



# FINANCE REPORT

TOWN COUNCIL MEETING

REPORT 11/25

14 APRIL 2025

The purpose of this Report is to provide Members with information regarding the end of March balances and payments made during February and March 2025.

## No. DETAIL

### 1) BALANCES

- a) At 31 March 2025 the balance of the Town Council's bank accounts was £18,326.97.
- b) The Reconciliation of the Town Council's Bank Accounts to 31 March 2025 has been completed.

### 2) PAYMENTS

- a) The list of payments made during February and March totalled £99,051.12 of which £15,036 was attributable to the Salisbury Gardens' account.
- b) The full list of payments in these months is attached to this report for Members' information.

### 3) RECEIPTS

Receipts during February and March totalled £27,221 of which £14,121 was in respect of Salisbury Gardens rents.

### 4) BUDGET MONITOR & VARIANCES FROM BUDGET

A list of payments and receipts against budget heads for the period 1 April 2024 to 31 March 2025 is attached to this report for Members' information. Note that the reported spend is based on the cash book. At the end of the year, our accounts are converted into income and expenditure as is required for a council of our size.

Notable variances include Administrative Salaries, Cleaning, and Maintenance, which were explained in the Finance Report to the October 2024 meeting. Variances relating to Miscellaneous, Public Toilets, Paddling Pool, Car Parks, No.31 Bus, Business Development, Community Development, Youth Service, and Salisbury Gardens were explained in the Finance Report that went to the December 2024 Town Council Meeting. The variances relating to Warmer Ventnor and Ventnor Library were explained in the Finance Report which went to the February 2025 meeting.

In light of the financial position that VTC has found itself in, expenditure for stationery, equipment, etc. has been deferred wherever possible to Financial Year 2025/26 where there is sufficient budget to cover the expenditure, in order to not deplete the reserves.

We have been fortunate that bank interest has been higher than the budget by some £2,087.

The large payments in January predominantly to the Isle of Wight Council meant that we paid out quite a lot in VAT during the final quarter of the year. We are due to claim back approximately £14,000 which should arrive in the bank account in May.

Due to some issues with installing CCTV at the Esplanade toilets, this project has not yet progressed, the budget will be carried over to next year.

The apparent overspend relating to the Wellbeing Café was due to an insufficient budget. With a change to the group's anticipated operating style in 2025/26, it is less likely that there will be an overspend in the next financial year.

A reported underspend in relation to Ventnor Park is due to the annual contribution to the Isle of Wight Council for the partnership-managed Grounds Maintenance was not as large as expected.

### 5) RECOMMENDATION

Members are recommended to:  
accept the Finance Report.



Year to date cash book payments and receipts against Budget lines 2024/25 @31 March 2025

