



FINANCE REPORT

TOWN COUNCIL MEETING

REPORT 19/25

9 JUNE 2025

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

No. DETAIL

1) BALANCES

- a) At 31 March 2025 the balance of the Town Council's bank accounts was £543,529.24.
 - b) The Reconciliation of the Town Council's Bank Accounts to 31 May 2025 has been completed.
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2) PAYMENTS

- a) The list of payments made during April and May totalled £120,587 of which £7,782 was attributable to the Salisbury Gardens' account.
 - b) The full list of payments in these months is attached to this report for Members' information.
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3) RECEIPTS

Receipts during April and May totalled £645,392 of which £15,782 was in respect of Salisbury Gardens rents.

Included in the above figure is the precept payment of £599,033, which entered VTC's bank account on 7th April.

4) BUDGET MONITOR & VARIANCES FROM BUDGET

A list of payments and receipts against budget heads for the period 1 April 2025 to 31 May 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.

Though there is no budgeted for "Miscellaneous" expenditure, three payments totalling £151 have been allocated to this. These payments include venue hire for the Annual Town & Annual Town Council Meeting, fees for advertising of a job vacancy, and a withdrawal to top up the Petty Cash float.

Income from the Car Parks appears to be below budget. This is because payments by card and via PayByPhone are collected by the Isle of Wight Council, and deducted from our annual rent payments. At the time of writing this report, we do not yet have the IWC's figures for May, but April's income would boost the reported cash book figure by circa £2,000 so we would seem well on track to meet the budgeted income figure – especially considering the seasonality of car park income.

Small grants income of £4,376 is greater than anticipated, thanks to the successful applications of our Business and Voluntary Sector Officer. The grants will be distributed in accordance with the guidelines set by the grant-givers, so expenditure will be noted in future months accordingly. These grants do not form part of precept-related income or expenditure.

Also to note the significant income from HMRC of £14,340. This relates to the period ending 31 March 2025, but entered the cash book during this financial year.

5) RECOMMENDATION

Members are recommended to:
accept the Finance Report.



Year to date cash book payments and receipts against Budget lines 2025/26 @31 May 2025

