



CYNGOR CYMUNED PENARLÂG
HAWARDEN COMMUNITY COUNCIL

20th OCTOBER 2025

AGENDA ITEM NO: 16

INCOME AND EXPENDITURE REPORT

1.0 INTRODUCTION:

- 1.1** The purpose of this report and attached summary is to inform the Council of the Income and Expenditure received and incurred by the Council during the first half of the financial year 2025-26.

2.0 BACKGROUND:

- 2.1** Income of £248,913 has been received to date which, in the main, relates to the first two instalments of a three staged payment of the Council's Annual Precept. In the second half of the year a further £122,414 will be received via the final precept payment on 31 December 2025.
- 2.2** The current position of the Council's income and expenditure is shown on the attached summary at Appendix 1.

3.0 CONSIDERATIONS:

- 3.1 Staffing:** All staff training is up to date. Member training has shown an increase due to new Members of the Council which is encouraging.

The current contractual national pay award for 2025-26 had been agreed at 3.2% backdated to April 2025.

There has been a credit of £28,500 on the Clwyd Pension Fund due to the actuarial valuation undertaken at the beginning of the financial year. This has resulted in the Employer's pension costs not having to be paid during the first six months of the year showing a significant variance in the budget. (Codes 4102 and 4112 refers.)

Operational Budget:

The following notes provide explanations for each of the various budget headings and anticipated variances at this stage of the financial year.

3.2 General:

Petty Cash: Members will note a reduced spend on petty cash due to an increased use of Business Debit Cards and on-line banking facilities.

Legal Fees: No payments have been made in relation to the renewal of leases but invoices will be expected in due course. There is a sum of £35 for land searches.

3.3 Community Funding:

Play Schemes: An invoice for the full amount has just been received in the sum of £17,625.60. Members will recall that the play scheme was extended again this year at an additional cost to the council.

Voluntary Organisations: The Council will be awarding grants to community groups at its November and March meetings.

Community/Village Halls: all 2025-26 grants have been paid.

Christmas Lighting: repairs to current Christmas lighting has been undertaken and a few new lights purchased; invoices are awaited.

Public Clocks: the village clock requires repairing and an invoice has been received for £24,000 which is being challenged; heritage lottery grant funding is also being looked into. This item will be a future item for consideration at a later council meeting.

Youth Support: The cost of the bursary awards this year is £5,850 which is due to be processed. The Council annually supports the RYLA scheme in the sum of £425 which has been paid.

3.4 Open Spaces:

Bowling Greens: Invoices will be issued this month.

Tennis Courts: Invoices will be issued this month.

Play Areas: Members will recall that the council spent £21,089 on improvements to the Gladstone play area earlier in the year which was match funded by the County Council. The improvements included an inclusive roundabout, picnic bench, gate and footway improvements together with new safety surfacing under the swings.

Planting and Maintenance: There has been an overspend in the budget due to the re-surfacing of parts of the Gladstone car park as discussed earlier in the year with council. The cost was £8,550 and the County Council are still to return to complete the work on edging the pot holes.

3.5 Public Lighting: Members will see that there is currently a significant underspend on the budget. This is in part due to the work of the Senior Maintenance Officer updating more LEDs as the project continues and working with the utilities broker to ensure that the national grid is updated. The contract for public lighting expired in March 2025 and negotiations have concluded for a new contract with the County Council which has seen a significant efficiency on the cost for lighting. There is also a requirement on the Council's Electrician to undertake an inspection and testing of all street lighting furniture.

3.6 Holding Account: There has been no call for the use of the contingency to date.

3.7 Ear Marked Reserves (EMR):

The Council holds ear marked resources as per Appendix 2. Members will recall that the Finance Working Group revised the EMRs during the budget setting process for 2025-26:

4.0 RECOMMENDATION:

The Council is asked to note and approve the contents of this report and appendices.

