			27,020	0
Council Tax Support Grant	0				0	0
Bank interest received	0				0	0
VAT recoverable	300				0	-300
<b>TOTAL RECEIPTS</b>	<b>27,320</b>	<b>27,020</b>	<b>0</b>	<b>0</b>	<b>27,020</b>	<b>-300</b>

RESERVED FUNDS	B/fwd	Apr	May	Jun	TOTAL
General operating reserves (unearmarked)	9,852				9,852
Earmarked reserves - NDP	0				0
Earmarked reserves - By election contingency	4,000				4,000
<b>TOTAL</b>	<b>13,852</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,852</b>

KPC FINANCIAL POSITION 2026/27				
		Apr	May	Jun
Brought Forward-Available	1,857	1,857	27,205	23,490
Expenditure	27,021	1,672	3,714	0
Receipts	27,320	27,020	0	0
<b>Balance - Available</b>	<b>2,156</b>	<b>27,205</b>	<b>23,490</b>	<b>23,490</b>

KPC ACCOUNT BALANCE

**37,342**