		Payments					Receipts				
		Budget		Actual		Yearend variance	Budget		Actual		Yearend Variance
		Full year	Year to date	Year to date	Variance		Full year	Year to date	Year to date	Variance	
Policy & Resources Committee	1 Leadership & Administrative Salaries	166,347	27,725	27,812	- 88	-					
	2 Cleaning, Maintenance, Paddling Pool, Beach Safety sals	135,598	22,600	22,562	- 38	-					
	3 Youth, Business & Community Salaries	101,586	16,931	17,167	- 236	-					
	4 [Not used]			-	-	-					
	5 Affiliation fees	1,250	1,250	1,230	20	20					
	6 Insurance	12,407	12,407	12,291	116	116					
	7 Communications	1,310	218	600	- 382	-					
	8 Audit	1,680	-	-	-	-					
	9 Bank charges/Interest	800	133	87	46	-	4,000	667	903	236	-
	10 Legal	1,000	-	-	-	-					
	11 Election costs	5,500	-	-	-	-					
	12 PWLB - Central Car Park Toilets	7,560	-	-	-	-					
	13 PWLB - Salisbury Gardens	9,507	-	-	-	-					
	14 PWLB - Tennis Club	1,911	-	-	-	-	1,911	-			-
	TOTAL	446,455	81,264	81,749	- 486	136	5,911	667	903	236	-
Environment & Transport Committee	15 Metrological honorarium	600	-	-	-	-					
	16 Spring Hill Gardens	2,250	375	85	290	-					
	17 Floral Ventnor	2,205	368	-	368	-					
	18 Sea Breeze Playground	840	-	-	-	-					
	19 Grounds Maintenance	34,125	5,688	5,479	208	-					
	20 Benches	1,650	275	215	60	-	3,000	1,500	1,500	-	-
	21 Beach Cleaning	200	67	-	67	-	1,730	1,730	1,730	-	-
	22 Car Parks	31,850	2,034	1,924	110	-	44,250	7,375	2,171	- 5,204	-
	23 No. 31 Bus	26,520	4,420	4,420	-	-	17,700	575	696	121	-
	24 Sustainability, Biodiversity & Community Orchard	3,000	500	-	500	-					
	25 Boniface Fields	7,500	1,250	1,300	- 50	-	4,500	3,250	2,925	- 325	-
	26 Ventnor Park	36,000	417	1,504	- 1,087	-	3,000	-	-	-	-
	TOTAL	146,740	15,392	14,926	466	-	74,180	14,430	9,022	- 5,408	-
Bus. & Comm. Committee	27 Meeting Room Rent	1,200	200	200	-	-					
	28 Putting Green	2,250	375	-	375	-	3,500	-	-	-	-
	29 Ventnor Library	25,600	-	-	-	-					
	30 Warmer Ventnor	2,730	455	-	455	-					
	31 Community Development	2,600	433	82	351	-			-	-	-
	32 Business & Voluntary	500	83	-	83	-					
	33 Youth Service	2,250	375	788	- 413	- 500			-	-	-
	34 Wellbeing Café	1,950	325	577	- 252	-			-	-	-
	35 Small Grants	2,000	-	-	-	-	2,000	-	4,376	4,376	2,376
	TOTAL	41,080	2,247	1,648	599	- 500	5,500	-	4,376	4,376	2,376
Buildings Maintenance Committee	36 Stationery	1,350	225	84	141	-					
	37 Equipment	1,250	500	585	- 85	- 250					
	38 Photocopying	2,850	1,352	1,052	299	-					
	39 Telecoms	6,975	2,418	2,550	- 133	-					
	40 Cleaning Sundries	350	58	-	58	-					
	41 Maintenance Sundries	2,000	333	42	292	-					
	42 Van	2,350	554	711	- 157	-					
	43 Office Rent	11,700	1,950	1,950	-	-					
	44 Public Toilets	19,445	3,241	2,274	967	-			-	-	
	45 Paddling Pool	1,150	192	675	- 483	-					
	46 Outfit Gym	1,250	208	-	208	-					
	47 Ventnor Central	9,500	1,583	1,027	557	-			-	-	
	48 First Aid Hut	1,000	250	486	- 236	-			-	-	
	49 Salisbury Gardens	38,450	6,408	6,716	- 307	-	66,272	11,045	13,152	2,106	
	50 Buildings - capital Repairs	12,000	-	-	-	-					
	TOTAL	111,620	19,273	18,151	1,121	- 250	66,272	11,045	13,152	2,106	-
	Misc.	-	-	151	- 151	-		-	57	57	10
	HMRC - VAT - Reclaim/Repay	-	-	-	-	-		-	14,340	14,340	
	TOTAL	-	-	151	- 151	-	-	-	14,397	14,397	10
Grand Total		745,895	118,175	116,625	1,550	- 614	151,863	26,142	41,850	15,708	2,386