Month No: 6

October Budget Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Staffing</u>							
4101 Salaries - Ad	35,370	65,100	29,730		29,730	54.3%	
4102 Superannuation - Ad	5,724	28,700	22,976		22,976	19.9%	
4103 PAYE - Ad	8,262	14,009	5,747		5,747	59.0%	
4104 NIC - Ad	9,040	17,505	8,465		8,465	51.6%	
4105 Travelling - Ad	185	750	566		566	24.6%	
4106 Training - Ad	140	4,000	3,860		3,860	3.5%	
4111 Salaries - Mt	45,773	87,150	41,377		41,377	52.5%	
4112 Superannuation - MT	6,059	28,078	22,019		22,019	21.6%	
4113 PAYE- Mt	6,847	12,750	5,903		5,903	53.7%	
4114 NIC - Mt	10,466	19,988	9,522		9,522	52.4%	
4115 Travelling - Mt	0	200	200		200	0.0%	
4116 Training - Mt	280	1,500	1,220		1,220	18.7%	
Staffing :- Indirect Expenditure	<u>128,145</u>	<u>279,730</u>	<u>151,585</u>	<u>0</u>	<u>151,585</u>	<u>45.8%</u>	<u>0</u>
Net Expenditure	<u>(128,145)</u>	<u>(279,730)</u>	<u>(151,585)</u>				
<u>200 Premises</u>							
4201 Rates - Ad	2,556	4,586	2,030		2,030	55.7%	
4202 Repairs - Ad	0	250	250		250	0.0%	
4203 Energy - Ad	767	2,800	2,033		2,033	27.4%	
4204 Water - Ad	257	500	243		243	51.4%	
4205 Insurance - Ad	3,711	2,090	(1,621)		(1,621)	177.6%	
4206 Fire Protection - Ad	54	500	446		446	10.8%	
4211 Rates - Mt	4,658	4,718	60		60	98.7%	
4212 Repairs - Mt	399	0	(399)		(399)	0.0%	
4213 Energy - Mt	595	1,514	919		919	39.3%	
4214 Water - Mt	19	400	381		381	4.7%	
4215 Insurance - Mt	0	2,396	2,396		2,396	0.0%	
4216 Fire Protection - Mt	204	500	297		297	40.7%	
4217 Depot contingency	142	1,500	1,358		1,358	9.4%	
Premises :- Indirect Expenditure	<u>13,361</u>	<u>21,754</u>	<u>8,393</u>	<u>0</u>	<u>8,393</u>	<u>61.4%</u>	<u>0</u>
Net Expenditure	<u>(13,361)</u>	<u>(21,754)</u>	<u>(8,393)</u>				
<u>300 Administration</u>							
1301 Joint Services Ad Contrib	24,580	51,503	26,923			47.7%	
Administration :- Income	<u>24,580</u>	<u>51,503</u>	<u>26,923</u>			<u>47.7%</u>	<u>0</u>
4301 Telephones Landline/Broadband	709	1,700	991		991	41.7%	
4302 Computer	0	500	500		500	0.0%	

