



Wickham and Knowle Parish Council

Finance Committee

(**Chair:** Cllr Craig Manuel **Members:** Cllr Robert Broad, Cllr David Evans, Cllr Kathryn Holladay, Cllr Nic Holladay, Cllr Loraine Rappé)

Dear Councillors

I hereby give you notice that a meeting of the Finance Committee will be held at **Knowle Village Hall, PO17 5GR on Thursday 26th June 2025 at 8.00pm**. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

The meeting will be open to the public unless the Council directs otherwise. Meeting Papers are available on request from the Clerk unless classified as Confidential

Agenda item	Title	Lead	Page
FIN25/001	To elect a Vice-Chair of the Committee	Chair	-
FIN25/002	To receive apologies for absence	Chair	-
FIN25/003	To receive declarations of interest on agenda items	Chair	-
FIN25/004	Public Session	Chair	-
FIN25/005	To approve the minutes of the meeting held on 3 rd April 2025	Chair	3-5
FIN25/006	To receive an update from the Clerk on matters arising	Clerk	6
FIN25/007	To consider grant applications from the following organisations, to be funded from nominal 5000 - Grants:	Chair	-
	<ul style="list-style-type: none"> Homestart - £1,300 	Chair	7-10
FIN25/008	To consider a proposal to stop funding Wickham Parish Magazine and Knowle Post and divert the funding to a "Wickham and Knowle Parish Council Magazine" which is distributed to all Parish residents 4-6 times a year	Chair	Verbal
FIN25/009	To discuss funding options for the Neighbourhood Plan for 2025/26 due to the withdrawal of the Locality Scheme	Chair	11
FIN25/010	To approve the payments lists for April and May 2025	Clerk	12-14
FIN25/011	To receive a budget monitoring report for April and May 2025	Clerk	15-21
FIN25/012	To note the budget for the new .gov.uk domain name project, to be funded from General Reserves	Clerk	22-23
FIN25/013	To approve a budget for the Knowle Cemetery project to be funded from Knowle Grounds Maintenance earmark reserve	Chair	24
FIN25/014	To approve a budget of maximum £4,000 to complete a Land Management Nitrate Plan for the Knowle S106 agreement, to be funded from General Reserves	Chair	To follow
FIN25/015	To consider quotes for a new Parish Council marquee for events to be funded from General Reserves	Chair	24
FIN25/016	To consider quotes for a new PA system for Knowle Village Hall, to be funded from nominal 8800 - Furniture	Chair	24
FIN25/017	To consider quotes for Internal Audit for 2025/26 financial year and make a recommendation to Full Council to appoint a new Internal Auditor	Clerk	25

FIN25/018	To consider options for diversifying the Council's savings accounts across multiple Financial Services Compensation Scheme licences and agree the associated mandates	Clerk	26-28
FIN25/019	To review the rent for the Wickham Community Tennis Club for the 2025/26 financial year and make a recommendation to Full Council	Chair	29
FIN25/020	Recent correspondence/ reports from meetings attended of relevance to this Committee	Chair	-

Sophie Thorogood
Clerk and RFO to Wickham & Knowle Parish Council
clerk@wickhamparishcouncil.org
22nd June 2025



Wickham and Knowle Parish Council

Finance Committee

Minutes of the Finance Committee held at Knowle Village Hall

Thursday 3rd April 2025 at 8.26pm

Committee members present: Cllr Craig Manuel (Chair), Cllr Nic Holladay, Cllr Loraine Rappé, Cllr Sandy Phillips-Lee (Vice-Chair), Cllr Robert Broad

In Attendance: Sophie Thorogood, Parish Clerk & RFO

Members of Public: Cllr Kathryn Holladay, Cllr Sheila Chambers, Cllr Ben Sawyers,

Five members of public (who left at 9.06pm)

1. **Apologies for absence:** None
2. **Declarations of interest on agenda items:** None declared
3. **Public Session:** Three Parish Councillors as above, in addition to three Wickham in Bloom members, one representative from Taste of Wickham and one representative from Wickham Festival, all present to answer questions on grant applications.
4. **Minutes of the meeting held on the 23rd January 2025**
RESOLVED: Minutes of the meeting having been circulated were approved and signed by the Chair, as proposed by Cllr Manuel, seconded by Cllr Phillips-Lee and carried.
5. **Confidential minutes of the meeting held on 23rd January 2025**
RESOLVED: Confidential minutes of the meeting were approved and signed by the Chair, as proposed by Cllr Manuel, seconded by Cllr N Holladay and carried.
6. **Clerk's update:** The Clerk's update had been circulated with the document pack and was noted. It was noted and agreed that all hirers of Knowle Community Centre need to ensure that their debts are paid up to date / in advance.
7. **Grant applications from the following organisations:**

7.1 Wickham Festival - £5,000 – The statement of accounts were shared highlighting a deficit of £96,000. The festivals market has been struggling as costs have increased since Covid-19 and many are not going to go ahead this year. The ticket sales were down last year but are now 100,000 up from this time last year. Infrastructure needs to stay the same due to positive uptake on ticket sales. The grant from the Parish Council helps make up for the income lost by offering free tickets to WKPC residents.

RESOLVED: To recommend to Full Council to award a grant of £5,000, as proposed by Cllr Manuel, seconded by Cllr Phillips-Lee and carried.



Wickham and Knowle Parish Council

7.2 Taste of Wickham (ToW) - £5,000 – 2024 was a much bigger event than previous years. ToW are hoping to ringfence the £5k but are in the process of applying for other grants so may not spend it all. Cllr Manuel suggested hay bales be placed so that people can sit down whilst waiting for the bus.

RESOLVED: To recommend to Full Council to award a grant of £5,000, with all £5,000 being ringfenced, £3,000 paid initially and £2,000 available if required at a later date, as proposed by Cllr Manuel, seconded by Cllr Phillips-Lee and carried.

7.3 Wickham in Bloom - £1,238 - first time for Wickham this year. An award scheme, focussing on three areas: concentrating on community involvement, horticulture and environmental care.

RESOLVED: To recommend to Full Council to award a grant of £1,238, as proposed by Cllr Manuel, seconded by Cllr Rappé and carried.

9.06pm All grant funding applicants left the meeting at this point.

- 8. £500 annual grant to Wickham Twinning Association as approved in April 2024** – noted.

- 9. Change in procedure for Parish funded events:** The Business & Events Manager, to take the lead on all Parish Council events.

9.1 Budget of £2,000 for the Knowle Summer Fete - funded from nominal 5710 - Knowle Events – noted.

9.2 Budget of £1,500 for the Parish Assembly, funded from nominal 5010 – Parish Assembly – noted.

- 10. Proposal for a “Wickham and Knowle Parish Council Magazine” distributed to all the Parish residents 4-6 times a year:**

Agreed in principle. ACTION: Cllr Manuel & the Clerk to meet with the editor of Wickham Parish Magazine and report back at the next meeting.

- 11. Draft budget monitoring report for 2024-25:** The Clerk presented the Financial Budget Comparison document, which is included in the Document Pack – noted.

- 12. Payments lists for January, February and March 2025:** The payments lists had been circulated with the document pack.

RESOLVED: To approve the payments lists for January, February and March 2025, as proposed by Cllr N Holladay, seconded by Cllr Manuel and carried.

- 13. Final price of the Council’s insurance policy, which renewed on 8th March 2025** – the final policy renewal price of £2,449.72 was noted.



Wickham and Knowle Parish Council

14. Recommendation for funding a trial of an Accredited Community Safety Officer (ACSO) for the Parish in 2025/26. Details included in document pack and resolved by the General Purposes Committee on 3rd April 2025.

15. Adding Natalie Kenward to the Lloyds bank mandate as a signatory:

RESOLVED: to recommend to Full Council to approve adding Natalie Kenward to the Lloyd's bank mandate as a signatory, as proposed by Cllr Manuel, seconded by Cllr N Holladay and carried.

16. Recent correspondence/ reports from meetings attended of relevance to this Committee. None.

Meeting Closed: 9.46pm

Signed.....

Date.....

Finance Committee meeting – 26th June 2025

FIN25/006 To receive an update from the Clerk on matters arising

For items not covered on the agenda:

The grants to Wickham Twinning Association, Wickham in Bloom, Taste of Wickham and Wickham Festival have all been made. Taste of Wickham are still persevering with further grant applications but it may be that they have to draw down on the £2,000 ring-fenced from original £5,000 awarded.