			Payments				Receipts			
			Budget		Actual		Budget		Actual	
			Full year	Year to date	Year to date	Variance	Full year	Year to date	Year to date	Variance
Overheads	1	Salaries	99,700	99,700	108,762	- 9,062		-		-
	2	Stationery	1,600	1,600	563	1,037		-		-
	3	Equipment	1,900	1,900	1,354	546		-		-
	4	Photo-copying	2,100	2,100	1,843	257		-		-
	5	Affiliation fees	900	900	59	841		-		-
	6	Insurance	11,600	11,600	11,816	- 216		-		-
	7	Telecoms	7,300	7,300	8,989	- 1,689		-		-
	8	Audit	1,600	1,600	1,690	- 90		-		-
	9	Bank charges/Interest	800	800	487	313	3,000	3,000	5,087	2,087
	10	Legal	1,100	1,100	-	1,100		-		-
	11	Member training	100	100	-	100		-		-
	12	Cleaning	900	900	2,408	- 1,508		-		-
	13	Maintenance	5,300	5,300	10,046	- 4,746		-		-
	14	Van	1,600	1,600	1,500	100		-		-
	15	Rent	11,300	11,300	10,620	680		-		-
	16	HMRC - VAT reclaim	-	-	1,535	- 1,535		-	6,278	6,278
	17	Misc	-	-	1,780	- 1,780		-	-	-
		TOTAL	147,800	147,800	163,452	- 15,652	3,000	3,000	11,365	8,365
Infrastructure	18	Metrological honorarium	600	600	600	-		-		-
	19	CCTV - Eastern Esplanade	2,200	2,200	-	2,200		-		-
	20	Spring Hill Gardens	1,600	1,600	1,836	- 236		-		-
	21	Putting Green	2,100	2,100	822	1,278	3,700	3,000	3,000	-
	22	Floral Ventnor	2,100	2,100	1,830	270		-		-
	23	Public Toilets	72,600	72,600	88,585	- 15,985		-	5,358	5,358
	24	Paddling Pool	2,600	2,600	5,297	- 2,697		-	-	-
	25	Outfit	800	800	712	88		-		-
	26	Sea Breeze Playground	800	800	795	5		-		-
	27	Grounds Maintenance	32,500	32,500	32,394	106		-		-
		Benches	-	-	1,780	- 1,780		-	1,200	-
	28	Ventnor Library	23,000	23,000	41,327	- 18,327		-		-
	29	Ventnor Central	5,300	5,300	6,155	- 855		-	-	-
	30	Beach Cleaning	6,300	6,300	6,531	- 231	1,800	1,730	1,730	-
		Car Parks	27,500	27,500	5,997	21,503	36,000	36,000	17,497	- 18,503
		TOTAL	180,000	180,000	194,661	- 14,661	41,500	40,730	28,785	- 13,145
Services	32	Beach Safety	14,700	14,700	14,443	257		-		-
	33	No. 31 Bus	12,000	12,000	23,881	- 11,881	4,200	4,200	34,153	29,953
	34	Warmer Ventnor	2,600	2,600	3,975	- 1,375		-		-
	35	Sustainability & Biodiversity	2,600	2,600	1,190	1,410		-		-
	36	Business Development	22,000	22,000	27,226	- 5,226		-		-
	37	Community Development	39,000	39,000	47,359	- 8,359		-	475	475
	38	Youth Service	28,800	28,800	34,354	- 5,554	5,300	5,300	415	- 4,885
	39	Wellbeing Café	29,400	29,400	33,323	- 3,923		-		-
	40	Advice Service	-	-	-	-		-		-
	41	Lifeguard Training	600	600	-	600		-		-
	42	Boniface Fields	9,400	9,400	11,177	- 1,777	4,700	4,700	4,769	69
	43	Ventnor Park	36,700	36,700	33,435	3,265	3,200	3,200	2,167	- 1,033
	44	Community Orchard	1,000	1,000	236	764		-		-
	45	HSF	-	-	-	-		-		-
	46	CSF	-	-	-	-		-		-
		Small grants	-	-	2,884	- 2,884		-	3,965	3,965
		TOTAL	198,800	198,800	233,482	- 34,682	17,400	17,400	45,943	28,543
Other	48	V.Park Electricals	10,000	10,000	5,620	4,380		-		-
	49	PWLB - Tennis Club	-	-	0	0		-		-
	50	Salisbury Gardens	62,000	62,000	60,157	1,843	71,000	71,000	69,533	- 1,467
		TOTAL	72,000	72,000	65,777	6,223	71,000	71,000	69,533	- 1,467
Grand Total			598,600	598,600	657,372	- 58,772	132,900	132,130	155,626	22,296



