

To all Members of the Finance & Management Committee

You are hereby summoned to attend a meeting of the **Finance and Management Standing Committee** to be held at **HOLMFIRTH CIVIC HALL, HUDDERSFIELD ROAD, HOLMFIRTH HD9 3AS** on **MONDAY 11th AUGUST 2025** at **7pm** to transact the following business -

- AGENDA – (A)

Welcome **7.00 pm**

Public Question Time

Prior to the commencement of the business session of the Council, there will be an open session lasting 15 minutes, for members of the public to speak to the Council.

2526 25 **Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014** **7.15 pm**

As Local (Parish & Town) Council meetings can now be recorded, the Chair to check if anybody wishes to record the meeting, to ensure reasonable facilities can be provided. The Officer will be recording the meeting in video format for upload to the Parish Council's YouTube channel.

2526 26 **To accept apologies for absence** **7.16 pm**

To note, the absences from the meeting.

To receive, apologies for absence given in advance of the meeting; these to be recorded in the minutes.

To consider, the approval of reasons given for absence by Members.

2526 27 **To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda** **7.17 pm**

2526 28 **To consider written requests for new DPI dispensations** **7.18 pm**

2526 29 **To consider whether items on the agenda should be discussed in private session** **7.19 pm**

2526 30 **To confirm the Minutes of the previous Committee meeting** **7.20 pm**

- To note the Minutes of the Finance & Management Committee Meeting held on 2 June 2025, numbered 2526 01 to 2526 04 inclusive. **(B)**

- i. The RFO to report on applications received ahead of the September 29th Grants meeting of this Committee.

The Committee has received fewer applications for grants this time than usual, -

5 Community Assets grant applications:

- Holmbridge Cricket Club - £1,299.96
- Holmfirth Tech - £4,286.13
- Huddersfield Sailing Club - £4,418
- Upperthong Village Hall - £3,640
- West Yorkshire Red Squirrel Alliance - £1,104.40

6 Projects and Events grant applications:

- EPIKS - £1,497
- Full Life Foodbank - £1,200
- Hepworth Hurricanes - £1,500
- Holmfirth Film Festival - £1,500
- Sharing Memories - £1,500
- Wooldale Warblers (application not attached to the email)

Plus one application from Friends of Honley Library for an application for funds from the earmarked reserve 332 EMR Honley Library for development work to the building. (£15,000)

To note, Some of the applications may go against Holme Valley Parish Council guidelines. RFO to report.

To consider, any further actions on grant applications and/or the grant applications process.

ii. Grant Evaluations

To note, new grant evaluations for the year 2024/25 have been received since the last meeting from the following community organisations:

- [Sharing Memories](#)
- [Holmfirth Film Festival](#)
- [Friends of Honley Library – activities for young people](#)
- [Honley Village Community Trust – Magdale Tree Works](#)
- [Honley Business Association – Open Gardens Festival](#)
- [Holmfirth Tech – Warm Spaces \(updated\)](#)
- [Hepworth Hurricanes](#)

Arts for Health CIC has been wound up due to a change in personal circumstances and has returned unspent funds to the Parish Council.

The RFO/Deputy Clerk will continue to update the grants pages on the website to include all evaluation reports received to date.

To consider, any further action on grant evaluations.

iii. Rolling Grants

The RFO apologises to the Committee for somewhat misdirecting it at the last meeting to approve payments to the community groups awarded rolling grants by this Committee. The Committee should have approved the anticipated expenditure, rather than the actual payments. Approval of the payments is conditional on the receipt of the appropriate paperwork which had not at that time been received, so should not and could not have been approved. Since then, the appropriate paperwork has been received from the following organisations:

- [Holmfirth Festival of Folk](#) - £1,500
- [Friends of Cliff Rec](#) - £500
- [Holmfirth Arts Festival](#) - £1,500

The financial papers (accounts and bank statements) for these applicants have been reviewed by the Chair and the RFO. Chair and RFO to report as needed.

To consider, approving payment of these rolling grants.

The Parish Council is yet to receive the relevant paperwork from Holme Valley Transport for the patient transport service. They have been in touch with the Parish Council and that award will be heard when we receive the paperwork. The payments to Honley Business Association for its CCTV system and to Wooldale Community Group for its room rent, are normally paid after the new year, not at this time.

iv. Grants Working Group

The Grants Working Group held a meeting by Zoom to agree its priorities for the year ahead. As per the resolution of this Committee, an invitation to join the working group is to be shared with all members of this Committee. Chair of the group, Cllr Colling, to report.

v. Request from The Nest, Holmfirth

The Nest has underspent £562.50 on its last grant award from the Parish Council. One worker who was to be paid gave up their time for free. The Nest has asked whether the underspend could be retained by them to pay for room hire at The Tech for the support sessions it runs for babies, toddlers and pre-schoolers. To consider, what to do with this unspent grant award/

2526 32**Chair's Expenses****7.30 pm**

To note, the Chair's Expenses budget for 2025-26 is £1,000. Nothing has yet to be spent from this budget line.

2526 33	Holme Valley Parish Council Annual Governance and Accountability Return (AGAR) 2024/25	7.31 pm
---------	---	---------

To note, the external auditor requested some additional documentation from the Parish Council for the AGAR, - a link to the minutes where the Parish Council's risk assessment was approved 2024/25. Since then, the only communication we have had is that we are in the queue for processing.

To consider, the Parish Council to determine when the AGAR paperwork on the notice board can be taken down.

2526 34	Schedule of Payments	7.40 pm
---------	-----------------------------	---------

To note, the following Schedules of Payments:

- the finalised, Rialtas Schedule of Payments for June 2025. **(Ci)**
- the draft Schedule of Payments for July 2025. **(Cii)**

To approve, the draft Schedule of Payments for August 2025. **(Ciii)**

The Chair must initial the Schedules of Payments and they must be attached to the minutes of the meeting.

2526 35	Financial Statements	7.42 pm
---------	-----------------------------	---------

To note the accounting summaries – copies enclosed – for financial year 2025-26.

i. **For May 2025 (D):**

- (1) Cash Books All Accounts Receipts and Payments (to end 31 May 2025)
- (2) Trial Balance (to end 31 May 2025)
- (3) Balance Sheet (to end 31 May 2025)
- (4) Income and Expenditure by Budget Heading (to end 31 May 2025)
- (5) Cash and Investment Reconciliation (to end 31 May 2025)
- (6) VAT Return – year-to-date for the quarter APR-JUN 2025 not for submission.

ii. **For June 2025 (E):**

- (1) Cash Books All Accounts Receipts and Payments (to end 30 June 2025)
- (2) Trial Balance (to end 30 June 2025)
- (3) Balance Sheet (to end 30 June 2025)
- (4) Income and Expenditure by Budget Heading (to end 30 June 2025)
- (5) Cash and Investment Reconciliation (to end 30 June 2025)
- (6) VAT Return –for the quarter APR-JUN 2025 submitted 29th April 2025.

- iii. **To note**, the July records will not be ready for this meeting since the assistant clerk is undertaking the accounts this month as per better business continuity planning.

- iv. **To consider**, as per the guidance in the JPAG Practitioners' Guide, the Committee must approve the bank reconciliations cross-referenced with bank statements, and this must be minuted.

All the Members have to do with this is check that the amount recorded on the bank reconciliation at month-end and the amount recorded on the related bank statement at month-end match.

- N.B.: Members should note that HSBC do not process bank statements by calendar month, so Members need to locate the record for the last date of the month to do the reconciliation. This is the final time that HSBC bank statements will need to be reconciled.

For May 2025:

- HSBC Current Account Bank Statement **(Fi)** and HSBC Current Account Bank Reconciliation **(Fii)**
- HSBC Business Money Manager Bank Statement **(Fiii)** and HSBC Business Money Manager Bank Reconciliation **(Fiv)**
- CCLA PSDF Bank Statement **(Fv)** and CCLA PSDF Bank Reconciliation **(Fvi)**.
- Unity Trust Current Account T2 Bank Statement **(Fvii)** and Unity Trust Current Account T2 Bank reconciliation **(Fviii)**.
- Unity Trust Savings Account Bank Statement **(Fix)** and Unity Trust Savings Account Bank reconciliation **(Fx)**.

For June 2025:

- HSBC Current Account Bank Statement **(Gi)** and HSBC Current Account Bank Reconciliation **(Gii)**
- HSBC Business Money Manager Bank Statement **(Giii)** and HSBC Business Money Manager Bank Reconciliation **(Giv)**
- CCLA PSDF Bank Statement **(Gv)** and CCLA PSDF Bank Reconciliation **(Gvi)**.
- Unity Trust Current Account T2 Bank Statement **(Gvii)** and Unity Trust Current Account T2 Bank reconciliation **(Gviii)**.
- Unity Trust Savings Account Bank Statement **(Gix)** and Unity Trust Savings Account Bank reconciliation **(Gx)**.

To note, Members should note that the last-named account, unusually for this Parish Council, does not reconcile perfectly. This is because the Parish Council had received the cheque for £58,244.30 from HSBC to cover the remaining funds in the two HSBC accounts, but this had not yet been deposited in the Unity Trust Savings account. The £58,244.30 cheque is thus recorded on the Reconciliation Report as "Unpresented Receipts".

To note, the Unity Trust Instant Access Savings Account Bank Statement from July showing the deposit of £58,284.30 on 10th July. This represents the deposit of the cheque for £58,244.30 from the closure of the HSBC accounts, plus an additional £40.00 cash donation for a bench plaque. The Instant Access account will, thus, be reconciled in the July accounts. **(H)**.

To approve these bank reconciliations as above.

The Chair and a second signatory on the bank mandates have to sign and date all the bank reconciliations, checking against the bank statements.

iv. Councillors to review the draft Income and Expenditure report for June 2025 from the accounting summaries. **(I)**

Notes from the RFO:

Income side:

- On the income side, 1076 Precept £225,615.50 was received 1st May 2025.
- Bank interest ¼ into the year is 25% of the projected budget so is very much on course.
- 1200 Allotments had received £322 of the budgeted £324. The Committee may remember that one tenant gave up their plot and a new tenant paid £27.50 for 11 months remaining on the lease to 31 March 2026 which is rounded by the programme to £28.
- 1300 Garages had received all of the budgeted £840. The tenant who had been unable to pay due to his personal circumstances was able to pay.
- The Gartside building shop unit has been paying its rent and electricity costs in a timely fashion. However, it has decided to forego its tenancy and will vacate the unit by end October 2025. (see below)

Expenditure side:

- **To note**, as already reported to the Staffing Committee the RFO wants to draw the Committee's attention to an incorrect calculation on the 4000 Staffing Salaries budget. The negotiations on pay for local council workers do not tend to be finalised until November of each year. The pay agreements then are backdated to April of that year. When the calculations for the 2025/26 salaries budget were done in the autumn of 2024 these were calculated on the basis of the 2023/24 pay agreement. The RFO then made provision in the budget for the uplift related to the 2024/25 Pay Agreement. However, provision needed to also be made in the 2025/26 budget for the anticipated 2025/26 Pay Agreement, and this was not done. Hence, the 4000 budget line is likely to be around £3,000 down at year end.
- **To note**, It seems likely that The Parish Council will, at year end, be a little over budget on the 4275 Internet/Telephone budget line due to an increase in the cost of the package.
- All other budget lines appear broadly-speaking on target.

To consider, any further actions on income and expenditure against budget.

v. Earmarked Reserves

As per the last meeting of this Committee, the RFO/Deputy Clerk has contacted Chairs of Committees, Sub-Committees and working groups or, if not contactable, their Proper Officers to report on the current and ongoing status of earmarked reserves of the Parish Council. RFO to report.

To note, the reports on Committee earmarked reserves. **(J)**

To note, the Rialtas report on earmarked reserves to end June. **(K)**

To consider, given the above reports, any further actions on earmarked reserves.

2526 36 **The Civic, Holmfirth** 8.05 pm

To note, the reports from Holmfirth Civic Hall Community Trust. As these reports may be at times commercially sensitive, these are shared separate to this Agenda and its supporting documentation. RFO/Deputy Clerk to report.

To consider, any further actions with regard to the Parish Council's engagement with The Civic and with Holmfirth Civic Hall Community Trust.

2526 37 **Honley Library** 8.10 pm

To note, extracts of the Accounts 2024-25 from Friends of Honley Library. As this report is commercially sensitive, these are shared separate to this Agenda and its supporting documentation. RFO/Deputy Clerk to report.

To consider, any further actions with regard to the Parish Council's engagement with Honley Library and with the Friends.

2526 38 **Other VAT-related issues**

- i. Members may know that Holme Valley Parish Council is registered for VAT, however, the RFO was unclear of the basis on which the registration was made, since the Parish Council currently charges no VAT on its business activities.

Following, the Parish Council's work on VAT with Parkinson Partnership, the Parish Council has been made aware that one of its business activities must have VAT included in its charges. This is the renting of garages.

The Parish Council may be liable for backdated VAT on these sales; this is likely to be backdated 4 years.

To consider, any further action on this.

- ii. Another useful outcome from the Parkinson Partnership Report on VAT was to be informed that, on an annual basis, the Parish Council needs to undertake an annual Partial Exemption Calculation. This only applies to exempt business supply of the Parish Council, and therefore only to where the Council *could* apply VAT to a business activity but does not do so. This only applies to the letting of the Gartside Building shop unit where the Council could charge VAT to the tenant but, at present, does not do so.

To consider, any further action on this.

2526 39 **Tenancies** 8.15 pm

Allotments

- i. **To note**, The RFO/Deputy Clerk reports that all rental payments on the allotments have been received. The Clerk has signed all the tenancy agreements that have been returned to the Parish Council. However, four tenants have paid their rent but did not return their tenancies. These have been chased up.

Garages

- iii. **To note**, The RFO/Deputy Clerk reports that all rental payments on the garages have been received, and tenancies counter-signed by the Clerk and returned to the tenant.

Gartside Building

- iv. The RFO/Deputy Clerk reports that all rental payments on the Gartside building have been received and are paid regularly via a standing order. Payments for the electricity used by the unit are also paid in a timely fashion.

However, Holme Valley Parish Council received, via email on 22 July 2025, 3 months' written notice to quit the unit from the tenant, EPIKs. This is as per the terms of the lease. The premises will be vacated by the end of Friday 31 October 2025. A handover meeting between EPIKs staff and the Clerk has been arranged for Tuesday 4 November at 10am to take an inventory, read the meter and return the keys.

EPIKs are surrendering the lease due to changes in their funding circumstances. EPIKs have conveyed their thanks to the Parish Council for ongoing support and look forward to continuing this positive partnership. The Clerk has passed onto EPIKs the Parish Council's best wishes in its continuing mission to provide active travel events and advice in the Holme Valley.

Overall responsibility for this tenancy lies with the Service Provision Standing Committee.

To consider, any further actions on this.

2526 40

Internal Control Check

8.25 pm

Arrangements were made for Cllr Green to undertake the first internal controls check for 2025-26 covering the APR-JUN period. Cllr Green to report.

To note, Cllr Green's verbal report.

To consider, any further action on the internal controls check 2025-26.

2526 41

Banking

8.28 pm

Unity Trust

- ia. **To note**, some actioning of tasks with Unity Trust have been, unfortunately, very slow. With the directive to add Cllr Kirkby and Cllr Morgan to the bank mandate and to remove Cllrs Blacka, Dixon and Whitelaw, the process was slowed by some issues with form-filling. Eventually, the form has been sent to Unity Trust. RFO/Deputy Clerk to report any updates.

- ib. **To note**, Similarly to the above, signing the Parish Council onto the MultiPay card scheme, and getting MultiPay cards for the Clerk and Deputy Clerk/RFO has been slow, requiring multiple form-signing and submissions of accounts. A last requirement was for mandated Councillors to sign an indemnity agreement form. The complete applications have, now, been despatched to Unity Trust and from thence, hopefully, will go on to Lloyds.

HSBC

- ii **To note**, both HSBC bank accounts have now been closed.

CCLA

- iii. **To note**, with regard to Councillors on the CCLA Public Sector Deposit Fund, - Cllr Kirkby and Cllr Colling, - the RFO/Deputy Clerk has received the correct forms from CCLA and just needs to make arrangements with the named Councillors to get their signatures.

2526 42 Prioritising Climate Action activities 2025-7 8.40 pm

To consider, ways in which the Parish Council can prioritise the climate emergency through its works.

2526 43 Financial Records for the website 8.57 pm

To note, the financial records for May, and June 2025 have been added to the website. The records for July will be added in due course. Processing these financial records will be undertaken for the first time by the assistant clerk as part of the business continuity planning of the Parish Council.

2526 44 Publicising the work of Holme Valley Parish Council 8.58 pm

To consider, recent events or news that this Committee wishes to publicise via the press, Parish Council website or social media.

Close of Meeting 9.00 pm

Please note that timings on the agenda are given for guidance of the Chairman and the Council only and should not be taken as the time at which discussion of a particular item will commence. The Committee may agree to defer (in whole or part) any items on the Agenda, if necessary.

Mr Richard McGill

Mr Richard McGill
Responsible Finance Officer and Deputy Clerk to the Council

Holme Valley Parish Council
Holmfirth Civic Hall, Huddersfield Road, HOLMFIRTH HD9 3AS
Telephone: 01484 687460
Email: deputyclerk@holmevalleyparishcouncil.gov.uk

DRAFT MINUTES OF THE FINANCE & MANAGEMENT COMMITTEE MEETING HELD ON MONDAY 2 JUNE 2025

Those present:

Chair: Cllr P Colling

Vice Chair: Cllr I Barnett

Councillors: Cllrs L Baylin, D Bellamy, M Blacka, H Davis, C Green, J Holmes, J Liles, A Morgan, H Osborn, J Rylah, T Stewart, S Whitelaw, A Wilson

Officer: Mr R McGill (RFO/Deputy Clerk)

Also present: Mrs Jen McIntosh (Clerk)

Welcome

The Chair welcomed Councillors and Officers to this first meeting of the Finance and Management Committee 2025/26.

Public Question Time

No members of the public were present, and no Councillor spoke in the open session.

2526 01 Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014

The RFO/Deputy Clerk recorded the meeting for upload to the Parish Council's YouTube channel.

No-one else wished to record the meeting.

2526 02 To accept apologies for absence

NOTED: The Committee noted that Cllrs Brook, Kirkby and Rostron were absent.