The bank mandate change to add the Assistant Clerk as a signatory has been actioned and confirmed by Lloyds and the Council is waiting for the necessary items to arrive for being able to log in.

The regular hirer with the bad debt reported at the last meeting has brought the account up to date and is paying in advance for each weekly hire.

Wickham and Knowle Parish Council Community Grant Application Form

Please fill in all sections.

Should you wish to expand on a question please enclose additional information separately.

Only one project per application. Declaration at end of form must be signed and dated.

When completed please return this application form to:

Wickham and Knowle Parish Council, Parish Office, Knowle Village Hall, Knowle Avenue, Fareham, PO17 5GR. Telephone: 01329 553254
email: clerk@wickhamparishcouncil.org

1. Your organisation	
Name of organisation	Home-Start Hampshire
Contact name	Mrs Gillian Dirks
Position in organisation	Volunteer i/c Parish Grant Applications
Address for correspondence	[REDACTED]
Tel No.	[REDACTED]
Email address	[REDACTED]
2. Details of organisation	
Brief description of your organisation's aims	Home-Start Hampshire helps families who are experiencing difficulties in their lives by providing well trained volunteers to give support and friendship, working on a one-to-one basis with the family, who will have at least one child under 11. NEW THIS YEAR! We recently started a weekly group session where families experience a 12-week programme of support. Each programme includes a first aid session, budgeting and finance guidance, well-being, and advice and support on common parenting challenges. This is open to all referrals in our area as an alternative to 1:1 support and is enabling us to help more families. Feedback from the parents has been very positive. (Please see accompanying notes for further

	information, including new case studies).
How long has it been in existence?	Home-Start Meon Valley was in existence from 1998, joining with five nearby areas to form Home-Start Hampshire in 2018.
Is it run by a committee?	There is a trustee board - charity number 1144661
If yes, how many committee members?	6 trustee members
Can anyone join?	Yes. As well as employees we have volunteers and anyone can join. (All are subject to a positive DSB check).
If not what are the restrictions?	
How often do you meet?	Trustee Board meets every two months.
Where are meetings held?	Meetings are held in HSH offices which are rented.
Are they public meetings?	There has been an annual AGM which anyone can attend.
How many members do you have?	We have 113 working volunteers. The staffing has been restructured for greater efficiency.
What percentage of members live within Wickham and Knowle Parish?	A number of our volunteers over the past years have lived within the Parish.
3. Purpose of organisation	
Please give a summary of the activities your organisation has undertaken during the last year. If you are a new organisation, give an idea of the activities you wish to undertake.	Last year 650 families were supported across Hampshire. Most of these had one-to-one support in the home for a variety of problems (see attached notes for further details). In some cases, where appropriate, the family is invited to join weekly group sessions.
Describe how the local community will benefit from your organisation	<p>By supporting more families at home where life begins, we can help strengthen the family unit, increase parental confidence and parenting skills, reduce levels of isolation, increase access to services and help families to develop coping strategies.</p> <p>Home-Start has the firmly held premise that early intervention with families works, and can, in the future, save vast sums of money whilst benefitting more than the immediate family. Children feel more secure and happy, and a stable childhood enables them to achieve their full potential, eventually contributing positively to the local community and society.</p>

4. About the project	
Please give details of your proposed project and what you wish to use any grant awarded for?	We recruit and train volunteers with parenting experience from the local communities and then carefully match each to a family to offer regular emotional and practical support. Our main aim is to keep families together, prevent crisis or possible family breakdown and prevent the need for statutory intervention. Underpinning all of our work is the nurture and safeguarding of children.
What is the project cost? Provide as much detail as possible	We are asking Wickham Parish Council for £1300, which is financial support for one family. We have supported three families in Wickham this year and our new group is based in Wickham. Further details of costs involved can be seen on the accompanying financial report.
Have you received or applied for funding from any other source for this project?	Home-Start Hampshire has received funding from various trusts plus local parish and town councils.
5. Financial details	
Do you receive funding from other sources and if so who?	We have run a number of fund-raising activities, for example running stalls at fayres, a Murder Mystery Evening and a Quiz.
Please supply financial records, as per guidance notes	√
If you have previously received a grant from Wickham and Knowle Parish Council, please give details.	In 2024 Home-Start Hampshire received £250 from Wickham Council. We are extremely grateful for your consistent and regular support.

Please complete the following declaration

I declare that the information given is correct and agree to adhere to the conditions laid out in Wickham and Knowle Parish Council's Community Grants Policy.

On behalf of ____ Home-Start Hampshire _____

I accept the conditions in Wickham and Knowle Parish Council's Community Grants Policy

Signed____ Gillian Dlrks_____ Date 3.6.25

Position in organisation____ Volunteer i/c Parish Grant Applications _____

If the person signing this form is under 18, an adult organisation member must countersign it

Signed_____ Date_____

Please note completion of this form does not necessarily mean that a grant application will be successful in part or whole

Finance Committee meeting – 26th June 2025

FIN25/009 To discuss funding options for the Neighbourhood Plan for 2025/26 due to the withdrawal of the Locality Scheme

On 12th June 2025, it was announced that the Government had withdrawn funding for the Locality Scheme which means the Council's original plans to apply for grant funding towards the costs of producing a Neighbourhood Plan (NP) - £18,000 in the first year, up to £10,000 each subsequent year, can no longer go ahead.

A budget of £22,515 for using Planet (Evolving Together) as the Project Manager for the Neighbourhood Plan Steering Group (NPSG) was approved by Full Council, in anticipation of being awarded grants towards the costs. On top of these project management costs, there are also consultation costs throughout the process.

A budget of £10,000 had been included for 2025/26 under nominal 6200 – Planning Consultants, which was to be used for both NP costs as well as the Council needing to hire any external consultants to help with Planning issues (such as the WCC Local Plan).

The Finance Committee is asked to consider options for funding the costs of the NP, options could include spreading the plan over more financial years than originally intended.

Wickham and Knowle Parish Council

Finance Committee - 26th June 2025

Payments (April 2025)

Direct Debit payments

Invoice Date	Payee	Description	Coding	Net	VAT	Gross
07/04/2025	EDF Energy	Wickham Tennis Courts Electricity (Mar 25)	3300	£ 46.63	£ 3.37	£ 50.00
18/03/2025	4com	Office broadband & telephone (Feb 25)	1100	£ 163.23	£ 32.65	£ 195.88
31/03/2025	Google EMEA	16 email accounts (Mar 25)	1300	£ 94.02	£ -	£ 94.02
21/02/2025	British Gas	KVH Gas (Mar 25)	8100	£ 36.85	£ 1.85	£ 38.70
24/02/2025	British Gas	KVH Electricity (Mar 25)	8110	£ 165.24	£ 33.05	£ 198.29
01/04/2025	EDF Energy	Refund on Wickham Recreation Pavilion Electricity	3010	-£ 24.14	-£ 1.11	-£ 25.25
28/04/2025	Lloyds	Service charges (Apr 25)	1400	£ 9.35	£ -	£ 9.35
15/04/2025	O2	BM staff mobile (Apr 25)	1010/2	£ 33.65	£ 6.73	£ 40.38

