

02 April 2026 (2025-2026)

Meopham Parish Council
RECONCILIATION - HAMPSHIRE TRUST 31-03-2026

From Accounts	£30,000.00
---------------------	------------

Payments not cashed	Add
Receipts not entered	Subtract

Statement should be	£30,000.00
----------------------------------	-------------------



Account Details

Manage your account

Notice Account

20583932 SME Notice 95 Days

Meopham Parish Council

Tax status: Gross

Nominated account: 608301 20405821

[Edit account details](#)

[Close Account? Send us a secure message](#)

Balance: £30,000.00

Available: £30,000.00

Accrued interest (not paid): £272.71

Interest rate: 3.95%

[Make a payment](#)

[Transfer money](#)

[Transactions](#)

[Future Payments](#)

Transactions

Period from

to

109

Filter

Download Transactions

Date	08/01/2026
Description	Receipt by Bank Transfer
In (£)	30,000.00
Out (£)	
Balance (£)	30,000.00

Latest

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02 April 2026 (2025-2026)

Meopham Parish Council
RECONCILIATION - REDWOOD BANK 31-03-2026

From Accounts	£108,783.59
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Payments not cashed Add	
Receipts not entered Subtract	

Statement should be	£108,783.59
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Account Details

Manage your account

35 Day Notice Account (Issue 13)-Monthly Interest

80202762 35 Day Notice Account (Issue 13)-Monthly Interest

Meopham Parish Council

Tax status: Gross

Nominated account: 608301 20405821

[Edit account details](#)

Balance: £108,783.59

Available: £108,783.59

Accrued interest (not paid): £10.27

Interest rate: 3.45%

[Make a payment](#)

[Transfer money](#)

[Transactions](#)

[Future Payments](#)

Transactions

Period from

to

[Filter](#)

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Download transactions

Date	31/03/2026
Description	Gross Interest
In (£)	328.56
Out (£)	
Balance (£)	108,783.59
Date	28/02/2026
Description	Gross Interest
In (£)	312.17
Out (£)	
Balance (£)	108,455.03
Date	31/01/2026
Description	Gross Interest
In (£)	346.41
Out (£)	
Balance (£)	108,142.86
Date	31/12/2025
Description	Gross Interest
In (£)	342.61
Out (£)	
Balance (£)	107,796.45
Date	02/12/2025
Description	Receipt by Bank Transfer
In (£)	26,000.00
Out (£)	
Balance (£)	107,453.84
Date	30/11/2025
Description	Gross Interest

In (£)	252.53
Out (£)	
Balance (£)	81,453.84
Date	31/10/2025
Description	Gross Interest
In (£)	260.11
Out (£)	
Balance (£)	81,201.31
Date	30/09/2025
Description	Gross Interest
In (£)	250.94
Out (£)	
Balance (£)	80,941.20
Date	31/08/2025
Description	Gross Interest
In (£)	258.47
Out (£)	
Balance (£)	80,690.26
Date	31/07/2025
Description	Gross Interest
In (£)	257.64
Out (£)	
Balance (£)	80,431.79

Latest | Next

Meopham Parish Council
RECONCILIATION - CAMBRIDGE BUILDING SOCIETY 31-03-2026

From Accounts	£96,063.25
-------------------------	------------

Payments not cashed Add	
Receipts not entered Subtract	

Statement should be	£96,063.25
--------------------------------------	-------------------



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[MENU](#)

Account Details

Manage your account

Your Account

Instant Access

CB01477687 Council Saver

Meopham Parish Council

Balance: £96,063.25

Available: £96,063.25

Accrued interest (not paid): £385.96

Interest rate: 1.55%

Transactions

Future Payment

Transactions

Period from

to

116

Filter

Download Transactions

Date	31/12/2025
Description	GROSS INTEREST
In (£)	1,656.71
Out (£)	
Balance (£)	96,063.25
Date	10/12/2025
Description	RECEIPT BY CHEQUE
In (£)	10,000.00
Out (£)	
Balance (£)	94,406.54
Date	09/01/2025
Description	RECEIPT BY PRODUCT SWITCH
In (£)	84,406.54
Out (£)	
Balance (£)	84,406.54
Date	09/01/2025
Description	WITHDRAWAL BY PRODUCT SWITCH
In (£)	
Out (£)	84,406.54
Balance (£)	0.00
Date	09/01/2025