Cllrs Brook, Kirkby and Rostron had tendered apologies.

RESOLVED: The Committee approved the reasons for their apologies.

2526 03 To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

None were declared.

2526 04 To consider written requests for new DPI dispensations

Some new DPI dispensations had been received by the Clerk but, due to her having been away, would be deferred to the next meeting of full Council.

Signed: _____

2526 05 To consider whether items on the agenda should be discussed in private session

RESOLVED: Members resolved at this time that no item should be heard in private session.

2526 06 To confirm the Minutes of the previous Committee meeting

NOTED: Members noted the Minutes of the Finance and Management Committee Meeting held on 3 March 2025, numbered 2425 93 to 2425 111 inclusive, already approved by full Council.

2526 07 To elect a Vice-Chair to this Committee

Cllr Barnett was elected Vice-Chair of the Finance and Management Committee 2025-26.

2526 08 Grants

i. **NOTED:** Members noted the list of all grants awarded by the Finance Committee 2024-25, and the RFO/Deputy Clerk's report.

ii. **Finance and Management Grant budgets and grants earmarked reserves 2025/26**

NOTED: The Committee noted that the Finance and Management Committee had two grants budget lines under its control. These are:

- 4315 Community Assets Grants - £48,440
- 4405 Projects and Events Grants - £20,500

NOTED: In addition, the Committee noted that it had one grants earmarked reserve under shared control with Service Provision:

- EMR 345 Rolling Grants - £7,768
 - Honley Business Association £1,560 via 4315 (for term of this Council)
 - Friends of Cliff Rec £500 via 4405 (for term of this Council)
 - Holmfirth Arts Festival £1,500 via 4405 (final payment)
 - Holmfirth Festival of Folk £1,500 via 4405 (for term of this Council)
 - Holme Valley Patient Transport £1,000 via 4405 (for term of this Council)
 - Service Provision holds £1,708 in this earmarked reserve for rolling Christmas tree awards.

NOTED: Wooldale Community Association £1,000 had also been approved by this Committee as a rolling grant in the March 3rd meeting, but this money was not included in the rolling grants earmarked reserve; the money would come from the 4405 budget-line this year.

Members **noted** that, in essence, this meant that 4315 Community Assets Grants will have £50,000 to spend over the year (£48,440 from the budget and £1,560 from the EMR), and 4405 Projects and Events will have £25,000 to spend (£20,500 from the budget and £4,500 from the EMR).

Signed: _____

iii. **Grant Evaluations**

a. **NOTED:** Members noted that new grant evaluations for the year 2024/25 have been received since the last meeting from the following community organisations:

- Brockholes Bowling Club
- Honley Village Community Trust – Welcome Club

The RFO/Deputy Clerk reported he had updated the grants page on the website to include all evaluation reports received to date.

b. **NOTED:** Members noted that the RFO/Deputy Clerk had emailed out the grant evaluation forms to all the community groups who were awarded grants in the September 2024 grants cycle.

iv. **Grants Working Group**

Members considered the role of the Grants Working Group and whether it should continue its work.

RESOLVED: The Committee resolved that the Grants Working Group would continue its work, with tasks to include 1) developing a Grants Policy for the Parish Council, and 2) to look into ways of including the priorities of the Parish Council in, for example, the application form.

2526 09

Chair's Expenses

NOTED: The Committee noted that the Chair's Expenses budget for 2024-25 had been £1,000. Expenditure from the Chair's expenses to attend events on behalf of the Parish Council in 2024-25 was £59.17. The Chair also donated £500 to Full Life Church Food Bank in December 2024. Finally, the Chair asked for £435 remaining to be donated to River Holme Connections. This expenditure took place in May 2025 but was reconciled into the 2024/25 accounts, and £5.83 was left in the budget line at year end.

NOTED: The Committee further noted that the Chair's Expenses budget for 2025-26 is £1,000.

Signed: _____

2526 10

Holme Valley Parish Council Annual Governance and Accountability Return 2024/25 - draft

The RFO/Deputy Clerk reported on the updated Fixed Asset List at 31st March 2025.

RESOLVED: This updated Fixed Asset List was approved.

The Committee considered approving the draft AGAR 2024/25 and supporting documentation as presented below for the pending visit of the internal auditor, and to recommend it (pending any amendments from the internal auditor) to full Council:

- AGAR Annual Return 2024/25 Form 3
 - Section 1 Annual Governance Statement
 - Section 2 Accounting Statements
 - Section 3 Annual External Audit Report (currently blank)
 - Annual Internal Audit Report (currently blank)
- AGAR supporting documents to be sent to the external auditor
 - Making Provision for the Exercise of Public Rights – the notice would be posted Monday 23rd June and members of the public could inspect accounts Tuesday 24th June to Monday 4th August 2025
 - Confirmation of the dates of the period for the exercise of public rights
 - Bank Reconciliation with box 8
 - Reconciliation between box 7 and box 8
 - Explanation of variances
 - Contact details (redacted)
 - Declaration that the accounts are unaudited
 - Letter to Kirklees notifying of the precept

RESOLVED: The draft AGAR 2024/25 and supporting documentation as presented was approved ahead of the upcoming visit of the internal auditor and was to be recommended to full Council pending any amendments from her.

NOTED: Members noted that the internal auditor would be visiting mid-June to undertake the year-end audit and complete the Annual Internal Audit Report section of the AGAR.

2526 11

Schedule of Payments

NOTED: Members noted the following Schedules of Payments:

- February 2025 (Rialtas)
- March 2025 (Rialtas)
- April 2025 (Rialtas)
- May 2025 (draft)

APPROVED: Members approved the Schedule of Payments MTD for June 2025.

The Chair subsequently initialled the Schedule of Payments for them to be attached to the minutes of the meeting.

Signed: _____

2526 12 Financial Statements

NOTED: The Committee noted the following accounting summaries for financial year 2024-25 and the RFO's verbal report.

i. For February 2025:

- (1) Cash Books All Accounts Receipts and Payments (to end 28 February 2025)
- (2) Trial Balance (to end 28 February 2025)
- (3) Balance Sheet (to end 28 February 2025)
- (4) Income and Expenditure by Budget Heading (to end 28 February 2025)
- (5) Cash and Investment Reconciliation (to end 28 February 2025)
- (6) VAT Return – year-to-date for the quarter JAN-MAR 2025 not for submission.

ii. For March 2025:

- (1) Cash Books All Accounts Receipts and Payments (to end 31 March 2025)
- (2) Trial Balance (to end 31 March 2025)
- (3) Balance Sheet (to end 31 March 2025)
- (4) Income and Expenditure by Budget Heading (to end 31 March 2025)
- (5) Cash and Investment Reconciliation (to end 31 March 2025)
- (6) VAT Return – for the quarter JAN-MAR 2025 submitted 29th April 2025.

These records for March were noted as the final accounting records for 2024-25, with all transactions assigned to the correct financial year.

NOTED: The Committee noted the following accounting summaries for April, the first month of financial year 2025-26 and the verbal RFO's report.

iii. For April 2025:

- (1) Cash Books All Accounts Receipts and Payments (to end 30 April 2025)
- (2) Trial Balance (to end 30 April 2025)
- (3) Balance Sheet (to end 30 April 2025)
- (4) Cash and Investment Reconciliation (to end 30 April 2025)
- (5) VAT Return – year-to-date for the quarter APR-JUN 2025 not for submission.

Signed: _____

- iv. The Committee considered, as per the guidance in the JPAG Practitioners' Guide, that the Committee must approve the bank reconciliations cross-referenced with bank statements, and this must be minuted.

APPROVED: The Committee approved the follow bank reconciliations:

For February 2025:

- HSBC Current Account Bank Statement and HSBC Current Account Bank Reconciliation
- HSBC Business Money Manager Bank Statement and HSBC Business Money Manager Bank Reconciliation
- CCLA PSDF Bank Statement and CCLA PSDF Bank Reconciliation
- Unity Trust Current Account T2 Bank Statement and Unity Trust Current Account T2 Bank reconciliation
- Unity Trust Savings Account Bank Statement and Unity Trust Savings Account Bank reconciliation

For March 2025:

- HSBC Current Account Bank Statement and HSBC Current Account Bank Reconciliation
- HSBC Business Money Manager Bank Statement and HSBC Business Money Manager Bank Reconciliation
- CCLA PSDF Bank Statement and CCLA PSDF Bank Reconciliation
- Unity Trust Current Account T2 Bank Statement and Unity Trust Current Account T2 Bank reconciliation
- Unity Trust Savings Account Bank Statement and Unity Trust Savings Account Bank reconciliation

For April 2025:

- HSBC Current Account Bank Statement and HSBC Current Account Bank Reconciliation
- HSBC Business Money Manager Bank Statement and HSBC Business Money Manager Bank Reconciliation
- CCLA PSDF Bank Statement and CCLA PSDF Bank Reconciliation
- Unity Trust Current Account T2 Bank Statement and Unity Trust Current Account T2 Bank reconciliation
- Unity Trust Savings Account Bank Statement and Unity Trust Savings Account Bank reconciliation

The Chair and the Vice-Chair signed and dated all the bank reconciliations, checking against the bank statements.

Signed: _____

iv. **NOTED:** Councillors noted the draft Income and Expenditure report for April 2025 from the accounting summaries, and the following notes from the RFO:

Income -

- On the income side, 1076 Precept the precept had not been received in the month of April. (The RFO/Deputy Clerk reported that £225,615.50 was subsequently received 1st May 2025.)
- 1200 Allotments had received £261.50 of the budgeted £324. Two cheques totalling £60 had been received but not yet deposited. The full budgeted income of £324 had not been received this year as one tenant gave up their tenancy and the new tenant took up an 11-month lease at £27.50 (against the budgeted £30).
- 1300 Garages had received £480 of the budgeted £840. One cheque for £120 had been received but not yet deposited. One tenant (£240) had not yet been able to pay, - see Tenancies below.
- Holmfirth Civic Hall Community Trust had paid the Parish Council in April in financial year 2025-26 for the reimbursement on insurance 2024-25, and this had been reconciled by the RFO into last year's accounts as 1095 Other Income hence why it did not show in the 2025/26 accounts.
- It was reported that EPIKS, the tenant of the Gartside building shop unit, is paying its rent and electricity costs in a timely fashion.

Expenditure side:

- The RFO reported that a new budget code 4660 Communications and Engagement had been created with the full Council cost centre 150. £15,000 had been vired from CACE 4650 Communications & Engagement to full Council 4660 Communications & Engagement, so those funds now sit with Council.
- Similarly, a new budget code 4840 Climate Action had been created with the Service Provision 400 cost centre. £5,000 had been vired from CACE 4805 Climate Action to Service Provision 4840 Climate Action, so those funds now sit with the Service Provision Standing Committee.
- 4000 Salaries and oncosts were noted to be on-budget at 8.5% after one month.
- The RFO reported that some transactions in brackets, like the (£435) against 4200 Chairman's Expenses were transactions that needed to be factored into the previous year's account. The £435 would be resolved to 0 once the money is paid out in May.
- 4735 Phone Boxes the bill of £708 had been paid, - £400 from the Phone Boxes earmarked reserve and £308 from the 4735 Phone Boxes budget line. That budget line essentially now had £82 remaining.

Signed: _____

v. Earmarked Reserves

The RFO/Deputy Clerk reported on earmarked reserves and the movements of reserves, starting with the earmarked reserves at close, 31st March 2025, then, the movements of reserves on April 1st 2025 and, finally, the movements of reserves throughout the rest of April.

NOTED: The Committee noted the RFO/Deputy Clerk's reports on these movements of reserves.

On 1st April the following movements of reserves had been undertaken in line with prior resolutions of the Council:

- EMR 325 Election Funds – This earmarked reserve had been increased from £7,000 to £14,000.
- EMR 331 Gartside Building – This earmarked reserve had been increased by £6,600 to £10,000.
- EMR 336 Royal Events – This earmarked reserve had been increased by £1,000 to £2,000, some of the underspend on the 4650 Communications and Engagement budget line 2024-25.
- EMR 341 Gartside Building Energy Projects – This earmarked reserve had been increased by £4,141 (that is, the underspend on the 4805 Climate Action budget line 2024-25) to £17,657.68.
- EMR 345 Rolling Grants – This earmarked reserve had been increased by £6,668 to £7,668 to cover the rolling grants set up by Finance and Management and Service Provision.
- EMR 346 Public Transport – This earmarked reserve had been reduced from £5,000 to £2,500.
- EMR 351 Holmfirth Toilets Refurb – This earmarked reserve had been reduced from £2,504 to 0.
- EMR 352 War Memorials – This earmarked reserve had been established with £2,500 of funding.
- EMR 353 Phone Boxes – This earmarked reserve had been established with £400 of funding, - the underspend on the 4735 Phone Boxes budget line 2024-25.
- EMR 354 Digital and Physical Assets – This earmarked reserve had been established with £1,000 of funding, - some of the underspend on the 4650 Communications and Engagement budget line 2024-25.

The RFO/Deputy Clerk reported that these movements of reserves had been accounted for in the accompanying Journal details.

NOTED: The Committee noted that at the end of 1st April 2025, the earmarked reserves were now as per document Q.

Signed: _____

Councillors reviewed the year-to-date April 31st 2025 earmarked reserves report.

NOTED: Members noted that, after the changes above, there were few additional changes across the month.

- i. EMR 337 Covid Memorial was down £262 to £4,614.50 after expenditure on trees for the memorial gardens.
- ii. EMR 353 Phone Boxes – Since the £400 placed in this earmarked reserve on the 1st of April was spent 25th April 2025, this earmarked reserve was reduced to 0 and has disappeared from the Rialtas list.

Members considered any further actions with regard to the earmarked reserves.

RESOLVED: Members resolved that the Chairs of Standing Committees and Council should report regularly to Finance and Management on the earmarked reserves under their control, - outlining what the reserve is for, and project expenditure plans.

2526 13 List of Regular Payments

Members considered the list of regular payments for the new Council year 2025-26 updated by the RFO/Deputy Clerk.

RESOLVED: The new list of regular payments was approved.

2526 14 The Civic, Holmfirth

NOTED: The report from Holmfirth Civic Hall Community Trust was noted by the Committee.

The Committee considered what information from Holmfirth Civic Hall Community Trust should be included in future reports to the Council.

RESOLVED: That the RFO/Deputy Clerk should have regular reports from the Trust, - i. monthly income and expenditure against budgets monthly; ii. minutes of Trust meetings. The RFO/Deputy Clerk would report on these communications to this Committee.

The Committee considered any other arrangements to better manage the working relationship between the Parish Council and The Civic and Holmfirth Civic Hall Community Trust.

RESOLVED: The Committee voted to establish a working group for The Civic, for that group to consider the future of The Civic and pertaining to the relationship with and communication to the Trust. The Committee felt that The Civic Lease/VAT Working group could be repurposed into this role. The working group would set up a first meeting, - not at this stage to include Trust members, - to aim to clarify and crystallise the Parish Council's vision for The Civic. Cllr Bellamy and the Clerk would undertake this. Following that meeting, the Parish Council would then meet with the Trust to arrive at a shared vision. Cllr Bellamy and the Clerk would undertake this.

Signed: _____

2526 15

Honley Library

NOTED: Members noted the report from Honley Library.

The Committee considered what information from Friends of Honley Library should be included in future reports to the Council. The Chair hoped that the work of the working group pertaining to The Civic would also inform the Parish Council's relationship with Honley Library and The Friends.

The Committee heard that plans for the extension to the library were being somewhat scaled back and staggered. The Parish Council wanted to record it's disappointment on behalf of the Friends of Honley Library that the extension would not been as originally planned, and to repeat our support for their adjustments.

RESOLVED: The Friends of Honley Library would be asked to provide more financial information in line with the original reports they used to send.

2526 16

Reclaiming VAT on "gifts" to grant recipients

The RFO/Deputy Clerk reported on the advice regarding VAT that the Parish Council had received from Parkinson Partnership. As part of their report, Parkinson Partnership pointed out that the Parish Council could potentially reclaim VAT paid on items (or services) as "gifts" to community groups as non-business activities.

44) The council can reclaim VAT on costs that it incurs for non-business purposes. Gifts are a non-business activity – so when a council purchases goods for another party, it can gift the goods and reclaim VAT. The same principle applies for services, but in practice this can be more difficult. This is more tax-efficient than making a cash grant. Rules are set out in VAT Notice 749 section 6. The council must place the order, receive the supply, receive a VAT invoice made out to the council and pay out of its own funds. This could help with the visioning project, so long as the council steps in to engage the suppliers.

This might mean, for example, that, instead of the Parish Council paying a community organisation a cash grant for them to buy, say, outdoor tables and chairs, the Parish Council could instead pay for the table and chairs directly, gift them, and then subsequently reclaim the VAT paid on the purchase. Members considered any further action on this.

RESOLVED: It was resolved that the Parish Council would trial a process in the next September grants cycle whereby the Parish Council would consider making gifts to community organisations in lieu of cash grants thereafter reclaiming the VAT on these purchases.

The Grants Working Group would develop a further plan on this matter.

Signed: _____

2526 17

Tenancies**Allotments**

- i. **NOTED:** Members noted the RFO/Deputy Clerk's report that all rental payments on the allotments had been received. Some had been rather late and needed prompting or had not paid into the correct Unity Trust account.
It was further noted that one of the tenants had given up their allotment plot and it had been taken on by the 1st person on the waiting list at a cost of £27.50 for 11/12 months of the year.
Members considered any further actions pertaining to the allotments.
RESOLVED: No further action.
- ii. **NOTED:** Members noted that, following the last meeting of this Committee, tenancies agreements had been amended as follows:

"The Tenant's Obligations

The Tenant agrees with the Landlord:

.....

5.15 to not use pesticides and herbicides including glyphosate on the site"

Garages**In respect of the garages, it was:**

- iii. a. **NOTED:** The RFO/Deputy Clerk reported that most rental payments on the garages had been received though, again, some were rather late and needed prompting, and a cheque had been received for an incorrect amount.
- b. **NOTED:** One of the tenants had not yet paid the outstanding rent of £240. This was despite letters and multiple emails. However, following communication with Cllr Greaves, it had been established that the tenant was in hospital, having been lately in intensive care.
The Parish Council considered any further action on this debt.
RESOLVED: No further action at this time.
- c. **NOTED:** One tenant in the Dover Lane garages, had lately given up the lease, having moved out of the area. The rental had been taken on by the individual at the top of the waiting list. That tenant had subsequently asked if the Parish Council would be interested in selling the garage/land. The Committee considered this request.
RESOLVED: In the light of other ongoing commitments of this Committee, this item was deferred to a later date.