Staff Debit Card payments

Invoice Date	Payee	Description		Net		VAT		Gross		
01/04/2025	Southern Co-operative	Cleaning supplies for office		8210	£	9.25	£	-	£	9.25
01/04/2025	We print lanyards	New lanyards		1600	£	14.06	£	2.81	£	16.87
01/04/2025	Amazon	2 new padlocks	4010/1	£	35.00	£	7.00	£	42.00	
01/04/2025	Flagpole Express	Gold finial for Wickham flagpole	4410/1	£	47.00	£	9.40	£	56.40	
01/04/2025	Amazon	Refund on office bin		7200	-£	4.99	-£	1.00	-£	5.99
01/04/2025	Timpson	Key cutting KVH office		1600	£	7.50	£	1.50	£	9.00
01/04/2025	Amazon	Multi HDMI port, phone case & protector,		1310	£	23.31	£	4.66	£	27.97
02/04/2025	SP Tennis Supplies	Knowle MUGA Ground socket		8610	£	12.08	£	2.42	£	14.50
02/04/2025	Hedges Direct	Hawthorn trees for Lysander Meadow	4500/1	£	137.46	£	27.50	£	164.96	
02/04/2025	Force FX Supplies	Hire of beacon for VE80 Beacon lighting		5700	£	270.00	£	54.00	£	324.00
05/04/2025	Microsoft	Microsoft Licence extra account (Mar 25)		1300	£	22.39	£	4.48	£	26.87
08/04/2025	Amazon	Credit HDMI port		1310	-£	14.16	-£	2.83	-£	16.99
08/04/2025	Amazon	Credit HDMI multiport		1310	-£	15.82	-£	3.17	-£	18.99
09/04/2025	Amazon	USB docking station		1310	£	44.32	£	8.87	£	53.19
09/04/2025	Castle Water	Wickham Rec Pavilion water (Mar 25)		3020	£	12.17	£	-	£	12.17
10/04/2025	Hampshire County Council	Licence application fee Shell Roundabout project		7000	£	230.50	£	-	£	230.50
13/04/2025	Adobe	Adobe Licence (Apr 25)		1300	£	16.64	£	3.33	£	19.97
13/04/2025	Amazon	Supplies for easter event KVH		8220	£	66.65	£	13.33	£	79.98
21/04/2025	Microsoft	Microsoft Licence (Apr 25)		1300	£	62.00	£	12.40	£	74.40
23/04/2025	Amazon	Litter picking equipment & cleaning supplies KVH	4500/2 & 8:	£	78.18	£	15.65	£	93.83	
23/04/2025	Hemings Home Hardware	Ant traps KVH		4.4	£	4.66	£	0.93	£	5.59
24/04/2025	Vistaprint	A5 VE flyers		5700	£	23.82	£	4.76	£	28.58
28/04/2025	Hemings Home Hardware	Ant bait stations KVH		8210	£	8.73	£	1.75	£	10.48
28/04/2025	Hemings Home Hardware	Welded chains for Water Meadow gates	4410/1	£	19.98	£	4.00	£	23.98	
29/04/2025	Amazon	Parish assembly decorations & stationery	5010/1200	£	29.87	£	5.99	£	35.86	

BACS payments

Invoice Date	Payee	Description		Net		VAT		Gross		
02/04/2025	Red Stag Morris	Performance fee VE80 picnic		5700	£	150.00	£	-	£	150.00
01/04/2025	Steve Tilbury Consulting	Advice for WCC Local Plan		6200	£	200.00	£	-	£	200.00
05/05/2025	Loos for Dos	VE80 picnic		5700	£	250.00	£	50.00	£	300.00
01/04/2025	Firecare Security	Callout charge for KVH doors		8600	£	130.00	£	26.00	£	156.00
28/03/2025	Biffa Waste	Recycling bin emptying (Apr 25)		8400	£	34.68	£	6.94	£	41.62
03/03/2025	Axis Architecture	RIBA Stage 4 work for KVH extension (Feb 25)		7020	£	3,530.00	£	706.00	£	4,236.00
31/03/2025	Axis Architecture	RIBA Stage 4 work for KVH extension (Mar 25)		7020	£	2,188.60	£	437.72	£	2,626.32
31/03/2025	Axis Architecture	RIBA Stage 4 work for Wickham Pavilion (Mar 25)		7180	£	1,947.30	£	389.46	£	2,336.76
08/04/2025	Hampshire County Supplies	Refund on double payment		8210	-£	58.22	-£	11.64	-£	69.86
11/04/2025	Wickham Twinning Association	Grant as resolved		5000	£	500.00	£	-	£	500.00
31/03/2025	RM Carpentry & Building	Building work for KVH office conversion		7200	£	6,182.43	£	1,236.49	£	7,418.92
10/04/2025	Bishop's Waltham Tree Surgeon	Balance of tree work to Wickham Water Meadows	4500/1	£	4,705.00	£	941.00	£	5,646.00	
01/03/2025	CJ Hoare	Bostons Barbers door repair	4500/1	£	94.00	£	-	£	94.00	
03/03/2025	CJ Hoare	Repair to steps on Bridge Street Green	4500/1	£	152.00	£	-	£	152.00	
02/03/2025	CJ Hoare	Door lock catch repair KVH	8600	£	25.00	£	-	£	25.00	
09/04/2025	Wickham in Bloom	Grant as resolved	5000	£	1,238.00			£	1,238.00	
03/04/2025	Wickham Wiring	EICR for KVH and repairs to PIR sensor	8300	£	771.24	£	154.25	£	925.49	
08/04/2025	Bright Flame Gas Services	Repairs to KVH gas boiler	8600	£	65.00	£	-	£	65.00	
25/03/2025	Vodafone	Purchase new handset Assistant Clerk	1010/1	£	207.00	£	41.40	£	248.40	
01/04/2025	Winchester City Council	Business rates KVH 2025/26	8000	£	954.34	£	-	£	954.34	
01/04/2025	RP Commercial Services	Installation new kissing gate Lysander Meadow	4500/1	£	1,561.00	£	312.20	£	1,873.20	
10/04/2025	SLCC Enterprises	Training - Committees, sub-Committees NK	1030/3	£	20.00	£	4.00	£	24.00	
22/04/2025	HALC	HALC/NALC Affiliation levy 2025/26	2020	£	1,134.00	£	-	£	1,134.00	
25/04/2025	Widley Landscapes	Grounds Maintenance	4010/2	£	65.00	£	13.00	£	78.00	
30/04/2025	Mrs T Molloy	Locum Clerk work (Mar 25)	1500	£	935.80	£	-	£	935.80	
31/03/2025	1st Klas Cleaning	KVH Cleaning (Mar 25)	8200	£	170.00	£	34.00	£	204.00	
22/04/2025	Hampshire County Council	Street lighting contract (Oct 24 - Mar 25)	6000	£	2,453.54	£	490.71	£	2,944.25	
24/04/2025	General Farming & Contracting	Grounds Maintenance (Apr 25)	4000/1&2	£	5,936.05	£	1,187.21	£	7,123.26	
24/04/2025	General Farming & Contracting	Grounds Maintenance Water Meadows (Apr 25)	4000/1	£	340.00	£	68.00	£	408.00	
22/04/2025	General Farming & Contracting	Installation new hedging Lysander Meadow	4000/1	£	30.00	£	6.00	£	36.00	
05/05/2025	Loos for Dos	VE80 picnic	5700	£	75.00	£	15.00	£	90.00	
16/04/2025	N Power Business Solutions	Wickham Rec Pavilion electricity (Mar 25)	3010	£	34.38	£	1.72	£	36.10	
24/04/2025	TJ Waste & Recycling	VE80 picnic	5700	£	135.78	£	27.16	£	162.94	
16/04/2025	Mandrake Events	VE80 picnic	5700	£	569.25	£	113.85	£	683.10	
25/04/2025	Lizard Events	VE80 picnic	5700	£	1,665.00	£	333.00	£	1,998.00	
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30/04/2025	Staff	Salary	Various	£	5,514.90	£	-	£	5,514.90	
30/04/2025	HMRC	Tax / NI	Various	£	2,003.47	£	-	£	2,003.47	
30/04/2025	LGPS/Nest	Pension	Various	£	996.73	£	-	£	996.73	

Total payments

£ 48,571.70 £ 6,837.79 £ 55,409.49

Wickham and Knowle Parish Council

Finance Committee - 26th June 2025

Payments (May 2025)

Direct Debit payments

Invoice Date	Payee	Description	Coding	Net	VAT	Gross
06/05/2025	EDF Energy	Wickham Tennis Courts Electricity (Apr 25)	3300	£ 47.90	£ 2.10	£ 50.00
31/03/2025	4com	Office broadband & telephone (Mar 25)	1100	£ 182.22	£ 36.44	£ 218.66
30/04/2025	Google EMEA	15 email accounts (Apr 25)	1300	£ 112.00	£ -	£ 112.00
28/05/2025	Lloyds	Service charges (May 25)	1400	£ 16.50	£ -	£ 16.50
15/05/2025	O2	BM staff mobile (May 25)	1010/2	£ 39.06	£ 7.81	£ 46.87

