

**Chigwell Parish Council**  
**Reconciliation between Box 7 and Box 8**

31/03/2026

This report explains the difference between the total balance in Box 7 and the cash balance in Box 8 by showing the totals for each type of adjustment, the details of which can be listed using the Adjustments report. It deducts the additional assets which have been included on the balance sheet and adds back in the liabilities to arrive at the balance for actual cash and short term investments. This only applies to Annual Returns prepared on Income and Expenditure basis

	<i>Amount</i>	<i>Amount</i>
<b>Box 7 - Balances carried forward</b>		<b>441,204.20</b>
Debtors	685.00	
Prepayments	2,648.19	
Stocks and Stores		
VAT Recoverable	9,944.75	
<b>TOTAL DEDUCTIONS</b>		<b>13,277.94</b>
Creditors	15,513.35	
Receipts in Advance	12,009.02	
Doubtful Debts		
<b>TOTAL ADDITIONS</b>		<b>27,522.37</b>
<b>Box 8 - Total cash and short term investments</b>		<b>455,448.63</b>

*D* 22/5/26


## Chigwell Parish Council

## BALANCE SHEET

31/03/2026

(Last) Year Ended  
31 Mar 2025(Current) Year Ended  
31 Mar 2026

£		£
157.75	<b>CURRENT ASSETS</b>	
	Stocks and stores	
	Work in progress	
4,466.99	Debtors (Net of provision for doubtful debts)	685.00
2,295.33	Prepayments	2,648.19
	Temporary lendings (investments)	
9,183.43	VAT	9,944.75
	<b>BANK BALANCES</b>	
18,154.89	HSBC - 40-30-25 Account Nurr	0.00
370.00	Barclays - Current - Account Nu	0.00
87,029.75	Cambridge Counties Bank - 60-	0.00
0.00	A Cash paid Control a/c	0.00
0.00	CHQ / Cash Control Account	580.00
0.00	Control account for Credit Note	0.00
119,204.61	Unity Current Account T2	18,752.50
0.00	Unity T Bank-Lloyds Debit Carc	0.00
0.00	Adjustments Control Account	0.00
0.00	Charity Bank 40 Day Notice A/C	5,945.93
0.00	Charity Bank 1 Year Fixed Rate	85,000.00
0.00	Stripe account	29.35
0.00	Cambridge 1 Year Fixed Rate A	85,000.00
0.00	Virgin Money 120 Day Notice a/	0.00
0.00	Instant Access Savings Account	174,402.32
0.00	Cambridge 30 Day at 3.80%(3.7	85,732.71
0.00	Current T2 Payroll Unity 205480	5.82
0.00	Petty Cash	0.00
0.00	Barclays - Account Number 70-	0.00
0.00	United Trust - Investment	0.00
87,643.51	Charity Bank 40 Day Notice Acc	0.00
85,000.00	Charity Bank 1 Year Fixed Rate	0.00
397,402.76	<b>TOTAL BANKS</b>	455,448.63
413,506.26	<b>TOTAL ASSETS</b>	468,726.57
	<b>CURRENT LIABILITIES</b>	
45,353.26	Creditors	9,081.17
8,094.02	Receipts in Advance	12,009.02
15,561.30	Accruals	6,432.18
0.00	VAT	0.00
69,008.58	<b>TOTAL LIABILITIES</b>	27,522.37
<u>344,497.68</u>	<b>NET ASSETS</b>	<u>441,204.20</u>
215,465.73	Represented by:	
	General fund Balance	130,755.57
	Reserves:	