# Payments

## February 2025

Date	Beneficiary	Purpose	Net	Total
1	Salisbury Gardens	VTC1&2 Rent	885.00	1,062.00
1	Salisbury Gardens	LG1 Rent	442.00	530.40
3	EE	Phone Contracts	21.56	25.87
3	Square	Card payment processing charge RM	2.63	2.63
3	SSE Energy Solutions	Electricity Supply Boniface Fields	178.30	187.22
3	Wellbeing Café Volunteer	Wellbeing Food Reimbursement	1.78	1.78
3	Wellbeing Café Co-ordinator	Wellbeing Food Reimbursement	48.97	48.97
4	Ricoh	Photocopying	135.00	162.00
4	Square	Card payment processing charge CK	1.40	1.40
4	Ovo Energy	Electricity Supply Lifeguard Hut	22.86	24.00
6	Wight Computers	Support Package & MS365	493.08	591.69
10	Ventnor Town Council	Putting Green Electricity Reimbursement	- 1,869.83	- 1,963.32
11	The Sign Company	Oak Lectern - Orchard	940.00	1,128.00
11	Business Stream	Water Supply Shore Road Toilets	71.56	71.56
12	Business Stream	Water Supply EE Toilets	898.00	898.00
12	HSF Volunteer	Matalan towels HSF Grant	262.33	314.50
12	HSF Volunteer	Curry's Soup Makers etc. HSF Grant	838.77	838.77
12	HSF Volunteer	Ikea Food & Bags HSF Grant	5.83	6.25
12	HSF Volunteer	Matalan towels HSF Grant	37.50	45.00
12	HSF Volunteer	Primark clothers HSF Grant	580.30	580.30
19	Gtek Electrical Services	Electrical Works Ventnor Park	2,400.00	2,880.00
20	Various	Salaries	20,085.72	20,085.72
20	NEST	Pension contributions	1,393.72	1,393.72
20	Ventnor Town Council	Shed key cutting reimbursement	- 54.00	- 64.80
21	British Gas	Electricity Supply CCP Toilets	47.59	49.96
21	HMRC	Tax & NIC: February 2025	4,815.20	4,815.20
21	HSBC	Bank Charges	37.59	37.59
24	Wellbeing Café Co-ordinator	Expenses Reimbursement - Food	37.86	37.86
24	Wellbeing Café Co-ordinator	Expenses Reimbursement - Food	9.99	9.99
24	Square	Card payment processing charge RA	2.63	2.63
25	SSE Energy Solutions	Electricity Supply Boniface Fields	231.44	243.01
25	Square	Card payment processing charge MM	1.40	1.40
26	Chant Locks	Key Cutting V. Central & Allotments	36.24	43.49
26	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials	24.66	29.59
27	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials	32.20	38.63
27	Top Mops	No.31 Bus - Jan25	2,210.00	2,210.00
27	John O'Conner Grounds Maintenance	Grounds Maintenance	2,781.97	3,338.37
27	Island Community School	Hire of Sports Hall 27/1 & 5/2/25	70.00	70.00
27	Newsquest Media Group Ltd	Beach Safety Job Advertisement	302.00	362.40
28	WightFibre	Internet Supply CCP Toilets	44.00	52.80
28	CareCheck Ltd	DBS Check TE	48.00	50.00
			-	-
			-	-
TOTALS			38,555.25	40,244.58