Staff Debit Card payments

Invoice Date	Payee	Description		Net	VAT	Gross
30/04/2025	Amazon	Headphone jack, new padlocks	various	£ 63.04	£ 10.72	£ 73.76
01/05/2025	Totton Timber	Timber for Water Meadows repairs	4500/1	£ 210.01	£ 42.00	£ 252.01
02/05/2025	Ringgo	Parking WCC Local Plan ST	1020/1	£ 5.83	£ 1.17	£ 7.00
02/05/2025	Amazon	Netgear router switch	1310	£ 20.82	£ 4.16	£ 24.98
02/05/2025	Ipape	Website backup licence	1300	£ 30.99	£ 6.20	£ 37.19
06/05/2025	Sandy News	Stationery	1200	£ 1.99	£ -	£ 1.99
06/05/2025	Post Office	Postage	1600	£ 13.45	£ -	£ 13.45
07/05/2025	Ringgo	Parking ST	1020/1	£ 1.00	£ 0.20	£ 1.20
07/05/2025	The Village Café	Refreshments for meeting	1020/1	£ 6.80	£ -	£ 6.80
07/05/2025	Amazon	Parish Assembly supplies	5010	£ 27.71	£ 5.54	£ 33.25
08/05/2025	Horton Heath Service Station	Gas canister for VE80 beacon lighting	5700	£ 63.99	£ -	£ 63.99
08/05/2025	Ringgo	Parking VE80 flag raising ST	1020/1	£ 0.42	£ 0.08	£ 0.50
08/05/2025	Ringgo	Parking VE80 flag raising NK	1020/3	£ 0.42	£ 0.08	£ 0.50
09/05/2025	Amazon	Stationery	1200	£ 4.41	£ 0.88	£ 5.29
08/05/2025	Fruit basket	Gift for Cllr Evans	1600	£ 33.65	£ -	£ 33.65
09/05/2025	Amazon	Printer table for Parish Office	8800	£ 56.24	£ 11.25	£ 67.49
08/05/2025	Parrs	Chair Trolley KVH	8800	£ 103.99	£ 20.80	£ 124.79
12/05/2025	Village Express	Refreshments for audit	1020/1	£ 5.83	£ -	£ 5.83
25/04/2025	Ionos	Business Mailbox KVH (Apr-Jun 25)	1300	£ 14.97	£ 2.99	£ 17.96
13/05/2025	Amazon	Parish Assembly supplies	5010	£ 6.66	£ 1.33	£ 7.99
13/05/2025	Amazon	Screen protector for tablet		£ 8.31	£ 1.66	£ 9.97
13/05/2025	Adobe	Adobe Licence (May 25)	1300	£ 16.64	£ 3.33	£ 19.97
13/05/2025	Amazon	Shockproof tablet protector	1310	£ 20.82	£ 4.17	£ 24.99
13/05/2025	Amazon	Stationery, padlocks, supplies for KVH	various	£ 75.68	£ 11.65	£ 87.33
15/05/2025	Amazon	Credit headphone jack	1200	£ 3.57	£ 0.72	£ 4.29
16/05/2025	Hemings Home Hardware	Padlock chain for Wickham Rec	4500/1	£ 8.49	£ -	£ 8.49
16/05/2025	Encore Musicians	Musical entertainment for Parish Assembly	5010	£ 154.00	£ -	£ 154.00
20/05/2025	Sainsburys	Refund on damaged wine bottles	5010	£ 48.00	£ -	£ 48.00
20/05/2025	Sainsburys	Replacement wine for Parish Assembly	5010	£ 48.00	£ -	£ 48.00
20/05/2025	Sainsburys	Refreshments for Parish Assembly	5010	£ 129.60	£ -	£ 129.60
21/05/2025	Home Bargains	Parish Assembly supplies	5010	£ 17.27	£ 3.46	£ 20.73
21/05/2025	Amazon	Ratchet Straps Display boards	8210	£ 21.66	£ 4.33	£ 25.99
21/05/2025	Microsoft	Microsoft Licence (May 25)	1300	£ 62.00	£ 12.40	£ 74.40
22/05/2025	The Village Café	Refreshments for meeting	1020/1	£ 9.75	£ -	£ 9.75
09/05/2025	Castle Water	Wickham Rec Pavilion water (Apr 25)	3020	£ 7.40	£ -	£ 7.40
30/04/2025	Business Stream	Wickham Rec Pavilion water (Feb-Apr 25)	3020	£ 76.97	£ -	£ 76.97
26/05/2025	Tesco	Refreshments for Picnic on the Green	5710	£ 103.00	£ -	£ 103.00
02/06/2025	Eastleigh Services	Call out charge for glass washer repair KVH	8600	£ 115.00	£ 23.00	£ 138.00
29/05/2025	The Village Café	Refreshments for meeting	1020/1	£ 8.00	£ -	£ 8.00
29/05/2025	Amazon	Black bags for litter picking volunteers	4500/1	£ 16.62	£ 3.32	£ 19.94
29/05/2025	Amazon	Bingo event supplies	8220	£ 26.31	£ 2.28	£ 28.59

Cheque payments

Invoice Date	Payee	Description		Net	VAT	Gross
20/05/2025	Peckish Catering	50% deposit Parish Assembly catering	5700	£ 318.00	£ -	£ 318.00