 22/5/26

	<b>Capital Reserves</b>		
1,136.95	EMR Physical Capital Investme:	0.00	
0.00	Capital Receipts Reserve	19,000.00	
<b>1,136.95</b>			<b>19,000.00</b>
	<b>Earmarked Reserves</b>		
25,000.00	EMR Cemetery premise refurb	50,000.00	
35,000.00	EMR VH premise refurb	28,435.13	
17,895.00	EMR TREE WORK 2023/2024	0.00	
0.00	EMR S106 The Implement wor:	50,000.00	
0.00	Cemetery projects	28,532.30	
0.00	Preservation of Chigwell Fund	35,000.00	
0.00	EMR EFDC Capital Funding for	72,481.20	
0.00	Unrecognised Money Transfer F	0.00	
0.00	EMR Corporate Branding	2,000.00	
0.00	EMR VH Fire Escape Pathway I	6,000.00	
0.00	EMR - H&S Compliance Works	2,000.00	
0.00	EMR Cemetery Memorial Safety	7,000.00	
0.00	EMR Cemetery Roadway Reme	10,000.00	
0.00	EMR Main Office premise refurt	0.00	
0.00	EMR GROVE LANE meadow	0.00	
0.00	RISK management	0.00	
0.00	EMR Consultacy	0.00	
50,000.00	EMR The Implement work unde	0.00	
<b>127,895.00</b>			<b>291,448.63</b>
	Adjustments		
<b><u>344,497.68</u></b>			<b><u>441,204.20</u></b>

The above statement represents fairly the financial position of the council as at 31 Mar 2026

Signed   
 Responsible Financial Officer

Date 22/05/26

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

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Capital</b>					
EMR Physical Capital Investme	1,136.95	25.25	1,162.20		0.00
Capital Receipts Reserve				19,000.00	19,000.00
<b>Total Capital</b>	<b>1,136.95</b>	<b>25.25</b>	<b>1,162.20</b>	<b>19,000.00</b>	<b>19,000.00</b>
<b>Earmarked</b>					
EMR Cemetery premise refurb	25,000.00	25,000.00			50,000.00
EMR VH premise refurb	35,000.00	-3,964.87	2,600.00		28,435.13
EMR TREE WORK 2023/2024	17,895.00	-17,895.00			0.00
EMR S106 The Implement wor	50,000.00				50,000.00
Cemetery projects		28,532.30			28,532.30
Preservation of Chigwell Fund		50,000.00	15,000.00		35,000.00
EMR EFDC Capital Funding for		12,080.20		60,401.00	72,481.20
Unrecognised Money Transfer F					0.00
EMR Corporate Branding		2,000.00			2,000.00
EMR VH Fire Escape Pathway I		6,000.00			6,000.00
EMR - H&S Compliance Works		2,000.00			2,000.00
EMR Cemetery Memorial Safety		7,000.00			7,000.00
EMR Cemetery Roadway Reme		10,000.00			10,000.00
<b>Total Earmarked</b>	<b>127,895.00</b>	<b>120,752.63</b>	<b>17,600.00</b>	<b>60,401.00</b>	<b>291,448.63</b>
<b>TOTAL RESERVE</b>	<b>129,031.95</b>	<b>120,777.88</b>	<b>18,762.20</b>	<b>79,401.00</b>	<b>310,448.63</b>
<b>GENERAL FUND</b>					<b>130,755.57</b>
<b>TOTAL FUNDS</b>					<b>441,204.20</b>

## Chigwell Parish Council

## BANK ACCOUNTS

HSBC - 40-30-25 Account Number	
Barclays - Current - Account Number	
Cambridge Counties Bank - 60-95-£	
A Cash paid Control a/c	
CHQ / Cash Control Account	£580.00
Control account for Credit Note	
Unity Current Account T2	£18,752.50
Unity T Bank-LLoyds Debit Card Co	
Adjustments Control Account	
Charity Bank 40 Day Notice A/C at :	£5,945.93
Charity Bank 1 Year Fixed Rate A/c	£85,000.00
Stripe account	£29.35
Cambridge 1 Year Fixed Rate A/c 1:	£85,000.00
Virgin Money 120 Day Notice a/c 3.:	
Instant Access Savings Account	£174,402.32
Cambridge 30 Day at 3.80%(3.73%	£85,732.71
Current T2 Payroll Unity 20548005	£5.82
<b>Total in Banks</b>	<b>455,448.63</b>
<hr/>	
<b>Cash</b>	
<hr/>	
<b>GRAND TOTAL (Banks and Cash)</b>	<b>£455,448.63</b>

