

# **DUNSFOLD PARISH COUNCIL**

## **Finance Committee Meeting**

### **Finance Meeting Pack**

13<sup>th</sup> April 2026

**Dunsfold Parish Council**

26 March 2026 (2025-2026)

**PAYMENTS (AWAITING AUTHORISATION) LIST**

<b>Vouche</b>	<b>Code</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Payment Ref.</b>	<b>Description</b>	<b>Supplier</b>	<b>VAT Type</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
153	Admin Costs	26/03/2026		Unity Trust Current A		Neighbourhood Plan Support	UVE Planning Ltd	S	705.00	141.00	846.00
								<b>Total</b>	<b>705.00</b>	<b>141.00</b>	<b>846.00</b>

King George V Fields

31 March 2026 (2025 - 2026)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
72	Ring camera	26/03/2026		Unity Trust		Ring camera	Tigi Singhateh	X	79.99		79.99
70	Electricity	26/03/2026		Unity Trust		Electricity	EDF	L	862.47	43.12	905.59
71	Water	26/03/2026		Unity Trust		Water	Castle Water Ltd	Z	369.48		369.48
73	Grass Cutting	31/03/2026		Unity Trust		Grass Cutting	New Leaf Garden Care	S	400.00	80.00	480.00
<b>Total</b>									<b>1,711.94</b>	<b>123.12</b>	<b>1,835.06</b>

**Dunsfold Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

31 March 2026 (2025-2026)

**Administration**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Sage Software				115.52	129.00	-13.48	-13.48 (-11%)
34	Annual Parish meeting				200.00	90.40	109.60	109.60 (54%)
40	Audit				500.00	1,071.20	-571.20	-571.20 (-114%)
41	Insurance				2,700.00	2,238.02	461.98	461.98 (17%)
42	Office Rent				2,300.00	2,340.00	-40.00	-40.00 (-1%)
43	Telephone and Broadband				1,000.00	40.95	959.05	959.05 (95%)
44	Stationary					120.03	-120.03	-120.03 (N/A)
45	Office Equipment							(N/A)
46	Software				800.00	661.20	138.80	138.80 (17%)
47	Subscriptions				600.00	814.21	-214.21	-214.21 (-35%)
48	Meeting Costs				650.00		650.00	650.00 (100%)
51	Locum Fees				5,000.00	4,900.00	100.00	100.00 (2%)
55	Professional Fees (Legal, Surve				5,000.00		5,000.00	5,000.00 (100%)
56	Election Costs				1,000.00	4,615.15	-3,615.15	-3,615.15 (-361%)
63	Fete Insurance					393.22	-393.22	-393.22 (N/A)
64	Phone & Broadband					699.85	-699.85	-699.85 (N/A)
65	Bank Charges					69.82	-69.82	-69.82 (N/A)
69	Mobile					103.50	-103.50	-103.50 (N/A)
71	VAT							(N/A)
75	HR Support					2,485.90	-2,485.90	-2,485.90 (N/A)
76	Website					400.00	-400.00	-400.00 (N/A)
79	Speedwatch					230.00	-230.00	-230.00 (N/A)
82	KGV					4,000.00	-4,000.00	-4,000.00 (N/A)
83	Remembrance Day					115.00	-115.00	-115.00 (N/A)
84	Training					704.00	-704.00	-704.00 (N/A)
85	Unity Trust					1,000.00	-1,000.00	-1,000.00 (N/A)
88	Defib					126.00	-126.00	-126.00 (N/A)
90	Gift					50.00	-50.00	-50.00 (N/A)
<b>SUB TOTAL</b>					<b>19,865.52</b>	<b>27,397.45</b>	<b>-7,531.93</b>	<b>-7,531.93 (-37%)</b>

**Assets**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
15	KGV				4,000.00		4,000.00	4,000.00 (100%)
59	Defibrillators							(N/A)
68	Printer					150.90	-150.90	-150.90 (N/A)
<b>SUB TOTAL</b>					<b>4,000.00</b>	<b>150.90</b>	<b>3,849.10</b>	<b>3,849.10 (96%)</b>

**Common**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	Common Cut		1,000.00	1,000.00	6,000.00	2,549.00	3,451.00	4,451.00 (74%)
4	Verges							(N/A)
5	Trees				3,000.00	2,137.50	862.50	862.50 (28%)
6	Ponds				8,000.00	5,670.00	2,330.00	2,330.00 (29%)

**Dunsfold Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

31 March 2026 (2025-2026)

7 Maintenance Contingency			3,150.00		3,150.00	3,150.00 (100%)
72 Strimming				2,490.00	-2,490.00	-2,490.00 (N/A)
89 Ditches				360.00	-360.00	-360.00 (N/A)
<b>SUB TOTAL</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>20,150.00</b>	<b>13,206.50</b>	<b>6,943.50</b>	<b>7,943.50 (39%)</b>