Gartside Building

- iv. **NOTED:** The RFO/Deputy Clerk reported that all rental payments on the Gartside building had been received and were being paid regularly via a standing order. Payments for the electricity used by the unit were also paid in a timely fashion. Members considered whether any further action were needed.
RESOLVED: No further action.

Signed: _____

2526 18 Interim Internal Audit 2024/25

NOTED: The Committee noted the interim internal audit report from Internal Audit Yorkshire undertaken after a visit 21st March 2025.

APPROVED: The Committee approved the RFO/Deputy Clerk's action plan for the interim internal audit p18 of 18.

2526 19 Internal Control Check

Arrangement had been made for Cllr Liles to undertake the final internal controls check for 2024-25 covering the JAN-MAR period. Cllr Liles reported no significant issues with the check.

NOTED: The Committee noted Cllr Liles' verbal report.

The Committee considered whether any further action was needed with regard to the internal controls check 2024-25.

RESOLVED: No further action.

The Committee considered arrangements for the internal controls checks of the financial year ahead 2025-26.

RESOLVED: Cllr Green would undertake the internal controls check for this Council year.

The Committee thanked Cllr Liles for undertaking the internal controls checks for the previous two years.

2526 20 Banking**Unity Trust**

- ia. **NOTED:** Members noted that the Parish Council had now been using the Unity Trust T2 Current Account for around 6 months as its main account. This is set up so that payments from the account require triple authorisation: an Officer (normally the RFO) sets up a payment, then two mandated Councillors authorise the payment to trigger the release of the money. Councillors and Officers using the account reported that the system was effective and efficient, and did not cause excessive extra work for the Officer whilst minimising opportunities for fraud.
- ib. **NOTED:** Members noted that, following the meeting of Council, Councillors on the Unity Trust bank mandate would be as follows: Cllr Kirkby, Cllr Baylin, Cllr Colling, Cllr Morgan, Cllr Wilson.
The RFO/Deputy clerk indicated he would be making provision for these changes in due course.

Signed: _____

- ic. One of the motivations behind switching to Unity Trust Bank plc was the possibility of signing up for a charge-card. Council was keen that Officers were not out of pocket for the purchase of items and services that were typically only available online and could only be purchased with a charge-card or Paypal. In these cases, staff had been paying for items/services out of their own money and then subsequently being reimbursed.

The Unity Trust MultiPay card is underwritten by Lloyds Bank. It is essentially a credit card, but a direct debit facility must be in place for the card and any debt must be paid off as a matter of course each month.

The Committee considered signing Holme Valley Parish Council up for a Unity Trust Bank MultiPay Business account.

RESOLVED: Holme Valley Parish Council would be signed up for a Multipay Business Account.

The Committee considered who would be the Primary Programme Administrator on the programme.

RESOLVED: The RFO/Deputy Clerk would be the Primary Programme Administrator.

The Committee considered who would be the Secondary Programme Administrator on the programme.

RESOLVED: Cllr Colling, as Chair of the Finance and Management Committee, would be the Secondary Programme Administrator.

The Committee considered whether cash access would be required.

RESOLVED: Cash access would be set up for emergency use only.

The Committee considered whether Merchant Category Group blocking would be needed of purchases on the card.

RESOLVED: Merchant Category Group blocking would not be needed.

The Committee considered who will be the cardholders.

RESOLVED: The Clerk and the RFO/Deputy Clerk would be set up as cardholders.

The Committee considered the monthly limit for cardholders.

RESOLVED: The monthly limit would be £2,500.

The Committee considered the individual transaction limit for cardholders.

RESOLVED: The individual transaction limit would be £2,000.

The Committee considered the cash withdrawal limit of the cardholders.

RESOLVED: The cash withdrawal limit would be £200.

Cash withdrawals would be approved by the Secondary Programme Administrator or the Vice Chair in the Secondary Programme Administrator's absence.

HSBC

- id. **NOTED:** Members noted that, following resolutions last year, the intention of the Parish Council was to close the two HSBC accounts. This would, first, require the RFO/Deputy Clerk to be set up on the accounts as the primary user. This had proved rather more difficult than anticipated, but some progress has been made. The RFO/Deputy Clerk had attended the HSBC Huddersfield branch to confirm his identification. The change had been approved and the RFO/Deputy Clerk would, thenceforth, get on with closing the accounts.

Signed: _____

- ie. **NOTED:** Following the meeting of Council, it was noted that Councillors on the HSBC bank mandate would be the same as of 2024-25, that is: Cllr Colling, Cllr Dixon, Cllr Baylin, Cllr Blacka, Cllr Whitelaw, Cllr Wilson.

CCLA

- if. **NOTED:** Following the meeting of Council, it was noted that Councillors on the CCLA Public Sector Deposit Fund mandate would be: Cllr Kirkby and Cllr Colling.
The RFO/Deputy clerk would make provision for these changes in due course.

2526 21 Prioritising Climate Action activities 2025-27

Councillor Whitelaw reported on the prioritisation of climate action activities of the Parish Council hitherto managed by the CACE Committee. There were still some outstanding actions on climate priorities that needed taking forward. The Finance and Management Committee considered what would be an appropriate way forward for the Parish Council in terms of prioritising these works related to the climate emergency over the final two years of this Council. Any outcome would inform the Council Structures Review Group.

RESOLVED: Members of the Structures Review Group would carry forward this climate action strategy in partnership with the Service Provision Committee.

2526 22 Councillor Training

The Clerk reported on upcoming training. The Clerk reported that £1,148 was spent 2024/25 on Councillor training against a budget of £900. The overspend was incurred on whole Council training which was attended by 15 Councillors. Five Councillors had attended other training over the year. Twenty out of 23 Councillors this Council term had had some training. Members were encouraged to report any other training they have had or will have to the Clerk.

NOTED: The Committee noted the Clerk's report on Councillor training.

2526 23 Financial Records for the website

NOTED, the financial records for February, March and April 2025 have been added to the website. The records for May will be added in due course.

2526 24 Publicising the work of Holme Valley Parish Council

Members considered recent events or news that this Committee wished to publicise via the press, Parish Council website or social media.

RESOLVED: No further action at this time.

Close of Meeting 20:53hrs

Signed: _____

List of Payments made between 01/06/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/06/2025	HOLMFIRTH FORWARD	2526/03/01	300.00	COUNCIL 2425 94	GRANT - HOLMFIRTH PRIDE EVENT
04/06/2025	HCHCT	2526/03/02	40,000.00	F&M 2526 13	GRANT - WORKS PROGRAMME
04/06/2025	Enterprise Print	2526/03/03	82.00	COUNCIL 2425 94	LEAFLETS AND POSTCARDS
04/06/2025	HCHCT	2526/03/04	30.00	COUNCIL 2425 94	MEMBERSHIP 1ST YORKSHIRE
04/06/2025	Friends of Honley Library	2526/03/05	15,000.00	F&M 2526 13	LIBRARY RUNNING COSTS
09/06/2025	British Telecom	2526/03/06	60.78	F&M 2526 13	INTERNET AND PHONE
13/06/2025	Salaries Staff	2526/03/07	1,531.94	F&M 2526 13	SALARY STAFF 05
13/06/2025	Salaries Staff	2526/03/08	1,862.90	F&M 2526 13	SALARY STAFF 02
13/06/2025	West Yorkshire Pension Fund	2526/03/09	1,187.39	F&M 2526 13	PENSIONS
13/06/2025	Salaries Staff	2526/03/10	1,645.05	F&M 2526 13	SALARY STAFF 04
13/06/2025	HMRC	2526/03/11	1,860.34	F&M 2526 13	PAYE TAX AND NI
16/06/2025	Time In Time Out Media	2526/03/12	252.00	F&M 2526 13	COUNCIL NEWS
18/06/2025	E.ON NEXT	2526/03/13	50.86	F&M 2526 13	ELECTRICITY HOLMFIRTH TOILETS
25/06/2025	Maintenance Contractor	2526/03/14	87.08	F&M 2526 13	EXPENSES
25/06/2025	Document Logic	2526/03/15	54.00	F&M 2526 13	PHOTOCOPYING
25/06/2025	Maintenance Contractor	2526/03/16	1,814.57	F&M 2526 13	MAINTENANCE
25/06/2025	Staff 05	2526/03/17	74.97	F&M 2526 13	REIMBURSEMENT
25/06/2025	Kirklees Youth Alliance	2526/03/18	10,000.00	F&M 2526 13	GRANT - YOUTH WORK IN HV #1 #2
25/06/2025	Internal Audit Yorkshire	2526/03/19	423.31	F&M 2526 13	INTERIM INTERNAL AUDIT
25/06/2025	Staff 05	2526/03/20	48.78	F&M 2526 13	REIMBURSEMENT
25/06/2025	Natnl Assoc of Local Councils	2526/03/21	42.00	F&M 2526 13	WEBINAR BEYOND THE PRECEPT
25/06/2025	Staff 04	2526/03/22	0.79	COUNCIL 2425 94	REIMBURSEMENT
25/06/2025	Staff 02	2526/03/23	15.59	F&M 2526 13	REIMBURSEMENT ZOOM
25/06/2025	Staff 02	2526/03/24	15.59	F&M 2526 13	REIMBURSEMENT ZOOM
30/06/2025	Unity Trust	2526/03/25	6.00	F&M 2526 13	MANUAL CREDIT HANDLING CHARGE
30/06/2025	Unity Trust	2526/03/26	10.05	F&M 2526 13	SERVICE CHARGE
Total Payments			76,455.99		

List of Payments made between 01/06/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/06/2025	Unity Trust Instant Access A/C	2526/03/08	58,244.30		CLOSE HSBC ACCOUNTS - CHEQUE
Total Payments			58,244.30		

List of Payments made between 01/06/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/06/2025	HSBC	03/06/2025	8.00	F&M 2526 13	BANK CHARGES
04/06/2025	HOLMFIRTH FORWARD	2526/03/01	300.00	COUNCIL 2425 094	GRANT - HOLMFIRTH PRIDE EVENT
04/06/2025	HCHCT	2526/03/02	40,000.00	F&M 2526 13	GRANT - TO WORKS PROGRAMME
04/06/2025	HOLMFIRTH FORWARD	2526/03/01	-300.00		REVERSE PAYMENT
04/06/2025	HCHCT	2526/03/02	-40,000.00		REVERSE PAYMENT
25/06/2025	HSBC	2526/03/28	8.00	F&M 2526 13	BANK CHARGES
25/06/2025	Money Manager - HSBC	2526/03/06	2,740.34		TRANSFER TO CLOSE ACCOUNT
Total Payments			2,756.34		

Holme Valley Parish Council Cash Book 2025-26

Unity Trust T2 Current Account

Schedule of Payments July 2025

No	HVPC ref	Payment Sent Date	Payment method	Check v Statement	To pay	Description	Net	Vat	Gross	Authorisati on to Pay	Legislation
1	2526/04/01	02/07/2025	DD	☒	GRENKE	LEASE ON PHOTOCOPIER	£117.99	£23.60	£141.59	F&M 2526 13	GPC Localism Act 2011
2	2526/04/02	02/07/2025	DD	☒	BT	INTERNET AND PHONE	£50.65	£10.13	£60.78	F&M 2526 13	GPC Localism Act 2011
3	2526/04/03	14/07/2025	BACS	☒	ENTERPRISE PRINT	MAILERS AND SUMMER NEWS LEAFLET	£122.00	£0.00	£122.00	Council 2425 94	GPC Localism Act 2011
4	2526/04/04	14/07/2025	BACS	☒	WEST YORKSHIRE COMBINED AUTHORITY	HV MINIBUS SERVICE JUN	£1,908.00	£0.00	£1,908.00	F&M 2526 13	GPC Localism Act 2011
5	2526/04/05	02/07/2025	BACS	☒	STAFF 02	REIMBURSEMENT ZOOM JUN-JUL	£12.99	£2.60	£15.59	F&M 2526 13	GPC Localism Act 2011
6	2526/04/06	02/07/2025	DD	☒	BUSINESS STREAM	WATER AND SEWERAGE HOLMFIRTH TOILETS	£300.25	£0.00	£300.25	F&M 2526 13	GPC Localism Act 2011
7	2526/04/07	14/07/2025	BACS	☒	TIME IN TIME OUT MEDIA	TITO COUNCIL NEWS	£210.00	£42.00	£252.00	F&M 2526 13	GPC Localism Act 2011
8	2526/04/08	14/07/2025	BACS	☒	STAFF 05	SALARY	£1,532.14	£0.00	£1,532.14	F&M 2526 13	GPC Localism Act 2011
9	2526/04/09	02/07/2025	BACS	☒	STAFF 02	SALARY	£1,828.59	£0.00	£1,828.59	F&M 2526 13	GPC Localism Act 2011
10	2526/04/10	02/07/2025	BACS	☒	WEST YORKSHIRE PENSIONS FUND	PENSIONS	£1,178.25	£0.00	£1,178.25	F&M 2526 13	GPC Localism Act 2011
11	2526/04/11	14/07/2025	BACS	☒	HMRC	PAYE TAX AND NI	£1,838.88	£0.00	£1,838.88	F&M 2526 13	GPC Localism Act 2011
12	2526/04/12	14/07/2025	BACS	☒	STAFF 04	SALARY	£1,645.25	£0.00	£1,645.25	F&M 2526 13	GPC Localism Act 2011
13	2526/04/13	02/07/2025	DD	☒	E.ON NEXT	ELECTRICITY HOLMFIRTH TOILETS	£46.48	£2.32	£48.80	F&M 2526 13	GPC Localism Act 2011
14	2526/04/14	18/07/2025	BACS	☒	WEST YORKSHIRE COMBINED AUTHORITY	HV MINIBUS SERVICE MAY	£1,971.00	£0.00	£1,971.00	F&M 2526 13	GPC Localism Act 2011
15	2526/04/15	18/07/2025	BACS	☒	HOLME VILLAGE COMMUNITY CENTRE	ROOM HIRE - LOCAL PLAN FARMING CONSULTN	£30.00	£0.00	£30.00	Council 2425 94	GPC Localism Act 2011
16	2526/04/16	18/07/2025	BACS	☒	DOCUMENT LOGIC	PHOTOCOPYING	£45.00	£9.00	£54.00	F&M 2526 13	GPC Localism Act 2011
17	2526/04/17	18/07/2025	BACS	☒	PRINCIPAL HYGIENE	SERVICE NAPPY UNITS	£60.00	£12.00	£72.00	F&M 2526 13	GPC Localism Act 2011
18	2526/04/18	18/07/2025	BACS	☒	PRINCIPAL HYGIENE	SERVICE SANITARY UNITS	£242.50	£48.50	£291.00	F&M 2526 13	GPC Localism Act 2011
19	2526/04/19	18/07/2025	BACS	☒	STAFF 02 RM	REIMBURSEMENT BUS FARE	£5.00	£0.00	£5.00	F&M 2526 13	GPC Localism Act 2011
20	2526/04/20	18/07/2025	BACS	☒	JRB ENTERPRISE LTD	POO BAGS	£278.75	£55.75	£334.50	Council 2425 94	GPC Localism Act 2011
21	2526/04/21	18/07/2025	BACS	☒	SLCC	WEBINAR: HOW TO USE CHAT GPT FOR COUNCIL TASKS	£15.00	£3.00	£18.00	F&M 2526 13	GPC Localism Act 2011
22	2526/04/22	18/07/2025	BACS	☒	SLCC	WEBINAR: EVERYTHING YOU NEED TO KNOW ABOUT VAT	£90.00	£18.00	£108.00	F&M 2526 13	GPC Localism Act 2011
23	2526/04/23	18/07/2025	BACS	☒	SLCC	WEBINAR: MANAGING VILLAGE HALLS	£45.00	£9.00	£54.00	F&M 2526 13	GPC Localism Act 2011
24	2526/04/24	18/07/2025	BACS	☒	SLCC	WEBINAR: canva	£30.00	£6.00	£36.00	F&M 2526 13	GPC Localism Act 2011
25	2526/04/25	21/07/2025	BACS	☒	MAINTENANCE CONTRACTOR	MAINTENANCE	£1,664.05	£0.00	£1,664.05	F&M 2526 13	GPC Localism Act 2011
26	2526/04/26	21/07/2025	BACS	☒	MAINTENANCE CONTRACTOR	EXPENSES	£38.33	£7.67	£46.00	F&M 2526 13	GPC Localism Act 2011
27	2526/04/27	31/07/2025	BANK CHARGE	☒	UNITY TRUST BANK	SERVICE CHARGE	£9.60	£0.00	£9.60	F&M 2526 13	GPC Localism Act 2011
							£15,315.70	£249.57	£15,565.27		

Holme Valley Parish Council Cash Book 2025-26

Unity Trust T2 Current Account

Schedule of Payments August 2025

No	HVPC ref	Payment Sent Date	Payment method	Check v Statement	To pay	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
				☐	VIKING	STATIONERY, STAMPS	£232.63	£15.03	£247.66		GPC Localism Act 2011
				☐	WOOLDALE ELECTRICAL COMPANY	HOLMFIRTH TOILETS - SOLAR AND BATTERY DEPOSIT	£1,200.00	£240.00	£1,440.00		GPC Localism Act 2011
				☐	BT	INTERNET AND PHONE	£53.03	£10.61	£63.64	F&M 2526 13	GPC Localism Act 2011
				☐	STAFF 02	REIMBURSEMENT ZOOM JUL-AUG	£12.99	£2.60	£15.59	F&M 2526 13	GPC Localism Act 2011
				☐	STAFF 02	REIMBURSEMENT DROPBOX	£95.88	£0.00	£95.88	F&M 2526 13	GPC Localism Act 2011
				☐	KIRKLEES COUNCIL	BINS X2 - REMOVE AND REPLACE	£940.00	188.00	£1,128.00	F&M 2425 13	GPC Localism Act 2011
				☐	VISION ICT	SSL CERTIFICATE	£50.00	£10.00	£60.00	F&M 2425 13	GPC Localism Act 2011
				☐	YLCA	WEBINAR - CODE OF CONDUCT	£54.80	£0.00	£54.80	F&M 2425 13	GPC Localism Act 2011
				☐	HCHCT	PAT TESTING	£52.90	£0.00	£52.90	F&M 2425 13	GPC Localism Act 2011
				☐	WEST YORKSHIRE COMBINED AUTHORITY	HV MINIBUS SERVICE MAY	£1,971.00	£0.00	£1,971.00	F&M 2526 13	GPC Localism Act 2011
				☐	HOLMFIRTH ARTS FESTIVAL	ROLLING GRANT - FLOW PROJECT 2023/4, 2024/5, 2025/6 (3 YEARS)	£1,500.00	£0.00	£1,500.00		GPC Localism Act 2011
				☐	FESTIVAL OF FOLK	ROLLING GRANT - TO FESTIVAL COSTS 2023/4, 2024/5, 2025/6, 2026/7 (TERM OF COUNCIL)	£1,500.00	£0.00	£1,500.00		GPC Localism Act 2011
				☐	FRIENDS OF CLIFF REC	ROLLING GRANT - CAROLS ON THE CLIFF 2024/5, 2025/6, 2026/7 (TERM OF COUNCIL)	£500.00	£0.00	£500.00		GPC Localism Act 2011
				☐			£8,163.23	£466.24	£8,629.47		

