Supporting Financial Report for Hazelwood Parish Council

Bank reconciliation

Financial year ending 31st March 2026

Prepared by James Stirling Clerk and RFO. Date 19 May 2026

Bank Reconciliation	Financial year ending 31/03/2025
Main Account (Lloyds)	£11,477.38
Total bank balances	£11,477.38

Uncleared payments

Date	Customer / supplier	Reference

Total net balances at 31/03/2025	11,477.38

Hazelwood Parish Council use a Receipts and Payments (Cash book) Accounting system called Easy PC Accounts.

Significant Variances for the Financial Year ending 31st March 2026

Section 2	2024/ 2025 -£	2025/ 2026 - £	Variance £ (+/-)	Variance comments
Box 2 Precept	7,369	7,590	£221 3%	
Box 3 Total Other Receipts	2875	711	-£2164 75.27	Having reviewed the records available from the previous year, it appears that the higher level of other receipts in 2024/25 was largely due to one-off refunds and reimbursements. These seem to have included refunds from service providers totalling approximately £1,279, duplicate charge refunds of around £175, and a contribution towards insurance costs of £665. Totalling £2120. The historical records are limited and some transactions are not clearly referenced, so it

				has not been possible to verify every amount with complete certainty. However, there is no indication that these receipts are expected to recur in the current year, which explains the reduction in other receipts to £711 in 2025/26.
Box 4 Staff costs	£3362	4824	1,462 43%	Staffing costs were significantly lower in 2024/25 because one Clerk left in May 2024 and their replacement was appointed on a lower salary. That Clerk then left in July 2025.
Box 5 Loan interest/ capital				Not applicable
Box 6 Other payments	4,284	5,273	£989 23%	"All Other Payments increased by approximately £989 compared with the previous year. This was mainly due to higher staffing costs during the year, while overall income reduced. In addition, a review of the previous records suggests that some expenditure had not been allocated consistently in earlier years, as the accounting records were limited and based on a simple spreadsheet system. The current figures therefore reflect a more complete and accurate allocation of costs."
Box 7 Balances carried forward	13,286	11,491		
Box 9 Fixed assets & long term assets	£1,616	£1,616		
Box 10 Total borrowing				Not applicable.