**Grants**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9 Parochial Church Council				2,000.00	2,000.00		(0%)
10 Citizens Advice Waverley				300.00		300.00	300.00 (100%)
11 Winn Hall				400.00	2,816.70	-2,416.70	-2,416.70 (-604%)
12 British Legion Wreath				60.00		60.00	60.00 (100%)
13 Surrey Air Ambulance				300.00	500.00	-200.00	-200.00 (-66%)
53 Village Fete Committee				200.00		200.00	200.00 (100%)
54 Dunsfold Village Shop							(N/A)
61 Dunsfold Bonfire Committee				500.00	424.00	76.00	76.00 (15%)
62 KGV Grant				4,000.00	1,000.00	3,000.00	3,000.00 (75%)
<b>SUB TOTAL</b>				<b>7,760.00</b>	<b>6,740.70</b>	<b>1,019.30</b>	<b>1,019.30 (13%)</b>

**Income**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35 Surrey County Council							(N/A)
36 Returned payment		500.00	500.00				500.00 (N/A)
39 Precept	55,000.00	55,000.00					(0%)
49 Unspecified Income							(N/A)
50 NCIL Contributions	20,000.00	94.02	-19,905.98				-19,905.98 (-99%)
57 VAT Return	4,000.00		-4,000.00				-4,000.00 (-100%)
58 Bank Interest	600.00	621.46	21.46				21.46 (3%)
77 Wayleave		27.66	27.66				27.66 (N/A)
78 Commons		1,000.00	1,000.00				1,000.00 (N/A)
86 Grant		5,000.00	5,000.00				5,000.00 (N/A)
87 Unity		500.00	500.00				500.00 (N/A)
<b>SUB TOTAL</b>	<b>79,600.00</b>	<b>62,743.14</b>	<b>-16,856.86</b>				<b>-16,856.86 (-21%)</b>

**KGV**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
52 Caretaker							(N/A)
66 Playground					2,168.00	-2,168.00	-2,168.00 (N/A)
70 Grant					5,000.00	-5,000.00	-5,000.00 (N/A)
73 Maintenance					8,024.99	-8,024.99	-8,024.99 (N/A)
74 Outdoor Gym					9,900.00	-9,900.00	-9,900.00 (N/A)
<b>SUB TOTAL</b>					<b>25,092.99</b>	<b>-25,092.99</b>	<b>-25,092.99 (N/A)</b>

**Dunsfold Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

31 March 2026 (2025-2026)

**Neighbourhood Plan**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	Professional Fees				12,000.00	1,752.00	10,248.00	10,248.00 (85%)
18	Admin Costs				3,000.00	705.00	2,295.00	2,295.00 (76%)
<b>SUB TOTAL</b>					<b>15,000.00</b>	<b>2,457.00</b>	<b>12,543.00</b>	<b>12,543.00 (83%)</b>

**Projects/Reserves**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	Gratton woods							(N/A)
80	KGV Car Park					46,020.00	-46,020.00	-46,020.00 (N/A)
81	KGV Car park					-980.00	980.00	980.00 (N/A)
<b>SUB TOTAL</b>						<b>45,040.00</b>	<b>-45,040.00</b>	<b>-45,040.00 (N/A)</b>

**Staff Costs**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
<b>SUB TOTAL</b>					<b>27,416.00</b>	<b>29,486.92</b>	<b>-2,070.92</b>	<b>-2,070.92 (-7%)</b>

**Summary**

<b>NET TOTAL</b>	<b>79,600.00</b>	<b>63,743.14</b>	<b>-15,856.86</b>	<b>94,191.52</b>	<b>149,572.46</b>	<b>-55,380.94</b>	<b>-71,237.80</b>
<b>V.A.T.</b>		<b>21,181.70</b>			<b>15,897.62</b>		
<b>GROSS TOTAL</b>		<b>84,924.84</b>			<b>165,470.08</b>		