Receipts for Month 2				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		2,285.08					2,285.08	
2526/02/07	Banked: 28/05/2025	240.00						
2526/02/07	GARAGE TENANT MS	240.00			1300	100	240.00	GARAGE RENTAL
Total Receipts for Month		240.00	0.00	0.00			240.00	
Cashbook Totals		2,525.08	0.00	0.00			2,525.08	

Payments for Month 2				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
04/05/2025	HSBC	2526/02/27	8.00			4215	150	8.00	BANK CHARGES
Total Payments for Month			8.00	0.00	0.00			8.00	
Balance Carried Fwd			2,517.08						
Cashbook Totals			2,525.08	0.00	0.00			2,525.08	

Receipts for Month 2				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		55,454.13					55,454.13	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>55,454.13</u>	<u>0.00</u>	<u>0.00</u>			<u>55,454.13</u>	

Payments for Month 2				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
Total Payments for Month			0.00	0.00	0.00			0.00	
Balance Carried Fwd			55,454.13						
Cashbook Totals			55,454.13	0.00	0.00			55,454.13	

Receipts for Month 2				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		75,000.00					75,000.00	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>75,000.00</u>	

Payments for Month 2				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		75,000.00						
	Cashbook Totals		75,000.00	0.00	0.00			75,000.00	

Receipts for Month 2				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		12,381.57					12,381.57	
2526/02/01	Banked: 01/05/2025	225,615.50						
2526/02/01	Kirklees Council	225,615.50			1076	100	223,890.00	PRECEPT
					1078	100	1,725.50	SPECIAL EXPENSES GRANT
2526/02/02	Banked: 02/05/2025	275.07						
2526/02/02	CCLA	275.07			1090	100	275.07	INTEREST ON PSDF
2526/02/03	Banked: 06/05/2025	1,553.60						
2526/02/03	HMRC VAT Return	1,553.60			105		1,553.60	VAT REPAYMENT
2526/02/04	Banked: 12/05/2025	350.00						
2526/02/04	Environment Kirklees Ltd	350.00			1250	100	350.00	RENT
2526/02/05	Banked: 30/05/2025	340.00						
2526/02/05	Holmfirth Toilets	340.00			1092	100	340.00	DONATIONS
Total Receipts for Month		228,134.17	0.00	0.00			228,134.17	
Cashbook Totals		240,515.74	0.00	0.00			240,515.74	

Payments for Month 2				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
08/05/2025	British Telecom	2526/02/01	60.78		10.13	4275	150	50.65	INTERNET AND PHONE
15/05/2025	Time In Time Out Media	2526/02/02	252.00		42.00	4660	150	210.00	COUNCIL NEWS
15/05/2025	Salaries Staff	2526/02/03	1,792.04			4000	110	1,792.04	SALARY STAFF 02
15/05/2025	Salaries Staff	2526/02/04	1,645.25			4000	110	1,645.25	SALARY STAFF 04
15/05/2025	HMRC	2526/02/05	1,816.41			4000	110	1,816.41	PAYE TAX AND NI
15/05/2025	West Yorkshire Pension Fund	2526/02/06	1,168.50			4000	110	1,168.50	PENSIONS
15/05/2025	Salaries Staff	2526/02/07	1,531.94			4000	110	1,531.94	SALARY STAFF 05
16/05/2025	Kirklees Council	2526/02/08	5,918.38			4225	150	5,918.38	BY-ELECTION COSTS
16/05/2025	Town and Country	2526/02/09	12,088.61			4235	150	12,088.61	INSURANCE
16/05/2025	West Yorks Combined Authority	2526/02/10	1,908.00			4730	400	1,908.00	HV MINIBUS SERVICE APR
16/05/2025	HCHCT	2526/02/11	10,000.00			4250	150	10,000.00	ANNUAL RENT
16/05/2025	SLCC	2526/02/12	240.00			4060	110	240.00	MEMBERSHIP FEE STAFF 02
16/05/2025	Society Local Council Clerks	2526/02/13	240.00			4060	110	240.00	MEMBERSHIP STAFF 05
16/05/2025	YLCA	2526/02/14	54.80			4060	110	27.40	WEBINAR - COUNCILS AS TRUSTEES
						4061	150	27.40	WEBINAR - COUNCILS AS TRUSTEES
16/05/2025	YLCA	2526/02/15	2,742.00			4265	150	2,742.00	MEMBERSHIP
19/05/2025	E.ON NEXT	2526/02/16	52.53		2.50	4320	400	50.03	ELECTRICITY HOLMFIRTH TOILETS
27/05/2025	Maintenance Contractor	2526/02/17	208.28		34.71	4420	250	17.73	EXPENSES - HONLEY LIBRARY
						4320	400	155.84	EXPENSES - HOLMFIRTH TOILETS
27/05/2025	Maintenance Contractor	2526/02/18	1,578.12			4740	400	735.37	MAINTENANCE - SEATS & SHELTERS
						4320	400	842.75	MAINTENANCE - HOLMFIRTH TOILET
30/05/2025	Leander Architectural	2526/02/19	1,013.40		168.90	4290	150	844.50	COVID MEMORIAL PLAQUE
						337	0	-844.50	COVID MEMORIAL PLAQUE
						6000	150	844.50	COVID MEMORIAL PLAQUE
30/05/2025	RIVER HOLME CONNECTIONS	2526/02/20	435.00			4200	150	435.00	DONATION FROM CHAIR'S EXPENSES
30/05/2025	HUDDERSFIELD HUB	2526/02/21	600.00			4660	150	600.00	SPONSORSHIP OF WEBSITE 1/4
30/05/2025	REDBAK LTD	2526/02/22	1,692.00		282.00	4505	300	1,410.00	SHOP FRONT - DESIGN AND PRINT
						355	0	-1,410.00	SHOP FRONT - DESIGN AND PRINT
						6000	300	1,410.00	SHOP FRONT - DESIGN AND PRINT
30/05/2025	Document Logic	2526/02/23	214.36		35.73	4205	150	178.63	PHOTOCOPYING
30/05/2025	Enterprise Print	2526/02/24	82.00			4660	150	82.00	GRANTS LEAFLETS & CARDS
30/05/2025	Enterprise Print	2526/02/25	-82.00			4660	150	-82.00	RETURNED BILL PAYMENT
31/05/2025	Unity Trust	2526/02/26	10.65			4215	150	10.65	SERVICE CHARGE

Total Payments for Month	47,263.05	0.00	575.97	46,687.08
Balance Carried Fwd	193,252.69			
Cashbook Totals	240,515.74	0.00	575.97	239,939.77

Receipts for Month 2				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		506.93					506.93	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>506.93</u>	<u>0.00</u>	<u>0.00</u>			<u>506.93</u>	

Payments for Month 2				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
Total Payments for Month			0.00	0.00	0.00			0.00	
Balance Carried Fwd			506.93						
Cashbook Totals			506.93	0.00	0.00			506.93	

Date : 17/06/2025

Holme Valley Parish Council

Page 1

Time: 10:49

Trial Balance for Month No: 2

User : RFO

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
105	VAT Control A/c			977.66	
200	HSBC Current A/C			2,517.08	
205	Money Manager - HSBC			55,454.13	
220	CCLA Deposit Fund			75,000.00	
230	Unity Trust Current Account T2			193,252.69	
235	Unity Trust Instant Access A/C			506.93	
310	General Reserves				61,641.17
323	EMR Community Assets				2,017.00
325	EMR Election Fund				14,000.00
326	EMR Defibrillator Special Resr				1,738.51
331	EMR Gartside Building				10,000.00
332	EMR Honley Library				15,000.00
336	EMR Royal Events				2,000.00
337	EMR COVID Memorial				3,770.00
341	EMR Gartside Energy Projects				17,657.68
345	EMR Rolling Grants				7,668.00
346	EMR Public Transport				2,500.00
347	EMR Tourism				4,961.00
348	EMR Dog Waste & Litter				3,800.00
349	EMR Community Engagement				3,609.87
352	EMR War Memorials				2,500.00
354	EMR Digital & Physical Assets				1,000.00
355	EMR Shop Front Design Guide				90.00
1076	Precept	100	Income		223,890.00
1078	Special Expenses Grant	100	Income		1,725.50
1090	Bank Interest	100	Income		561.71
1092	Toilets Donations	100	Income		340.00
1095	Other income	100	Income	2.00	
1200	Allotment Rents	100	Income		261.50
1250	Gartside Building	100	Income		741.66
1300	Garage plot income	100	Income		720.00
4000	Salaries	110	Staff Expenditure	16,075.66	
4060	Staff Training	110	Staff Expenditure	537.40	
4061	Councillor Training	150	Administration	27.40	
4205	Council Office Expenditure	150	Administration	296.62	
4215	Bank Charges	150	Administration	41.35	
4225	Elections	150	Administration	5,918.38	
4235	Insurance	150	Administration	12,088.61	
4250	Office/Room Hire	150	Administration	10,000.00	
4265	Subscriptions	150	Administration	2,742.00	
4275	Telephone and Broadband	150	Administration	50.25	
4290	COVID Memorial	150	Administration	1,106.50	

Continued over page

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4320	Public Toilet - Day to Day	400	Service Provision	1,108.35	
4400	Electronic Support	150	Administration	1,297.99	
4420	Honley Library	250	Finance & Management	17.73	
4505	Neighbourhood Plan	300	Planning	1,410.00	
4650	Communications & Engagement	350	Publications & Communication	310.00	
4660	Communications & Engagement	150	Administration	1,020.00	
4730	Minibus	400	Service Provision	1,908.00	
4735	Phone Boxes	400	Service Provision	708.00	
4740	Seats & Shelters-Maintenance	400	Service Provision	735.37	
6000	Transfer from EMR	150	Administration		1,106.50
6000	Transfer from EMR	300	Planning		1,410.00
6000	Transfer from EMR	400	Service Provision		400.00
Trial Balance Totals :				385,110.10	385,110.10
Difference				0.00	

Holme Valley Parish Council
Detailed Balance Sheet - Excluding Stock Movement
Month 2 Date 31/05/2025

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
105	VAT Control A/c	978
200	HSBC Current A/C	2,517
205	Money Manager - HSBC	55,454
220	CCLA Deposit Fund	75,000
230	Unity Trust Current Account T2	193,253
235	Unity Trust Instant Access A/C	507
Total Current Assets		327,708
<u>Represented by :-</u>		
300	Current Year Fund	170,839
310	General Reserves	64,558
323	EMR Community Assets	2,017
325	EMR Election Fund	14,000
326	EMR Defibrillator Special Resr	1,739
331	EMR Gartside Building	10,000
332	EMR Honley Library	15,000
336	EMR Royal Events	2,000
337	EMR COVID Memorial	3,770
341	EMR Gartside Energy Projects	17,658
345	EMR Rolling Grants	7,668
346	EMR Public Transport	2,500
347	EMR Tourism	4,961
348	EMR Dog Waste & Litter	3,800
349	EMR Community Engagement	3,610
352	EMR War Memorials	2,500
354	EMR Digital & Physical Assets	1,000
355	EMR Shop Front Design Guide	90
Total Equity		327,708

Detailed Income & Expenditure by Budget Heading 31/05/2025

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income								
1076 Precept	223,890	223,890	447,780	223,890			50.0%	
1078 Special Expenses Grant	1,726	1,726	3,451	1,726			50.0%	
1090 Bank Interest	275	562	4,500	3,938			12.5%	
1092 Toilets Donations	340	340	2,500	2,160			13.6%	
1095 Other income	0	(2)	6,650	6,652			0.0%	
1200 Allotment Rents	0	262	324	63			80.7%	
1250 Gartside Building	350	742	4,200	3,458			17.7%	
1300 Garage plot income	240	720	840	120			85.7%	
Income :- Income	226,821	228,238	470,245	242,007			48.5%	0
Net Income	226,821	228,238	470,245	242,007				
110 Staff Expenditure								
4000 Salaries	7,954	16,076	96,108	80,032		80,032	16.7%	
4060 Staff Training	507	537	2,300	1,763		1,763	23.4%	
Staff Expenditure :- Indirect Expenditure	8,462	16,613	98,408	81,795	0	81,795	16.9%	0
Net Expenditure	(8,462)	(16,613)	(98,408)	(81,795)				
150 Administration								
4061 Councillor Training	27	27	900	873		873	3.0%	
4200 Chairman's Expenses	435	0	1,000	1,000		1,000	0.0%	
4205 Council Office Expenditure	179	297	2,000	1,703		1,703	14.8%	
4210 Audit	0	0	1,650	1,650		1,650	0.0%	
4215 Bank Charges	19	41	500	459		459	8.3%	
4220 Conference / Seminars	0	0	500	500		500	0.0%	
4225 Elections	5,918	5,918	10,000	4,082		4,082	59.2%	
4230 Repairs & Maintenance	0	0	1,000	1,000		1,000	0.0%	
4235 Insurance	12,089	12,089	12,000	(89)		(89)	100.7%	
4240 Travel Allowance	0	0	300	300		300	0.0%	
4245 Office Equipment	0	0	300	300		300	0.0%	
4250 Office/Room Hire	10,000	10,000	10,200	200		200	98.0%	
4260 FOIA/EIR requests	0	0	500	500		500	0.0%	
4265 Subscriptions	2,742	2,742	3,000	258		258	91.4%	
4275 Telephone and Broadband	51	50	600	550		550	8.4%	
4285 Remembrance Sunday	0	0	160	160		160	0.0%	
4290 COVID Memorial	845	1,107	0	(1,107)		(1,107)	0.0%	1,107
4400 Electronic Support	0	1,298	1,700	402		402	76.4%	
4660 Communications & Engagement	810	1,020	15,000	13,980		13,980	6.8%	
Administration :- Indirect Expenditure	33,114	34,589	61,310	26,721	0	26,721	56.4%	1,107
Net Expenditure	(33,114)	(34,589)	(61,310)	(26,721)				
6000 plus Transfer from EMR	845	1,107	0	(1,107)				

Detailed Income & Expenditure by Budget Heading 31/05/2025

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(32,269)	(33,483)	(61,310)	(27,827)				
<u>250 Finance & Management</u>								
4315 Grants - Community Assets	0	0	48,440	48,440		48,440	0.0%	
4405 Grants - Projects and Events	0	0	20,500	20,500		20,500	0.0%	
4420 Honley Library	18	18	15,750	15,732		15,732	0.1%	
4425 The Civic	0	0	60,000	60,000		60,000	0.0%	
Finance & Management :- Indirect Expenditure	18	18	144,690	144,672	0	144,672	0.0%	0
Net Expenditure	(18)	(18)	(144,690)	(144,672)				
<u>300 Planning</u>								
4505 Neighbourhood Plan	1,410	1,410	2,500	1,090		1,090	56.4%	1,410
Planning :- Indirect Expenditure	1,410	1,410	2,500	1,090	0	1,090	56.4%	1,410
Net Expenditure	(1,410)	(1,410)	(2,500)	(1,090)				
6000 plus Transfer from EMR	1,410	1,410	0	(1,410)				
Movement to/(from) Gen Reserve	0	0	(2,500)	(2,500)				
<u>350 Publications & Communication</u>								
4650 Communications & Engagement	0	310	0	(310)		(310)	0.0%	
Publications & Communication :- Indirect Expenditure	0	310	0	(310)	0	(310)		0
Net Expenditure	0	(310)	0	310				
<u>400 Service Provision</u>								
4320 Public Toilet - Day to Day	1,049	1,108	23,100	21,992		21,992	4.8%	
4325 Public Toilet - Lettable Space	0	0	1,050	1,050		1,050	0.0%	
4705 Christmas Provision	0	0	4,592	4,592		4,592	0.0%	
4710 New Mill - Churchyard	0	0	788	788		788	0.0%	
4720 Dog Waste	0	0	1,260	1,260		1,260	0.0%	
4730 Minibus	1,908	1,908	23,500	21,592		21,592	8.1%	
4735 Phone Boxes	0	708	400	(308)		(308)	177.0%	400
4740 Seats & Shelters-Maintenance	735	735	13,650	12,915		12,915	5.4%	
4750 War Memorial	0	0	500	500		500	0.0%	
4760 Youth Work in the Holme Valley	0	0	26,250	26,250		26,250	0.0%	
4840 Climate Action	0	0	5,000	5,000		5,000	0.0%	
Service Provision :- Indirect Expenditure	3,692	4,460	100,090	95,630	0	95,630	4.5%	400
Net Expenditure	(3,692)	(4,460)	(100,090)	(95,630)				
6000 plus Transfer from EMR	0	400	0	(400)				
Movement to/(from) Gen Reserve	(3,692)	(4,060)	(100,090)	(96,030)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	226,821	228,238	470,245	242,007			48.5%	
Expenditure	46,695	57,400	406,998	349,598	0	349,598	14.1%	
Net Income over Expenditure	180,125	170,839	63,247	(107,592)				
plus Transfer from EMR	2,254	2,916	0	(2,916)				
Movement to/(from) Gen Reserve	182,380	173,755	63,247	(110,508)				