14:08 Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6 October Budget Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4303 Photocopier	298	1,000	702		702	29.8%	
4304 Stationery	154	750	596		596	20.6%	
4305 Office Cleaning	140	480	340		340	29.2%	
4306 Health & Safety	0	200	200		200	0.0%	
4307 Audit	20	850	830		830	2.4%	
Administration :- Indirect Expenditure	1,321	5,480	4,159	0	4,159	24.1%	0
Net Income over Expenditure	23,259	46,023	22,764				
400 Maintenance							
1401 Joint Services Contrib Mt	41,911	96,000	54,089			43.7%	
Maintenance :- Income	41,911	96,000	54,089			43.7%	0
4401 Vans Fuel	1,056	2,000	944		944	52.8%	
4402 Vans Repairs/MOT	618	1,000	382		382	61.8%	
4403 Vans Tyres	0	300	300		300	0.0%	
4404 Vans Insurance/Tax	0	2,600	2,600		2,600	0.0%	
4411 Tractor Fuel	324	2,300	1,976		1,976	14.1%	
4412 Tractor Repairs	413	1,000	587		587	41.3%	
4413 Tractor Tyres	75	600	525		525	12.5%	
4414 Tractor Insurance	0	750	750		750	0.0%	
4421 Trailer Repairs	0	500	500		500	0.0%	
4422 Trailer Tyres	0	50	50		50	0.0%	
4431 Hoist Repair	175	500	325		325	35.0%	
4441 Trailed Mower Repair	0	500	500		500	0.0%	
4443 Handmower Repair & Fuel	72	600	528		528	12.0%	
4444 Handmower Purchase	0	1,000	1,000		1,000	0.0%	
4445 Herbicide	109	600	491		491	18.2%	
4451 Welding Equipment Repair	0	50	50		50	0.0%	
4452 Welding Equipment Gas	64	300	236		236	21.5%	
4453 Welding Equipment Purchase	0	100	100		100	0.0%	
4461 Equipment/Tools Repair	257	700	443		443	36.7%	
4463 Equipment/Tools Purchase	326	1,500	1,174		1,174	21.7%	
4471 Skip Hire	0	175	175		175	0.0%	
4481 Health & Safety Clothing	0	600	600		600	0.0%	
4482 Health & Safety Equipment	0	400	400		400	0.0%	
4483 Health & Safety Training	0	1,500	1,500		1,500	0.0%	
4491 Mobile Telephones	232	600	368		368	38.7%	
4495 Lighting Requisites	4,900	15,000	10,100		10,100	32.7%	
4499 Contingency - Mt	(47)	500	547		547	(9.4%)	
Maintenance :- Indirect Expenditure	8,573	35,725	27,152	0	27,152	24.0%	0
Net Income over Expenditure	33,338	60,275	26,937				

14:08 Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6 October Budget Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
500 General							
1501 Precept	244,829	367,243	122,414			66.7%	
1502 Bank Interest - Instant Acc	845	2,115	1,270			39.9%	
1503 Bank Interest = 30 Day	953	1,578	625			60.4%	
1506 Miscellaneous Income	2,286	0	(2,286)			0.0%	
General :- Income	248,913	370,936	122,023			67.1%	0
4501 IT Systems Maintenance & Subs	1,103	3,000	1,897		1,897	36.8%	
4502 Conferences	65	1,500	1,435		1,435	4.3%	
4505 Mandatory Member Allowances	800	5,826	5,026		5,026	13.7%	
4506 Petty Cash	0	200	200		200	0.0%	
4507 Legal Fees	35	3,000	2,965		2,965	1.2%	
4508 Miscellaneous - Gen	0	500	500		500	0.0%	
4509 Welsh Language Policy	0	50	50		50	0.0%	
4510 Council Chamber	105	200	95		95	52.5%	
4511 Chairman's Fund	799	750	(49)		(49)	106.6%	
4512 Elections & Member Training	212	6,000	5,788		5,788	3.5%	
4513 Website (LG (Dem)(Wales) Act	0	200	200		200	0.0%	
General :- Indirect Expenditure	3,119	21,226	18,107	0	18,107	14.7%	0
Net Income over Expenditure	245,793	349,710	103,917				
600 Community Funding (LG Act 1972							
4601 Summer Playschemes (PWB)	0	20,000	20,000		20,000	0.0%	
4602 Grants to Voluntary Orgs (PWB)	240	3,000	2,760		2,760	8.0%	
4603 Community Centres Annual Grant	6,400	6,400	0		0	100.0%	
4604 Festivals	240	0	(240)		(240)	0.0%	
4605 Christmas Lighting (LGA1972s13	2,688	4,000	1,312		1,312	67.2%	
4606 Remembrance Sunday & Memorial	0	500	500		500	0.0%	
4607 Public Clocks (PCA 1957s2)	303	500	197		197	60.6%	
4608 Youth Support PWB	425	6,275	5,850		5,850	6.8%	
4610 Community Defibrillators	150	1,000	850		850	15.0%	
Community Funding (LG Act 1972 :- Indirect Expenditure	10,446	41,675	31,229	0	31,229	25.1%	0
Net Expenditure	(10,446)	(41,675)	(31,229)				
700 Open Spaces							
1701 Bowling Green Rent	0	500	500			0.0%	
1703 Tennis Court Receipts	1,600	200	(1,400)			800.0%	
1704 Football Licences	0	800	800			0.0%	
Open Spaces :- Income	1,600	1,500	(100)			106.7%	0

