

# Birchwood Town Council

24 March 2026 (2025-2026)

## PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
19	Other	02/01/2026		The Co-operative Ba		Receipt - Insurance	Zurich Insurance Company	E	437.00		437.00
385	Maint & Repairs Parkers Farm	02/01/2026	251/25-26	The Co-operative Ba		Payment - Maintenance repairs	B&Q (Tradeport)	S	-68.75	-13.75	-82.50
442	Water	02/01/2026	March FC meeting	The Co-operative Ba	Direct Debit	Payment - Water and Wastewa	Waterplus	Z	-34.35		-34.35
443	Finance Software	02/01/2026	March FC meeting	The Co-operative Ba	Direct Debit	Payment - Scribe services	Starboard Systems Limited	S	-89.00	-17.80	-106.80
441	Janitorial Supplies & Mat Clean	05/01/2026				Payment - Janitorial supplies in	Asda	S	-12.50	-2.50	-15.00
444	Insurance Ill Health Liability LG	05/01/2026	March FC meeting	The Co-operative Ba	Direct Debit	Payment - Ill Health Liability LC	Legal & General	Z	-232.08		-232.08
431	Waste Carrier Reg Fee	05/01/2026		The Co-operative Ba		Payment - Waste Carrier Regist	Environment Agency	Z	-125.00		-125.00
445	IT Support & Equipment	06/01/2026	March FC Meeting	The Co-operative Ba		Payment - IT Support etc.	labdesk ltd	S	-108.00	-21.60	-129.60
446	Training/Staff and Councillor D	07/01/2026	March FC meeting	The Co-operative Ba		Payment - ILCA Qualification -	SLCC	S	-120.00	-24.00	-144.00
447	Employment Costs	07/01/2026	March FC meeting	The Co-operative Ba		Payment - Wages - January	Birchwood Town Council	X	-14,714.23		-14,714.23
434	Elections	08/01/2026		The Co-operative Ba		Payment - Election fees	Warrington Borough Counc	X	-743.01		-743.01
448	IT Support & Equipment	09/01/2026	March FC Meeting	The Co-operative Ba		Payment - Microsoft 365 Subsc	labdesk ltd	S	-88.74	-17.75	-106.49
449	Water	12/01/2026	March FC Meeting	The Co-operative Ba		Payment - Water and Wastewa	Waterplus	Z	-116.52		-116.52
450	HR & H&S Support Services	12/01/2026		The Co-operative Ba	March FC Meeting	Payment - Worknest - PAYG Su	Worknest	S	-175.50	-35.10	-210.60
451	Data Protection Service	12/01/2026		The Co-operative Ba	March FC Meeting	Payment - Data Protection Serv	JDH Business Services Ltd	S	-1,192.00	-238.40	-1,430.40
452	PPE - Workwear-Uniform	12/01/2026		The Co-operative Ba	March FC Meeting	Payment - PPE/workwear	J&K Ross Ltd	S	-33.59	-6.72	-40.31