Holme Valley Parish Council

Bank - Cash and Investment Reconciliation as at 31 May 2025

Confirmed Bank & Investment Balances			
Bank Statement Balances			
31/05/2025	HSBC Current A/C	2,517.08	
31/05/2025	HSBC - Money Manager	55,454.13	
31/05/2025	CCLA Deposit Fund	75,000.00	
31/05/2025	Unity Trust Current Account T2	193,252.69	
31/05/2025	Unity Trust Instant Access	506.93	
			326,730.83
Receipts not on Bank Statement			
			0.00
Closing Balance			326,730.83
All Cash & Bank Accounts			
1	HSBC Current A/C	2,517.08	
2	Money Manager - HSBC	55,454.13	
5	CCLA Deposit Fund	75,000.00	
7	Unity Trust Current Account T2	193,252.69	
8	Unity Trust Instant Access A/C	506.93	
	Other Cash & Bank Balances		0.00
	Total Cash & Bank Balances		326,730.83

Date: 17/06/2025	Holme Valley Parish Council	Page 1
Time: 11:07	VAT Return: 01/04/2025 - 30/06/2025	User: RFO

Source	Ledger	Ref No	Month	Code	Gross	Net	VAT	
Cashbook	1		1		48.00	48.00	0.00	
Cashbook	7		1		7,689.46	7,689.46	0.00	
Cashbook	1		2		240.00	240.00	0.00	
Cashbook	7		2		228,134.17	228,134.17	0.00	
		OUTPUT	Total Rate:	Z	236,111.63	236,111.63	0.00	
Cashbook	7		1		62.72	59.73	2.99	
Cashbook	7		2		52.53	50.03	2.50	
		INPUT	Total Rate:	F	115.25	109.76	5.49	
Cashbook	7		1		2,392.17	1,993.47	398.70	
Cashbook	7		2		3,440.82	2,867.35	573.47	
		INPUT	Total Rate:	S	5,832.99	4,860.82	972.17	
Cashbook	1		1		8.00	8.00	0.00	
Cashbook	7		1		11,292.67	11,292.67	0.00	
Cashbook	1		2		8.00	8.00	0.00	
Cashbook	7		2		43,769.70	43,769.70	0.00	
		INPUT	Total Rate:	Z	55,078.37	55,078.37	0.00	
VAT Return Summary:					Total Outputs	236,111.63	236,111.63	0.00
					Total Inputs	61,026.61	60,048.95	977.66
VAT due in the period on sales and other outputs						Box 1	0.00	
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States						2	0.00	
Total VAT due						3	0.00	
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)						4	977.66	
Net VAT to reclaim from HMRC						5	977.66	
Total value of sales and all other outputs excluding any VAT						6	236,111.00	
Total value of purchases and all other inputs excluding any VAT						7	60,048.00	
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States						8	0.00	
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States						9	0.00	
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States							0.00	

Receipts for Month 3				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		2,517.08					2,517.08	
2526/03/05	Banked: 05/06/2025	239.26						
2526/03/05	HSBC	239.26			1090	100	239.26	INTEREST ON BMM ACCOUNT
Total Receipts for Month		239.26	0.00	0.00			239.26	
Cashbook Totals		2,756.34	0.00	0.00			2,756.34	

Payments for Month 3				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
03/06/2025	HSBC	03/06/2025	8.00			4215	150	8.00	BANK CHARGES
04/06/2025	HOLMFIRTH FORWARD	2526/03/01	300.00			5020	150	300.00	GRANT - HOLMFIRTH PRIDE EVENT
04/06/2025	HCHCT	2526/03/02	40,000.00			4310	400	40,000.00	GRANT - TO WORKS PROGRAMME
04/06/2025	HOLMFIRTH FORWARD	2526/03/01	-300.00			5020	150	-300.00	REVERSE PAYMENT
04/06/2025	HCHCT	2526/03/02	-40,000.00			4310	400	-40,000.00	REVERSE PAYMENT
25/06/2025	HSBC	2526/03/28	8.00			4215	150	8.00	BANK CHARGES
25/06/2025	Money Manager - HSBC	2526/03/06	2,740.34			205		2,740.34	TRANSFER TO CLOSE ACCOUNT
Total Payments for Month			2,756.34	0.00	0.00			2,756.34	
Balance Carried Fwd			0.00						
Cashbook Totals			2,756.34	0.00	0.00			2,756.34	

Receipts for Month 3				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		55,454.13					55,454.13	
Banked: 25/06/2025		2,740.34						
2526/03/06	HSBC Current A/C	2,740.34			200		2,740.34	TRANSFER TO CLOSE ACCOUNT
2526/03/07	Banked: 25/06/2025	49.83						
2526/03/07	HSBC	49.83			1090	100	49.83	FINAL INTEREST ON BMM
Total Receipts for Month		2,790.17	0.00	0.00			2,790.17	
Cashbook Totals		58,244.30	0.00	0.00			58,244.30	

Payments for Month 3					Nominal Ledger Analysis				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
26/06/2025	Unity Trust Instant Access A/C	2526/03/08	58,244.30			235		58,244.30	CLOSE HSBC ACCOUNTS - CHEQUE
Total Payments for Month			58,244.30	0.00	0.00			58,244.30	
Balance Carried Fwd			0.00						
Cashbook Totals			58,244.30	0.00	0.00			58,244.30	

Receipts for Month 3				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		75,000.00					75,000.00	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		75,000.00	0.00	0.00			75,000.00	

Payments for Month 3				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
Total Payments for Month			0.00	0.00	0.00			0.00	
Balance Carried Fwd			75,000.00						
Cashbook Totals			75,000.00	0.00	0.00			75,000.00	

Receipts for Month 3			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		193,252.69					193,252.69	
2526/03/01	Banked: 03/06/2025	275.91						
2526/03/01	CCLA	275.91			1090	100	275.91	INTEREST ON PSDF
2526/03/01	Banked: 03/06/2025	275.91						
2526/03/01	CCLA	275.91			1090	100	275.91	INTEREST ON PSDF
2526/03/01	Banked: 03/06/2025	-275.91						
2526/03/01	CCLA	-275.91			1090	100	-275.91	REVERSE INTEREST PSDF
2526/03/02	Banked: 12/06/2025	350.00						
2526/03/02	Environment Kirklees Ltd	350.00			1250	100	350.00	RENT
Total Receipts for Month		625.91	0.00	0.00			625.91	
Cashbook Totals		193,878.60	0.00	0.00			193,878.60	

Payments for Month 3			Nominal Ledger Analysis						
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
04/06/2025	HOLMFIRTH FORWARD	2526/03/01	300.00			5020	150	300.00	GRANT - HOLMFIRTH PRIDE EVENT
04/06/2025	HCHCT	2526/03/02	40,000.00			4310	400	40,000.00	GRANT - WORKS PROGRAMME
04/06/2025	Enterprise Print	2526/03/03	82.00			4660	150	82.00	LEAFLETS AND POSTCARDS
04/06/2025	HCHCT	2526/03/04	30.00			4265	150	30.00	MEMBERSHIP 1ST YORKSHIRE
04/06/2025	Friends of Honley Library	2526/03/05	15,000.00			4300	400	15,000.00	LIBRARY RUNNING COSTS
04/06/2025	HCHCT	2526/03/02	-40,000.00			4310	400	-40,000.00	Reverse grant - code error
04/06/2025	HCHCT	2526/03/02	40,000.00			4425	250	40,000.00	Grant - works programme
04/06/2025	Friends of Honley Library	2526/03/05	-15,000.00			4300	400	-15,000.00	Reverse Grant - run costs
04/06/2025	Friends of Honley Library	2526/03/05	15,000.00			4420	250	15,000.00	Grant - running costs
09/06/2025	British Telecom	2526/03/06	60.78		10.13	4275	150	50.65	INTERNET AND PHONE
13/06/2025	Salaries Staff	2526/03/07	1,531.94			4000	110	1,531.94	SALARY STAFF 05
13/06/2025	Salaries Staff	2526/03/08	1,862.90			4000	110	1,862.90	SALARY STAFF 02
13/06/2025	West Yorkshire Pension Fund	2526/03/09	1,187.39			4000	110	1,187.39	PENSIONS
13/06/2025	Salaries Staff	2526/03/10	1,645.05			4000	110	1,645.05	SALARY STAFF 04
13/06/2025	HMRC	2526/03/11	1,860.34			4000	110	1,860.34	PAYE TAX AND NI
16/06/2025	Time In Time Out Media	2526/03/12	252.00		42.00	4660	150	210.00	COUNCIL NEWS
18/06/2025	E.ON NEXT	2526/03/13	50.86		2.42	4320	400	48.44	ELECTRICITY HOLMFIRTH TOILETS
25/06/2025	Maintenance Contractor	2526/03/14	87.08		14.52	4320	400	72.56	EXPENSES
25/06/2025	Document Logic	2526/03/15	54.00		9.00	4205	150	45.00	PHOTOCOPYING
25/06/2025	Maintenance Contractor	2526/03/16	1,814.57			4740	400	670.35	MAINTENANCE - SEATS & SHELTERS
						4320	400	967.22	MAINTENANCE - TOILETS
						4710	400	177.00	MAINTENANCE - CHURCHYARD
25/06/2025	Staff 05	2526/03/17	74.97			4660	150	74.97	REIMBURSEMENT
25/06/2025	Kirklees Youth Alliance	2526/03/18	10,000.00			4760	400	10,000.00	GRANT - YOUTH WORK IN HV #1 #2
25/06/2025	Internal Audit Yorkshire	2526/03/19	423.31			4210	150	423.31	INTERIM INTERNAL AUDIT
25/06/2025	Staff 05	2526/03/20	48.78		8.13	4660	150	40.65	REIMBURSEMENT
25/06/2025	Natnl Assoc of Local Councils	2526/03/21	42.00		7.00	4061	150	35.00	WEBINAR BEYOND THE PRECEPT
25/06/2025	Staff 04	2526/03/22	0.79			4205	150	0.79	REIMBURSEMENT
25/06/2025	Staff 02	2526/03/23	15.59		2.60	4400	150	12.99	REIMBURSEMENT ZOOM
25/06/2025	Staff 02	2526/03/24	15.59		2.60	4400	150	12.99	REIMBURSEMENT ZOOM
30/06/2025	Unity Trust	2526/03/25	6.00			4215	150	6.00	MANUAL CREDIT HANDLING CHARGE
30/06/2025	Unity Trust	2526/03/26	10.05			4215	150	10.05	SERVICE CHARGE
Total Payments for Month			76,455.99	0.00	98.40			76,357.59	
Balance Carried Fwd			117,422.61						
Cashbook Totals			193,878.60	0.00	98.40			193,780.20	

Receipts for Month 3				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		506.93					506.93	
2526/03/03	Banked: 10/06/2025	182.00						
2526/03/03	VARIOUS	182.00			1300	100	120.00	CHEQUE - GARAGE RENTAL
					1200	100	60.00	CHEQUES - ALLOTMENT RENT X2
					1095	100	2.00	CHEQUE - WAYLEAVE
Banked: 26/06/2025		58,244.30						
2526/03/08	Money Manager - HSBC	58,244.30			205		58,244.30	CLOSE HSBC ACCOUNTS - CHEQUE
2526/03/04	Banked: 30/06/2025	3.19						
2526/03/04	UNITY TRUST	3.19			1090	100	3.19	INTEREST ON INSTANT ACCES
Total Receipts for Month		58,429.49	0.00	0.00			58,429.49	
Cashbook Totals		58,936.42	0.00	0.00			58,936.42	

Payments for Month 3				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
Total Payments for Month			0.00	0.00	0.00			0.00	
Balance Carried Fwd			58,936.42						
Cashbook Totals			58,936.42	0.00	0.00			58,936.42	

Date : 16/07/2025

Holme Valley Parish Council

Page 1

Time: 14:47

Trial Balance for Month No: 3

User : RFO

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
105	VAT Control A/c			1,076.06	
220	CCLA Deposit Fund			75,000.00	
230	Unity Trust Current Account T2			117,422.61	
235	Unity Trust Instant Access A/C			58,936.42	
310	General Reserves				61,641.17
323	EMR Community Assets				2,017.00
325	EMR Election Fund				14,000.00
326	EMR Defibrillator Special Resr				1,738.51
331	EMR Gartside Building				10,000.00
332	EMR Honley Library				15,000.00
336	EMR Royal Events				2,000.00
337	EMR COVID Memorial				3,770.00
341	EMR Gartside Energy Projects				17,657.68
345	EMR Rolling Grants				7,668.00
346	EMR Public Transport				2,500.00
347	EMR Tourism				4,961.00
348	EMR Dog Waste & Litter				3,800.00
349	EMR Community Engagement				3,609.87
352	EMR War Memorials				2,500.00
354	EMR Digital & Physical Assets				1,000.00
355	EMR Shop Front Design Guide				90.00
1076	Precept	100	Income		223,890.00
1078	Special Expenses Grant	100	Income		1,725.50
1090	Bank Interest	100	Income		1,129.90
1092	Toilets Donations	100	Income		340.00
1200	Allotment Rents	100	Income		321.50
1250	Gartside Building	100	Income		1,091.66
1300	Garage plot income	100	Income		840.00
4000	Salaries	110	Staff Expenditure	24,163.28	
4060	Staff Training	110	Staff Expenditure	537.40	
4061	Councillor Training	150	Administration	62.40	
4205	Council Office Expenditure	150	Administration	342.41	
4210	Audit	150	Administration	423.31	
4215	Bank Charges	150	Administration	73.40	
4225	Elections	150	Administration	5,918.38	
4235	Insurance	150	Administration	12,088.61	
4250	Office/Room Hire	150	Administration	10,000.00	
4265	Subscriptions	150	Administration	2,772.00	
4275	Telephone and Broadband	150	Administration	100.90	
4290	COVID Memorial	150	Administration	1,106.50	
4320	Public Toilet - Day to Day	400	Service Provision	2,196.57	
4400	Electronic Support	150	Administration	1,323.97	

Continued over page

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4420	Honley Library	250	Finance & Management	15,017.73	
4425	The Civic	250	Finance & Management	40,000.00	
4505	Neighbourhood Plan	300	Planning	1,410.00	
4650	Communications & Engagement	350	Publications & Communication	310.00	
4660	Communications & Engagement	150	Administration	1,427.62	
4710	New Mill - Churchyard	400	Service Provision	177.00	
4730	Minibus	400	Service Provision	1,908.00	
4735	Phone Boxes	400	Service Provision	708.00	
4740	Seats & Shelters-Maintenance	400	Service Provision	1,405.72	
4760	Youth Work in the Holme Valley	400	Service Provision	10,000.00	
5020	Grant - Council Grant	150	Administration	300.00	
6000	Transfer from EMR	150	Administration		1,106.50
6000	Transfer from EMR	300	Planning		1,410.00
6000	Transfer from EMR	400	Service Provision		400.00
Trial Balance Totals :				<u>386,208.29</u>	<u>386,208.29</u>
Difference				0.00	

Detailed Balance Sheet - Excluding Stock Movement**Month 3 Date 30/06/2025**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
105	VAT Control A/c	1,076
220	CCLA Deposit Fund	75,000
230	Unity Trust Current Account T2	117,423
235	Unity Trust Instant Access A/C	58,936
Total Current Assets		252,435
<u>Represented by :-</u>		
300	Current Year Fund	95,565
310	General Reserves	64,558
323	EMR Community Assets	2,017
325	EMR Election Fund	14,000
326	EMR Defibrillator Special Resr	1,739
331	EMR Gartside Building	10,000
332	EMR Honley Library	15,000
336	EMR Royal Events	2,000
337	EMR COVID Memorial	3,770
341	EMR Gartside Energy Projects	17,658
345	EMR Rolling Grants	7,668
346	EMR Public Transport	2,500
347	EMR Tourism	4,961
348	EMR Dog Waste & Litter	3,800
349	EMR Community Engagement	3,610
352	EMR War Memorials	2,500
354	EMR Digital & Physical Assets	1,000
355	EMR Shop Front Design Guide	90
Total Equity		252,435

Detailed Income & Expenditure by Budget Heading 01/07/2025

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income								
1076 Precept	0	223,890	447,780	223,890			50.0%	
1078 Special Expenses Grant	0	1,726	3,451	1,726			50.0%	
1090 Bank Interest	568	1,130	4,500	3,370			25.1%	
1092 Toilets Donations	0	340	2,500	2,160			13.6%	
1095 Other income	2	0	6,650	6,650			0.0%	
1200 Allotment Rents	60	322	324	3			99.2%	
1250 Gartside Building	350	1,092	4,200	3,108			26.0%	
1300 Garage plot income	120	840	840	0			100.0%	
Income :- Income	1,100	229,339	470,245	240,906			48.8%	0
Net Income	1,100	229,339	470,245	240,906				
110 Staff Expenditure								
4000 Salaries	8,088	24,163	96,108	71,945		71,945	25.1%	
4060 Staff Training	0	537	2,300	1,763		1,763	23.4%	
Staff Expenditure :- Indirect Expenditure	8,088	24,701	98,408	73,707	0	73,707	25.1%	0
Net Expenditure	(8,088)	(24,701)	(98,408)	(73,707)				
150 Administration								
4061 Councillor Training	35	62	900	838		838	6.9%	
4200 Chairman's Expenses	0	0	1,000	1,000		1,000	0.0%	
4205 Council Office Expenditure	46	342	2,000	1,658		1,658	17.1%	
4210 Audit	423	423	1,650	1,227		1,227	25.7%	
4215 Bank Charges	32	73	500	427		427	14.7%	
4220 Conference / Seminars	0	0	500	500		500	0.0%	
4225 Elections	0	5,918	10,000	4,082		4,082	59.2%	
4230 Repairs & Maintenance	0	0	1,000	1,000		1,000	0.0%	
4235 Insurance	0	12,089	12,000	(89)		(89)	100.7%	
4240 Travel Allowance	0	0	300	300		300	0.0%	
4245 Office Equipment	0	0	300	300		300	0.0%	
4250 Office/Room Hire	0	10,000	10,200	200		200	98.0%	
4260 FOIA/EIR requests	0	0	500	500		500	0.0%	
4265 Subscriptions	30	2,772	3,000	228		228	92.4%	
4275 Telephone and Broadband	51	101	600	499		499	16.8%	
4285 Remembrance Sunday	0	0	160	160		160	0.0%	
4290 COVID Memorial	0	1,107	0	(1,107)		(1,107)	0.0%	1,107
4400 Electronic Support	26	1,324	1,700	376		376	77.9%	
4660 Communications & Engagement	408	1,428	15,000	13,572		13,572	9.5%	
5020 Grant - Council Grant	300	300	0	(300)		(300)	0.0%	
Administration :- Indirect Expenditure	1,350	35,940	61,310	25,371	0	25,371	58.6%	1,107
Net Expenditure	(1,350)	(35,940)	(61,310)	(25,371)				
6000 plus Transfer from EMR	0	1,107	0	(1,107)				

