

Alwoodley Parish Council

Prepared by: Jennifer Roberts *Jennifer Roberts*
Name and Role (Clerk/RFO etc)

Date: 04/05/2026

Approved by: *GRB Downes*
Name and Role (RFO/Chair of Finance etc)

Date: 04/05/2026

Catherine Pritchard

05/05/2026

	Bank Reconciliation at 30/04/2026		
	Cash in Hand 01/04/2026		92,768.52
	ADD Receipts 01/04/2026 - 30/04/2026		65,422.00
			158,190.52
	SUBTRACT Payments 01/04/2026 - 30/04/2026		6,799.55
A	Cash in Hand 30/04/2026 (per Cash Book)		151,390.97
	Cash in hand per Bank Statements		
	Petty Cash 30/04/2025	0.00	
	Virgin 10195484 82-12-08 7/7/25 30/04/2026	62,215.62	
	Lloyds Deposit Account 0164618 (f 31/03/2026	89,175.35	
			151,390.97
	Less unrepresented payments		
			151,390.97
	Plus unrepresented receipts		
B	Adjusted Bank Balance		151,390.97
	A = B Checks out OK		

Note regarding Ranger Payment (April 2026)

The April accounts reflect a payment of £574.50 to MK Ventures (Invoice P7/142). This was the amount authorised by the Council and paid in April.

Following a calculation review, it was identified that this invoice was under-calculated. A revised invoice (P7/142-Revised) for the correct total of £748.05 has been received. The outstanding balance of £173.55 will be processed in the May 2026 payment run and will appear in the May reconciliation.

Note regarding the Lloyds Deposit Account

The RFO does not have access to the bank statements. The balance on that account is from a verbal balance confirmation received by former Cllr White in March 2026. The Councillors are aware of this situation and working to remedy it, but can only sign off on these accounts to the best of their knowledge of this verbal report on the bank balance.

Alwoodley Parish Council

Transactions for All Banks

Voucher	Date	Bank	Cost Code	Chq/Rec No.	Description	Supplier	Net	VAT	Total	Balance	Cashed date	
STARTING BALANCE												
										92,768.52		
1	01/04/2026	Virgin	10195484	Precept	EP000110496	Precept and LCTS grant	Leeds City Council	64,496.00		64,496.00	157,264.52	30/04/2026
1	01/04/2026	Virgin	10195484	Council Tax Grant	EP000110496	Precept and LCTS grant	Leeds City Council	926.00		926.00	158,190.52	30/04/2026
4	20/04/2026	Virgin	10195484	Memberships		YLCA Membership	Yorkshire Local Council	-1,439.00		-1,439.00	156,751.52	30/04/2026
5	20/04/2026	Virgin	10195484	IT - Accounting Sol	Alwoodley PC	Scribe annual subscription	Starboard Systems Lir	-444.00	-88.80	-532.80	156,218.72	30/04/2026
1	20/04/2026	Virgin	10195484	Ranger Services	P7/142	Ranger Services	MK Ventures	-574.50		-574.50	155,644.22	30/04/2026
2	20/04/2026	Virgin	10195484	Annual Meeting	Store receipt	Refreshments for Annual Meeting	MK Ventures	-13.94		-13.94	155,630.28	30/04/2026
3	20/04/2026	Virgin	10195484	Parish Maintenance		Concrete for Noticeboard	MK Ventures	-44.24	-8.85	-53.09	155,577.19	30/04/2026
6	20/04/2026	Virgin	10195484	Wild Flower Beds		Wildflower Meadow	Leeds City Council	-2,114.27	-422.85	-2,537.12	153,040.07	30/04/2026
7	21/04/2026	Virgin	10195484	Clerk's Salary (Net)	April Payment	Clerk's Salary	Employee	-1,070.33		-1,070.33	151,969.74	30/04/2026
8	21/04/2026	Virgin	10195484	PAYE Contributions		PAYE and NI contributions	HMRC Cumbernauld	-290.00		-290.00	151,679.74	30/04/2026
8	21/04/2026	Virgin	10195484	Employer Natuaion		PAYE and NI contributions	HMRC Cumbernauld	-155.03		-155.03	151,524.71	30/04/2026
8	21/04/2026	Virgin	10195484	Employee National		PAYE and NI contributions	HMRC Cumbernauld	-32.20		-32.20	151,492.51	30/04/2026
9	23/04/2026	Virgin	10195484	Employer Pension	EMPDA029522	pension	Nest	-101.54		-101.54	151,390.97	30/04/2026
CLOSING BALANCE												
							59,142.95	-520.50	58,622.45			