VTC Payments - April 2025

Date	Beneficiary	Purpose	Net	Total
1	Salisbury Gardens	VTC1&2 Rent	975.00	1,170.00
1	Salisbury Gardens	Meeting Room Rent	100.00	120.00
1	Business & Voluntary Sector Officer	Expenses Reimbursement - Law Training	60.00	60.00
1	Square	Card Processing Fee - Parking Permits JBon, Jbow,VRS	7.78	7.78
2	Signpost Express	Car Park tariff overlays x4	30.00	36.00
2	SSE Energy Solutions	Electricity Supply Boniface Fields	194.45	204.17
2	Square	Card Processing Fee - Parking Permits DB,EC,FH,EE & Allotments RS	10.93	10.93
3	Business & Voluntary Sector Officer	Expenses Reimbursement - Wellbeing Café Food	146.94	147.54
3	Signpost Express	Refurbish brass plaque	80.00	96.00
3	Signpost Express	Stainless steel plaque	135.00	162.00
3	EE	Telephone Youth & Comm Dev	21.56	25.87
4	Wight Computers	Support Agreement & Software Package	451.08	541.29
4	Wellbeing Café Co-Ordinator	Expenses Reimbursement - Food	31.77	31.77
4	Ovo Energy	Electricity Supply First Aid Hut	24.00	24.00
7	Moneysoft	Payroll Manager 100	172.00	206.40
8	Square	Card Processing Fee - Parking Permit MM	2.63	2.63
9	Wellbeing Café Co-Ordinator	Wellbeing Café Food Reimbursement	39.27	39.27
9	Policy, Premises & Projects Officer	Expenses Reimbursement Plug for Paddling Pool	27.12	32.54
9	Isle of Wight Council	Rental of Land at CCP toilets April - June 2025	737.50	737.50
9	IWALC	Subscription 2025-2026 (NALC subscription included)	1,229.93	1,229.93
10	Wellbeing Café Volunteer	Wellbeing Café Food Reimbursement	25.21	25.21
10	Ventnor Town Council	Petty Cash	16.05	16.05
11	HMRC	Tax & NIC: March 2025	3,037.00	3,037.00
11	Wellbeing Café Volunteer	Wellbeing Café Food Reimbursement	3.71	3.71
11	Wellbeing Café Co-Ordinator	Wellbeing Café Food Reimbursement	10.10	10.10
15	DVLA	Vehicle Tax Van HW18 KJV	345.00	345.00
16	Business Stream	Water Supply - Ventnor Central	62.89	62.89
17	Loosemarbles Design (SW Chronicle)	Town Clerk's 1/2 page job ad in SW Chronicle	60.00	60.00
17	Various	Salary payments - April 2025	23,130.14	23,130.14
17	NEST	Pension Contributions	1,508.92	1,508.92
18	John O'Conner	Grounds Maintenance	2,781.97	3,338.37
18	Top Mops	No.31 Bus - March 2025	2,210.00	2,210.00
21	HSBC	Bank Charges	42.37	42.37
22	HMRC	Tax & NIC: April 2025	6,836.69	6,836.69
23	Isle of Wight Council	Ventnor Central - Business Rates	443.63	443.63
23	Isle of Wight Council	Market St Car Park - Business Rates	108.67	108.67
23	Isle of Wight Council	Pound Lane Car Park - Business Rates	126.73	126.73
23	Isle of Wight Council	Ground Floor Portacabin - Boniface Fields - Business Rates	109.85	109.85
23	Isle of Wight Council	Dudley Rd Car Park - Business Rates	172.04	172.04
23	Isle of Wight Council	Shore Rd Car Park - Business rates	208.25	208.25
23	Isle of Wight Council	Ground & 1st Floor portacabin - Boniface Fields Business Rates	245.00	245.00
23	Square	Card Processing Fee - Parking Permit JH	2.63	2.63
23	Wellbeing Café Co-Ordinator	Expenses Reimbursement - Food	7.79	7.79
23	Wellbeing Café Volunteer	Wellbeing Café Food Reimbursement	19.92	19.92
24	Signpost Express	Car Park permit overlays x4	16.00	19.20
24	Business Stream	Water Supply - Ventnor Park 5/1/25 to 4/4/25	44.44	44.44
24	EDF	Electricity Supply Ventnor Park 20/6/24 to 6/4/25	1,280.10	1,344.11
24	Assistant Town Clerk	Expenses Reimbursement MTD VAT software licence to 7/5/2026	39.50	47.40
24	British Gas	Electricity Supply CCP Toilets	48.24	50.65
25	Fuel Genie	Fuel for van	37.50	45.00
25	Ricoh	Photocopier Early Termination Charge 31/3/25	1,052.28	1,262.74
25	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials - Public Toilets	64.17	76.99
26	James Hallam	Aviva GPA/Sickness/Business Travel 21/4/25 - 20/4/26	483.99	483.99
27	James Hallam	Aviva Commercial Combined Insurance 21/4/25 to 20/4/26	10,621.53	10,621.53
28	Wellbeing Café Volunteer	Reimbursement Wellbeing Café Food	48.05	48.05
29	SSE Energy Solutions	Electricity Supply Boniface Fields	143.35	150.52
30	WightFibre	Internet Supply Central Car Park Toilets	44.00	52.80
30	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials - Public Toilets	134.08	160.89
30	Wellbeing Café Co-Ordinator	Expenses - food reimbursement	23.02	23.02
30	Wightfibre	Internet Boniface	39.00	46.80
TOTALS			60,110.77	61,434.71