BACS payments

Invoice Date	Payee	Description		Net		VAT		Gross
30/04/2025	Hampshire County Council	Stationery & KVH supplies	various	£	24.15	£	4.83	£ 28.98
28/04/2025	Axis Architecture	RIBA Stage 4 work for Wickham Pavilion (Apr 25)	7180	£	600.00	£	120.00	£ 720.00
02/05/2025	Mark Hilton	Window cleaning KVH	8200	£	44.00	£	-	£ 44.00
25/04/2025	Biffa Waste	Recycling bin emptying (May 25)	8400	£	34.68	£	6.94	£ 41.62
25/04/2025	Biffa Waste	Trade Waste extra service	8400	£	41.71	£	8.34	£ 50.05
30/04/2025	Wickham Wiring	Remedial repairs from EICR	8600	£	997.64	£	199.53	£ 1,197.17
29/04/2025	HALC	LCPD Annual membership 2025/26	2020	£	180.00	£	36.00	£ 216.00
05/05/2025	Rose & Thistle	VE80 picnic performance fee	5700	£	350.00	£	-	£ 350.00
02/05/2025	Cllr L Rappé	Mileage for meetings	2110	£	16.75	£	-	£ 16.75
12/05/2025	Solent Road Markings	KVH car park re-lining	8600	£	1,270.00	£	254.00	£ 1,524.00
08/05/2025	CJ Hoare	Knowle flagpole installation	7010	£	530.00	£	-	£ 530.00
08/05/2025	CJ Hoare	Repairs to manhole covers KVH	8600	£	198.58	£	-	£ 198.58
06/05/2025	Abbey Electrics	PAT Testing KVH	8300	£	83.33	£	16.67	£ 100.00
30/04/2025	1st Klas Cleaning	KVH Cleaning (Apr 25)	8200	£	136.00	£	27.20	£ 163.20
06/05/2025	Annodata Limited	New Kyocera printer	1310	£	370.32	£	74.06	£ 444.38
28/04/2025	Meon Valley Times	VE80 events adverts	5700	£	50.00	£	10.00	£ 60.00
07/05/2025	Helen Spooner Music	VE80 picnic performance fee	5700	£	150.00	£	-	£ 150.00
05/05/2025	Sax & Trax	VE80 picnic performance fee	5700	£	80.00	£	-	£ 80.00
16/05/2025	Meon Valley Lions	VE80 picnic shuttle bus	5700	£	100.00	£	-	£ 100.00
15/04/2025	Vodafone	Sims ST & NK (Apr 25)	1010/1 & 3	£	15.90	£	3.18	£ 19.08
15/05/2025	Vodafone	Sims ST & NK (May 25)	1010/1 & 3	£	14.50	£	2.90	£ 17.40
12/05/2025	Lightatouch	Final audit fees 2024/25 accounts	2000	£	225.00	£	-	£ 225.00
19/06/2025	Mole Valley Farmers	Wildflower seed KVH less b/f balance	8210	-£	0.14	£	2.90	£ 2.76
01/05/2025	Mrs E Rowe	VE80 picnic cream tea expenses	5700	£	154.30	£	-	£ 154.30
04/05/2024	Mrs E Rowe	VE80 picnic cream tea expenses	5700	£	64.80	£	-	£ 64.80
01/04/2025	Mrs E Rowe	VE80 event flyers	5700	£	56.61	£	11.33	£ 67.94
12/04/2025	Mrs E Rowe	VE80 event banners	5700	£	49.98	£	10.00	£ 59.98
10/05/2025	Warsash Band	VE80 picnic performance fee + flag raising events	5700	£	300.00	£	-	£ 300.00
16/05/2025	N Power Business Solutions	KVH electricity (Mar 25)	8110	£	398.05	£	79.61	£ 477.66
04/04/2025	1st Klas Cleaning	Deep clean KVH following office conversion	8200	£	102.00	£	20.40	£ 122.40
21/05/2025	Katastrophies	Trophies for Parish Assembly	5010	£	575.00	£	115.00	£ 690.00
23/05/2025	St John Ambulance	VE80 picnic	5700	£	143.00	£	28.60	£ 171.60
03/03/2025	HALC	Year end for Councillors Training - B Sawyers	2100	£	48.00	£	9.60	£ 57.60
23/05/2025	Biffa Waste	Trade Waste (Jul-Sep 25)	8400	£	330.45	£	66.09	£ 396.54
23/05/2025	Biffa Waste	Recycling bin emptying (Jun 25)	8400	£	30.85	£	6.17	£ 37.02
27/05/2025	Widley Landscapes	Grounds Maintenance	4010/2	£	65.00	£	13.00	£ 78.00
22/05/2025	Peckish Catering	Balance catering for Parish Assembly	5010	£	318.00	£	-	£ 318.00
28/05/2025	HALC	Chairing Skills Course - Cllr Broad	2100	£	53.50	£	10.70	£ 64.20
31/05/2025	Mrs T Molloy	Locum Clerk work (May 25)	1500	£	751.60	£	-	£ 751.60
		Handyman services - KVH repairs, telephone box project, Water Meadows benches		£	528.70	£	-	£ 528.70
22/01/2025	Foard Building & Maintenance	Meadows benches	Various					
28/05/2025	Deacon Designs Ltd	Mill Lane consultation design costs	7130	£	3,565.00	£	713.00	£ 4,278.00
21/05/2025	General Farming & Contracting	Grounds Maintenance (May 25)	4000/1&2	£	5,936.05	£	1,187.21	£ 7,123.26
21/05/2025	General Farming & Contracting	Grounds Maintenance Water Meadows (May 25)	4000/1	£	340.00	£	68.00	£ 408.00
11/04/2025	General Farming & Contracting	Wickham skatepark work to date	4010/1	£	725.00	£	145.00	£ 870.00
29/04/2025	General Farming & Contracting	New gates at Water Meadows & tree work	4500/1	£	1,232.00	£	246.40	£ 1,478.40
30/05/2025	Wickham in Bloom	Sponsorship for planter	5700	£	150.00	£	-	£ 150.00
31/05/2025	Staff	Salary	Various	£	5,379.63	£	-	£ 5,379.63
31/05/2025	HMRC	Tax / NI	Various	£	1,925.31	£	-	£ 1,925.31
31/05/2025	LGPS/Nest	Pension	Various	£	1,600.47	£	-	£ 1,600.47

Total payments

£ 32,597.57 £ 3,719.29 £ 36,316.86

Financial Budget Comparison

Comparison between 01/04/25 and 31/05/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2024/25 Actuals	2025/26 Budget	2025/26 YTD	2025/26 Balance remaining	2026/27 Budget
INCOME						
Finance & Administration						
100	Precept	£323,208.00	£381,009.95	£190,005.00	-£191,004.95	£0.00
110	Interest	£19,893.40	£10,000.00	£0.00	-£10,000.00	£0.00
120	Other income	£0.00	£0.00	£0.00	£0.00	£0.00
Total Finance & Administration		£343,101.40	£391,009.95	£190,005.00	-£201,004.95	£0.00
Council						
200	Insurance claim	£0.00	£0.00	£0.00	£0.00	£0.00
Total Council		£0.00	£0.00	£0.00	£0.00	£0.00
Recreation						
300	Football pitch income	£1,650.00	£1,000.00	£265.00	-£735.00	£0.00
310	Wickham Pavilion income	£0.00	£0.00	£0.00	£0.00	£0.00
320	Wickham car park hire income	£4,940.00	£2,400.00	£1,152.50	-£1,247.50	£0.00
330	Tennis court income	£9,811.54	£4,500.00	£0.00	-£4,500.00	£0.00
340	Wickham MUGA income	£13,685.00	£5,000.00	£892.50	-£4,107.50	£0.00
Total Recreation		£30,086.54	£12,900.00	£2,310.00	-£10,590.00	£0.00
Play Area & Open Space						
450	Open Space Grants	-£22,659.44	£0.00	£0.00	£0.00	£0.00
Total Play Area & Open Space		-£22,659.44	£0.00	£0.00	£0.00	£0.00
Community						
500	Grants	£0.00	£0.00	£0.00	£0.00	£0.00
510	Christmas Lights donation	£30.00	£0.00	£0.00	£0.00	£0.00
520	Community Events Income	£0.00	£0.00	£833.10	£833.10	£0.00
Total Community		£30.00	£0.00	£833.10	£833.10	£0.00
Planning						
600	CIL	£0.00	£0.00	£0.00	£0.00	£0.00
610	Lengthsman	£1,000.00	£1,000.00	£1,000.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/25 and 31/05/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

	2024/25 Actuals	2025/26 Budget	2025/26 YTD	2025/26 Balance remaining	2026/27 Budget
Total Planning	£1,000.00	£1,000.00	£1,000.00	£0.00	£0.00
Knowle Village Hall					
800 Hiring Income	£29,617.59	£20,000.00	£2,767.50	-£17,232.50	£0.00
801 Private function deposits	£700.00	£0.00	£100.00	£100.00	£0.00
810 Café Income	£5,974.13	£6,000.00	£1,068.26	-£4,931.74	£0.00
820 Event Income	£1,047.43	£0.00	£92.95	£92.95	£0.00
830 Village green income	£0.00	£0.00	£16.00	£16.00	£0.00
840 Sports pitch income	£3,050.00	£1,000.00	£590.50	-£409.50	£0.00
850 MUGA income	£0.00	£0.00	£37.50	£37.50	£0.00
Total Knowle Village Hall	£40,389.15	£27,000.00	£4,672.71	-£22,327.29	£0.00
Total Income	£391,947.65	£431,909.95	£198,820.81	-£233,089.14	£0.00