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Description	GROSS INTEREST
In (£)	44.38
Out (£)	
Balance (£)	84,406.54
Date	31/12/2024
Description	GROSS INTEREST
In (£)	362.16
Out (£)	
Balance (£)	84,362.16
Date	31/10/2024
Description	RECEIPT BY CHEQUE
In (£)	84,000.00
Out (£)	
Balance (£)	84,000.00
Date	21/10/2024
Description	PAYMENT REVERSED - CHEQUE
In (£)	
Out (£)	84,000.00
Balance (£)	0.00
Date	16/10/2024
Description	RECEIPT BY CHEQUE
In (£)	84,000.00
Out (£)	
Balance (£)	84,000.00

Meopham Parish Council
RECONCILIATION - Unity Trust Bank 31-03-2026

From Accounts	£1,709.83
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Payments not cashed	Add
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Receipts not entered	Subtract
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Statement should be	£1,709.83
--------------------------------------	------------------

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Current T2

60-83-01 • 20405821

Balance Available balance
£ 233,373.83 £ 233,373.83

Show:

Transactions



Balances are correct as of 10:10 on 02 Apr 2026.

↓ Date	Description	Paid in	Paid out	Balance
01/04/26	GRAVESHAM BOROUGH COUNCIL • Gravesham Council	231,664.00		233,373.83
31/03/26	Service Charge		-8.95	1,709.83
31/03/26	B/P to: CPC • 6616259/DNH4971		-852.00	1,718.78
31/03/26	B/P to: BENJAMIN HEASLIP • MPC - 25-021		-255.66	2,570.78
31/03/26	B/P to: Community Heartbea • 27214		-162.00	2,826.44
31/03/26	B/P to: ELITE TREE CARE • 2260 MPC		-2,400.00	2,988.44
31/03/26	B/P to: GTM CONTRACTS • MPC - INV 2222		-600.00	5,388.44
30/03/26	S/O to: DEAN HILL • MEOPHAM PC		-521.00	5,988.44
30/03/26	S/O to: Matthew Dellafera • MEOPHAM PC		-521.00	6,509.44
25/03/26	B/P to: Meopham PCC • MEPPC 20 MAR 26		-101.00	7,030.44
25/03/26	B/P to: GW Shelter Solutio • SI - 2174		-396.00	7,131.44
25/03/26	B/P to: NTH KENT PLAN SERV • MPC - 036		-1,250.00	7,527.44
25/03/26	B/P to: NTH KENT PLAN SERV • MPC - 037		-400.00	8,777.44
25/03/26	B/P to: SMART OFFICE SOL • 657000		-206.42	9,177.44
20/03/26	S/O to: Meopham PCC • MEOPHAM PC		-543.75	9,383.86