Date	Beneficiary	Purpose	Net	Total
1	St Catherine's Church	Use of church for Beach Safety Consultation	75.00	75.00
1	Signpost Express	S.Steel Plaque Mr & Mrs Hall	135.00	162.00
1	Salisbury Gardens	VTC1&2 Rent	885.00	1,062.00
1	Salisbury Gardens	LG1 Rent	442.00	530.40
3	Business & Voluntary Sector Officer	Expenses Reimbursement - Wellbeing Café Food	318.07	320.01
3	Square	Card payment processing charge SM & PW	4.03	4.03
3	Wellbeing Café Volunteer	Reimbursement - Wellbeing Café Food	6.42	6.42
4	Ovo Energy	Electricity Supply Lifeguard Hut	22.86	24.00
5	Wellbeing Café Co-ordinator	Expenses Reimbursement - Wellbeing Café Food	41.39	41.39
5	Wellbeing Café Volunteer	Expenses Reimbursement - Wellbeing Café Food	6.13	6.13
6	Wight Computers	Support Package & MS365	493.08	591.69
6	EE	Phone Contracts	21.56	25.8
6	Ryde Town Council	Wallgate Service Contract Reimbursement	- 924.00	- 1,108.80
7	Fuel Genie	Fuel for van	37.50	45.00
7	Ventnor Community Shed	Contribution for memorial bench	125.00	125.00
10	Focus Plumbing & Heating	Wallgate Service Contract Ryde extra units	924.00	1,108.80
10	HMRC	VAT Payment Ref: 615430665 1/10/24 to 31/12/24	1,505.26	1,505.26
11	Upper Ventnor Commuity Association	Hire of St Margarets Hall Oct Nov Dec 2024	160.00	160.00
11	Square	Card payment processing charge SM Memorial Bench	31.50	31.50
12	Wellbeing Café Co-ordinator	Wellbeing Expenses Food Reimbursement	36.90	36.90
12	Wellbeing Café Volunteer	Wellbeing Expenses Food Reimbursement	8.70	8.70
12	Mark Royl	Badminton Coaching 12 sessions 2024-2025	300.00	300.00
13	Square	Card payment processing charge GR250313	0.38	0.38
14	W Hurst & Son (IW) Ltd	Bolts & Paints for EE Gents Toilets	25.92	31.10
14	John O'Conner	Grounds Maintenance VTC & Spring Hill Gardens	2,781.97	3,338.37
14	Wightfibre	Internet Boniface	1.39	1.67
14	Ventnor Community Shed	Memorial bench materials	450.00	450.00
14	Wellbeing Café Co-ordinator	Expenses Reimbursement - Food - Wellbeing Café	32.82	32.82
17	Top Mops Ltd	No. 31 Bus February 2025	2,040.00	2,040.00
19	Wellbeing Café Volunteer	Expenses Reimbursement - Food - Wellbeing Café	17.14	17.14
20	HMRC	VAT payment amendment	29.34	29.34
20	Various	Salaries	20,248.34	2,125.46
20	NEST	Pension contributions	1,401.34	1,401.34
21	British Gas	Electricity Supply Toilets CCP	43.37	45.53
21	SSE Energy Solutions	Electricity Supply Ventnor Central	565.41	593.68
21	SSE Energy Solutions	Electricity Supply EE Public Toilets	601.61	631.69
21	SSE Energy Solutions	Electricity Supply Cascade Lighting	7.74	8.13
21	HSBC	Bank Charges	49.47	49.47
24	Business & Voluntary Sector Officer	Expenses Reimbursement - Training & Travel	59.00	59.00
24	Policy, Premises & Projects Officer	Expenses Reimbursement - Keys - Cascade Lighting	12.17	14.60
24	Youth Opportunities Officer	Expenses Reimbursement - Keys, Chopping Boards, Biscuits & Game	50.78	60.75
24	Youth Opportunities Officer	Expenses Reimbursement - Games & Stationery	66.47	69.54
24	Youth Opportunities Officer	Expenses Reimbursement - Games, Plants & Food	24.89	24.89
24	Youth Opportunities Officer	Expenses Reimbursement - Mileage	20.16	20.16
24	Youth Opportunities Officer	Expenses Reimbursement - Halloween Party Food/Activities	62.32	68.99
24	Wellbeing Café Volunteer	Expenses Reimbursement - Food - Wellbeing Café	54.15	54.15
24	Wellbeing Café Co-ordinator	Expenses Reimbursement - Food - Wellbeing Café	25.37	25.37
24	Business & Voluntary Sector Officer	Expenses Reimbursement - Food - Wellbeing Café	108.74	108.74
24	Business & Voluntary Sector Officer	Expenses Reimbursement - Food - Wellbeing Café	120.67	120.67
24	Business & Voluntary Sector Officer	Expenses Reimbursement - Food - Wellbeing Café	149.50	149.50
24	Business & Voluntary Sector Officer	Expenses BBQ Food, Trees & Stakes - Orchard	435.66	444.98
25	Business & Voluntary Sector Officer	Expenses - Wellbeing Café Food Reimbursement	241.48	241.48
25	Business & Voluntary Sector Officer	Expenses - Clothes Reimbursement - Warm Essentials Grant	159.60	159.60
25	Business & Voluntary Sector Officer	Expenses - Wellbeing Café Food Reimbursement	147.10	147.10
25	Business & Voluntary Sector Officer	Expenses Reimbursement - Throws & HW Bottles - WE Grant	914.06	1,096.67
25	Business & Voluntary Sector Officer	Expenses Reimbursement - Wellbeing Café Food	89.14	89.94
26	W Hurst & Son (IW) Ltd	Bolts for EE ladies toilets	19.02	22.82
26	N W Electrical, Plumbing & General Services	V. Park Ladies toilet & pipework	880.00	880.00
26	Playgroup vlunteer	Playgroup Fruit - from grant	15.10	15.10
26	Square	Card payment processing charge VW Parking Permit	2.63	2.63
27	Business & Voluntary Sector Officer	Expenses - Playgroup - from grant	53.04	53.04
27	Isle of Wight Council	PCN	25.00	25.00
28	Ricoh	Photocopying	288.29	345.95
28	Ventnor Community Shed	Bench Donation	125.00	125.00
28	Ventnor Community Shed	Memorial bench materials	450.00	450.00
28	Wellbeing Café Co-ordinator	Expenses Reimbursement - Food - Wellbeing Café	9.08	9.08
28	Chant Lock	Lock, handles & keys first aid hut	461.35	553.62
31	Wellbeing Café Co-ordinator	Expenses Reimbursement - Food - Wellbeing Café (underclaimed 14/3)	0.60	0.60
31	Wellbeing Café Volunteer	Expenses Reimbursement - Food - Wellbeing Café	7.90	7.90
31	Gtek Electrical Services	Electric Work at Ventnor Park	4,420.00	5,304.00
31	Wightfibre	Internet Supply CCP Toilets	44.00	52.80
31	Wightfibre	Internet Boniface	39.00	46.80
		-	-	-
		-	-	-
	TOTALS		41,472.31	43,770.31