22	Other	13/01/2026		The Co-operative Ba		Receipt - Hanging Baskets cont	Ashdown Philips &Partners	X	1,000.00		1,000.00
453	Van Tracker & Cameras	14/01/2026		The Co-operative Ba	March FC Meeting	Payment - Radius (van camera:	Radius Telematics Limited	S	-88.00	-17.60	-105.60
21	Vat Refund	15/01/2026		The Co-operative Ba		Receipt - HMRC VAT Reclaim	HMRC	R		3,646.04	3,646.04
454	Electricity - Parkers Farm Estat	15/01/2026		The Co-operative Ba	March FC Meeting	Payment - Electricity - Parkers	British Gas Limited	S	-127.17	-6.36	-133.53
456	Bank and FD Online charges	15/01/2026		The Co-operative Ba	Bank Charges	Payment - Bank & FD Online ct	Co-operative Bank	E	-54.40		-54.40
418	Vehicles-Maint & Repairs	15/01/2026	288/25-26	The Co-operative Ba		Payment - Garage services	Lodge Tyre Commercial Fle	S	-101.85	-20.37	-122.22
455	Copier-Charges & Lease	15/01/2026		The Co-operative Ba		Payment - Photocopier charges	Automated Systems Group	S	-35.00	-7.00	-42.00
457	Employment Costs	15/01/2026		The Co-operative Ba	March FC Payment	Payment - HMRC PAYE Contrib	HMRC	X	-4,881.32		-4,881.32
458	Employment Costs	15/01/2026		The Co-operative Ba	March FC Meeting	Payment - Pension Contributor	Cheshire Pension Fund	X	-5,010.88		-5,010.88
459	Gas	16/01/2026		The Co-operative Ba		Payment - Gas for Parkers Farr	British Gas Limited	S	-194.15	-9.71	-203.86
461	Occupational Health Services	20/01/2026		The Co-operative Ba		Payment - Staff medicals, OH F	Worknest	S	-575.00	-115.00	-690.00
460	Electricity MUGA-Locking Stumj	20/01/2026		The Co-operative Ba		Payment - Electricity - Locking	E-on Next	S	-20.73	-1.04	-21.77
377	Trees Surveys & Maintenance	20/01/2026	251/25-26	The Co-operative Ba		Payment - Maintenance repairs	Your Housing Group	S			
462	Fuel for Van & Equipment	21/01/2026		The Co-operative Ba		Payment - Fuel (vans & equipm	Allstar	S	-57.92	-11.58	-69.50
463	Payroll Service	22/01/2026		The Co-operative Ba		Payment - Payroll services	James Todd & Co.	S	-68.40	-13.68	-82.08
465	Cleaning Contract Services	26/01/2026		The Co-operative Ba		Payment - Cleaning Services (c	PremiClean	S	-502.15	-100.43	-602.58
464	Telephone & Mobile Charges	26/01/2026		The Co-operative Ba		Payment - Phone charges offic	O2 (Telefonica UK Limited)	S	-34.40	-6.88	-41.28