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20/03/26	S/O to: L Winter • MEOPHAM PC	-2,317.89	9,927.61
20/03/26	S/O to: KCC Pension Fund • MEOPHAM PC	-696.15	12,245.50
20/03/26	S/O to: Tracey Hanlon • SALARY MPC	-676.75	12,941.65
16/03/26	Direct Debit (LLOYDS BANK PLC) • 80000029478III5805	-6.00	13,618.40
10/03/26	B/P to: Harvel VH Cttee • MEOPHAM PC - 26-04	-36.00	13,624.40
10/03/26	B/P to: DM Payroll • MPC-5065	-100.80	13,660.40
10/03/26	B/P to: Element UK Limited • 140021 MPC	-265.85	13,761.20
10/03/26	B/P to: ELITE TREE CARE • INV-2244 MPC	-5,100.00	14,027.05
09/03/26	B/P to: SLCC • MEM257801-1	-316.00	19,127.05
09/03/26	B/P to: HELIOCENTRIX LTD • INV - 29729 - MPC	-203.04	19,443.05
09/03/26	B/P to: DUNCAN HOLLAND • MPC - Z1773	-4,180.00	19,646.09
09/03/26	B/P to: HARVEY SMITH • MPC 20260219	-1,125.00	23,826.09
02/03/26	S/O to: DEAN HILL • MEOPHAM PC	-521.00	24,951.09
02/03/26	S/O to: Matthew Dellafera • MEOPHAM PC	-521.00	25,472.09
28/02/26	Service Charge	-10.95	25,993.09
24/02/26	B/P to: TEMPERATE HEATING • Z1773 267392/369	-68.90	26,004.04
24/02/26	B/P to: DUNCAN HOLLAND • MPC - Z1773	-536.45	26,072.94
24/02/26	B/P to: UNIPAR SERVICES • MPC - 6039	-3,636.00	26,609.39
24/02/26	B/P to: NTH KENT PLAN SERV • MPC - 032	-1,000.00	30,245.39
20/02/26	S/O to: Meopham PCC • MEOPHAM PC	-543.75	31,245.39
20/02/26	S/O to: L Winter • MEOPHAM PC	-2,317.89	31,789.14
20/02/26	S/O to: KCC Pension Fund • MEOPHAM PC	-696.15	34,107.03
20/02/26	S/O to: Tracey Hanlon • SALARY MPC	-632.75	34,803.18

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16/02/26	Direct Debit (LLOYDS BANK PLC)	• 80000029478III5805	-6.00	35,435.93
09/02/26	B/P to: HELIOCENTRIX LTD	• INV 29397	-203.04	35,441.93
09/02/26	B/P to: DEAN HILL	• MPC - XMAS TREE	-50.00	35,644.97
09/02/26	B/P to: Matthew Dellafera	• MPC- XMAS TREE	-50.00	35,694.97
04/02/26	Compensation		25.00	35,744.97
04/02/26	B/P to: GW Shelter Solutio	• SI- 2053	-406.80	35,719.97
31/01/26	Service Charge		-10.65	36,126.77
30/01/26	B/P to: MARLOW ENV	• MPC- SERVICE IWD2601002330	-316.44	36,137.42
30/01/26	S/O to: DEAN HILL	• MEOPHAM PC	-521.00	36,453.86
30/01/26	S/O to: Matthew Dellafera	• MEOPHAM PC	-521.00	36,974.86
29/01/26	B/P to: LIFE & PROGRESS LT	• LAP-13496	-858.00	37,495.86
29/01/26	B/P to: Streetlights	• MEOPHAM PC 15939	-108.00	38,353.86
29/01/26	Direct Debit (SCOTTISH WATER BUS)	• 662899	-26.08	38,461.86
27/01/26	CLOUD NEX LTD SW	• CLOUD NEXT LIMITED	60.00	38,487.94
23/01/26	Direct Debit (HMRC SDDS)	• 0000340636	-3,461.59	38,427.94
22/01/26	B/P to: REXEL UK LIMITED	• 455885080	-196.37	41,889.53
22/01/26	B/P to: Business Stream Re	• 2720578/9733943	-26.08	42,085.90
22/01/26	B/P to: Matthew Dellafera	• MEOPHAM PC	-521.00	42,111.98
22/01/26	B/P to: DEAN HILL	• MEOPHAM PC	-521.00	42,632.98
22/01/26	B/P to: SCRIBE	• MPC - INV 15102	-1,137.60	43,153.98
22/01/26	B/P to: Meopham Village Ha	• MPC - 26/017	-12.00	44,291.58
20/01/26	B/P to: MARK 1 LOCKSMITHS	• MPC - 4126	-160.00	44,303.58