## Salisbury Gardens payments

## February 2025

Date	Beneficiary	Purpose	Net	Total
3	Public Works Loan Board	Loan Repayment	4,753.43	4,753.43
10	Colin Boon	Cabinets	50.00	50.00
13	Univoice	Telephony Charges	298.55	358.26
14	Ace Waste	Waste Collections January 2025	187.50	225.00
18	E-On Next	Electricity Supply	2,285.73	2,742.88
20	Various	Salaries	1,109.99	1,109.99
21	HMRC	Tax & NIC contributions: February 2025	147.33	147.33
25	W Hurst & Son (IW) Ltd	Cleaning Materials	14.52	17.43
			-	-
TOTALS			8,847.05	9,404.32



## Salisbury Gardens payments

March 2025

Date	Beneficiary	Purpose	Net	Total
7	Ace Waste	Waste Collections February	150.00	180.00
14	Wight Fire & Security	Fire Alarm & emergency Lighting Service	125.07	150.08
14	Univoice	Telephony Charges	298.55	358.26
14	Webb Jenkins	Contribution to ceiling repairs	100.00	100.00
18	E-On Next	Electricity Supply	2,340.98	2,809.18
20	Various	Salaries	1,109.99	1,109.99
26	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials	39.47	47.36
26	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials	24.66	29.59
27	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials	234.36	281.22
28	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials	72.39	86.87
31	N W Electrical, Plumbing & General Services	High neck pillar taps (upstairs kitchen)	135.00	135.00
31	Wight Fire & Security	Emergency Light	287.08	344.50
			-	-
			-	-
			-	-
TOTALS			4,917.55	5,632.05