

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/25 and 31/03/26 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

CIL	£6,799.53
General : Unity Bank	£2,877.22
Savings Account	£48,130.85
Total	<u>£57,807.60</u>

RECEIPTS	Net	Vat	Gross
Council	£26,086.33	£0.00	£26,086.33
Human Resources	£160.00	£0.00	£160.00
Outside Spaces, Assets & Amenities	£2,520.96	£0.00	£2,520.96
Finance	£11,559.01	£0.00	£11,559.01
Projects	£6,203.15	£0.00	£6,203.15
Charity for Allotment & Poor	£8,415.26	£0.00	£8,415.26
Total Receipts	<u>£54,944.71</u>	<u>£0.00</u>	<u>£54,944.71</u>
PAYMENTS	Net	Vat	Gross
Council	£2,062.00	£0.00	£2,062.00
Human Resources	£13,322.53	£18.50	£13,341.03
Outside Spaces, Assets & Amenities	£14,490.18	£1,587.83	£16,078.01
Office, IT & Admin	£1,737.53	£150.92	£1,888.45
Finance	£588.00	£63.00	£651.00
Insurance	£2,034.86	£0.00	£2,034.86
Events	£836.57	£146.22	£982.79
Projects	£5,483.26	£1,005.66	£6,488.92
Total Payments	<u>£40,554.93</u>	<u>£2,972.13</u>	<u>£43,527.06</u>

Closing Balances at 31/03/26

Ordinary Accounts

CIL	£7,605.66
General : Unity Bank	£9,472.85
Savings Account	£52,146.74
Total	<u>£69,225.25</u>

Signed _____
Chair

Clerk / Responsible Financial Officer

Bank Account Reconciled Statement

CIL	20437336	60-83-01
Statement Number	36	Bank Statement No. 36
Statement Opening Balance	£6,915.99	Opening Date 01/03/26
Statement Closing Balance	£7,605.66	Closing Date 31/03/26
True/ Cashbook Closing Balance	£7,605.66	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
23/03/26	Transfer		0.00	653.68	7,569.67
31/03/26	BACS260331UTB	Unity Bank	0.00	35.99	7,605.66

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	0	689.67

Reconciled by Annalisa Dovey

Signed _____
Clerk / Responsible Financial Officer

Chair

Date _____

Bank Account Reconciled Statement

General : Unity Bank

20437310

60-83-01

Statement Number	36	Bank Statement No.	36
Statement Opening Balance	£4,642.31	Opening Date	01/03/26
Statement Closing Balance	£9,472.85	Closing Date	31/03/26
True/ Cashbook Closing Balance	£9,472.85		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
02/03/26	BACs260302NCC	Norfolk County Council	0.00	3,209.90	7,852.21
06/03/26				0.00	7,223.70
06/03/26				0.00	7,016.11
06/03/26	BACS260303K&M	K & M Lighting Ltd	33.43	0.00	6,982.68
06/03/26				0.00	6,759.52
06/03/26	BACS260303SALC	Suffolk Association of Local Councils	111.00	0.00	6,648.52
19/03/26					9,460.76
23/03/26	BACS260323KLWN BC	KLWNBC	0.00	653.68	10,114.44
23/03/26	DD260323NP	N Power	140.91	0.00	9,973.53
23/03/26	Transfer		653.68	0.00	9,319.85
30/03/26	BACS260330BIRPC	Bircham Parish Council	0.00	120.00	9,439.85
30/03/26	BACS260330BOPC	Burnham Overy Parish Council	0.00	40.00	9,479.85
31/03/26	BACS260331UTB	Unity Bank	7.00	0.00	9,472.85

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	2005.28	6835.82

Reconciled by Annalisa Dovey

Signed _____

Clerk / Responsible Financial Officer

Chair

Date _____

Bank Account Reconciled Statement

Savings Account	20437323	60-83-01
Statement Number	36	Bank Statement No. 36
Statement Opening Balance	£51,879.17	Opening Date 01/03/26
Statement Closing Balance	£52,146.74	Closing Date 31/03/26
True/ Cashbook Closing Balance	£52,146.74	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
31/03/26	BACS260331UTB	Unity Bank	0.00	267.57	52,146.74

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	0	267.57

Reconciled by Annalisa Dovey

Signed _____
Clerk / Responsible Financial Officer

Chair

Date _____

Docking Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

No	Payment Reference	Gross	To pay Heading	Invoice date	Invoice no.	Details	Payment Reference Total
The following payments have already been made							
1405	DABACS26 0219KM	£456.00	£456.00 151/6	05/12/25	9796	K & M Lighting Ltd - 6 year statutory testing	
1422	BACS2026 0205KM	£33.43	£33.43 151/3	27/01/26	9790	K & M Lighting Ltd - Street Lighting Maintenance charges from 13th of January 2026 to the 12th of February 2026.	
1424	BACS2026 0205MT	£1,000.00	£1,000.00	27/01/26	Nov 25 Dec 25	Matthew Todd - November & December village and green maint.	
1425	BACS2026 0205ADLR	£14.00	£14.00 178	27/01/26		Annalisa Dovey - Clay pits title plans and register	
1426	BACS2026 0205ADsm arty	£5.40	£5.40 140/2	27/01/26	jan26	Annalisa Dovey - Smarty Clerk phone contract january	
1427							
1431	BACS2603 03K&M	£33.43	£33.43 151/3	22/02/26	9850	K & M Lighting Ltd - 9850 streetlighting contract 13th of February 2026 to the 12th of March 2026.	
1432							
1433	DD260225 NP	£176.64	£176.64 230/1	22/02/26	IN14961614	N Power - stretlight electricity 1 Jan 2026 to 31 Jan 2026 Invoice period: 1 Jan 2026 to 31 Jan 202	