20/01/26	B/P to: FORVIS MAZARS	• MEOPHAM PC 2636017	-756.00	44,463.58
20/01/26	S/O to: Meopham PCC	• MEOPHAM PC	-543.75	45,219.58
20/01/26	S/O to: L Winter	• MEOPHAM PC	-2,317.89	45,763.33
20/01/26	S/O to: KCC Pension Fund	• MEOPHAM PC	-696.15	48,081.22
20/01/26	S/O to: Tracey Hanlon	• SALARY MPC	-720.95	48,777.37
19/01/26	B/P to: TEMPERATE HEATING	• MPC - 260705	-45.90	49,498.32
19/01/26	B/P to: S Fishenden	• MPC COUNCILING FEE	-130.00	49,544.22
19/01/26	B/P to: KENT ROOFING SUPP	• MPC - 13468	-119.70	49,674.22
16/01/26	Direct Debit (LLOYDS BANK PLC)	• 80000029478III5805	-884.18	49,793.92
09/01/26	SPN PLC TREASURY	• 1900 2000000266 K	189.48	50,678.10
08/01/26	B/P to: HAMPSHIRE TRUST	• MEOPHAM PC	-30,000.00	50,488.62
08/01/26	B/P to: ASD LIGHTING PLC	• SPF-S- 5324767	-1,349.23	80,488.62
08/01/26	B/P to: HELIOCENTRIX LTD	• INV 29092	-203.04	81,837.85
08/01/26	B/P to: Element UK Limited	• 139976	-265.85	82,040.89
08/01/26	B/P to: ORBIS	• MPC - C1245638	-102.00	82,306.74
08/01/26	B/P to: Harvel VH Cttee	• MEOPHAM PC 25- 12	-180.00	82,408.74
08/01/26	B/P to: CloudNext	• #255491	-60.00	82,588.74
08/01/26	HMRC VAT	• 314795487	6,489.40	82,648.74

Meopham Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 31/03/2026		
	Cash in Hand 01/04/2025		204,921.06
	ADD Receipts 01/04/2025 - 31/03/2026		251,786.58
			456,707.64
	SUBTRACT Payments 01/04/2025 - 31/03/2026		220,150.97
	Cash in Hand 31/03/2026 (per Cash Book)		236,556.67
B	Cash in hand per Bank Statements		
	Petty Cash 28/02/2026	0.00	
	HAMPSHIRE TRUST 31/01/2026	30,000.00	
	REDWOOD BANK 28/02/2026	108,783.59	
	CAMBRIDGE BUILDING SOCIETY 28/02/2026	96,063.25	
	Unity Multipay Card 28/02/2026	0.00	
	Unity Trust Bank 28/02/2026	1,709.83	
	Lloyds Bank 28/02/2026	0.00	
			236,556.67
	Less unrepresented payments		6.00
			236,550.67
	Plus unrepresented receipts		6.00
	Adjusted Bank Balance		236,556.67
	A = B Checks out OK		

Item 12.3

05 May 2026 (2026-2027)

Meopham Parish Council
RECONCILIATION - Unity Trust Bank 30-04-2026

From Accounts	£220,128.20
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Payments not cashed Add	£450.58
Receipts not entered Subtract	

Statement should be	£220,578.78
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Current T2

60-83-01 • 20405821

Balance

Available balance

£ 220,536.15 £ 220,536.15

Show:

Transactions



Balances are correct as of 08:56 on 05 May 2026.

↓ Date	Description	Paid in	Paid out	Balance
01/05/26	Direct Debit (E.ON NEXT • A-8A110E4C-LTD) 001		-42.63	220,536.15
30/04/26	Service Charge		-10.90	220,578.78
30/04/26	S/O to: DEAN HILL • MEOPHAM PC		-521.00	220,589.68
30/04/26	S/O to: Matthew Dellafera • MEOPHAM PC		-521.00	221,110.68
30/04/26	Direct Debit (EVERFLOW LIMITED) • B369875A		-724.57	221,631.68
23/04/26	Direct Debit (HMRC SDDS) • 0000340636		-3,218.94	222,356.25
22/04/26	B/P to: Streetlights • MEOPHAM PC 16147		-1,267.42	225,575.19
20/04/26	B/P to: Meopham PCC • MEPPC 15 APR 26		-144.50	226,842.61
20/04/26	B/P to: KCC Pension Fund • MEOPHAM PC		-367.87	226,987.11
20/04/26	S/O to: Meopham PCC • MEOPHAM PC		-543.75	227,354.98
20/04/26	S/O to: L Winter • MEOPHAM PC		-2,317.89	227,898.73
20/04/26	S/O to: KCC Pension Fund • MEOPHAM PC		-696.15	230,216.62
20/04/26	S/O to: AMY BROWN • MEOPHAM PC		-972.55	230,912.77
20/04/26	S/O to: Tracey Hanlon • SALARY MPC		-676.95	231,885.32
16/04/26	Direct Debit • 80000029478III5805 (LLOYDS BANK PLC)		-107.23	232,562.27
10/04/26	HMRC VAT • 314795487 126	3,496.71		232,669.50
08/04/26	B/P to: SLCC • MEM258151-1		-158.00	229,172.79