Financial Budget Comparison

Comparison between 01/04/25 and 31/05/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2024/25 Actuals	2025/26 Budget	2025/26 YTD	2025/26 Balance remaining	2026/27 Budget
EXPENDITURE						
Finance & Administration						
1001	Salaries	£59,418.81	£111,449.80	£13,853.38	£97,596.42	£0.00
1002	Employer's NIC	£6,119.84	£13,715.04	£1,702.68	£12,012.36	£0.00
1003	Employer's Pension	£8,461.00	£12,542.46	£1,864.45	£10,678.01	£0.00
1010	Staff mobiles	£531.79	£1,560.00	£310.11	£1,249.89	£0.00
1020	Staff expenses	£65.17	£200.00	£38.05	£161.95	£0.00
1030	Staff Training	£696.00	£800.00	£20.00	£780.00	£0.00
1100	Office phone & broadband	£1,769.95	£1,200.00	£0.00	£1,200.00	£0.00
1200	Office Supplies	£1,312.42	£500.00	£48.98	£451.02	£0.00
1300	IT software	£6,279.13	£2,500.00	£337.63	£2,162.37	£0.00
1310	IT equipment purchase	£2,638.34	£2,000.00	£457.92	£1,542.08	£0.00
1400	Bank charges	£110.10	£162.00	£25.85	£136.15	£0.00
1500	Other Administration services	£10,151.58	£0.00	£1,687.40	-£1,687.40	£0.00
1600	Misc Office costs	£518.58	£100.00	£68.66	£31.34	£0.00
Total Finance & Administration		£98,072.71	£146,729.30	£20,415.11	£126,314.19	£0.00
Council						
2000	Audit Fees	£1,582.33	£2,400.00	£225.00	£2,175.00	£0.00
2010	Insurance	£2,449.72	£4,000.00	£0.00	£4,000.00	£0.00
2020	Professional Memberships	£1,417.00	£1,500.00	£1,314.00	£186.00	£0.00
2030	Legal fees	£4,497.50	£500.00	£0.00	£500.00	£0.00
2100	Councillor training	£357.36	£500.00	£101.50	£398.50	£0.00
2110	Councillor expenses	£128.85	£200.00	£16.75	£183.25	£0.00
2120	Chair's allowance	£500.00	£600.00	£0.00	£600.00	£0.00
2200	Room hire	£401.24	£600.00	£0.00	£600.00	£0.00
2300	By-election	£0.00	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/25 and 31/05/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2024/25 Actuals	2025/26 Budget	2025/26 YTD	2025/26 Balance remaining	2026/27 Budget
Total Council		£11,334.00	£10,300.00	£1,657.25	£8,642.75	£0.00
Recreation						
3000	Wickham Pavilion Utilities Gas	£117.28	£250.00	£0.00	£250.00	£0.00
3010	Wickham Pavilion Utilities Electricity	£322.64	£400.00	£10.24	£389.76	£0.00
3020	Wickham Pavilion Utilities Water	£317.99	£100.00	£96.54	£3.46	£0.00
3100	Wickham Pavilion maintenance	£957.82	£250.00	£0.00	£250.00	£0.00
3200	Wickham Pavilion rent	£0.00	£0.00	£0.00	£0.00	£0.00
3300	Tennis courts electricity	£672.41	£800.00	£94.53	£705.47	£0.00
3310	Tennis Court Maintenance	£1,010.00	£0.00	£0.00	£0.00	£0.00
3320	Tennis Clubhouse maintenance	£464.44	£1,500.00	£0.00	£1,500.00	£0.00
3400	Wickham MUGA utilities	£1,153.87	£1,000.00	£0.00	£1,000.00	£0.00
3410	Wickham MUGA maintenance	£8,054.37	£4,000.00	£0.00	£4,000.00	£0.00
Total Recreation		£13,070.82	£8,300.00	£201.31	£8,098.69	£0.00
Play Area & Open Space						
4000	Grounds Maintenance Contract	£65,230.51	£72,131.00	£12,242.10	£59,888.90	£0.00
4010	Additional Grounds Maintenance	£22,775.87	£10,000.00	£962.90	£9,037.10	£0.00
4020	Knowle Cemetery Maintenance	£0.00	£500.00	£0.00	£500.00	£0.00
4100	Tree Surveys	£550.00	£500.00	£0.00	£500.00	£0.00
4200	Tree Work	£7,105.00	£5,000.00	£0.00	£5,000.00	£0.00
4300	Play Equipment Purchase	£29,012.00	£20,000.00	£0.00	£20,000.00	£0.00
4310	Play Equipment Maintenance	£3,166.50	£2,000.00	£0.00	£2,000.00	£0.00
4400	Street Furniture Purchase	£2,030.00	£0.00	£177.00	-£177.00	£0.00
4410	Street Furniture Maintenance	£694.19	£0.00	£71.96	-£71.96	£0.00
4500	Open Space Maintenance	£12,465.06	£4,000.00	£8,618.08	-£4,618.08	£0.00
Total Play Area & Open Space		£143,029.13	£114,131.00	£22,072.04	£92,058.96	£0.00
Community						

Financial Budget Comparison

Comparison between 01/04/25 and 31/05/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2024/25 Actuals	2025/26 Budget	2025/26 YTD	2025/26 Balance remaining	2026/27 Budget
5000	Grants	£14,544.83	£20,000.00	£1,238.00	£18,762.00	£0.00
5010	Annual Parish Assembly	£1,655.01	£1,500.00	£1,560.76	-£60.76	£0.00
5100	Christmas event	£5,298.82	£5,500.00	£0.00	£5,500.00	£0.00
5200	Knowle Christmas Tree	£1,819.54	£3,000.00	£0.00	£3,000.00	£0.00
5210	Knowle Post	£1,817.00	£2,500.00	£0.00	£2,500.00	£0.00
5220	Wickham Parish Magazine	£0.00	£2,000.00	£0.00	£2,000.00	£0.00
5300	Bus Shelter Maintenance	£0.00	£240.00	£0.00	£240.00	£0.00
5400	Contribution towards public loos	£0.00	£5,000.00	£0.00	£5,000.00	£0.00
5500	Litter collection equipment	£0.00	£100.00	£0.00	£100.00	£0.00
5600	Flagpole, raising & lowering of flags	£1,000.00	£1,000.00	£0.00	£1,000.00	£0.00
5700	Wickham Events	£264.17	£5,000.00	£4,511.02	£488.98	£0.00
5710	Knowle Events	£0.00	£3,000.00	£103.00	£2,897.00	£0.00
5800	Parish plans	£0.00	£0.00	£0.00	£0.00	£0.00
Total Community		£26,399.37	£48,840.00	£7,412.78	£41,427.22	£0.00
Planning						
6000	Street Lighting	£3,794.05	£4,500.00	£2,453.54	£2,046.46	£0.00
6100	Lengthsmen	£250.00	£0.00	£0.00	£0.00	£0.00
6200	Planning Consultants	£0.00	£10,000.00	£200.00	£9,800.00	£0.00
Total Planning		£4,044.05	£14,500.00	£2,653.54	£11,846.46	£0.00
Projects						
7000	Wickham	£2,697.90	£4,000.00	£303.00	£3,697.00	£0.00
7010	Knowle	£11,971.00	£4,000.00	£530.00	£3,470.00	£0.00
7020	Knowle Village Hall	£18,261.00	£8,800.00	£5,718.60	£3,081.40	£0.00
7030	Tennis Court Sinking Fund	£0.00	£17,050.00	£0.00	£17,050.00	£0.00
7100	Wickham Tennis Court Lights	£0.00	£0.00	£0.00	£0.00	£0.00
7110	CIL Project - Wickham Rec Path	£0.00	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/25 and 31/05/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2024/25 Actuals	2025/26 Budget	2025/26 YTD	2025/26 Balance remaining	2026/27 Budget
7120	Knowle Village Hall Guttering	£0.00	£0.00	£0.00	£0.00	£0.00
7130	Mill Lane	£5,125.00	£0.00	£3,565.00	-£3,565.00	£0.00
7140	Warm Hub Grant	£0.00	£0.00	£0.00	£0.00	£0.00
7150	Knowle Village Hall Car Park Lighting	£688.00	£0.00	£0.00	£0.00	£0.00
7160	Wickham Rec Outdoor Gym	£0.00	£0.00	£0.00	£0.00	£0.00
7170	Neighbourhood Plan	£1,301.59	£0.00	£0.00	£0.00	£0.00
7180	Wickham Recreation Pavilion	£25,740.50	£0.00	£2,547.30	-£2,547.30	£0.00
7190	The Glebe Open Space	£964.00	£0.00	£0.00	£0.00	£0.00
7200	New Office Conversion KVH	£6,940.49	£0.00	-£4.99	£4.99	£0.00
Total Projects		£73,689.48	£33,850.00	£12,658.91	£21,191.09	£0.00
Knowle Village Hall						
8000	Rates	£360.00	£300.00	£954.34	-£654.34	£0.00
8100	Gas	£520.67	£1,000.00	£36.85	£963.15	£0.00
8110	Electricity	£5,447.41	£5,000.00	£563.29	£4,436.71	£0.00
8120	Water	£411.22	£500.00	£0.00	£500.00	£0.00
8200	Cleaning	£2,442.00	£2,500.00	£282.00	£2,218.00	£0.00
8210	Supplies	£971.83	£750.00	£75.77	£674.23	£0.00
8220	Event Supplies	£201.64	£0.00	£92.96	-£92.96	£0.00
8300	Inspections	£1,423.17	£650.00	£83.33	£566.67	£0.00
8400	Bin collection	£1,632.81	£2,000.00	£472.37	£1,527.63	£0.00
8500	Licences	£383.00	£0.00	£0.00	£0.00	£0.00
8600	Repairs and maintenance	£12,607.33	£2,500.00	£2,812.59	-£312.59	£0.00
8610	Knowle MUGA Maintenance	£0.00	£0.00	£0.00	£0.00	£0.00
8700	Advertising	£0.00	£0.00	£0.00	£0.00	£0.00
8800	Furniture	£0.00	£500.00	£160.23	£339.77	£0.00
Total Knowle Village Hall		£26,401.08	£15,700.00	£5,533.73	£10,166.27	£0.00

Financial Budget Comparison

Comparison between 01/04/25 and 31/05/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

	2024/25 Actuals	2025/26 Budget	2025/26 YTD	2025/26 Balance remaining	2026/27 Budget
Total Expenditure	£396,040.64	£392,350.30	£72,604.67	£319,745.63	£0.00
Total Income	£391,947.65	£431,909.95	£198,820.81	-£233,089.14	£0.00
Total Expenditure	£396,040.64	£392,350.30	£72,604.67	£319,745.63	£0.00
Total Net Balance	-£4,092.99	£39,559.65	£126,216.14		£0.00

FIN25/012 To note the budget for the new .gov.uk domain name project, to be funded from General Reserves

The Clerk has been progressing this project since previous discussions held in Committees with regards to preference over which specialist provider and which domain to progress with. After the survey of Councillor views, www.wickhamknowleparish.gov.uk will be registered with Aubergine as the provider.