14:08 Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

October Budget Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4700 Bowling Greens	700	700	0		0	100.0%	
4701 Land Rents - OS	80	320	240		240	25.0%	
4702 Repairs & Maintenance -OS	(6,625)	1,000	7,625		7,625	(662.5%)	
4703 Painting	0	250	250		250	0.0%	
4704 Play Areas & Equipment	19,394	10,000	(9,394)		(9,394)	193.9%	
4705 Pavilion	0	200	200		200	0.0%	
4707 Lodge	238	200	(38)		(38)	119.2%	
4708 Tennis Courts	0	2,500	2,500		2,500	0.0%	
4709 Skateboard Park	0	250	250		250	0.0%	
Open Spaces :- Indirect Expenditure	13,787	15,420	1,633	0	1,633	89.4%	0
Net Income over Expenditure	(12,187)	(13,920)	(1,733)				
<u>800 Highways/Verges</u>							
4801 Lengthsman	18,112	42,000	23,888		23,888	43.1%	
4802 Lengthsman Supplies	1,699	3,650	1,951		1,951	46.5%	
4803 Planting & Maintenance -H&V	8,550	3,000	(5,550)		(5,550)	285.0%	
4804 Litter Bins (Litter Act 1983ss	0	600	600		600	0.0%	
4808 Miscellaneous - H&V	(200)	6,000	6,200		6,200	(3.3%)	
4809 CCTV (LG&Rating Act 1997s31)	84	1,000	916		916	8.4%	
Highways/Verges :- Indirect Expenditure	28,245	56,250	28,005	0	28,005	50.2%	0
Net Expenditure	(28,245)	(56,250)	(28,005)				
<u>900 Public Lighting</u>							
4901 Electricity - PL	8,181	30,000	21,819		21,819	27.3%	
4904 Connections/Transfers	0	2,000	2,000		2,000	0.0%	
4905 Replacements	0	4,500	4,500		4,500	0.0%	
Public Lighting :- Indirect Expenditure	8,181	36,500	28,319	0	28,319	22.4%	0
Net Expenditure	(8,181)	(36,500)	(28,319)				
<u>1000 Allotments (SH&AAAct1908s23)</u>							
11001 Allotment Rents Received	188	3,544	3,356			5.3%	
Allotments (SH&AAAct1908s23) :- Income	188	3,544	3,356			5.3%	0
41001 Allotments	356	4,000	3,644		3,644	8.9%	
Allotments (SH&AAAct1908s23) :- Indirect Expenditure	356	4,000	3,644	0	3,644	8.9%	0
Net Income over Expenditure	(168)	(456)	(288)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	317,192	523,483	206,291			60.6%	
Expenditure	215,536	517,760	302,224	0	302,224	41.6%	
Net Income over Expenditure	<u>101,656</u>	<u>5,723</u>	<u>(95,933)</u>				
Movement to/(from) Gen Reserve	<u>101,656</u>	<u>5,723</u>	<u>(95,933)</u>				