PAYMENTS LIST

This report includes one or more confidential entries that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT
	23/04/2026 - 24/04/2026				Confidential			1,649.10	
6 Salary and Wages	14/04/2026	2627/8	Virgin 10195484 82		Wildflower Meadow	Leeds City Council	S	2,114.27	422.85
5 IT - Accounting Software (Scrit	15/04/2026	2627/8	Virgin 10195484 82	Alwoodley PC	Scribe annual subscription	Starboard Systems Limited	S	444.00	88.80
4 Memberships	24/04/2026	2627/8	Virgin 10195484 82		YLCA Membership	Yorkshire Local Councils As	E	1,439.00	
3 Parish Maintenance	24/04/2026	2627/8	Virgin 10195484 82		Concrete for Noticeboard	MK Ventures	S	44.24	8.85
1 Ranger Services	24/04/2026	2627/8	Virgin 10195484 82	P7/142	Ranger Services	MK Ventures	Z	574.50	
2 Annual Meeting	24/04/2026	2627/8	Virgin 10195484 82	Store receipt	Refreshments for Annual Meeti	MK Ventures	Z	13.94	
10 Newsletters	12/05/2026	2627/8	Virgin 10195484 82	19884	Newssetter Printing	Flow Solutions Group Ltd	S	1,010.00	202.00
Total								7,289.05	722.50

Deleted - This page included a transaction to be processed in May. Please see updated report on final page of this pack.

J R

J R

CLUB CHARITY RO ASSC**ALWOODLEY PARISH COUNCIL**

60 THE AVENUE, ALWOODLEY, LEEDS, LS17 7NZ

Account number **Sort code** **Statement date**
 10195484 82-12-08 01 Apr 26 - 30 Apr 26

Date	Description	Type	Debits	Credits	Balance
01 Apr 26	Opening Balance				£3593.17
01 Apr 26	LEEDS CITY COUNCIL AL1949	Giro		£65422.00	£69015.17
15 Apr 26	Starboard Systems, INV16648	Standing Order	£44.40		£68970.77
16 Apr 26	FPS, Starboardsystems, SCRIBE REFUND	Transfer		£44.40	£69015.17
23 Apr 26	Nest, IT000010039928	Direct Debit	£101.54		£68913.63
24 Apr 26	MOB, M J Illingworth, Meeting Refreshmen	Transfer	£13.94		£68899.69
24 Apr 26	MOB, M J Illingworth, Concrete	Transfer	£53.09		£68846.60
24 Apr 26	MOB, Hmrc Cumbernauld, 567PD001941982701	Transfer	£477.23		£68369.37
24 Apr 26	MOB, Starboard Systems, INV16876	Transfer	£532.80		£67836.57
24 Apr 26	MOB, M J Illingworth, P7/142	Transfer	£574.50		£67262.07
24 Apr 26	MOB, Jennifer Roberts, Salary October	Transfer	£1070.33		£66191.74
24 Apr 26	MOB, Yorkshire Local Co, 5682	Transfer	£1439.00		£64752.74
24 Apr 26	MOB, Leeds City Council, 7001347490	Transfer	£2537.12		£62215.62
	Total debits		£6843.95		
	Total credits			£65466.40	
	Closing Balance				£62215.62

Important information about compensation arrangements

We are covered by the Financial Services Compensation Scheme (FSCS). The FSCS can pay compensation to depositors if a bank is unable to meet its financial obligations. Your deposit is covered by the scheme. Details on the protection of eligible deposits can be found in the information sheet and deposits excluded from the scheme can be found in the exclusion list which can be obtained from your local branch. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Interest rate information

Planned borrowing interest rates apply to the amount of any borrowing, up to your agreed overdraft limit. Unplanned borrowing interest rates apply to any borrowing which is the result of our agreeing to a request from you for a temporary overdraft or temporary increase to an existing overdraft to cover a Payment Item to which you do not have sufficient Available Funds. Interest rates applicable during the statement period are available on request, please call the team at Virgin Money on **0800 121 7365** or **+44 141 221 7300**.

Dispute resolution

If you have a complaint, please talk to us first so that we can try to resolve it. If you are not happy with the way

we handled your complaint or the result, you can then refer the matter to the Financial Ombudsman Service. The Financial Ombudsman Service is an independent organisation that helps resolve complaints that customers and financial institutions haven't been able to solve themselves.