VTC Payments - May 2025

Date	Beneficiary	Purpose	Net	Total
1	Isle of Wight Council	Ventnor Central - Business Rates	439.00	439.00
1	Isle of Wight Council	Market St Car Park - Business Rates	112.00	112.00
1	Isle of Wight Council	Pound Lane Car Park - Business Rates	122.00	122.00
1	Isle of Wight Council	Ground Floor Portacabin - Boniface Fields - Business Rates	107.00	107.00
1	Isle of Wight Council	Dudley Rd Car Park - Business Rates	175.00	175.00
1	Isle of Wight Council	Shore Rd Car Park - Business rates	209.00	209.00
1	Isle of Wight Council	Ground & 1st Floor portacabin - Boniface Fields Business Rates	250.00	250.00
1	Salisbury Gardens	VTC1&2 Rent	975.00	1,170.00
1	Salisbury Gardens	Meeting Room Rent	100.00	120.00
6	Square	Card Processing Fee - Parking Permit CD	2.63	2.63
6	EE	Telephone Youth & Comm Dev	22.92	27.50
6	Ovo Energy	Electricity Supply First Aid Hut	24.00	24.00
7	Square	Card Processing Fee - Parking Permit DM & Allotment MB	4.38	4.38
7	Policy, Premises and Projects Officer	Amazon Reimbursement Stationery	8.32	9.98
7	Business Stream	Water Supply Toilets Shore Road	94.90	94.90
7	Wellbeing Café volunteer	Wellbeing Café Food Reimbursement	36.04	36.04
7	Wellbeing Café volunteer	Wellbeing Café Food Reimbursement	9.31	9.31
7	Wight Computers	Annual Subscription MS365	1,506.00	1,807.20
7	Wight Computers	Support Agreement Cyber Security	294.00	352.80
8	Maintenance Manager	Bonchurch garage MOT, tyres & wiper blade reimbursement	291.06	339.27
8	Business Stream	Water Supply Toilets EE	878.91	878.91
8	Square	Card Processing Fee - Parking Permit CH	1.40	1.40
8	Wight Business Services	Stationery	11.04	13.25
8	Zonkey	Website Hosting & Maintenance	600.00	720.00
9	Wellbeing Café Co-ordinator	Expenses Food Reimbursement	16.85	16.85
9	James Hallam Council Guard	Insurance - Fleet Motor	704.00	704.00
9	Wellbeing Café volunteer	Wellbeing Café Food Reimbursement	10.23	10.23
12	Wellbeing Café volunteer	Wellbeing Café Food Reimbursement	21.81	21.81
13	Island Community School	Hire of Sports Hall 514 26/2,6/3,25/3,29/4,1/5/2024	175.00	175.00
13	Island Community School	Hire of Sports Hall 537 29/7/24	35.00	35.00
13	Island Community School	Hire of Sports Hall 530 5/6/24 & 3/7/24	70.00	70.00
13	Island Community School	Hire of Sports Hall 555 6/11/24 & 4/12/24	70.00	70.00
14	Wellbeing Café volunteer	Food reimbursement - Wellbeing Café	4.80	4.80
14	Wellbeing Café Co-ordinator	Expenses Food Reimbursement - Wellbeing Café	24.56	24.56
14	Wight Computers	Lapton Lenovo15.6" & Setup Fee	585.00	702.00
15	Isle of Wight Council	Tariff Changes by Flowbird for Strada terminals & upgrade	644.00	772.80
15	Square	Card Processing Fee - Parking Permit DA	2.63	2.63
16	W Hurst & Son (IW) Ltd	Assorted DIY items	41.79	50.15
19	James Hallam Council Guard	Insurance - Cyber Package	481.60	481.60
19	EDF	Electricity Supply - Ventnor Park	109.56	115.04
19	Wellbeing Café volunteer	Wellbeing Café Food Reimbursement	21.04	21.04
20	Various	Salary payments - May 2025	24,021.47	24,021.47
21	British Gas	Electricity Supply Toilets CCP	47.84	50.23
21	Wellbeing Café Co-ordinator	Expenses Food Reimbursement - Wellbeing Café	4.55	4.55
21	Wellbeing Café Co-ordinator	Expenses Food Reimbursement - Wellbeing Café	9.50	9.50
21	Wellbeing Café volunteer	Wellbeing Café Food Reimbursement	20.94	20.94
21	HSBC	Bank Charges	44.64	44.64
21	NEST	Pension Contributions	1,599.45	1,599.45
21	HMRC	Tax & NIC: May 2025	7,407.61	7,407.61
23	Brewers	Paint for Paddling Pool	531.64	637.97
23	Brewers	Paint for Paddling Pool	77.91	93.49
23	Wight Business Services	Stationery	10.69	12.83
23	Wight Business Services	Stationery	53.98	64.78
26	IOW NHS Trust	First Aid at Work Course 28/4/25	440.00	440.00
27	John O'Conner Grounds Maintenance	Grounds Maintenance April 2025	2,781.97	3,338.37
27	Top Mops Ltd	No.31 Bus	2,210.00	2,210.00
27	Square	Card Processing Fee - Parking Permit CM	1.40	1.40
28	FuelGenie	Fuel - van	37.50	45.00
28	Lake Cleaning & Catering Supplies Ltd	Cleaning Materials Public Toilets	180.09	216.11
28	Wellbeing Café volunteer	Wellbeing Café Food Reimbursement	28.29	28.40
28	Wellbeing Café Co-ordinator	Expenses - Wellbeing Café Food Reimbursement	13.33	13.33
28	Upper Ventnor Community Association	Hire of St. Margaret's Hall for Dance Classes	256.00	256.00
28	Upper Ventnor Community Association	Hire of St. Margaret's Hall for Youth Club	160.00	160.00
28	Square	Card Processing Fee - Parking Permit SK	1.40	1.40
29	SSE Energy Solutions	Electricity Supply Boniface Fields	103.43	108.60
29	Seton by Brady	CCTV Signs A4 x10	107.45	128.94
29	W Hurst & Son (IW) Ltd	Screws, Paint Brushes etc.	13.89	16.67
29	St Catherine's Church	Use of church for annual Town Meeting 19/5/25	75.00	75.00
30	Wight Computers	Computer Hardware UniFi AP Pro	50.00	60.00
TOTALS			49,581.75	51,369.76