Earmarked Reserves

APPENDIX 2

Account	Opening Balance	Net Transfers	Closing Balance
322 EMR - Comm Centre, Ewloe	20,000.00		20,000.00
323 EMR Aston s106	4,969.50		4,969.50
325 EMR - Elections	10,000.00		10,000.00
327 EMR - Play Equip/Areas	90,000.00		90,000.00
328 EMR - Christmas Lighting	10,000.00		10,000.00
329 EMR - Legal fees	2,000.00		2,000.00
330 EMR - Vans	20,000.00		20,000.00
331 EMR - Tractors	30,000.00		30,000.00
332 EMR - Ride on Mower	5,000.00		5,000.00
333 EMR - Mower	5,000.00		5,000.00
334 EMR - Community Council Office	10,000.00		10,000.00
335 EMR - Pavilion	10,000.00		10,000.00
336 EMR - Depot	10,000.00		10,000.00
337 EMR - Outdoor Store	5,000.00		5,000.00
338 EMR - Garage & Shed	10,000.00		10,000.00
339 EMR - SLA Non Fulfillment	30,000.00		30,000.00
340 EMR - Personnel	30,000.00		30,000.00
341 EMR - Pension Credit	27,300.00		27,300.00
	329,269.50	0.00	329,269.50

HAWARDEN COMMUNITY COUNCIL**Bank - Cash and Investment Reconciliation as at 30 September 2025***Item 19*

Confirmed Bank & Investment Balances**Bank Statement Balances**

30/09/2025	Lloyds Current Account	46,919.35
09/09/2025	Lloyds Instant Access	199,375.80
09/09/2025	Lloyds Bank	260,287.86
31/07/2025	Petty Cash	50.96

506,633.97**Unpresented Payments****0.00**

506,633.97**Receipts not on Bank Statement****0.00****Closing Balance**

506,633.97**All Cash & Bank Accounts**

1	Lloyds Current A/c	46,919.35
2	Lloyds Business Instant Access	199,375.80
3	Lloyds Business 30 Day A/c	260,287.86
7	Petty Cash Cbk	50.96
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	506,633.97