08/04/26	B/P to: Kent Association o	• MEOPHAM PC - 9983	-2,400.00	229,330.79
08/04/26	B/P to: CHRGS	• MEOPHAM PCINV 0120	-1,440.00	231,730.79
08/04/26	B/P to: HELIOCENTRIX LTD	• INV 30082	-203.04	233,170.79
01/04/26	GRAVESHAM BOROUGH COUNCIL	• Gravesham Council	231,664.00	233,373.83
31/03/26	Service Charge		-8.95	1,709.83
31/03/26	B/P to: CPC	• 6616259/DNH4971	-852.00	1,718.78
31/03/26	B/P to: BENJAMIN HEASLIP	• MPC - 25-021	-255.66	2,570.78
31/03/26	B/P to: Community Heartbea	• 27214	-162.00	2,826.44
31/03/26	B/P to: ELITE TREE CARE	• 2260 MPC	-2,400.00	2,988.44
31/03/26	B/P to: GTM CONTRACTS	• MPC - INV 2222	-600.00	5,388.44
30/03/26	S/O to: DEAN HILL	• MEOPHAM PC	-521.00	5,988.44
30/03/26	S/O to: Matthew Dellafera	• MEOPHAM PC	-521.00	6,509.44
25/03/26	B/P to: Meopham PCC	• MEPPC 20 MAR 26	-101.00	7,030.44
25/03/26	B/P to: GW Shelter Solutio	• SI - 2174	-396.00	7,131.44
25/03/26	B/P to: NTH KENT PLAN SERV	• MPC - 036	-1,250.00	7,527.44
25/03/26	B/P to: NTH KENT PLAN SERV	• MPC - 037	-400.00	8,777.44
25/03/26	B/P to: SMART OFFICE SOL	• 657000	-206.42	9,177.44
20/03/26	S/O to: Meopham PCC	• MEOPHAM PC	-543.75	9,383.86
20/03/26	S/O to: L Winter	• MEOPHAM PC	-2,317.89	9,927.61
20/03/26	S/O to: KCC Pension Fund	• MEOPHAM PC	-696.15	12,245.50
20/03/26	S/O to: Tracey Hanlon	• SALARY MPC	-676.75	12,941.65
16/03/26	Direct Debit (LLOYDS BANK PLC)	• 80000029478III5805	-6.00	13,618.40
10/03/26	B/P to: Harvel VH Cttee	• MEOPHAM PC - 26-04	-36.00	13,624.40
10/03/26	B/P to: DM Payroll	• MPC-5065	-100.80	13,660.40
10/03/26	B/P to: Element UK Limited	• 140021 MPC	-265.85	13,761.20

Meopham Parish Council
RECONCILIATION - CAMBRIDGE BUILDING SOCIETY 30-04-2026

From Accounts	£96,063.25
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Payments not cashed	Add
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Receipts not entered	Subtract
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Statement should be	£96,063.25
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Account Details

Manage your account

Your Account

Instant Access

CB01477687 Council Saver

Meopham Parish Council

Balance: £96,063.25

Available: £96,063.25

Accrued interest (not paid): £516.50

Interest rate: 1.55%

[Transactions](#)

[Future Payment](#)