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
421	Copier-Charges & Lease	28/01/2026	288/25-26	The Co-operative Ba		Payment - Photocopier charges	BNP Paribas Leasing Soluti	S	-170.00	-34.00	-204.00
466	Telephone & Mobile Charges	28/01/2026		The Co-operative Ba		Payment - Phone charges offic	Firstcom Europe	S	-65.22	-13.04	-78.26
467	Copier-Charges & Lease	28/01/2026		The Co-operative Ba		Payment - Photocopier charges	BNP Paribas Leasing Soluti	S			
468	Fuel for Van & Equipment	28/01/2026		The Co-operative Ba		Payment - Fuel (vans & equipm	Allstar	S	-68.58	-13.71	-82.29
23	Bank Interest	30/01/2026		Nationwide Business		Receipt - Bank Interest Nationv	Nationwide Building Societ	X	426.05		426.05
								<b>Total</b>	<b>-28,045.39</b>	<b>2,898.02</b>	<b>-25,147.37</b>

# Birchwood Town Council

24 March 2026 (2025-2026)

## PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
469	Water	02/02/2026		The Co-operative Ba		Payment - Water and Wastewa	Waterplus	X	-34.35		-34.35
470	IT Support & Equipment	02/02/2026		The Co-operative Ba		Payment - IT Support etc.	labdesk ltd	S	-60.00	-12.00	-72.00
471	Finance Software	02/02/2026		The Co-operative Ba		Payment - Accounts Software	Starboard Systems Limited	S	-89.00	-17.80	-106.80
472	Materials/Supplies for Open Sp	02/02/2026		The Co-operative Ba		Payment - Maintenance Supplie	Screwfix Direct Ltd	S	-40.00	-8.00	-48.00
473	Insurance Ill Health Liability LG	04/02/2026		The Co-operative Ba		Payment - Ill Health Liability LC	Legal & General	X	-232.08		-232.08
474	Fuel for Van & Equipment	04/02/2026		The Co-operative Ba		Payment - Fuel (vans & equiprn	Allstar	S	-66.51	-13.30	-79.81
475	Employment Costs	06/02/2026		The Co-operative Ba		Payment - Wages - February	Birchwood Town Council	X	-13,479.75		-13,479.75
476	IT Support & Equipment	09/02/2026		The Co-operative Ba		Payment - Microsoft 365 Subsc	labdesk ltd	S	-136.74	-27.35	-164.09
478	Employment Costs	10/02/2026		The Co-operative Ba		Payment - HMRC PAYE Contrib	HMRC	X	-4,669.95		-4,669.95
479	Employment Costs	10/02/2026		The Co-operative Ba		Payment - Pension Contributor	Cheshire Pension Fund	X	-5,115.41		-5,115.41
481	Fuel for Van & Equipment	11/02/2026		The Co-operative Ba		Payment - Fuel (vans & equiprn	Allstar	S	-60.24	-12.05	-72.29
477	Water	12/02/2026		The Co-operative Ba		Payment - Water and Wastewa	Waterplus	X	-116.52		-116.52
480	Gas	16/02/2026		The Co-operative Ba		Payment - Gas for Parkers Farr	British Gas Limited	S	-228.84	-11.44	-240.28
482	Electricity - Parkers Farm Estat	16/02/2026		The Co-operative Ba		Payment - Electricity - Parkers	British Gas Limited	S	-169.89	-8.49	-178.38
486	Legionella Testing	16/02/2026		The Co-operative Ba		Payment - Legionella Risk Asse	Direct365Online Ltd	S	-299.00	-59.80	-358.80
485	Bank and FD Online charges	16/02/2026		The Co-operative Ba		Payment - Bank & FD Online cl	Co-operative Bank	X	-54.00		-54.00
483	Van Tracker & Cameras	16/02/2026		The Co-operative Ba		Payment - Radius (van camera	Radius Telematics Limited	S	-88.00	-17.60	-105.60
484	Copier-Charges & Lease	16/02/2026		The Co-operative Ba		Payment - Photocopier charges	Automated Systems Group	S	-35.00	-7.00	-42.00
487	Electricity MUGA-Locking Stumj	17/02/2026		The Co-operative Ba		Payment - Electricity - Locking	E-on Next	S	-20.49	-1.02	-21.51
488	Subs & ICO Fee	18/02/2026		The Co-operative Ba		Payment - SLCC - Clerk Annual	SLCC	X	-379.00		-379.00
492	Fuel for Van & Equipment	18/02/2026		The Co-operative Ba		Payment - Fuel (vans & equiprn	Allstar	S	-57.45	-11.49	-68.94
489	HR & H&S Support Services	23/02/2026		The Co-operative Ba		Payment - Worknest - PAYG Su	Worknest	S	-40.50	-8.10	-48.60
490	Cleaning Contract Services	23/02/2026		The Co-operative Ba		Payment - Cleaning Services (c	PremiClean	S	-502.15	-100.43	-602.58
491	Telephone & Mobile Charges	25/02/2026		The Co-operative Ba		Payment - Phone charges offic	O2 (Telefonica UK Limited)	S	-34.40	-6.88	-41.28
493	Telephone & Mobile Charges	25/02/2026		The Co-operative Ba		Payment - Phone charges offic	Firstcom Europe	S	-65.22	-13.04	-78.26
494	Fuel for Van & Equipment	25/02/2026		The Co-operative Ba		Payment - Fuel (vans & equiprn	Allboards UK Ltd	S	-43.59	-8.72	-52.31
24	Bank Interest	27/02/2026		Nationwide Business		Receipt - Bank Interest Nationv	Nationwide Building Societ	X	354.36		354.36
<b>Total</b>									<b>-25,763.72</b>	<b>-344.51</b>	<b>-26,108.23</b>