Accounts for Payment					
Oct-25					
Ref:	Method	Item	Cost	Net Cost	VAT
H/25/173	BACS	Blachere - Christmas Lights	£3,225.36	£2,687.80	£537.56
H/25/174	BACS	Trebor Jones & Son - Ignition Switch Box	£72.20	£60.17	£12.03
H/25/175	BACS	Allotment Committee - Allotment Society Membership	£129.50	£129.50	£0.00
H/25/176	CRD 1030	Dandy's - Top Soil x 2 - TBR - BBCC	£169.95	£84.97	£28.33
H/25/177	DD	Flotek - Mobile Phones - August	£34.51	£28.76	£5.75
H/25/178	DD	Flotek - Mobile Phones - September	£34.51	£28.76	£5.75
H/25/179	CRD 1030	Post Office - 2nd Class Stamps - Remembrance Day Invites	£3.48	£3.48	£0.00
H/25/180	BACS	Thornccliffe - Flat Bar / Steel Cutting	£16.87	£14.06	£2.81
H/25/181	BACS	One Voice Wales - Training Cllr Kennedy - Module 14	£65.00	£65.00	£0.00
H/25/182	DD	Ruby Energy - Office Electric - 13thAug - 13thSept	£116.29	£110.75	£5.84
H/25/183	DD	Ruby Energy - Office Gas - August	£63.26	£60.25	£3.01
H/25/184	DD	Air Liquide - August	£20.27	£16.89	£3.38
H/25/185	DD	Onecom - Wifi / Cyber Security / Phone Line	£217.56	£181.30	£36.26
H/25/186	BACS	One Voice Wales - Training Cllr Lancashire - Module 1	£65.00	£65.00	£0.00
H/25/187	BACS	One Voice Wales - Training Cllr Kennedy- Cllr Induction	£65.00	£65.00	£0.00
H/25/188	BACS	JDH Business Service Ltd - Year End Internal Audit 2024/25	£553.20	£461.00	£92.20
H/25/189	DD	Scottish Power - Pavillion Electric 19th Aug - 22nd Sept	£128.42	£119.70	£8.72
H/25/190	BACS	Hawarden Rotary - Contribution to the RYLA Awards	£425.00	£425.00	£0.00
H/25/191	DD	iData - CCTV	£53.74	£44.78	£8.96
H/25/192	CRD 1030	Graham's Machinery - Cylinder Adaptor	£22.28	£18.57	£3.71
H/25/193	BACS	One Voice Wales - Training Cllr Lancashire - Module 5	£65.00	£65.00	£0.00
H/25/194	BACS	Vision ICT - Data Backup - Dec 25 to Nov 26	£144.00	£24.00	£120.00
H/25/195	BACS	Microshade - Hosted Services - August	£125.62	£104.68	£20.94
H/25/196	BACS	Microshade - Hosted Services - Sept	£125.62	£104.68	£20.94
H/25/197	CRD 1030	C.E.F Flint - 15 x 240V Plugs - Christmas Decs	£38.70	£32.25	£6.45
H/25/198	DD	Air Liquide - September	£20.27	£16.89	£3.38
H/25/199	BACS	Blachere - Rope Christmas Lights	£375.36	£312.80	£62.56
H/25/200	DD	Ruby Energy - Office Gas - Sept	£85.97	£81.88	£4.09
H/25/201	BACS	Viking Office Stationery	£125.66	£104.72	£20.94
H/25/202	BACS	Thornccliffe - Posts / Steel Plate / Guillotine / RSA Angle	£104.58	£87.15	£17.43
H/25/203	BACS	Thornccliffe - Ruby Flex Tub	£14.04	£11.70	£2.34
H/25/204	BACS	Done N Dusted - Office Clean - September	£35.00	£35.00	£0.00
H/25/205	BACS	The Clerk & Financial Officer - Mileage	£184.50	£184.50	£0.00
H/25/206	BACS	H W Oultram - Vehicle Fuel - KXD / KKL - September	£193.28	£162.00	£31.28
H/25/207	BACS	H W Oultram - Vehicle Fuel - CU16 LGX - September	£176.74	£148.14	£28.60
H/25/208	BACS	Thornccliffe - Limestone Gravel	£56.40	£47.00	£9.40
H/25/209	CRD 1030	Electricfix - Cable Ties	£23.65	£19.71	£3.94
H/25/210	DD	EE - Remaining Balance on ended contracted	£12.55	£10.46	£2.09
H/25/211	BACS	Thornccliffe - Tile Spacers/Notch Spreaders/Tile Adhesive (STC)/Padlock/Sand & Gravel	£94.35	£78.62	£15.73
H/25/212	BACS	Thornccliffe - Flat Bar x 2 / Steel Cutting - Xmas Decs / Yowley Playing Fields	£25.59	£21.32	£4.75
H/25/213	CRD 1030	Graham's Machinery - Pillar Drill Bench	£490.00	£408.33	£81.67
H/25/214	BACS	Arthur Gallagher - Fleet Insurance - Oct 2026	£2,841.99	£2,841.99	£0.00
H/25/215	BACS	Tofco - F72 Double Pole Sub-Fuse Unit x 50 / Fuse Link x 50 / Carriage Charge	£897.00	£747.50	£149.50
H/25/216	BACS	Lloyd's Bank - Salaries - October	£15,550.92	£15,550.92	£0.00
H/25/217	BACS	HMRC - Salaries - October	£6,495.18	£6,495.18	£0.00
H/25/218	BACS	Clwyd Pension Fund - October Salaries	£1,950.64	£1,950.64	£0.00

H/25/219	BACS	FCC - Summer Play Scheme	£17,625.60	£17,625.60	£0.00
H/25/220	BACS	Microshade - Hosted Services - October	£131.62	£109.68	£21.94
H/25/221	CRD 1030	Apex Work Wear - Goretex Waterproof Clothing	£305.72	£254.77	£50.95
		TOTAL	£53,796.95	£52,307.85	£1,433.23
	Chairman:				
	Chair of Finance:				