Leeds City Council

Civic Hall,
Calverley Street
Leeds
LS1 1UR



ALWOODLEY PARISH COUNCIL
60 The Avenue
Alwoodley
LEEDS
LS17 7TN

Supplier Number: AL1949
Payment Date: 01-Apr-2026
Payment Ref: EP000110496
Payment Amount: 65422.00

Invoice Date	Order Number	Details of Payment	Invoice Amount	Amount Paid
01-Apr-2026		LCTS Payment 3	926.00	926.00
31-Mar-2026		Ctax Precept 3	64,496.00	64,496.00

Total **65,422.00**

If you have any queries with this payment, please email: creditors@leeds.gov.uk

A payment to the sum of £65,422.00 will be paid on 01-Apr-2026 to the bank account details below.

Sort Code: 821208 **Account Number:** xxxx5484
Payment Ref: EP000110496 **Account Name:** ALWOODLEY PARISH COUNCIL

Please ensure the bank details you provide to Leeds City Council are accurate and kept up to date. Leeds City Council relies on the information you supply and accepts no liabilities for any errors in your submitted information. If you are not the intended recipient of this email, please advise us immediately.



From NEST
To JENNIFER WALPER ROBERTS
Received 20 Apr 2026 23:30
Message type Direct debit
Subject We're confirming your Direct Debit for payment source: MONTHLY
Our reference T029522118/CR-B002/1041334645

20 April 2026

Dear JENNIFER

Advance notice that we'll collect payment by Direct Debit

You've submitted your contribution schedule GBP05488381246413311 for MONTHLY for the period 01 April 2026 to 30 April 2026.

We'll collect the payment using the following Direct Debit details:

Account holder name:	ALWOODLEY PARISH COUNCIL
Account number:	10195484
Sort code:	821208
Payee reference:	IT000010039928

We'll apply to your bank/building society for the amount due of £101.54 on or immediately after 23 April 2026.

Please be aware that if the collection date of your payment falls on a day that is not available in any given month for example 29 February, when a year isn't a leap year, the collection date will be adjusted to the next available working day.

What do you need to do now?

If you've got any queries about this collection please call us on 0300 020 0393.

Where to go for more information

To see more details about this payment log into your account on the [nestpensions.org.uk](https://www.nestpensions.org.uk) website. Then click on Manage your schedules.

We also provide online support and answers to frequently asked questions at <http://www.nestpensions.org.uk/schemeweb/NestWeb/public/helpcentre/contents/helpcentre.html>. To find out more about how to use Direct Debit with NEST, please visit www.nestpensions.org.uk/helpcentre/paying-a-completed-contribution-schedule.

Yours sincerely

The Nest Pensions team

Sainsbury's

Good food for all of us

MOORTOWN
0113 266 6734

Sainsbury's Supermarkets Ltd
33 Charterhouse Street London EC1M 6HA
www.sainsburys.co.uk
Vat Number : 660 4548 36

SmartShop

PRICE REDUCTION
ORIGINAL PRICE £1.20
JS S/SKIM MLK 1.136L £0.96
BY JS BOURBON 200G £0.50
BY JS BOURBON 200G £0.50
BY JS CUSTARD CREAM £0.40
BY JS CUSTARD CREAM £0.40
BY JS NICE 200G £0.49
ITEM CANCELLED
BY JS CUSTARD CREAM -£0.40
GINGER SNAPS £0.59
NESCAFE COLOMB £5.65
Nectar Price Saving -£1.65
YORKSHIRE TEA BAGS £2.20
SCHA GF CUSTARD CRMS £1.70
Nectar Price Saving -£0.40
JS FF JAMMY WHEEL £1.70
JS CASTE SUGAR £1.30

11 BALANCE DUE £13.94
Visa £13.94

contactless)))

[ICC] *****0159

ATD 4000000001010



BUILDERS WAREHOUSE

Selco Trade Centres Ltd
Leeds Roundhay Road Branch
Unit 2 College Trade Park
5 Roundhay Rd
LS7 3AJ
VAT Reg. 110 4121 50

Slip: 0000006704000126546
Staff: 536272 Trans: 126106
Date: 18/03/26 10:33

A64062 Acume Ltd
Worker:
Order No.:

Description	Amount
Item No.: 547940420 CARLTON RAPID SET FENCE POST CONCRETE 20KG MAXI BAG 8 each @ 5.53	44.24 ST