## Chigwell Parish Council

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

<b>Bank Reconciliation at 31/03/2026</b>			
	Cash in Hand 01/04/2025		397,402.76
	<b>ADD</b> Receipts 01/04/2025 - 31/03/2026		600,688.31
	<b>SUBTRACT</b> Payments 01/04/2025 - 31/03/2026		998,091.07
			542,642.44
<b>A</b>	<b>Cash in Hand 31/03/2026</b> (per Cash Book)		<b>455,448.63</b>
Cash in hand per Bank Statements			
	Current T2 Payroll Unity 20548005	31/03/2026	5.82
	Cambridge 30 Day at 3.80%(3.73%	31/03/2026	85,732.71
	Instant Access Savings Account	31/03/2026	174,402.32
	Virgin Money 120 Day Notice a/c 3	31/03/2026	0.00
	Cambridge 1 Year Fixed Rate A/c 1	31/03/2026	85,000.00
	Stripe account	31/03/2026	29.35
	Charity Bank 1 Year Fixed Rate A/c	31/03/2026	85,000.00
	Charity Bank 40 Day Notice A/C at	31/03/2026	5,945.93
	Adjustments Control Account	31/03/2026	0.00
	Unity T Bank-Lloyds Debit Card C:	31/03/2026	0.00
	Unity Current Account T2	31/03/2026	18,752.50
	Control account for Credit Note	31/03/2026	0.00
	CHQ / Cash Control Account	31/03/2026	580.00
	A Cash paid Control a/c	31/03/2026	0.00
	Cambridge Counties Bank - 60-95-	31/03/2026	0.00
	Barclays - Current - Account Numb	31/03/2026	0.00
	HSBC - 40-30-25 Account Numbe	31/03/2026	0.00

			455,448.63
	Less unrepresented payments		
			455,448.63
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>455,448.63</b>
	<b>A = B Checks out OK</b>		

**Chigwell Parish Council**  
**ADJUSTMENTS FOR THE YEAR ENDING 31/03/2026**

**Accruals - Increase Expenditure**

		<u>Code</u>	
CARD PO3830 DVLA 5months 04-08	DVLA EVL	C&OS Equip. Maintenance	18.18
PO3893 Bank card charge G/38	Lloyds Bank	Bank charges	3.00
PO3895 Mobile &Data charge D/22	Ice Media London Limited	Mobile comms	70.96
PO3895 Mobile &Data charge S/94	Ice Media London Limited	C&OS Mobiles Comms	68.00
PO3919 INV10223 02/4/26 R/100	Dw Country Works Ltd	C&OS General Expenses	1,160.00
PO3840 16/03/26 T/104	RWR (Commercial) Ltd	C&OS Waste Disposal	60.90
C/12A/C10391830March26	ENGIE	Gas	152.92
C/13A/C10370677March26	ENGIE	Electricity	170.88
GL Allotm March a/c2504633 J/49	Castle Water	Allotments Water	13.50
PO3918 INV10224 0204 R/100	Dw Country Works Ltd	C&OS General Expenses	520.00
PO3784INV01 09/4/26R/100	Safe Secure Electrical	C&OS General Expenses	2,175.00
Cem Water March26 a/c 2363028 T/103	Castle Water	C&OS Water	13.32
L/173A/C10392030March26	ENGIE	VH-Heating	685.98
EI a/c10370675 L/190	ENGIE	VH - Electricity charges	60.75
INVM102 1W 20/4/26 D/21	BT	Telephone & Broadband	329.30
T/102A/C10370674March26	ENGIE	C&OS Electricity	441.38
L/190A/C10370676March26	ENGIE	VH - Electricity charges	191.42
L/190A/C10370749March26	ENGIE	VH - Electricity charges	296.69
			<b>£6,432.18</b>