SG Payments - April 2025

Date	Beneficiary	Purpose	Net	Total
4	Ace Waste	Waste Collections March 2025	150.00	180.00
11	Univoice	Telephony Charges	298.55	358.26
11	Wight Fire & Security	Emergency light deposit	499.54	599.45
16	Signpost Express	Door Signs	55.00	66.00
17	E-On Next	Electricity Supply March 2025	1,684.75	2,021.70
23	Isle of Wight Council	Business Rates LG1	60.85	60.85
23	Isle of Wight Council	Business Rates LG2-3	101.48	101.48
23	Isle of Wight Council	Business Rates Unit 1	70.03	70.03
23	Isle of Wight Council	Business Rates Unit 2	73.50	73.50
23	Isle of Wight Council	Business Rates - 3&4	79.83	79.83
23	Isle of Wight Council	Business Rates - 5&6	139.25	139.25
24	Business Stream	Water Supply 5/1/25 to 4/4/25	328.69	328.69
TOTALS			3,541.47	4,079.04



SG Payments - May 2025

Date	Beneficiary	Purpose	Net	Total
1	Isle of Wight Council	Business Rates LG1	57.00	57.00
1	Isle of Wight Council	Business Rates LG2-3	101.00	101.00
1	Isle of Wight Council	Business Rates Unit 1	74.00	74.00
1	Isle of Wight Council	Business Rates Unit 2	75.00	75.00
1	Isle of Wight Council	Business Rates - 3&4	84.00	84.00
1	Isle of Wight Council	Business Rates - 5&6	137.00	137.00
9	Univoice	Telephony Charges	298.55	358.26
14	Ace Waste	Waste Collections April 2025	154.00	184.80
21	E-On Next	Electricity Supply	1,713.10	2,055.72
27	Lake Cleaning & Catering Supp	Cleaning Materials	24.66	29.59
28	W Hurst & Son (IW) Ltd	Folding stool & Limescale Remover	14.61	17.53
29	Lake Cleaning & Catering Supp	Cleaning Materials	22.44	26.93
30	Wight Fire & Security	Emergency Lights x4	418.69	502.43
TOTALS			3,174.05	3,703.26