Total ExVAT £	44.24
VAT £	8.85
Total £	53.09
Cards	53.09
0159	

Total Number of Items: 8

VAT	Net.Amt	VAT	Amount
ST 20	44.24	8.85	63.09

INVOICE

Alwoodley Parish Council

Invoice Date

1 Apr 2026

Invoice Number

INV-16876

ReferenceInvoice 1 of 1 Service
period: April 1, 2026 -
March 31, 2027 Total
invoiced: £444 of £444**VAT Number**

941 7451 20

Starboard Systems
Limitedt/a Scribe Accounts
PO Box 120
North Walsham
Norfolk
NR28 8BH
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Scribe Accounts Subscription (2026)	1.00	444.00	20%	444.00
			Subtotal	444.00
			TOTAL VAT 20%	88.80
			TOTAL GBP	532.80

Due Date: 15 Apr 2026

For BACS Payments :

Account Name: Starboard Systems Limited

Sort Code - 20-62-68

Account No. 33077306

Please see our website www.scribeaccounts.com for Terms and Conditions

** Please note if your subscription is paid by direct debit this invoice is for information purposes only **

[View and pay online now](#)

PAYMENT ADVICE

To: Starboard Systems Limited
t/a Scribe Accounts
PO Box 120
North Walsham
Norfolk
NR28 8BH
UNITED KINGDOM**Customer** Alwoodley Parish Council
Invoice Number INV-16876
Amount Due **532.80**
Due Date 15 Apr 2026**Amount Enclosed**

Enter the amount you are paying above

INVOICE

The Parish Clerk
Alwoodley Parish Council
60 The Avenue,
Leeds
LS17 7SE

Date: 31/03/2026

Invoice No: P7/142

Our Ref No: A/R4/26

Your Ref No:

Description	Net (£)
W/C 2 nd March. 11hrs @ £17.00 per hour. Work involving Litter picking, admin, removing fallen branches, verge repairs, keep it green signs.	£187.00
W/C 9 th March. 9 1/2 hours. Work involving litter picking, crown lift trees, meeting prep, weed flower beds.	£161.50
W/C 16 th March. 13 hours. Work involving litter picking, clear fallen branches Wentworth Crescent, assemble and erect new notice board on Village Green, admin, footpath clearance of brambles and holly.	£221.00
W/C 23 rd March. 10 hours. Work involving removing branches from Village Green, litter picking, cutting back overhanging branches King Lane, admin.	£170.00
19 miles @ 45ppm.	£8.55
Terms payment due 10 Days	Sub Total
	£574.50
	Balance Due
	£574.50

Please note:

Payment BACS payment Acc no 56135235 Sort code 05-01-26
HSBC,
Cheques should be made payable to J M Illingworth

Employers
Details

Employer Name: ALWOODLEY PARISH COUNCIL (3319)

Employer PAYE Reference: 567 / WA25650

Accounts Office Reference: 567PD00194198

Income
Tax

Gross Tax: 290.20

Received from HMRC to Refund Tax: 0.00

Gross CIS Deductions: 0.00

CIS Deductions Suffered: 0.00

Gross Student Loan Deductions: 0.00

Postgrad Loan Deductions: 0.00

Net Income Tax: 290.20National
Insurance
Contributions

Employee National Insurance Contributions: 32.20

Employer National Insurance Contributions: 155.03

Statutory Maternity Pay Recovered: 0.00

Statutory Maternity Pay NIC Compensation: 0.00

Statutory Paternity Pay Recovered: 0.00

Statutory Paternity Pay NIC Compensation: 0.00

Statutory Adoption Pay Recovered: 0.00

Statutory Adoption Pay NIC Compensation: 0.00

Statutory Shared Parental Pay Recovered: 0.00

Statutory Shared Parental Pay NIC Compensation: 0.00

Statutory Parental Bereavement Pay Recovered: 0.00

Statutory Parental Bereavement Pay NIC Compensation: 0.00

Statutory Neonatal Care Pay Recovered: 0.00

Statutory Neonatal Care Pay NIC Compensation: 0.00

Received from HMRC to pay Statutory Pay: 0.00

Employment Allowance Claim: 0.00

Apprenticeship Levy: 0.00

Net National Insurance Contributions: 187.23

Totals

Amount Due: 477.43

Payments Made: 0.00

Due to be paid: 477.43



INVOICE

Alwoodley PC

Invoice Date

1 Apr 2026

Invoice Number

5682

Yorkshire Local Councils
Associations (YLCA)
Suite 8, Sibling Workspace
York House
Station Road
Tadcaster
Yorkshire
LS24 9JF

Description	Quantity	Unit Price	Amount GBP
Membership Subscription 1 April 2026 to 31 March 2027	1.00	1,439.00	1,439.00
		Subtotal	1,439.00
		TOTAL NO VAT	0.00
		TOTAL GBP	1,439.00
		Less Amount Paid	1,439.00
		AMOUNT DUE GBP	0.00

Due Date: 1 May 2026

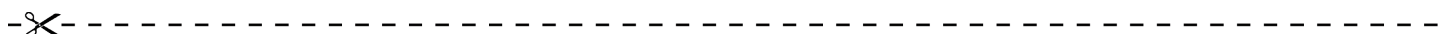
Please pay within 28 days

Payment Account : 35219976 Sort Code: 05-04-39

Please pay direct into the bank wherever possible.