Signature

Signature

Date

Docking Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

No	Payment Reference	Gross	To pay Heading	Invoice date	Invoice no.	Details	Payment Reference Total
1436	BACS2603 03SALC	£111.00	£111.00 250/1	22/02/26	30777	Suffolk Association of Local Councils - CILCA training (50% split with Burnham Market PC Introduction to CiLCA 1 to 1 - 4 March £22.50 Unit One 12 February £35 Unit 2a 14 April & 2b 21 April £35 Delegate: Annalisa Dovey	
1437	DD260228 UTB	£6.00	£6.00 170	01/03/26	EoFeb26	Unity Bank - service charge EoFeb26	
1438	DD260323 NP	£140.91	£140.91 230/1	24/03/26	IN15082862	N Power - 1 Feb 2026 to 28 Feb 2026 Invoice period: 1 Feb 2026 to 28 Feb 2026	
1439	BACS2603 31UTB	£7.00	£7.00 170	31/03/26		Unity Bank - Service charge	
Sub Total		£4,111.73	£2,349.86				
		£1,761.87	£1,761.87	Confidential			
Total		£4,111.73	£4,111.73				

Signature

Date

Signature

Docking Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

No	Payment Reference	Gross	To pay Heading	Invoice date	Invoice no.	Details	Payment Reference Total
1440		£971.58	£971.58 250/2	01/04/26	SD2905-1	SLCC Enterprizes - Training	
1441		£115.20	£115.20 245	01/04/26	2786	Norfolk Association Of Local Councils - Payrioll services	
1442		£63.00	£63.00 135	01/04/26		Docking Village Hall (Ripper Hall) - hall hire, jan, feb march 2026 - 3 x 3 hrs	
1443	DD	£52.00	£52.00 140/7	01/04/26		Information Commissioners Office - 26/27 ICO subs	£52.00
1447		£146.88	£146.88 132	01/04/26	10126677	NPLaw - Allotment advice: NPLAW February 2026 Feetime Charges Quantity: 1 Unit Price: 122.40	
1448		£33.43	£33.43 151/3	01/04/26	9904	K & M Lighting Ltd - streetlight contract: 13th of March 2026 to the 12th of April 2026	
1449		£115.20	£115.20 245	01/04/26	EoFmarch2026	Norfolk Association Of Local Councils - Payroll services Payroll Services 25/26	
1450		£47.00	£47.00 140/7	01/04/26		Information Commissioners Office - annual fee	
1453		£140.91	£140.91 230/1	01/04/26		N Power - street light electricity 1 Feb 2026 to 28 Feb 2026 Invoice period: 1 Feb 2026 to 28 Feb 202	
1455		£33.43	£33.43 151/3	01/04/26	9904	K & M Lighting Ltd - Street Lighting Maintenance charges from 13th of March 2026 to the 12th of April 2026.	
1456		£1,913.18	£1,913.18 151/1	08/04/26		KLWNBC - 7 x Dog Bin weekly empties	

Signature

Date

Signature

Docking Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

No	Payment Reference	Gross	To pay Heading	Invoice date	Invoice no.	Details	Payment Reference Total
1457		£320.00	£320.00	08/04/26	January 2026	Matthew Todd -	
	1	£40.00 151/4				SAM units charge & move	
	2	£280.00 152/1				12 hours	
1458		£460.00	£460.00	08/04/26	Feb 2026	Matthew Todd - Village Maint,	
	1	£420.00 152/1				21 hours	
	2	£40.00 151/4				SAM Units	
Sub Total		£4,411.81	£4,411.81				
		£2,052.10	£2,052.10			Confidential	
Total		£6,463.91	£6,463.91				

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Date _____

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Expenditure transactions

Start of year 01/04/26

Confidential

Tn no	Gross	Vat	Net	CtteeInvoice date	Details	Cheque	Cheque Total
1444				HR 01/04/26	Norfolk Pension Fund	end of march 26 pension	
1445/1				HR 01/04/26	HMRC - PAYE	NI	
1445/2				HR 01/04/26	HMRC - PAYE	PAYE	
1446/1				HR 01/04/26	Annalisa Dovey	wfh	
1446/2				HR 01/04/26	Annalisa Dovey	standard hours -	
1446/3				HR 01/04/26	Annalisa Dovey	3 holiday hours	
1451				HR 01/04/26	Norfolk Pension Fund	pension	
1452/1				HR 01/04/26	HMRC - PAYE	paye	
1452/2				HR 01/04/26	HMRC - PAYE	NI	
1454/1				HR 01/04/26	Annalisa Dovey	standard hours = 714.84 - tax 146 -pension - 42.51	
1454/2	£26.00	£0.00	£26.00	HR 01/04/26	Annalisa Dovey	WFH	
1454/3				HR 01/04/26	Annalisa Dovey	3 hours	
Total	£2,052.10	£0.00	£2,052.10				