## Birchwood Town Council

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 31/01/2026</b>		
	Cash in Hand 01/04/2025		388,915.82
	<b>ADD</b> Receipts 01/04/2025 - 31/01/2026		399,868.76
			788,784.58
	<b>SUBTRACT</b> Payments 01/04/2025 - 31/01/2026		341,764.90
<b>A</b>	<b>Cash in Hand 31/01/2026</b> (per Cash Book)		<b>447,019.68</b>
	Cash in hand per Bank Statements		
	Petty Cash	31/01/2026	123.16
	The Co-operative Business Select	31/01/2026	10,550.49
	The Co-operative Bank Charity anc	31/01/2026	117,772.15
	Nationwide Business Instant Saver	31/01/2026	318,573.88
			<b>447,019.68</b>
	Less unrepresented payments		
			447,019.68
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>447,019.68</b>
	<b>A = B Checks out OK</b>		



Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 28/02/2026)

1 - Council Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	381,044.00	381,044.00					(0%)
2	Bank Interest		6,908.64	6,908.64				6,908.64 (N/A)
3	Vat Refund							(N/A)
4	Other		1,544.00	1,544.00				1,544.00 (N/A)
58	Barn Storage Fees		400.00	400.00				400.00 (N/A)
<b>SUB TOTAL</b>		<b>381,044.00</b>	<b>389,896.64</b>	<b>8,852.64</b>				<b>8,852.64 (2%)</b>

Administration-Town Council

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6	Insurance - Town Council				8,000.00	5,501.46	2,498.54	2,498.54 (31%)
7	Insurance Ill Health Liability LGP					3,659.63	-3,659.63	-3,659.63 (N/A)
8	Town Council Revenue		-479.23	-479.23	41,760.00	304.82	41,455.18	40,975.95 (98%)
10	Training/Staff and Councillor Dev				3,000.00	1,425.00	1,575.00	1,575.00 (52%)
11	Grants Section 137 and other				5,000.00	4,534.00	466.00	466.00 (9%)
12	Bank and FD Online charges					599.40	-599.40	-599.40 (N/A)
13	Loans/Mortgage Fund				17,710.00	8,950.00	8,760.00	8,760.00 (49%)
17	Elections					743.01	-743.01	-743.01 (N/A)
23	IT Support & Equipment					3,922.97	-3,922.97	-3,922.97 (N/A)
26	Petty Cash							(N/A)
39	Stationary & Toners					966.10	-966.10	-966.10 (N/A)
40	Copier-Charges & Lease					1,198.00	-1,198.00	-1,198.00 (N/A)
41	Finance Software					979.00	-979.00	-979.00 (N/A)
42	Website inc host/domain fees					550.00	-550.00	-550.00 (N/A)
50	Telephone & Mobile Charges					1,267.50	-1,267.50	-1,267.50 (N/A)
57	Office Equipment					224.73	-224.73	-224.73 (N/A)
59	Civic Newsletter				1,000.00		1,000.00	1,000.00 (100%)
<b>SUB TOTAL</b>			<b>-479.23</b>	<b>-479.23</b>	<b>76,470.00</b>	<b>34,825.62</b>	<b>41,644.38</b>	<b>41,165.15 (53%)</b>

Chairmans Allowance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	Chairmans Allowance				1,000.00		1,000.00	1,000.00 (100%)
<b>SUB TOTAL</b>					<b>1,000.00</b>		<b>1,000.00</b>	<b>1,000.00 (100%)</b>

Comm Development Projects

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Flowers, Planters & Baskets					3,317.60	-3,317.60	-3,317.60 (N/A)
<b>SUB TOTAL</b>						<b>3,317.60</b>	<b>-3,317.60</b>	<b>-3,317.60 (N/A)</b>

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 28/02/2026)

Employment Costs

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
15	Staffing Costs				192,500.00	169,348.67	23,151.33	23,151.33 (12%)
16	Pension Contributions				125,500.00	51,736.14	73,763.86	73,763.86 (58%)
29	HMRC PAYE Contributions					50,842.36	-50,842.36	-50,842.36 (N/A)
<b>SUB TOTAL</b>					<b>318,000.00</b>	<b>271,927.17</b>	<b>46,072.83</b>	<b>46,072.83 (14%)</b>