Transactions

Period from

to

129

Filter

Download Transactions

Date	31/12/2025
Description	GROSS INTEREST
In (£)	1,656.71
Out (£)	
Balance (£)	96,063.25
Date	10/12/2025
Description	RECEIPT BY CHEQUE
In (£)	10,000.00
Out (£)	
Balance (£)	94,406.54
Date	09/01/2025
Description	RECEIPT BY PRODUCT SWITCH
In (£)	84,406.54
Out (£)	
Balance (£)	84,406.54
Date	09/01/2025
Description	WITHDRAWAL BY PRODUCT SWITCH
In (£)	
Out (£)	84,406.54
Balance (£)	0.00
Date	09/01/2025

Account Details

Manage your account

35 Day Notice Account (Issue 13)-Monthly Interest

80202762 35 Day Notice Account (Issue 13)-Monthly Interest

Meopham Parish Council

Tax status: Gross

Nominated account: 608301 20405821

[Edit account details](#)

Balance: £109,091.62

Available: £109,091.62

Accrued interest (not paid): £30.89

Interest rate: 3.45%

[Make a payment](#)

[Transfer money](#)

Transactions

Future Payments

Transactions

Period from

to

[Filter](#)

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Download transactions

Date	30/04/2026
Description	Gross Interest
In (£)	308.03
Out (£)	
Balance (£)	109,091.62
Date	31/03/2026
Description	Gross Interest
In (£)	328.56
Out (£)	
Balance (£)	108,783.59
Date	28/02/2026
Description	Gross Interest
In (£)	312.17
Out (£)	
Balance (£)	108,455.03
Date	31/01/2026
Description	Gross Interest
In (£)	346.41
Out (£)	
Balance (£)	108,142.86
Date	31/12/2025
Description	Gross Interest
In (£)	342.61
Out (£)	
Balance (£)	107,796.45
Date	02/12/2025
Description	Receipt by Bank Transfer

Meopham Parish Council
RECONCILIATION - HAMPSHIRE TRUST 30-04-2026

From Accounts	£30,000.00
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Payments not cashed	Add
Receipts not entered	Subtract

Statement should be	£30,000.00
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Account Details

Manage your account

Notice Account

20583932 SME Notice 95 Days

Meopham Parish Council

Tax status: Gross

Nominated account: 608301 20405821

[Edit account details](#)

Close Account? [Send us a secure message](#)

Balance: £30,000.00

Available: £30,000.00

Accrued interest (not paid): £376.60

Interest rate: 3.95%

[Make a payment](#)

[Transfer money](#)

Transactions

Future Payments

Transactions

Period from

to

134



Filter

Download Transactions

Date	08/01/2026
Description	Receipt by Bank Transfer
In (£)	30,000.00
Out (£)	
Balance (£)	30,000.00

Latest

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Meopham Parish Council
RECONCILIATION - REDWOOD BANK 30-04-2026

From Accounts	£109,091.62
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Payments not cashed	Add
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Receipts not entered	Subtract
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Statement should be	£109,091.62
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**Meopham Parish Council**

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 30/04/2026		
	Cash in Hand 01/04/2026		236,556.67
	ADD Receipts 01/04/2026 - 30/04/2026		235,468.74
	SUBTRACT Payments 01/04/2026 - 30/04/2026		472,025.41 16,742.34
	Cash in Hand 30/04/2026 (per Cash Book)		455,283.07
B	Cash in hand per Bank Statements		
	Petty Cash 30/04/2026	0.00	
	Unity Trust Bank 30/04/2026	220,578.78	
	Unity Multipay Card 30/04/2026	0.00	
	CAMBRIDGE BUILDING SOCIETY 30/04/2026	96,063.25	
	REDWOOD BANK 30/04/2026	109,091.62	
	HAMPSHIRE TRUST 30/04/2026	30,000.00	
			455,733.65
	Less unrepresented payments		450.58
			455,283.07
	Plus unrepresented receipts		
B	Adjusted Bank Balance		455,283.07
	A = B Checks out OK		