Detailed Income & Expenditure by Budget Heading 01/07/2025

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(1,350)	(34,833)	(61,310)	(26,477)				
250 Finance & Management								
4315 Grants - Community Assets	0	0	48,440	48,440		48,440	0.0%	
4405 Grants - Projects and Events	0	0	20,500	20,500		20,500	0.0%	
4420 Honley Library	15,000	15,018	15,750	732		732	95.4%	
4425 The Civic	40,000	40,000	60,000	20,000		20,000	66.7%	
Finance & Management :- Indirect Expenditure	55,000	55,018	144,690	89,672	0	89,672	38.0%	0
Net Expenditure	(55,000)	(55,018)	(144,690)	(89,672)				
300 Planning								
4505 Neighbourhood Plan	0	1,410	2,500	1,090		1,090	56.4%	1,410
Planning :- Indirect Expenditure	0	1,410	2,500	1,090	0	1,090	56.4%	1,410
Net Expenditure	0	(1,410)	(2,500)	(1,090)				
6000 plus Transfer from EMR	0	1,410	0	(1,410)				
Movement to/(from) Gen Reserve	0	0	(2,500)	(2,500)				
350 Publications & Communication								
4650 Communications & Engagement	0	310	0	(310)		(310)	0.0%	
Publications & Communication :- Indirect Expenditure	0	310	0	(310)	0	(310)		0
Net Expenditure	0	(310)	0	310				
400 Service Provision								
4320 Public Toilet - Day to Day	1,088	2,197	23,100	20,903		20,903	9.5%	
4325 Public Toilet - Lettable Space	0	0	1,050	1,050		1,050	0.0%	
4705 Christmas Provision	0	0	4,592	4,592		4,592	0.0%	
4710 New Mill - Churchyard	177	177	788	611		611	22.5%	
4720 Dog Waste	0	0	1,260	1,260		1,260	0.0%	
4730 Minibus	0	1,908	23,500	21,592		21,592	8.1%	
4735 Phone Boxes	0	708	400	(308)		(308)	177.0%	400
4740 Seats & Shelters-Maintenance	670	1,406	13,650	12,244		12,244	10.3%	
4750 War Memorial	0	0	500	500		500	0.0%	
4760 Youth Work in the Holme Valley	10,000	10,000	26,250	16,250		16,250	38.1%	
4840 Climate Action	0	0	5,000	5,000		5,000	0.0%	
Service Provision :- Indirect Expenditure	11,936	16,395	100,090	83,695	0	83,695	16.4%	400
Net Expenditure	(11,936)	(16,395)	(100,090)	(83,695)				
6000 plus Transfer from EMR	0	400	0	(400)				
Movement to/(from) Gen Reserve	(11,936)	(15,995)	(100,090)	(84,095)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,100	229,339	470,245	240,906			48.8%	
Expenditure	76,374	133,773	406,998	273,225	0	273,225	32.9%	
Net Income over Expenditure	(75,273)	95,565	63,247	(32,318)				
plus Transfer from EMR	0	2,916	0	(2,916)				
Movement to/(from) Gen Reserve	(75,273)	98,482	63,247	(35,235)				

Holme Valley Parish Council

Bank - Cash and Investment Reconciliation as at 30 June 2025

Confirmed Bank & Investment Balances			
<u>Bank Statement Balances</u>			
26/06/2025	HSBC Current A/C	0.00	
30/06/2025	HSBC - Money Manager	0.00	
30/06/2025	CCLA Deposit Fund	75,000.00	
30/06/2025	Unity Trust Current Account T2	117,422.61	
30/06/2025	Unity Trust Instant Access	692.12	
			193,114.73
<u>Receipts not on Bank Statement</u>			
			58,244.30
Closing Balance			251,359.03
<u>All Cash & Bank Accounts</u>			
1	HSBC Current A/C	0.00	
2	Money Manager - HSBC	0.00	
5	CCLA Deposit Fund	75,000.00	
7	Unity Trust Current Account T2	117,422.61	
8	Unity Trust Instant Access A/C	58,936.42	
	Other Cash & Bank Balances	0.00	
	Total Cash & Bank Balances		251,359.03

Date: 16/07/2025	Holme Valley Parish Council	Page 1
Time: 16:39	VAT Return for Month 1 to 3 (01/04/2025 - 30/06/2025)	User: RFO

Source	Ledger	Ref No	Month	Code	Gross	Net	VAT
Cashbook	1		1		48.00	48.00	0.00
Cashbook	7		1		7,689.46	7,689.46	0.00
Cashbook	1		2		240.00	240.00	0.00
Cashbook	7		2		228,134.17	228,134.17	0.00
Cashbook	1		3		239.26	239.26	0.00
Cashbook	2		3		49.83	49.83	0.00
Cashbook	7		3		625.91	625.91	0.00
Cashbook	8		3		185.19	185.19	0.00
OUTPUT			Total Rate:	Z	237,211.82	237,211.82	0.00
Cashbook	7		1		62.72	59.73	2.99
Cashbook	7		2		52.53	50.03	2.50
Cashbook	7		3		50.86	48.44	2.42
INPUT			Total Rate:	F	166.11	158.20	7.91
Cashbook	7		1		2,392.17	1,993.47	398.70
Cashbook	7		2		3,440.82	2,867.35	573.47
Cashbook	7		3		575.82	479.84	95.98
INPUT			Total Rate:	S	6,408.81	5,340.66	1,068.15
Cashbook	1		1		8.00	8.00	0.00
Cashbook	7		1		11,292.67	11,292.67	0.00
Cashbook	1		2		8.00	8.00	0.00
Cashbook	7		2		43,769.70	43,769.70	0.00
Cashbook	1		3		16.00	16.00	0.00
Cashbook	7		3		75,829.31	75,829.31	0.00
INPUT			Total Rate:	Z	130,923.68	130,923.68	0.00

Date: 16/07/2025	Holme Valley Parish Council	Page 2
Time: 16:39	VAT Return for Month 1 to 3 (01/04/2025 - 30/06/2025)	User: RFO

<u>Source</u>	<u>Ledger</u>	<u>Ref No</u>	<u>Month</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
VAT Return Summary:				Total Outputs	237,211.82	237,211.82	0.00
				Total Inputs	137,498.60	136,422.54	1,076.06
VAT due in the period on sales and other outputs						Box 1	0.00
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States						2	0.00
Total VAT due						3	0.00
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)						4	1,076.06
Net VAT to reclaim from HMRC						5	1,076.06
Total value of sales and all other outputs excluding any VAT						6	237,211.00
Total value of purchases and all other inputs excluding any VAT						7	136,422.00
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States						8	0.00
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States						9	0.00
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States							0.00

Contact tel 03457 60 60 60

see reverse for call times

Text phone 03457 125 563

used by deaf or speech impaired customers

www.hsbc.co.uk

Your Statement

B

Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
West Yorkshire
HD9 3AS



60875 015767 0056 E 33300

Account Summary

Opening Balance	2,237.08
Payments In	48.00
Payments Out	8.00
Closing Balance	2,277.08

6 April to 5 May 2025

International Bank Account Number

Branch Identifier Code

Account Name

Holme Valley Parish Council

Sortcode

Account Number

Sheet Number

900

Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
05 Apr 25	BALANCE BROUGHT FORWARD			2,237.08
29 Apr 25	CR 			
	plot 4 waterlaine		48.00	2,285.08
04 May 25	DR TOTAL CHARGES			
	TO 12APR2025	8.00		2,277.08
05 May 25	BALANCE CARRIED FORWARD			2,277.08

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest is not applied			Debit interest		21.34%

Contact tel 03457 60 60 60

see reverse for call times

Text phone 03457 125 563

used by deaf or speech impaired customers

www.hsbc.co.uk

Your Statement

B

Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
West Yorkshire
HD9 3AS



00593 015343 0055 E 33300

Account Summary

Opening Balance	2,277.08
Payments In	479.26
Payments Out	8.00
Closing Balance	2,748.34

6 May to 5 June 2025

Account Name

Holme Valley Parish Council

International Bank Account Number

Branch Identifier Code

Sortcode

Account Number Sheet Number

Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
05 May 25	BALANCE BROUGHT FORWARD			2,277.08
28 May 25	CR Boardwell Michael			
			240.00	2,517.08
03 Jun 25	DR TOTAL CHARGES			
	TO 12MAY2025	8.00		2,509.08
05 Jun 25	CR GROSS INTEREST			
	TO 04JUN2025			
	FOR ACCOUNT			
	402424 41061348		239.26	2,748.34
05 Jun 25	BALANCE CARRIED FORWARD			2,748.34

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest is not applied			Debit interest		21.34%

Bank Reconciliation Statement as at 31/05/2025
for Cashbook 1 - HSBC Current A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current A/C	31/05/2025		2,517.08
			<u>2,517.08</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			2,517.08
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			2,517.08
		Balance per Cash Book is :-	2,517.08
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement



Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
West Yorkshire
HD9 3AS

Account Summary	
Opening Balance	55,454.13
Payments In	0.00
Payments Out	0.00
Closing Balance	55,454.13

Interest Rate - Valid as at end date of the statement period
1.65% AER

6 April to 5 May 2025

International Bank Account Number

Branch Identifier Code

Account Name
Holme Valley Parish Council

Sortcode **Account Number** **Sheet Number**
434

Your Business Money Manager details				
Date	Payment type and details	Paid out	Paid in	Balance
05 Apr 25	BALANCE BROUGHT FORWARD			55,454.13
05 May 25	BALANCE CARRIED FORWARD			55,454.13

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Contact tel 03457 60 60 60

see reverse for call times

Text phone 03457 125 563

used by deaf or speech impaired customers

www.hsbc.co.uk

Your Statement



Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
West Yorkshire
HD9 3AS

Account Summary

Opening Balance	55,454.13
Payments In	0.00
Payments Out	0.00
Closing Balance	55,454.13

Interest Rate - Valid as at end date of the statement period
1.65% AER

6 May to 5 June 2025

International Bank Account Number

Branch Identifier Code

Account Name

Holme Valley Parish Council

Sortcode

Account Number Sheet Number

435

Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
05 May 25	BALANCE BROUGHT FORWARD			55,454.13
05 Jun 25	BALANCE CARRIED FORWARD			55,454.13

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

**Bank Reconciliation Statement as at 31/05/2025
for Cashbook 2 - Money Manager - HSBC**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC - Money Manager	31/05/2025		55,454.13
			<u>55,454.13</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			55,454.13
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			55,454.13
		Balance per Cash Book is :-	55,454.13
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Statement of Account

Mr Richard C McGill
Holme Valley Parish Council
Huddersfield Civic Hall
Huddersfield Road
HOLMFIRTH
HD9 3AZ

5 June 2025

Account name: **HOLME VALLEY PARISH COUNCIL**
Account number: **[REDACTED]**
Statement period: **30/04/2025 to 31/05/2025**

Account summary

Total valuation as at 31 May 2025 **£75,000.00**
Total valuation as at last statement at 30 April 2025 **£75,000.00**

Holdings as at 31 May 2025

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	75,000.0000	£1.00	£75,000.00
			Total value
			£75,000.00

The average Fund yield for this period was 4.34% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
May 2025	03/06/2025	Paid to Nominated Bank Details	£275.91	

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on **www.ccla.co.uk/glossary**. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at **clientservices@ccla.co.uk**.

Bank Reconciliation Statement as at 31/05/2025
for Cashbook 5 - CCLA Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Deposit Fund	31/05/2025		75,000.00
			<u>75,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			75,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			75,000.00
		Balance per Cash Book is :-	75,000.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

[Redacted]
Holme Valley Parish Council
Holmfirth Civic Hall (Top Floor)
Huddersfield Road
Holmfirth
HD9 3AS

Date: 31/05/2025

Account Name: Holme Valley Parish Council

Swift Code (BIC) [Redacted]

IBAN Number [Redacted]

Sort Code [Redacted]

Account Number [Redacted]

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Contact Us



Call us: **0345 140 1000**



Email us: **us@unity.co.uk**



Visit us: **unity.co.uk**

Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/04/2025		Balance brought forward	£0.00	£0.00	£12,381.57
01/05/2025	Credit	Inward Payment KIRKLEES METROPOLITAN COUNCIL	£0.00	£225,615.50	£237,997.07
02/05/2025	Credit	CCLA Investment Management Limited	£0.00	£275.07	£238,272.14

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
06/05/2025	Credit	HMRC VAT	£0.00	£1,553.60	£239,825.74
08/05/2025	Direct Debit	Direct Debit (BT GROUP PLC)	£60.78	£0.00	£239,764.96
12/05/2025	Credit	ENVIRONMENT KIRKLEES LTD	£0.00	£350.00	£240,114.96
15/05/2025	Standing Order	S/O to: TiTo	£252.00	£0.00	£239,862.96
15/05/2025	Faster Payment Debit	B/P to [REDACTED]	£1,792.04	£0.00	£238,070.92
15/05/2025	Faster Payment Debit	B/P to [REDACTED]	£1,645.25	£0.00	£236,425.67
15/05/2025	Faster Payment Debit	B/P to: HMRC	£1,816.41	£0.00	£234,609.26
15/05/2025	Faster Payment Debit	B/P to: WYPF	£1,168.50	£0.00	£233,440.76
15/05/2025	Faster Payment Debit	B/P to [REDACTED]	£1,531.94	£0.00	£231,908.82
16/05/2025	Faster Payment Debit	B/P to: Kirklees Council	£5,918.38	£0.00	£225,990.44
16/05/2025	Faster Payment Debit	B/P to: Town and Country	£12,088.61	£0.00	£213,901.83
16/05/2025	Faster Payment Debit	B/P to: WYCA	£1,908.00	£0.00	£211,993.83
16/05/2025	Faster Payment Debit	B/P to: HCHCT	£10,000.00	£0.00	£201,993.83
16/05/2025	Transfer	B/P to: SLCC	£240.00	£0.00	£201,753.83
16/05/2025	Transfer	B/P to: SLCC	£240.00	£0.00	£201,513.83
16/05/2025	Faster Payment Debit	B/P to: YLCA	£54.80	£0.00	£201,459.03
16/05/2025	Faster Payment Debit	B/P to: YLCA	£2,742.00	£0.00	£198,717.03
19/05/2025	Direct Debit	Direct Debit (E.ON NEXT LTD)	£52.53	£0.00	£198,664.50
27/05/2025	Faster Payment Debit	B/P to [REDACTED]	£208.28	£0.00	£198,456.22
27/05/2025	Faster Payment Debit	B/P to [REDACTED]	£1,578.12	£0.00	£196,878.10
30/05/2025	Faster Payment Debit	B/P to: Leander	£1,013.40	£0.00	£195,864.70
30/05/2025	Faster Payment Debit	B/P to: River Holme Connex	£435.00	£0.00	£195,429.70
30/05/2025	Faster Payment Debit	B/P to: Huddersfield Hub	£600.00	£0.00	£194,829.70
30/05/2025	Faster Payment Debit	B/P to: Redbak	£1,692.00	£0.00	£193,137.70

Page number 2 of 4

Statement number 012

**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.
 Unity Trust Bank is entered in the Financial Services Register under number 204570.
 Registered Office: Four Brindleyplace, Birmingham, B1 2JB.
 Registered in England and Wales no. 1713124.
 Calls may be monitored and recorded for training, quality and security purposes.
 © Unity Trust Bank. All Rights Reserved.

INVESTORS IN PEOPLE
We invest in people Gold



Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
30/05/2025	Faster Payment Debit	B/P to: Document Logic NEW	£214.36	£0.00	£192,923.34
30/05/2025	Faster Payment Debit	B/P to: Enterprise Print	£82.00	£0.00	£192,841.34
30/05/2025	Credit	Post Office Cash Deposit 341320 341320	£0.00	£340.00	£193,181.34
30/05/2025	Credit	Returned Bill Payment ENTERPRISE PRINT	£0.00	£82.00	£193,263.34
31/05/2025	Fee	Service Charge	£10.65	£0.00	£193,252.69

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – **[unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)**

A copy of our fees and charges can be found on our website – **<https://www.unity.co.uk/terms-and-conditions/>**

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Bank Reconciliation Statement as at 31/05/2025
for Cashbook 7 - Unity Trust Current Account T2

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current Account T2	31/05/2025		193,252.69
			<u>193,252.69</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			193,252.69
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			193,252.69
		Balance per Cash Book is :-	193,252.69
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Your Account Statement

[Redacted]
Holme Valley Parish Council
Holmfirth Civic Hall (Top Floor)
Huddersfield Road
Holmfirth
HD9 3AS



For Businesses. For Communities. For Good.
Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Date: 31/05/2025

Account Name: Holme Valley Parish Council

Swift Code (BIC): [Redacted]
IBAN Number: [Redacted]

Sort Code: [Redacted]
Account Number: [Redacted]

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000

The credit interest rate is 2.25% AER as of your statement date.