A table of all website and email costs is on the following page. The first year's cost with Aubergine will be £899 + VAT as this includes website set up costs. The first year's domain registration of £100 has been waived as the Clerk is a member of SLCC (the subscription paid for by the Parish Council). The second year's costs will fall to £399.

There is a decision to make with regards to email provision for which the Clerk is seeking more information before a decision is made.

The first year costs

The change to a .gov.uk domain name has been recommended for several years, especially as it is more secure than a .com .org or .co.uk The Smaller Authorities Proper Practices Panel (SAPPP) new Practitioner's Guider for 2025/26 now states that all Councils must have a generic email account hosted on an authority owned domain and an IT Policy.

Recommendation: to note the budget for the new .gov.uk domain name project of a maximum of £2,200, to be funded from General Reserves. Savings will be made on old website and email costs.

Company	Product	Renewal Date	Current	Company	Product	Yr 1	Yr 2
lpage	Domain (www.wickhamparishcouncil.org)	18.02.2026	£20.99	Aubergine	Domain (www.wickhamknowleparish.gov.uk)	£0.00	£100.00
lpage	Hosting	18.02.2026	£266.86	Aubergine	Hosting & 1st year set up	£899.00	£399.00
lpage	SSL	26.08.2026	£107.85	Aubergine	Domain hosting for old website (www.wickhamparishcouncil.org)	£20.00	£20.00
lpage	Website back up	02.05.2026	£30.99				
Ionos	KVH website domain	24.05.2026	£15.00	Google	Clerk & Cllr Manuel email hosting only (annual)	£168.00	£168.00
Ionos	Business Email	quarterly	£49.92	Google	2mth crossover for new emails	£182.00	£0.00
Wordpress	KVH hosting	18.07.2025	£36.00	Ionos	Domain hosting for old KVH domain	£15.00	£15.00
Elegant Theme	Website theme	19.11.2025	£85.00	Cloudy IT	Email hosting	£840.00	£840.00
Google	Email hosting	recurrent	£1,260.00	Cloud Next	Email hosting	£150.00	£150.00
Current annual total			£1,872.61	<u>OR</u>	Cloudy IT option	£2,109.00	£1,527.00
					Cloud Next option	£1,434.00	£852.00

FIN25/013 To approve a budget for the Knowle Cemetery project to be funded from Knowle Grounds Maintenance earmark reserve

The Assistant Clerk visited the Cemetery in early June and the project was discussed during the Recreation Committee meeting on 19th June. There is a £22,346 earmark reserve for Knowle Grounds Maintenance, for which £10,000 can be approved to be spent on initial items of clearance, repairs to the handrails and some grave maintenance. If further funding is required, the Recreation Committee will ask the Finance Committee to approve this.

Recommendation: To approve a £10,000 budget for the Knowle Cemetery project, to be funded from Knowle Grounds Maintenance earmark reserve.

FIN25/015 To consider quotes for a new Parish Council gazebo for events to be funded from General Reserves

A request has been made to consider purchasing a Parish Council gazebo for events. A comparison of costs:

Gazebo comparisons

Website	Specifications	Cost	Shipping
Rockaway Awnings	Gazebo & Canopy	£768.00	£14.99
Gazebo Shop	Gazebo/ Canopy & Sides	£569.99	£37.00
Vista Print	Gazebo & Canopy	£949.99	?
Event Branding	Gazebo & Canopy	£599.00	£35.00

Recommendation: to approve a quote of £634 inc. VAT from Event Branding for a Parish Council gazebo, to be funded from General Reserves

FIN25/016 To consider quotes for a new PA system for Knowle Village Hall, to be funded from nominal 8800 – Furniture

Recommendation: The current PA system is approximately 15years old and whilst has had good use, the handle is now broken. The Business Manager has found a suitable replacement and for an extra £195, speakers can be purchased to increase the range.

£269 inc VAT – Vonyx SPJ-PA912 500Q rechargeable Bluetooth speaker

£195 inc VAT – Vonyx VPS082A 8" Bluetooth Active Party Speaker Kit

Recommendation: to approve the purchase of a new PA system and speakers for Knowle Village Hall to a maximum budget of £500 inc. VAT, to be funded from nominal 8800 - Furniture

FIN25/017 To consider quotes for Internal Audit for 2025/26 financial year and make a recommendation to Full Council to appoint a new Internal Auditor

The current Internal Auditor is retiring, having seen the Parish Council through the forensic accounting exercise, and audit of 2 financial years.

The Council has approached 4 companies for quotes, having only received prices from 2, 1 rejecting to quote due to capacity to take on new clients. The current audits take approximately 4hrs x twice a year, therefore around 8hrs

Mulberry Local Authority Services Ltd - £75 per hour with £0.45 per mile mileage
~ approximately £600 audit fees, £74 mileage.

If the Council sign a 3 year contract, the price remains fixed for the 3 years.

Sara Sawyer - £90 per hour
~ approximately £720 audit fees

As a comparison, the current IA charged £900 for 2024/25 audit fees.

Recommendation: to make a recommendation to Full Council to appoint Mulberry Local Authority Services Ltd as the Parish Council's Internal Auditor for a period of 2 3years.

FIN25/018 To consider options for diversifying the Council's savings accounts across multiple Financial Services Compensation Scheme licences and agree the associated mandates

The Parish Council currently has all of its money in one financial institution, Lloyds Bank. Lloyds changed their accounts during 2024 and currently do not offer any of the FSCS £85,000 protection for Parish Council funds.

The Lloyds current account attracts no interest, the Lloyds savings account currently pays 1.25% interest monthly gross.

It would be financially prudent to spread the Council's funds across multiple FSCS licences as well as attracting a higher rate of interest to earn better value for its investments.

The Assistant Clerk has prepared an analysis of options available for savings accounts on the following pages.

The recommendation is as follows:

- ***Invest £100,000 in a 1year bond with Redwood Bank, the mandate to be Clerk, Chair and Vice-Chair of Council and 1 other Parish Councillor.***
- ***Invest £100,000 in a 1year bond with Hinckley & Rugby Building Society, the mandate to be Clerk, Chair and Vice-Chair of Council and 1 other Parish Councillor.***
- ***Transfer £200,000 from the current Lloyds savings account to a Lloyds 95 day access account, with the same mandate as the other Lloyds accounts (Clerk, Assistant Clerk, Cllr Manuel, Cllr Broad, Cllr Chambers, Cllr N Holladay) to benefit from a 2.83% interest rate as opposed to the current 1.25%.***
- ***Clerk and Assistant Clerk to then investigate if Virgin Money, Natwest, Shawbrook savings accounts options are available to a Local Authority such as a Parish Council for a future meeting of the Finance Committee.***