Meopham Parish Council
Reserves Balance
2025-2026

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Judsons Play Area	14,000.00				14,000.00
Memorial Bench Donations	5,500.00				5,500.00
Elections	6,838.24	-6,838.24			0.00
Arboricultural Survey	1,500.00				1,500.00
Judsons Legal Fees - Earmarked	1,200.00				1,200.00
Post Replacements - Earmarked					0.00
All Council Strategic Day - Earmarked	683.70				683.70
Harvel Green Bench - Earmarked					0.00
PITFILED TOILETS		7,403.00			7,403.00
PROFESSIONAL SERVICES -		22,350.00			22,350.00
Total Earmarked	29,721.94	22,914.76			52,636.70
TOTAL RESERVE	29,721.94	22,914.76			52,636.70
GENERAL FUND					183,919.97
TOTAL FUNDS					236,556.67

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Meopham Parish Council
Reserves Balance
2026-2027

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Judsons Play Area	14,000.00				14,000.00
Memorial Bench Donations	5,500.00				5,500.00
Elections					0.00
Arboricultural Survey	1,500.00				1,500.00
Judsons Legal Fees - Earmarked	1,200.00				1,200.00
Post Replacements - Earmarked					0.00
All Council Strategic Day - Earmarked	683.70				683.70
Harvel Green Bench - Earmarked					0.00
PITFILED TOILETS	7,403.00				7,403.00
PROFESSIONAL SERVICES -	22,350.00				22,350.00
Total Earmarked	52,636.70				52,636.70
TOTAL RESERVE	52,636.70				52,636.70
GENERAL FUND					402,646.37
TOTAL FUNDS					455,283.07

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Agenda Item: 13

Title: **Representation for 2026-2027**

Appointments are:

Organisation	Recommended Appointment
Meopham Village Hall Committee	
Kent Association of Local Councils	Chairman <i>empowered to appoint proxies in their absence</i>
Meopham Windmill Trust	Cannot appoint at this time – Mr D Denman and Mr A Parker (2023-27)
Culverstone Community Association	Members for the Culverstone and Harvel ward
Gravesham Rights of Way Committee (GROWC)	Paul Watson
Securing the Landscape	Paul Watson

MEOPHAM PARISH COUNCIL CONTRACTS & LEASES REGISTER

Name	Company/Provider	Contract Ends	Notice Period	Review Cycle	Action/Meeting Review Date	Last Review Date	Insurance Provided and Expiry Date
Clerk & RFO - Contract of Employment	N/A	N/A	1 month	Annual Appraisal	Personnel Committee – June 2026	Sept 25 - CHRGS	N/A
Finance & Grants Officer – Contract of Employment	N/A	N/A	1 month	Annual Appraisal	June 2026	April 2025 - CHRGS	N/A
HR Support Package	Council HR & Governance Support	01.04.2029	N/A	N/A	Full Council – January 2029	April 2024	N/A
Parish Council Office (Room 3 at St Johns Centre) – Licence Agreement	Meopham Parochial Church Council	17.03.28	90 days	Contract Expiry	Full Council – January 2028	March 2025	Yes
Insurance	Zurich	31.05.2026	N/A	Annual	Full Council – May 2026	May 2021	N/A
Payroll & Pension Returns	DM Payroll Services	01.04.23 – Rolling Contract		Annual	Full Council – May 2027	April 2023	N/A
Employee Assistance Programme	Life and Progress Ltd	FEB 28		Annually	Full Council review – Dec 27	Jan 2025	N/A
LGPS Pension Scheme (1 x Employee enrolled)	Kent Pension Fund	N/A	N/A	N/A	N/A	N/A	N/A
Photocopier Lease	Smart Office Systems	JUNE 2030	30 days	Rolling contract	Full Council - Jan 2024	Feb 2020	N/A
Domain Name Purchase – meopham-pc.gov.uk	CloudNext	DEC 26	N/A	Biennial	Full Council – November 2025	October 2023	N/A
Website Hosting	CloudNext	DEC 26	N/A	Annual	Full Council – November 2025		N/A
Email Hosting – @meopham-pc.gov.uk email addresses (16 users)	Microsoft 365	Rolling Contract	N/A	Annual	Full Council – June 2024	Full Council – May 2023	N/A