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
30/04/2025		Balance brought forward	£0.00	£0.00	£506.93

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – **[unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)**

A copy of our fees and charges can be found on our website – **<https://www.unity.co.uk/terms-and-conditions/>**

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Bank Reconciliation Statement as at 31/05/2025
for Cashbook 8 - Unity Trust Instant Access A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Instant Access	31/05/2025		506.93
			506.93
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			506.93
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			506.93
		Balance per Cash Book is :-	506.93
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement



Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
West Yorkshire
HD9 3AS



00593 015343 0055 E 33300

B

Account Summary	
Opening Balance	2,277.08
Payments In	479.26
Payments Out	8.00
Closing Balance	2,748.34

6 May to 5 June 2025

Account Name
Holme Valley Parish Council

International Bank Account Number



Number

Your BUSINESS CURRENT ACCOUNT details					
Date	Payment type and details		Paid out	Paid in	Balance
05 May 25		BALANCE BROUGHT FORWARD			2,277.08
28 May 25	CR				
				240.00	2,517.08
03 Jun 25	DR	TOTAL CHARGES			
		TO 12MAY2025	8.00		2,509.08
05 Jun 25	CR	GROSS INTEREST			
		TO 04JUN2025			
		FOR ACCOUNT			
		402424 41061348		239.26	2,748.34
05 Jun 25		BALANCE CARRIED FORWARD			2,748.34

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Credit Interest Rates		AER	Debit Interest Rates		EAR
	balance	variable		balance	variable
Credit interest is not applied			Debit interest		21.34%

Contact tel 03457 60 60 60

see reverse for call times

Text phone 03457 125 563

used by deaf or speech impaired customers

www.hsbc.co.uk

Your Statement

B

Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
West Yorkshire
HD9 3AS



27866 012975 0045 E 33300

Account Summary

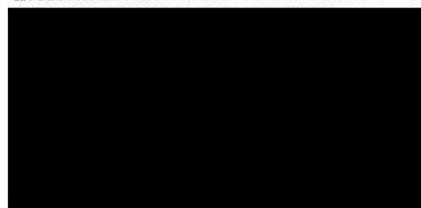
Opening Balance	2,748.34
Payments In	58,244.30
Payments Out	60,992.64
Closing Balance	0.00

6 June to 26 June 2025

Account Name

Holme Valley Parish Council

International Bank Account Number



t Number

Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
05 Jun 25	BALANCE BROUGHT FORWARD			2,748.34
25 Jun 25	TFR 402424 41061348			
	FUNDS TRANSFER	2,740.34		
	DR BALANCE TO CLOSE	58,244.30		
	DR TOTAL CHARGES			
	TO 12JUN2025	8.00		58,244.30 D
26 Jun 25	TFR TRANSFER			
	40242441061348		58,244.30	0.00
26 Jun 25	ACCOUNT CLOSED			0.00

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest is not applied			Debit interest		21.34%

Bank Reconciliation Statement as at 30/06/2025
for Cashbook 1 - HSBC Current A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current A/C	26/06/2025		0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Contact tel 03457 60 60 60

see reverse for call times

Text phone 03457 125 563

used by deaf or speech impaired customers

www.hsbc.co.uk

Your Statement



Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
West Yorkshire
HD9 3AS

Account Summary

Opening Balance	55,454.13
Payments In	0.00
Payments Out	0.00
Closing Balance	55,454.13

Interest Rate - Valid as at end date of the statement period

1.65% AER

6 May to 5 June 2025

Account Name

Holme Valley Parish Council

Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
05 May 25	BALANCE BROUGHT FORWARD			55,454.13
05 Jun 25	BALANCE CARRIED FORWARD			55,454.13

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Contact tel 03457 60 60 60

see reverse for call times

Text phone 03457 125 563

used by deaf or speech impaired customers

www.hsbc.co.uk

Your Statement



Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
West Yorkshire
HD9 3AS

Account Summary

Opening Balance	55,454.13
Payments In	2,790.17
Payments Out	58,244.30
Closing Balance	0.00

6 June to 26 June 2025

Account Name

Holme Valley Parish Council

Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
05 Jun 25	BALANCE BROUGHT FORWARD			55,454.13
25 Jun 25	TFR 402424 11001043 FUNDS TRANSFER		2,740.34	
	CR GROSS INTEREST TO 24JUN2025		49.83	58,244.30
26 Jun 25	DR ACCOUNT TRANSFER 40242411001043	58,244.30		0.00
26 Jun 25	ACCOUNT CLOSED			0.00

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Credit Interest Rates		balance	AER variable	Debit Interest Rates		balance	EAR variable
	upto	100,000	1.65%	Debit interest			0.00%
from	100,000 to	250,000	1.69%				
from	250,000 to	1,000,000	1.72%				
	over	1,000,000	1.77%				

Bank Reconciliation Statement as at 30/06/2025
for Cashbook 2 - Money Manager - HSBC

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC - Money Manager	30/06/2025		0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Statement of Account

[REDACTED]
Holme Valley Parish Council
Huddersfield Civic Hall
Huddersfield Road
HOLMFIRTH
HD9 3AZ

5 July 2025

Account name: **HOLME VALLEY PARISH COUNCIL**
Account number: [REDACTED]
Statement period: **31/05/2025 to 30/06/2025**

Account summary

Total valuation as at 30 June 2025	£75,000.00
Total valuation as at last statement at 31 May 2025	£75,000.00

Holdings as at 30 June 2025

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	75,000.0000	£1.00	£75,000.00
			Total value
			£75,000.00

The average Fund yield for this period was 4.27% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Jun 2025	02/07/2025	Paid to Nominated Bank Details	£8.80	
Jun 2025	02/07/2025	Paid to Nominated Bank Details	£254.80	

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk

Freephone 0800 022 3505

www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on **www.ccla.co.uk/glossary**. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at **clientservices@ccla.co.uk**.

Bank Reconciliation Statement as at 30/06/2025
for Cashbook 5 - CCLA Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Deposit Fund	30/06/2025		75,000.00
			<u>75,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			75,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			75,000.00
		Balance per Cash Book is :-	75,000.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

[Redacted]
Holme Valley Parish Council
Holmfirth Civic Hall (Top Floor)
Huddersfield Road
Holmfirth
HD9 3AS

Date: 30/06/2025

Account Name: Holme Valley Parish Council

Swift Code (BIC): [Redacted]
IBAN Number: [Redacted]

Sort Code: [Redacted]
Account Number: [Redacted]

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/05/2025		Balance brought forward	£0.00	£0.00	£193,252.69
03/06/2025	Credit	CCLA Investment Management Limited	£0.00	£275.91	£193,528.60
04/06/2025	Transfer	B/P to: Holmfirth Forward	£300.00	£0.00	£193,228.60
04/06/2025	Faster Payment Debit	B/P to: HCHCT	£40,000.00	£0.00	£153,228.60

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
04/06/2025	Faster Payment Debit	B/P to: Enterprise NEW	£82.00	£0.00	£153,146.60
04/06/2025	Faster Payment Debit	B/P to: HCHCT	£30.00	£0.00	£153,116.60
04/06/2025	Faster Payment Debit	B/P to: Friends of Hon Lib	£15,000.00	£0.00	£138,116.60
09/06/2025	Direct Debit	Direct Debit (BT GROUP PLC)	£60.78	£0.00	£138,055.82
12/06/2025	Credit	ENVIRONMENT KIRKLEES LTD	£0.00	£350.00	£138,405.82
13/06/2025	Faster Payment Debit	B/P to [REDACTED]	£1,531.94	£0.00	£136,873.88
13/06/2025	Faster Payment Debit	B/P to [REDACTED]	£1,862.90	£0.00	£135,010.98
13/06/2025	Faster Payment Debit	B/P to: WYPF	£1,187.39	£0.00	£133,823.59
13/06/2025	Faster Payment Debit	B/P to [REDACTED]	£1,645.05	£0.00	£132,178.54
13/06/2025	Faster Payment Debit	B/P to: HMRC	£1,860.34	£0.00	£130,318.20
16/06/2025	Standing Order	S/O to: TiTo	£252.00	£0.00	£130,066.20
18/06/2025	Direct Debit	Direct Debit (E.ON NEXT LTD)	£50.86	£0.00	£130,015.34
25/06/2025	Faster Payment Debit	B/P to [REDACTED]	£87.08	£0.00	£129,928.26
25/06/2025	Faster Payment Debit	B/P to: Document Logic NEW	£54.00	£0.00	£129,874.26
25/06/2025	Faster Payment Debit	B/P to [REDACTED]	£1,814.57	£0.00	£128,059.69
25/06/2025	Faster Payment Debit	B/P to [REDACTED]	£74.97	£0.00	£127,984.72
25/06/2025	Transfer	B/P to: Kirklees Youth	£10,000.00	£0.00	£117,984.72
25/06/2025	Faster Payment Debit	B/P to: Intern Audit Yorks	£423.31	£0.00	£117,561.41
25/06/2025	Faster Payment Debit	B/P to [REDACTED]	£48.78	£0.00	£117,512.63
25/06/2025	Faster Payment Debit	B/P to: NALC	£42.00	£0.00	£117,470.63
25/06/2025	Faster Payment Debit	B/P to [REDACTED]	£0.79	£0.00	£117,469.84
25/06/2025	Faster Payment Debit	B/P to [REDACTED]	£15.59	£0.00	£117,454.25
25/06/2025	Faster Payment Debit	B/P to [REDACTED]	£15.59	£0.00	£117,438.66
30/06/2025	Fee	Manual Credit Handling Charge	£6.00	£0.00	£117,432.66

Page number 2 of 4

Statement number 013

**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.
 Unity Trust Bank is entered in the Financial Services Register under number 204570.
 Registered Office: Four Brindleyplace, Birmingham, B1 2JB.
 Registered in England and Wales no. 1713124.
 Calls may be monitored and recorded for training, quality and security purposes.
 © Unity Trust Bank. All Rights Reserved.

INVESTORS IN PEOPLE
We invest in people Gold



Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
30/06/2025	Fee	Service Charge	£10.05	£0.00	£117,422.61

Bank Reconciliation Statement as at 30/06/2025
for Cashbook 7 - Unity Trust Current Account T2

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current Account T2	30/06/2025		117,422.61
			<u>117,422.61</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			117,422.61
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			117,422.61
		Balance per Cash Book is :-	117,422.61
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

[Redacted]
Holme Valley Parish Council
Holmfirth Civic Hall (Top Floor)
Huddersfield Road
Holmfirth
HD9 3AS

Date: 30/06/2025

Account Name: Holme Valley Parish Council

Swift Code (BIC) [Redacted]
IBAN Number [Redacted]

Sort Code [Redacted]
Account Number [Redacted]

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000

The credit interest rate is 2.25% AER as of your statement date.

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/05/2025		Balance brought forward	£0.00	£0.00	£506.93
10/06/2025	Credit	Credit 000001	£0.00	£182.00	£688.93
30/06/2025	Credit Interest	Credit Interest	£0.00	£3.19	£692.12

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – **[unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)**

A copy of our fees and charges can be found on our website – **<https://www.unity.co.uk/terms-and-conditions/>**

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Bank Reconciliation Statement as at 30/06/2025
for Cashbook 8 - Unity Trust Instant Access A/C

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Unity Trust Instant Access	30/06/2025		692.12
			692.12
Unpresented Payments (Minus)		Amount	
		0.00	0.00
			692.12
Unpresented Receipts (Plus)			
26/06/2025 2526/03/08		58,244.30	58,244.30
			58,936.42
		Balance per Cash Book is :-	58,936.42
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

[REDACTED]
Holme Valley Parish Council
Holmfirth Civic Hall (Top Floor)
Huddersfield Road
Holmfirth
HD9 3AS

Date: 31/07/2025

Account Name: Holme Valley Parish Council

Swift Code (BIC): [REDACTED]

IBAN Number: [REDACTED]

Sort Code: [REDACTED]

Account Number: [REDACTED]

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000

The credit interest rate is 2.25% AER as of your statement date.

Contact Us



Call us: **0345 140 1000**



Email us: **us@unity.co.uk**



Visit us: **unity.co.uk**



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/06/2025		Balance brought forward	£0.00	£0.00	£692.12
10/07/2025	Credit	Credit 000004	£0.00	£58,284.30	£58,976.42

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – **[unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)**

A copy of our fees and charges can be found on our website – **<https://www.unity.co.uk/terms-and-conditions/>**

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Detailed Income & Expenditure by Budget Heading 01/07/2025

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income								
1076 Precept	0	223,890	447,780	223,890			50.0%	
1078 Special Expenses Grant	0	1,726	3,451	1,726			50.0%	
1090 Bank Interest	568	1,130	4,500	3,370			25.1%	
1092 Toilets Donations	0	340	2,500	2,160			13.6%	
1095 Other income	2	0	6,650	6,650			0.0%	
1200 Allotment Rents	60	322	324	3			99.2%	
1250 Gartside Building	350	1,092	4,200	3,108			26.0%	
1300 Garage plot income	120	840	840	0			100.0%	
Income :- Income	1,100	229,339	470,245	240,906			48.8%	0
Net Income	1,100	229,339	470,245	240,906				
110 Staff Expenditure								
4000 Salaries	8,088	24,163	96,108	71,945		71,945	25.1%	
4060 Staff Training	0	537	2,300	1,763		1,763	23.4%	
Staff Expenditure :- Indirect Expenditure	8,088	24,701	98,408	73,707	0	73,707	25.1%	0
Net Expenditure	(8,088)	(24,701)	(98,408)	(73,707)				
150 Administration								
4061 Councillor Training	35	62	900	838		838	6.9%	
4200 Chairman's Expenses	0	0	1,000	1,000		1,000	0.0%	
4205 Council Office Expenditure	46	342	2,000	1,658		1,658	17.1%	
4210 Audit	423	423	1,650	1,227		1,227	25.7%	
4215 Bank Charges	32	73	500	427		427	14.7%	
4220 Conference / Seminars	0	0	500	500		500	0.0%	
4225 Elections	0	5,918	10,000	4,082		4,082	59.2%	
4230 Repairs & Maintenance	0	0	1,000	1,000		1,000	0.0%	
4235 Insurance	0	12,089	12,000	(89)		(89)	100.7%	
4240 Travel Allowance	0	0	300	300		300	0.0%	
4245 Office Equipment	0	0	300	300		300	0.0%	
4250 Office/Room Hire	0	10,000	10,200	200		200	98.0%	
4260 FOIA/EIR requests	0	0	500	500		500	0.0%	
4265 Subscriptions	30	2,772	3,000	228		228	92.4%	
4275 Telephone and Broadband	51	101	600	499		499	16.8%	
4285 Remembrance Sunday	0	0	160	160		160	0.0%	
4290 COVID Memorial	0	1,107	0	(1,107)		(1,107)	0.0%	1,107
4400 Electronic Support	26	1,324	1,700	376		376	77.9%	
4660 Communications & Engagement	408	1,428	15,000	13,572		13,572	9.5%	
5020 Grant - Council Grant	300	300	0	(300)		(300)	0.0%	
Administration :- Indirect Expenditure	1,350	35,940	61,310	25,371	0	25,371	58.6%	1,107
Net Expenditure	(1,350)	(35,940)	(61,310)	(25,371)				
6000 plus Transfer from EMR	0	1,107	0	(1,107)				

Detailed Income & Expenditure by Budget Heading 01/07/2025

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(1,350)	(34,833)	(61,310)	(26,477)				
250 Finance & Management								
4315 Grants - Community Assets	0	0	48,440	48,440		48,440	0.0%	
4405 Grants - Projects and Events	0	0	20,500	20,500		20,500	0.0%	
4420 Honley Library	15,000	15,018	15,750	732		732	95.4%	
4425 The Civic	40,000	40,000	60,000	20,000		20,000	66.7%	
Finance & Management :- Indirect Expenditure	55,000	55,018	144,690	89,672	0	89,672	38.0%	0
Net Expenditure	(55,000)	(55,018)	(144,690)	(89,672)				
300 Planning								
4505 Neighbourhood Plan	0	1,410	2,500	1,090		1,090	56.4%	1,410
Planning :- Indirect Expenditure	0	1,410	2,500	1,090	0	1,090	56.4%	1,410
Net Expenditure	0	(1,410)	(2,500)	(1,090)				
6000 plus Transfer from EMR	0	1,410	0	(1,410)				
Movement to/(from) Gen Reserve	0	0	(2,500)	(2,500)				
350 Publications & Communication								
4650 Communications & Engagement	0	310	0	(310)		(310)	0.0%	
Publications & Communication :- Indirect Expenditure	0	310	0	(310)	0	(310)		0
Net Expenditure	0	(310)	0	310				
400 Service Provision								
4320 Public Toilet - Day to Day	1,088	2,197	23,100	20,903		20,903	9.5%	
4325 Public Toilet - Lettable Space	0	0	1,050	1,050		1,050	0.0%	
4705 Christmas Provision	0	0	4,592	4,592		4,592	0.0%	
4710 New Mill - Churchyard	177	177	788	611		611	22.5%	
4720 Dog Waste	0	0	1,260	1,260		1,260	0.0%	
4730 Minibus	0	1,908	23,500	21,592		21,592	8.1%	
4735 Phone Boxes	0	708	400	(308)		(308)	177.0%	400
4740 Seats & Shelters-Maintenance	670	1,406	13,650	12,244		12,244	10.3%	
4750 War Memorial	0	0	500	500		500	0.0%	
4760 Youth Work in the Holme Valley	10,000	10,000	26,250	16,250		16,250	38.1%	
4840 Climate Action	0	0	5,000	5,000		5,000	0.0%	
Service Provision :- Indirect Expenditure	11,936	16,395	100,090	83,695	0	83,695	16.4%	400
Net Expenditure	(11,936)	(16,395)	(100,090)	(83,695)				
6000 plus Transfer from EMR	0	400	0	(400)				
Movement to/(from) Gen Reserve	(11,936)	(15,995)	(100,090)	(84,095)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,100	229,339	470,245	240,906			48.8%	
Expenditure	76,374	133,773	406,998	273,225	0	273,225	32.9%	
Net Income over Expenditure	(75,273)	95,565	63,247	(32,318)				
plus Transfer from EMR	0	2,916	0	(2,916)				
Movement to/(from) Gen Reserve	(75,273)	98,482	63,247	(35,235)				

Standing Committee Chair’s report on earmarked reserves:

Name of Committee:	Finance and Management Committee
Name of earmarked reserve:	Community Assets - other
Nominal Code of earmarked reserve:	323

- The Finance and Management Committee has asked for more detail from Committees on the earmarked reserves they hold.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£2,017

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
The £2,017 was a grant awarded to New Mill Scouts in March 2022 towards the building of a new scout hut in the village anticipated to cost a total of £50,000. The award was earmarked rather than given to the Scout group because the Committee felt that the scout hut project would take some years to complete and the £2,017 from HVPC would be the last piece to complete the puzzle and project. There was perhaps a feeling amongst some members that the project would not come to fruition. As things have turned out, the project did not seem to have made much significant progress in the interim when last contacted, - but that was probably early 2024/25 so things may have moved on since then.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
When the money was awarded/earmarked in March 2022, the Finance Committee saw this in terms of a project plan that might take several (5?) years to complete.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
--

Possibly not.
Contact the scouts and see how far on the project is.
At that point, it may be appropriate to pass over the money to the group or, more likely, it may be sensible to wind up the earmarked reserve and return the money to general reserves. Encourage the scout group to apply again in the future if needed.