Bank / Building Society	Website	Bond / savings	Rate	Monthly / annual interest	Variable / fixed	Limit	Access	Monthly fee?	Mandate limit	Useful information
Lloyds	https://www.lloydsbank.co.uk/business/landing-pages	Business savings account - Fixed Term Deposit Account (12 months)	2.34%	Annual	Fixed	minimum balance of £10,000 and maximum balance of £5m	Withdrawals are not allowed until the end of the term			No more funds can be added once your Fixed Term Deposit is agreed. Interest rates stated above are available as at 09/05/2025 and expire on 19/06/2025 but may be subject to change. Once you open your deposit account, the interest rate is fixed, so will stay the same throughout your chosen term.
		Notice Account	2.83% AER1	Annual	Fixed	minimum balance of £10,000 and maximum balance of £5m	95 days' notice required to make a withdrawal or close the account			As at 20/06/2025 and expire on 07/08/2025
		Notice Account	2.05% AER1	Annual	Fixed	minimum balance of £10,000 and maximum balance of £5m	32 days' notice required to make withdrawal or close the account			As at 20/06/2025 and expire on 07/08/2025
Redwood Bank	https://redwoodbank.co.uk/savings	2 Year Business Savings Bond (issue 6)	4.20% AER	Annual	Fixed	Pay in from £10k to £1m	No withdrawal before the end of the term		Up to four authorised users	
		1 Year Business Savings Bond	4.10% AER	Annual	Fixed	Pay in from £10k to £1m	No withdrawal before the end of the term		Up to four authorised users	
		95 day Business Savings Account	4% AER	Annual	Fixed	Pay in from £10k to £1m	Withdrawal with just 35 days' notice		Up to four authorised users	
		35 Day Business Savings Account	3.85% AER	Annual	Fixed	Pay in from £10k to £1m	Withdrawal with just 95 days' notice		Up to four authorised users	
Shawbrook	https://www.shawbrook.co.uk/business/business-savings/	2 Year Fixed Rate Business Bond	4.12% AER	Annual	Fixed	Minimum balance £5000 Maximum £2,000,000	can only withdraw your money at the end of the fixed term	No	No more than four signatories authorised to operate the account	
	https://www.shawbrook.co.uk/business/business-savings/	1 Year Fixed Rate Business Bond	4.07% AER	Annual	Fixed	Minimum balance £5000 Maximum £2,000,000	can only withdraw your money at the end of the fixed term	No	No more than four signatories authorised to operate the account	
	https://www.shawbrook.co.uk/business/business-savings/	100 Day Notice Account	4.11%	Annual	Variable	Minimum balance £5000 Maximum £2,000,000	Withdrawals can be made online at any time subject to 100 days' notice.	No	No more than four signatories authorised to operate the account	Interest will be paid on the anniversary of the date we receive your first deposit – this will be monthly or annually depending on the product you choose. If you take out a 100 Day Business Notice Savings account and opt for interest to be paid annually, your interest will be credited on the anniversary and at closure of the account.
	https://www.shawbrook.co.uk/business/business-savings/business-easy-access-savings-accounts/easy-access-business-account/	Easy Access Business Account - Issue 16	4.11% AER	Annual	Variable	Opening deposit £1000	Withdrawals can be made online at any time without notice and there are no limitations on the number of withdrawals you can make	No	Four or less signatories authorised to operate the account	If the balance falls below £1,000 = 0.05% Variable. The minimum withdrawal amount is £500. Rates effective 31 January 2025. Interest is calculated daily. Interest will be paid on the anniversary of the date we receive your first deposit – this will be monthly or annually depending on the product you choose.

Virgin Money	https://uk.virginmoney.com/business/savings	Business Access Savings Account issue 35	3.55% (AER 3.49% Gross P.A.)	Monthly	Variable	Minimum deposit £1	Electronic transfer to nominated business account only	No	Maximum of two account signatories	This is a standalone online account and is serviced using Online Service.
		Business Online 30 Day Notice Account	2.84% AER	Monthly	Variable	Minimum deposit £2	Withdrawals without notice aren't permitted. Electronic transfer to nominated business account only	No	Maximum of two account signatories	This is a standalone online account and is serviced using Online Service.
		Business Online 60 Day Notice Account	2.94%	Monthly	Variable	Minimum deposit £3	Withdrawals without notice aren't permitted. Electronic transfer to nominated business account only	No	Maximum of two account signatories	This is a standalone online account and is serviced using Online Service.
		Business Online 95 Day Notice Account	3.57%	Monthly	Variable	Minimum deposit £4	Withdrawals without notice aren't permitted. Electronic transfer to nominated business account only	No	Maximum of two account signatories	This is a standalone online account and is serviced using Online Service.
		1 Year Business Fixed Rate Savings Account	4.10%	Annual	Fixed	£1 up to £2 million	No withdrawals or additions during the term and you can't close it early	No fees or charges	Maximum of two account signatories	Monthly or annual interest paid into a business account of your choice
Natwest	https://www.natwest.com/business/savings.html	Business Reserve	1.46%	Monthly	Variable		Instant Access, Make as many withdrawals as you need without penalties			
		Treasury Reserve Fixed Rate Business Savings Account	We will agree the interest rate with you when you open your account.	Annual	Fixed	Minimum balances dependant on when you want to make a deposit - overnight to 6 days = £500,000 / 7 to 27 days = £250,000 / 28+ days = £100,000	you cannot withdraw funds from a Treasury Reserve account during the term. If, due to exceptional circumstances, you terminate the account early, break fees may apply and your payment of interest may be reduced.			If you're a small business customer, call us on 0345 711 4477. You'll know if you're a small business customer if your annual turnover is generally £2M or below If you aren't sure, call 0345 711 4477 and say "open a business savings account". We're available Mon - Fri between 9am-5.30pm (excl. public holidays).
	https://www.natwest.com/business/savings/liquidity-manager.html	Liquidity Manager 95 day notice account	3.49% AER	Monthly	Variable		95-day notice account			The interest rate on this account will change to 3.25% AER / 3.20% Gross p.a (variable) on the 24th July 2025
Royal Bank of Scotland	https://www.rbs.co.uk/business/savings/liquidity-manager.html	Liquidity Manager 95 day notice account	3.49% AER p.a	Monthly	Variable	No minimum or maximum balance	95-day notice account			The interest rate on this account will change to 3.25% AER / 3.20% Gross p.a (variable) on the 24th July 2025.
		Liquidity Manager 35 day notice account	2.50% AER p.a	Monthly	Variable	No minimum or maximum balance	35-day notice account			The interest rate on this account will change to 2.25% AER / 2.23% Gross p.a (variable) on the 16th July 2025.

Hinckley & Rugby Building Society	https://www.hrbs.co.uk/saving-category/business-accounts/	1 year fixed business bond	4.25%	Annual	Fixed	Minimum deposit requirement is £1,000	No withdrawal before the end of the term	No	Maximum of 4 signatories	Available to UK registered Private Limited Companies, Sole Traders, Partnerships and Unincorporated Associations (excluding Clubs, Societies and Trusts).
		Business 120 - 120 Day Notice deposit	3.70%	Annual	Fixed	Minimum deposit requirement is £1,000	Subject to 120 days notice	No	Maximum of 4 signatories	Available to UK registered Private Limited Companies, Sole Traders, Partnerships and Unincorporated Associations (excluding Clubs, Societies and Trusts).
		Business 90 - 90 Day Notice deposit	3.15%	Annual	Fixed	Minimum deposit requirement is £1,000	Subject to 90 days notice	No	Maximum of 4 signatories	Available to UK registered Private Limited Companies, Sole Traders, Partnerships and Unincorporated Associations (excluding Clubs, Societies and Trusts).
		Business 30 - 30 Day Notice deposit	2.20%	Annual	Fixed	Minimum deposit requirement is £1,000	Subject to 30 days notice	No	Maximum of 4 signatories	Available to UK registered Private Limited Companies, Sole Traders, Partnerships and Unincorporated Associations (excluding Clubs, Societies and Trusts).

FIN25/019 To review the rent for the Wickham Community Tennis Club for the 2025/26 financial year and make a recommendation to Full Council

The lease was signed in September 2017 stating *“to contribute an annual rent to WPC of £3,600 + annual inflation at an agreed percentage to cover a sinking fund for the courts beginning two years after court completion”*

Using the Bank of England website to calculate (<https://www.bankofengland.co.uk/monetary-policy/inflation/inflation-calculator>)

£3,600 in 2017 would be worth £4,821 in May 2025.

Rent history

2023/24 - £4,095

2024/25 - £4,675

2025/26 - £4,821

Recommendation: to make a recommendation to Full Council to approve a rent for the Wickham Community Tennis Club for the 2025/26 financial year of £4,821