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Item 14

Accounting Package	Scribe	MAR 27	12 months	Annual	Full Council – Feb 2027	Feb 2023	N/A
Defibrillator – Station Road Telephone Box	Community Heartbeat Trust	Annual Support Agreement	N/A	Annual	Full Council – July 2027	July 2023	N/A
Internal Auditor	Mulberry and Co	26-27 27-28 and 28-29	N/A	Annual	FULL COUNCIL MAR 29	April 26	N/A

MEOPHAM PARISH COUNCIL CONTRACTS/LEASES/AGREEMENTS
PARISH OWNED ASSETS

Contract/Lease	Company	CONTRACT ENDS	Notice Period	Review Cycle	Action/Meeting Review Date	Last Review Date	Insurance Provided and Expiry Date
Bus Shelter Cleaning	Element UK Ltd	31/06/2026	30 days at end of fin each year	3 years	Full Council – March 2025 – REVIEW IN JUNE 26 MEETING	Full Council – May 2023	Received covered until 31.03.2024
Streetlights Maintenance	Rolling Contract	April 2025	Rolling Contract				
Judsons Pavilion and Football pitches at Judson's rec	Meopham Colts	Lease – 22/07/2045	Unspecified	unspecified	5 th , 10 th and 15 th anniversary review	unspecified	
Meopham Green	Meopham Cricket Club	24/12/2045	Fixed Term	N/A	Autumn 2044	N/A	
Rose Garden @ Pitfield Green	Meopham Gardeners (voluntary)						

Meopham Parish Council

St Johns Centre, Wrotham Road, Meopham, Kent, DA13 0AA - Tel: 01474 813779

Email: enquiries@meopham-pc.gov.uk

Website: www.meopham-pc.gov.uk



A Civility & Respect
Pledge Council

Full Council Work Programme: June 2026 – May 2027

June 2026	- As soon as ready for Audit, the Council must approve the accounts and RFO must follow correct procedures for notifying the auditor and the public - Review of Standing Orders and Financial Regulations
July 2026	- Reviews of all Council's policies, procedures and practices for – Via Working Party & Personnel Committee: - Arrangements for Remembrance Service in November - Arrangements for Carols on the Green in December - Grant Application Scheme - Quarterly VAT Return - Check Risk Assessments with the Insurance Company - Conduct the annual insurance check of play equipment
September 2026	- Prep for half-year Internal Audit - Inspections of property, especially trees and related work can be arranged - Prepare for budget discussions based on half-year accounts, policies, ideas, grant apps and a review of charges. - Council to agree what it wants to achieve - Tree replacement for felled trees - Final arrangements for Remembrance Service in November
October 2026	- Final arrangements for Carols on the Green event in December - Registration of Village Greens land ownership with Land Registry - Quarterly VAT Return

	• Draft Budget discussion/informal meeting for 27/28 • Budget Outturn • Approve calendar of meetings for the next calendar year • Order wreaths for memorial service
November 2026	• Draft Budget to Council for 27/28 • Remembrance Day • Review of employee's wages and conditions of service
December 2026	• Budget to be agreed if not already done and make precept demand
January 2027	• Precept Demand if not already submitted • Quarterly Vat Return • Invites for Annual Parish Meeting • Review Records that can be disposed of • Check Election Procedures (If election year)
February 2027	• Review & Plan eg all policies, SOs, Fin Regs, register of interests and asset register up to date • Check new electoral register, new legislation • Arrangements for Annual Parish Meeting • Audit Grants
March 2027	• Review and renew insurance cover • If election year, advise councillors on procedures
April 2027	• Prepare end of year accounts • Make end of year returns for tax, NI and VAT • Prep for end of year internal audit • Check arrangements for Annual Parish Meeting (between 01 Mar & 01 June)

	• If election year, check procedures and prepare information packs for new councillors
May 2027	• Hold Annual Meeting of the Council, Elect CH and VCH and Reps to other bodies, Committee Membership is agreed, the CH and VCH signs declaration (In election year all members sign), RFO checks bank mandates and the council confirms SO. • Training for new councillors (in election year)