Sign:	Rich McGill / Pat Colling
Role:	RFO / Chair of F&M

Standing Committee Report on Earmarked Reserves:

Name:	Council
-------	----------------

Name of earmarked reserve:	Elections Fund
----------------------------	-----------------------

Nominal Code of earmarked reserve:	325
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£14,000

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
This is a fund to cover the cost of the 4-yearly full Council elections. The Parish Council is advised to have £30,000 in place to cover the cost of those elections.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
This is a fund that is added to each year (currently £7,000) to hit £30,000 when needed. Unspent money in the Elections budget line can, in a sense, top up this reserve each year. Between £20,000 and £30,000 is likely to be spent in 2028/29 from this EMR.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
Yes. As stated, keep adding to the EMR so that it is adequately funded ahead of the next full Council elections.

Sign:	Rich McGill
Role:	RFO

Standing Committee Report on Earmarked Reserves:

Name:	Council
-------	----------------

Name of earmarked reserve:	Defibrillator Special Reserve
----------------------------	--------------------------------------

Nominal Code of earmarked reserve:	326
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£1,738.51

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
It is to fund maintenance, parts and so on for defibrillators that the Parish Council owns (the Civic and Holmfirth toilets), or otherwise has taken responsibility of (defib in Hinchcliffe Mill).

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
The fund is not significantly drawn upon, - less than £100 usually, at any one time - to replace batteries and other parts. Volunteers working with the Yorkshire Ambulance Service check the defibs in question and inform the Parish Council when replacement parts are needed. Batteries and other parts have a specific life-span and so it can be anticipated that replacements will be needed at least biannually – sooner if defib is used.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
Yes. Without this, important life-saving equipment placed in strategic positions will become defunct. Reputationally, the Parish Council has committed to maintaining these defibs and so should fulfil that commitment.

Sign:	Jen McIntosh
-------	--------------

Role:	Clerk
-------	-------

Standing Committee Report on Earmarked Reserves:

Name:	Service Provision
-------	-------------------

Name of earmarked reserve:	Gartside Building
----------------------------	--------------------------

Nominal Code of earmarked reserve:	331
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£10,000

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
It is a reserve to fund improvement work to the Gartside building (both the toilets and the shop unit), - for example, replacing the floor, doing work to the roof etc. Potentially, developing a card reader to make donations easier etc.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
There is a significant development plan ongoing with the Gartside building (works to roof, fitting solar panels and connected works), so it is likely that this reserve will be fully spent this year.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
Yes – expenditure for roof repairs was approved at Service Provision as part of phase 1 of a works plan. Phase 1 also includes the installation of solar panels. Make sure that the Gartside project plan (roof repairs, solar panels etc) still allows there to be funding for other necessary works to the building as they arise, - perhaps relevant to the new tenant of the shop building.

Sign:	Jen McIntosh
Role:	Clerk

Standing Committee Chair's report on earmarked reserves:

Name of Committee:	Finance and Management Committee
--------------------	---

Name of earmarked reserve:	Honley Library
----------------------------	-----------------------

Nominal Code of earmarked reserve:	332
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Committees on the earmarked reserves they hold.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£15,000

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
This was created a capital fund for building improvements at the Library.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
Honley Library has applied for £15,000 in the September 2025 meeting of the Finance and Management Committee so it may be the case that the reserve is wound up then. However, within their application Friends of Honley Library have identified future ongoing capital projects that they have indicated they want the Parish Council's support in, so Council may see this as an ongoing project in the same way as The Civic.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
As above, an application for these funds has been submitted for consideration in September. The Council could decide after that whether to wind up the EMR or whether to keep it going or to have provision in ongoing budgets for the Library capital projects

Sign:	Rich McGill / Pat Colling
Role:	RFO / Chair of F&M

Standing Committee Report on Earmarked Reserves:

Name:	Council
-------	----------------

Name of earmarked reserve:	Royal Events
----------------------------	---------------------

Nominal Code of earmarked reserve:	336
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£2,000

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
As stated, it is to fund any planned/unplanned royal events. It is especially constituted to fulfil any expenditure related to Operation London Bridge, Operation Menai Bridge.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
It is impossible to say but it may be sensible, as has occurred in the last two years to add money annually to the fund, though this need not occur more than up to, say, £5,000.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
Yes. Agree whether it needs to be topped up annually and at what point the topping up is not needed. Keep a eye out for commemorative events etc that may need additional provision.

Sign	Rich McGill
Role	RFO

Standing Committee Report on Earmarked Reserves:

Name:	Council
-------	----------------

Name of earmarked reserve:	COVID Memorial
----------------------------	-----------------------

Nominal Code of earmarked reserve:	337
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£3,770

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
It was set up to fund a tribute to the community volunteers who supported the people of the Holme Valley during the pandemic. Various different memorials were considered and eventually the Council resolved that a tribute of planted trees and cast-aluminium plaques at 1. Sands in Holmfirth and at 2. Honley Library would be how this was commemorated.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
The understanding is that, once any remaining expenditure is covered, any money remaining in the fund will go to Honley Library to landscape the part of the grounds where the memorial is sited. The EMR is likely to be spent and wound up in this financial year 2025/26.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
Until it is spent, yes. But this will likely not be an ongoing EMR past this financial year.

Sign:	Mary Blacka
Role:	Chair of the COVID Memorial working group

Standing Committee Report on Earmarked Reserves:

Name of Committee:	Service Provision
--------------------	--------------------------

Name of earmarked reserve:	Gartside Energy Projects
----------------------------	---------------------------------

Nominal Code of earmarked reserve:	341
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£17,657.68

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
This was a Climate Emergency Committee EMR that was established specifically to undertake the install of solar panels to the roof of Holmfirth toilets.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
There is a significant development plan ongoing with the Gartside building (works to roof, fitting solar panels and connected works), so it is highly likely that this reserve will be fully spent this year.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
It is vital that the Parish Council continues to hold this earmarked reserve as expenditure for the installation of solar roof panels has been approved. This will take a significant chunk of this EMR. The Gartside project plan (solar panels etc) still allows there to be funding for other necessary works to the building as they arise, - perhaps relevant to the new tenant of the shop building. It may make sense for the two reserves 331 Gartside Building and 341 Gartside Energy Projects to be merged.

Sign:	Jen McIntosh
Role:	Clerk

Standing Committee Chair's report on earmarked reserves:

Name of Committee:	Finance and Management Committee and Service Provision Committee
--------------------	---

Name of earmarked reserve:	Rolling Grants
----------------------------	-----------------------

Nominal Code of earmarked reserve:	345
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Committees on the earmarked reserves they hold.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£7,768

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?

This earmarked reserve holds money to fund all the rolling grants of the Parish Council. These are as below and cover rolling grants of F&M and multi-year Christmas tree grants of Service Provision. Yorkshire Local Council Associations advised us that HVPC should create an earmarked reserve for rolling grants so that organisations were assured that financial provision was in place for them and guaranteed.

	Current Schedule of EMR 345 Rolling Grants		
a.	Holmfirth Arts Festival - Flow Project - 2023/4, 2024/5, 2025/6 (3 years)	£1,500	4405
b.	Festival of Folk - 2023/4, 2024/5, 2025/6, 2026/7 (term of Council)	£1,500	4405
c.	Friends of Cliff Rec - 2024/5, 2025/6, 2026/7 (term of Council)	£500	4405
d.	Holme Valley Patient Transport - 2024/5, 2025/6, 2026/7 (term of Council)	£1,000	4405
e.	Honley CCTV - 2023/4, 2024/5, 2025/6, 2026/7 (term of Council)	£1,560	4315
f.	Scholes Church Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£170	4705
g.	Brockholes Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705
h.	Holmbridge Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£210	4705
i.	Honley BA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705
j.	Hade Edge RA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£224	4705
k.	Hepworth CA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£224	4705
l.	Netherthong CP Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705
l.	Holme Village Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£130	4705
Total Rolling Grants 2025/26:		£7,768.00	

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.

It is anticipated that all the money in this reserve will be spent in this financial year 2025/26, though it is ultimately dependent on the community organisations submitting the appropriate paperwork (grant evaluation report, accounts, bank statements) on which the payment is conditional.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?

Yes.

Though there is a sense in which it confuses things.

Wooldale Community Group will need to be added to this EMR next year - £1,000 for room hire.

It needs an extra £100 to cover all the Parish Council's commitments as the reserve currently only holds £7,668. (Under-calculation) Officer to undertake this in due course.

It may be sensible to have different EMRs for F&M and Service Provision. (?)

Sign:	Rich McGill / Pat Colling / Jen McInstosh
Role:	RFO / Chair of F&M / Clerk

Standing Committee Report on Earmarked Reserves:

Name of Committee:	Service Provision
--------------------	--------------------------

Name of earmarked reserve:	Sustainable Transport
----------------------------	------------------------------

Nominal Code of earmarked reserve:	346
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£2,500

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
This Working Group takes a lead in partnership with other local organisations and transport operators to promote the use of sustainable transport and travel in the Valley. It was renamed Sustainable Transport to include the wider spectrum of non-car means of travel. In advance of the 2025-26 budget, the EMR was voluntarily and responsibly reduced to reflect the realisation that many of the tasks to meet objectives were being undertaken without much financial cost.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
This is considered to be an ongoing project that might last indefinitely. The partnership approach is proving productive with groups such as the Pennine Line Partnership (and Northern Rail indirectly), EPIKS, plus WYCA and Stotts working effectively with us. The upcoming WY Bus Franchising project is also an important factor. A new marketing initiative to promote awareness of the travel opportunities is now being pursued by the WG and is expected to require almost all of the current EMR but could lever additional funding via the PLP. It could also link to similar from EPIKS.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
--

Yes. And I would anticipate a request in 2025-26 for it to be topped up.
--

Sign:	Cllr Lawrence Baylin
Role:	Chair of Working Group

Standing Committee Report on Earmarked Reserves:

Name of Committee:	Service Provision
Name of earmarked reserve:	Tourism
Nominal Code of earmarked reserve:	347

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£4,961

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
This is a wide ranging initiative because the HVPC was in the best position to take a lead on this important means of supporting certain local interests and economy. A Tourism Partnership was formed and has so far established a team of dedicated volunteers, initiated a promising Heritage Week programme for September 2025 and is working on an audio town trail and a digital directory. The EMR was established to ensure some funding would be available for such initiatives as required. Approximately £600 of it is now required to supplement the donation of £1500 from The Conservation Group to support the Heritage Week project.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
The other two 2025-26 initiatives, as above, are expected to require funding that should be comfortably within the remaining balance of the EMR.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
Yes. This is an important project and the basis for continuing development and achievements. I anticipate requesting refreshment of the EMR in the next municipal year to allow access to funds for arising and justified initiatives, although these cannot be specified at this point.

Sign:	Cllr Lawrence Baylin
Role:	Chair of Working Group

Standing Committee Report on Earmarked Reserves:

Name of Committee:	Service Provision
--------------------	--------------------------

Name of earmarked reserve:	Dog Waste and Litter
----------------------------	-----------------------------

Nominal Code of earmarked reserve:	348
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£3,800

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
The intention was to influence and supplement the Kirklees provision with additional facilities in our community, as HVPC has done for some time in respect of dog waste bags and their dispensers. A Working Group was formed and we began by reviewing the provision at Sands Rec and surveying opinions from the team of volunteers who manage the supply for the dispensers. In respect of the latter, the consensus was that this service should continue unchanged. We found that the two unofficial dog waste bins at Sands could be replaced and managed to have that organised via Kirklees Cllr Jane Rylah, with HVPC meeting the costs. We also looked into the means of educating the public, particularly dog walkers, about where to dispose of dog waste and, whilst the installation of notices at Sands proved unachievable, we arranged with the Assistant Clerk for social media information to be an ongoing channel. However, the complexities of providing bins and so on elsewhere, with another authority being responsible for installing and emptying these, have proven too much for us and we do not plan to pursue this. The only remaining potential task for this WG appears to be a campaign with schools to discourage irresponsible behaviour by dog owners in the vicinity of schools. We are exploring any volunteer involvement by Cllr Dixon in respect of this and whether that would involve any expense. Otherwise we will be recommending to SPC that this WG be dissolved and unspent EMR returned.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
To be completed in this municipal year and probably in time for planning the 2026-27 budgets.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
No

Sign:	Cllr Lawrence Baylin
Role:	Chair of Working Group

Standing Committee Report on Earmarked Reserves:

Name:	Council / Communications and Engagement WG
-------	---

Name of earmarked reserve:	Community Engagement
----------------------------	-----------------------------

Nominal Code of earmarked reserve:	349
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£3,609.87

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
This earmarked reserve was created from underspend in the 2023/24 Communications and Engagement budget and has been retained as a potential contribution towards a digital information screen, subject to recommendations from the Communications and Engagement Working Group. The Working Group is exploring the effectiveness and appropriateness of such screens through review and consultation.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
At present, there is no confirmed project schedule for this reserve, although the estimated timeframe in the C&E working group action plan would be to begin work on this in early 2026. It is being held pending the outcome of a review, which will guide whether this type of investment is recommended and, if so, in what form and when.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
Yes. The reserve should be retained until the Communications and Engagement Working Group has completed its exploration and is in a position to make a formal recommendation to Council. At that point, Council can determine whether to proceed or repurpose the funds.

Sign:	Gemma Sharp
Role:	Assistant Clerk

Standing Committee Report on Earmarked Reserves:

Name of Committee:	Service Provision
--------------------	--------------------------

Name of earmarked reserve:	War Memorials
----------------------------	----------------------

Nominal Code of earmarked reserve:	352
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£2,500

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
The Parish Council owns/maintains 8 war memorials situated within its area. From time to time, repairs/maintenance work is required beyond a simple clearing of the area prior to Remembrance Sunday. Whilst the Maintenance Contractor provides very basic maintenance/tidying, there have been several occasions within the last 3 years when the Parish Council has been called upon to fund more substantial works. The EMR is needed so that the Parish Council knows it is able fund such works as and when they are required. The EMR sits within Service Provision as war memorials count as small assets, cleaned under the provision of the maintenance contract.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
The War Memorial at the Lychgate at Hepworth Parish Church is in need of repair. The Parish Council has sought advice from the War Memorials Trust regarding the repairs needed and is seeking grant-funding towards the cost of repairs. The EMR is likely to be called upon in full in 2025-26 if grant funding cannot be secured for the repairs needed.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
--

It is important for the Parish Council to continue to hold this earmarked reserve. Whilst the exact time monies may be needed for repairs cannot be anticipated, recent accounts show that repairs to war memorials are required from time to time. The Parish Council needs to have identified funds that can be drawn upon for such repairs.

Sign:	Jen McIntosh
Role:	Clerk

Standing Committee Report on Earmarked Reserves:

Name:	Council / Communications and Engagement WG
-------	---

Name of earmarked reserve:	Digital and Physical Assets
----------------------------	------------------------------------

Nominal Code of earmarked reserve:	354
------------------------------------	------------

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£1,000

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
This earmarked reserve supports the development of updated branding and communications assets. Its use is to fund general signage, display banners, a new general information leaflet, and other branded collateral to support Council engagement. Anticipated items include signage outside the Council office, an updated general council leaflet and branded materials for the Civic foyer.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
Expenditure is likely to be over the course of the next 6–12 months depending on progress with the Civic foyer refurbishment and ongoing communications needs.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
Yes. The reserve supports flexible and responsive improvements to public-facing materials and spaces. It should remain available to support materials for the upcoming Civic foyer refurbishment and any further asset development identified by the Communications and Engagement Working Group.

Sign:	Gemma Sharp
Role:	Assistant Clerk

Standing Committee Report on Earmarked Reserves:

Name of Committee:	Planning
--------------------	----------

Name of earmarked reserve:	Shop Front Design Code
----------------------------	------------------------

Nominal Code of earmarked reserve:	355
------------------------------------	-----

- The Finance and Management Committee has asked for more detail from Council on the earmarked reserves it holds.
- The Finance and Management Committee wants to better understand what earmarked reserves are actively for, and to have an idea of anticipated future expenditure from them.
- The Finance and Management Committee is keen that earmarked reserves have a real and purposeful composition and intent.
- The expenditure of earmarked reserves is, by its very nature, likely to be spread over multiple years, so the Finance and Management Committee would like an idea of how expenditure on projects funded by this earmarked reserve will be rolled out.

How much money does this earmarked reserve hold?
£90

Can you tell the Finance Committee what this earmarked reserve is for? What is its purpose and what individual project/s it is intended to fund?
It was intended that the Shop Front Design Code would be published 2024/25, and a project budget was set up for it last year. This did not happen. Accordingly, the unspent money ringfenced in the 2024/25 budget for the Design Code was approved by Council to be moved into an earmarked reserve so that the Code could be published 2025/26 without compromising the Planning budget line. The Design Code was published in June 2025. £90 remains in the earmarked reserve.

Can you give the Finance Committee an idea on timeframes of how you see that money in this earmarked reserve will be spent? This may be a rough, multi-year project-plan.
The Planning Committee resolved that the remaining £90 could be returned to general reserves.

Is it important for the Parish Council to continue to hold this earmarked reserve? What actions should be taken?
No. Assistant Clerk to dissolve this EMR and return the £90 to general reserves when she does the July accounts.

Sign:	Cllr Andy Wilson
Role:	Chair of Planning Committee

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
323 EMR Community Assets	2,017.00		2,017.00
325 EMR Election Fund	7,000.00	7,000.00	14,000.00
326 EMR Defibrillator Special Resr	1,738.51		1,738.51
331 EMR Gartside Building	3,400.00	6,600.00	10,000.00
332 EMR Honley Library	15,000.00		15,000.00
336 EMR Royal Events	1,000.00	1,000.00	2,000.00
337 EMR COVID Memorial	4,876.50	-1,106.50	3,770.00
341 EMR Gartside Energy Projects	13,526.68	4,131.00	17,657.68
345 EMR Rolling Grants	1,000.00	6,668.00	7,668.00
346 EMR Public Transport	5,000.00	-2,500.00	2,500.00
347 EMR Tourism	4,961.00	0.00	4,961.00
348 EMR Dog Waste & Litter	3,800.00		3,800.00
349 EMR Community Engagement	3,609.87	0.00	3,609.87
351 EMR Holmfirth Toilets Refurb	2,504.00	-2,504.00	0.00
352 EMR War Memorials	0.00	2,500.00	2,500.00
354 EMR Digital & Physical Assets	0.00	1,000.00	1,000.00
355 EMR Shop Front Design Guide	0.00	90.00	90.00
	69,433.56	22,878.50	92,312.06