Open Spaces Maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	Vehicle Tax				1,400.00	1,380.00	20.00	20.00 (1%)
28	Electricity MUGA-Locking Stump				1,000.00	209.61	790.39	790.39 (79%)
34	Waste Carrier Reg Fee					125.00	-125.00	-125.00 (N/A)
35	Fuel for Van & Equipment					3,158.28	-3,158.28	-3,158.28 (N/A)
36	Van Tracker & Cameras					487.74	-487.74	-487.74 (N/A)
37	Vehicles-Maint & Repairs					2,993.32	-2,993.32	-2,993.32 (N/A)
38	PPE - Workwear-Uniform					567.38	-567.38	-567.38 (N/A)
52	Materials/Supplies for Open Spa					1,122.02	-1,122.02	-1,122.02 (N/A)
54	Equipment & Repairs - Open Sp					239.00	-239.00	-239.00 (N/A)
<b>SUB TOTAL</b>					<b>2,400.00</b>	<b>10,282.35</b>	<b>-7,882.35</b>	<b>-7,882.35 (-328%)</b>

Parkers Farm Estate

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
5	Water				2,250.00	1,450.13	799.87	799.87 (35%)
14	Maint & Repairs Parkers Farm				5,000.00	4,242.91	757.09	757.09 (15%)
18	Gas				1,250.00	1,042.00	208.00	208.00 (16%)
19	Electricity - Parkers Farm Estate				1,000.00	1,583.17	-583.17	-583.17 (-58%)
20	Cleaning Contract Services				6,240.00	5,214.64	1,025.36	1,025.36 (16%)
43	Janitorial Supplies & Mat Cleanir					748.48	-748.48	-748.48 (N/A)
44	Legionella Testing					389.00	-389.00	-389.00 (N/A)
45	Gas Cert & Boiler Service					95.00	-95.00	-95.00 (N/A)
46	PAT Testing					78.20	-78.20	-78.20 (N/A)
47	Fire Alarm & Extinguishers					678.40	-678.40	-678.40 (N/A)
48	Emergency Lighting					195.05	-195.05	-195.05 (N/A)
49	Burglar Alarm & Keyholding Serv					758.22	-758.22	-758.22 (N/A)
51	Bins & Waste Collection					596.72	-596.72	-596.72 (N/A)
53	EICR Testing & Remedial Works					1,920.00	-1,920.00	-1,920.00 (N/A)
55	Defibrillator costs					265.00	-265.00	-265.00 (N/A)
56	Trees Surveys & Maintenance							(N/A)
<b>SUB TOTAL</b>					<b>15,740.00</b>	<b>19,256.92</b>	<b>-3,516.92</b>	<b>-3,516.92 (-22%)</b>

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 28/02/2026)

Subs & Professional Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
22	Audit Fees (Internal & External)				13,600.00	1,715.00	11,885.00	11,885.00 (87%)
24	HR & H&S Support Services					8,946.65	-8,946.65	-8,946.65 (N/A)
30	Occupational Health Services					2,445.00	-2,445.00	-2,445.00 (N/A)
31	Payroll Service					673.60	-673.60	-673.60 (N/A)
32	Subs & ICO Fee					2,018.00	-2,018.00	-2,018.00 (N/A)
33	Data Protection Service					1,687.00	-1,687.00	-1,687.00 (N/A)
<b>SUB TOTAL</b>					<b>13,600.00</b>	<b>17,485.25</b>	<b>-3,885.25</b>	<b>-3,885.25 (-28%)</b>

Summary

<b>NET TOTAL</b>	<b>381,044.00</b>	<b>389,417.41</b>	<b>8,373.41</b>	<b>427,210.00</b>	<b>357,094.91</b>	<b>70,115.09</b>	<b>78,488.50</b>
<b>V.A.T.</b>		10,805.71			11,132.58		
<b>GROSS TOTAL</b>		<b>400,223.12</b>			<b>368,227.49</b>		