**Dunsfold Parish Council**  
**Net Position by Cost Centre and Code - All Cost Centres and Codes**

**Cost Centre Name**

<b>Administration</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
23	Sage Software				115.52	129.00	-13.48
34	Annual Parish meeting				200.00	90.40	109.60
40	Audit				500.00	1,071.20	-571.20
41	Insurance				2,700.00	2,238.02	461.98
42	Office Rent				2,300.00	2,340.00	-40.00
43	Telephone and Broadband				1,000.00	40.95	959.05
44	Stationary					120.03	-120.03
45	Office Equipment						
46	Software				800.00	661.20	138.80
47	Subscriptions				600.00	814.21	-214.21
48	Meeting Costs				650.00		650.00
51	Locum Fees				5,000.00	4,900.00	100.00
55	Professional Fees (Legal,				5,000.00		5,000.00
56	Election Costs				1,000.00	4,615.15	-3,615.15
63	Fete Insurance					393.22	-393.22
64	Phone & Broadband					699.85	-699.85
65	Bank Charges					69.82	-69.82
69	Mobile					103.50	-103.50
71	VAT						
75	HR Support					2,485.90	-2,485.90
76	Website					400.00	-400.00
79	Speedwatch					230.00	-230.00
82	KGV					4,000.00	-4,000.00
83	Remembrance Day					115.00	-115.00
84	Training					704.00	-704.00
85	Unity Trust					1,000.00	-1,000.00
88	Defib					126.00	-126.00
90	Gift					50.00	-50.00
					<b>19,865.52</b>	<b>£27,397.45</b>	<b>-7,531.93</b>
<b>Assets</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
15	KGV				4,000.00		4,000.00
59	Defibrillators						
68	Printer					150.90	-150.90
					<b>4,000.00</b>	<b>£150.90</b>	<b>3,849.10</b>
<b>Common</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
3	Common Cut		1,000.00		6,000.00	2,549.00	4,451.00
4	Verges						
5	Trees				3,000.00	2,137.50	862.50
6	Ponds				8,000.00	5,670.00	2,330.00
7	Maintenance Contingency				3,150.00		3,150.00
72	Strimming					2,490.00	-2,490.00
89	Ditches					360.00	-360.00
					<b>£1,000.00</b>	<b>20,150.00</b>	<b>£13,206.50</b>
<b>Grants</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
9	Parochial Church Council				2,000.00	2,000.00	
10	Citizens Advice Waverley				300.00		300.00
11	Winn Hall				400.00	2,816.70	-2,416.70
12	British Legion Wreath				60.00		60.00
13	Surrey Air Ambulance				300.00	500.00	-200.00
53	Village Fete Committee				200.00		200.00
54	Dunsfold Village Shop						
61	Dunsfold Bonfire Committ				500.00	424.00	76.00
62	KGV Grant				4,000.00	1,000.00	3,000.00
					<b>7,760.00</b>	<b>£6,740.70</b>	<b>1,019.30</b>

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

**Dunsfold Parish Council**  
**Net Position by Cost Centre and Code - All Cost Centres and Codes**

**Cost Centre Name**

<b>Income</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
35	Surrey County Council						
36	Returned payment				500.00		500.00
39	Precept		55,000.00	55,000.00			
49	Unspecified Income						
50	NCIL Contributions		20,000.00	94.02			-19,905.98
57	VAT Return		4,000.00				-4,000.00
58	Bank Interest		600.00	621.46			21.46
77	Wayleave			27.66			27.66
78	Commons			1,000.00			1,000.00
86	Grant			5,000.00			5,000.00
87	Unity			500.00			500.00
			<b>79,600.00</b>	<b>£62,743.14</b>			<b>-16,856.86</b>
<b>KGV</b>							
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fwd.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Current Balance</b>
52	Caretaker						
66	Playground					2,168.00	-2,168.00
70	Grant					5,000.00	-5,000.00
73	Maintenance					8,024.99	-8,024.99
74	Outdoor Gym					9,900.00	-9,900.00
						<b>£25,092.99</b>	<b>-25,092.99</b>
<b>Neighbourhood Plan</b>							
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fwd.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Current Balance</b>
17	Professional Fees				12,000.00	1,752.00	10,248.00
18	Admin Costs				3,000.00	705.00	2,295.00
					<b>15,000.00</b>	<b>£2,457.00</b>	<b>12,543.00</b>
<b>Projects/Reserves</b>							
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fwd.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Current Balance</b>
33	Gratton woods						
80	KGV Car Park					46,020.00	-46,020.00
81	KGV Car park					-980.00	980.00
						<b>£45,040.00</b>	<b>-45,040.00</b>
<b>Staff Costs</b>							
<b>Code</b>	<b>Title</b>	<b>Bal. B/Fwd.</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Current Balance</b>
					<b>27,416.00</b>	<b>£29,486.92</b>	<b>-2,070.92</b>
<b>NET TOTAL</b>			<b>79,600.00</b>	<b>£63,743.14</b>	<b>94,191.52</b>	<b>£149,572.46</b>	<b>-71,237.80</b>

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

**Dunsfold Parish Council**  
**Reserves Balance**  
**2025-2026**

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<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Capital</b>					
Capital Projects	22,600.00				22,600.00
s106 Access & Safety	2,198.91				2,198.91
s106 Gratton Woods Works	89.35				89.35
s106 Environmental	7,936.72				7,936.72
s106 Gratton Woods Maintenanc	12,881.36				12,881.36
CIL Funds	101,613.44	-57,662.68			43,950.76
<b>Total Capital</b>	<b>147,319.78</b>	<b>-57,662.68</b>			<b>89,657.10</b>
<b>Earmarked</b>					
KGV Playing Area	6,974.58	-2,076.00			4,898.58
Crisis Reserve					0.00
KGV	6,000.00	-4,364.99			1,635.01
Commons & Trees	3,889.60	-2,137.50			1,752.10
Neighbourhood Plan	3,026.91	-2,457.00			569.91
Platinum Garden	3,947.00				3,947.00
Footways	5,000.00	-5,000.00			0.00
General Fund	7,301.32				7,301.32
<b>Total Earmarked</b>	<b>36,139.41</b>	<b>-16,035.49</b>			<b>20,103.92</b>
<b>TOTAL RESERVE</b>	<b>183,459.19</b>	<b>-73,698.17</b>			<b>109,761.02</b>
<b>GENERAL FUND</b>					<b>5,352.72</b>
<b>TOTAL FUNDS</b>					<b>115,113.74</b>