Cheques made payable to Yorkshire Local Councils Associations.

PLEASE REMEMBER TO REFERENCE INVOICE NUMBER ON BANK PAYMENTS AND BACK OF CHEQUES



PAYMENT ADVICE

To: Yorkshire Local Councils Associations (YLCA)
Suite 8, Sibling Workspace
York House
Station Road
Tadcaster
Yorkshire
LS24 9JF

Customer	Alwoodley PC
Invoice Number	5682
Amount Due	0.00
Due Date	1 May 2026
Amount Enclosed	_____
	Enter the amount you are paying above

Admin Code:



6335738070013474909



Alwoodley Parish Council
 Alwoodley Community Hall
 60 The Avenue
 LEEDS
 LS17 7NZ



Charge Inquiry Line: 0113 378 8149
Email: Parks@leeds.gov.uk

Invoice Number 7001347490
Invoice Date: 18/03/2026
VAT Registration No. 171 459 162

Leeds City Council
 Leeds City Council
 PO Box 911
 Leeds
 LS2 8JR

FDMHML_FAIRJ1000IP6Rec2145IPg.1

Description	Quantity	Unit Price/Amount (£)	VAT Rate %	VAT Amount (£)
The Parish Council has agreed to the continuation of the Wildflower Bends on King Lane x3 for year 2025-2026	1.00	2,114.27	20	422.85

Total Amount £2,114.27 **Total VAT** £422.85 **Invoice Total** £2,537.12
TOTAL NOW DUE : £2,537.12



HOW TO PAY YOUR INVOICE

AUTOMATED PAYMENT LINE

Using a Debit Card over the telephone using the automated payments services please call
0300 4560484

and follow the step-by-step instructions for "other payments".

Please quote your invoice which begins with 7
**This service is available 24 hours a day,
7 days a week.**

Please note - credit card payments are not accepted through this service.

ONLINE

Payment can be made online through our website:

www.leeds.gov.uk

From the council's homepage click Apply, report or pay in the top right-hand corner, then click the last option on the page, "Other council payments or invoices" and **enter your invoice number:**

7001347490



If you receive a regular invoice you may be able to pay by Direct Debit.

Please contact the Income Team on
0113 376 0360 to enquire.

INTERNET AND TELEPHONE BANKING

Payment can be made by using our bank details as follows:

Sort Code **57-12-72**

Account Number **00000000**

Account Name **Leeds City Council**

Please quote your 10-digit **invoice number**
For international payments, the details are as follows:
IBAN No. **GB11 NWBK 6060 0508 5025 60**
SwiftBIC No: **NWBK GB 2L**



You can make a payment at any Post Office or Paypoint for free, by using the barcode printed on your invoice or letter.

Make sure you have not torn or written over the barcode and ensure you take your invoice or letter with you when you pay.

At the Post Office, you can pay by cash or cheque (made payable to Post Office Ltd.), subject to a maximum limit stipulated by the Post Office.
Pay Point outlets are cash only



If you are struggling to pay this bill, please contact the Income Team on

0113 376 0360 or sundry.income@leeds.gov.uk

Further information can also be found at Leeds Money Information Centre.

www.leeds.gov.uk/leedsmic

IMPORTANT TO NOTE

Leeds City Council is required by law to protect the public funds it administers. It may share information provided to it with other bodies responsible for auditing or administering public funds, in order to prevent and detect fraud.

If it should be necessary for Leeds City Council to commence legal proceedings against you to recover any monies outstanding on this account, we may claim interest on the outstanding monies at the rate prescribed by Section 69 of the County Court Act 1984 for the period of time between the date when the course of action arose and the date of the payment of the account.

Registered address: Leeds City Council Civic Hall, Calverley Street, Leeds, LS1 1UR, GBR

Alwoodley Parish Council

04 May 2026 (2026-2027)

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Total									6,279.05	520.50	6,799.55	