**Creditors - Increase Expenditure**

		<u>Code</u>	
PAY/NI March 26 PO3745	HMRC	Salaries, PAYE & NI - Admin	3,620.91
Pension March26 PO3746	Essex Pension Fund	A-Superannuation	1,117.38
Pension March26 PO3747	NEST PENSION FUND	A-Superannuation	476.97
PO3749 C/16	TRADE UK / SCREWFIX DIRECT L	Property Maintenance	113.32
CARD PO3787 D/18	Office Specialities Ltd	Printing & Stationery	9.99
CARD PO3803 D/18	Amazon Services Europe	Printing & Stationery	15.42
CARD PO3804 D/18	Amazon Services Europe	Printing & Stationery	18.15
CARD PO3769 D/19	Post Office Counters	Postage	9.75
PO3894 2744669 D/19	Francotyp Postalia Ltd	Postage	20.00
CARD PO3771 F/34	Breathe HR	Accounting Software fees	29.50
PO3839 Stmt 003	UNITY TRUS BANK	Bank charges	8.05
PO3838 Stmt045 G/38	UNITY TRUS BANK	Bank charges	16.75
CARD PO3773 G/39	AUTOTRADER	General Expenses	56.95
CARD PO3772 G/39	Amazon Services Europe	General Expenses	17.27
CARD PO3770 G/39	NESPRESSO UK LTD	General Expenses	74.40
CARD PO3798 G/42	Monday.com Ltd	Annual Subscriptions	130.00
PAY/NI March 26 PO3745	HMRC	VH Salaries, PAYE & NI	107.65
PO3714;PO3837 INV19475 L/63	HYGIENE CONTRACTS LTD	VH Maintenance	245.00
PO3752 L/63	TRADE UK / SCREWFIX DIRECT L	VH Maintenance	23.02
PAY/NI March 26 PO3745	HMRC	C&OS Salaries, PAYE&NI	2,020.16
Pension March26 PO3746	Essex Pension Fund	C&OS Superannuation	1,558.04
Pension March26 PO3747	NEST PENSION FUND	C&OS Superannuation	237.27
PO3713 INV19477 R/97 b/f due £56.40	HYGIENE CONTRACTS LTD	C&OS Property Maint.	47.00
PO3752 R/97	TRADE UK / SCREWFIX DIRECT L	C&OS Property Maint.	39.75
PO3825 R/97	TRADE UK / SCREWFIX DIRECT L	C&OS Property Maint.	218.64
PO3824 R/97	TRADE UK / SCREWFIX DIRECT L	C&OS Property Maint.	69.06
PO3802 R/97	TRADE UK / SCREWFIX DIRECT L	C&OS Property Maint.	25.83
CARD PO3779 R/97	TIMPSON	C&OS Property Maint.	11.67
CARD PO3743 R/100	PIXPRINT	C&OS General Expenses	85.29
PO3748 INVREN2006 R/100	Re North London	C&OS General Expenses	56.86
CARD Credit PO3810/3811 R/100	WHSIODJ	C&OS General Expenses	-172.01
PO3795INV138896 U/108	Ernest Doe & Sons Ltd	C&OS Equip. Maintenance	64.58
PO3774 VB/144	TRADE UK / SCREWFIX DIRECT L	OS Playground Equipment	47.64
CARD PO3799 VB/114	Screwfix	OS Playground Equipment	32.06
24/25PO2557 MB	Chigwell Parish Council staff	Creditors	-469.95
23/24 PO1651 S D	Chigwell Parish Council staff	Creditors	-300.00

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**Chigwell Parish Council**  
**ADJUSTMENTS FOR THE YEAR ENDING 31/03/2026**

PO3704INV19078 09/4/26 B/130	Essex Assoc. of Local Councils	A-Training/Courses	-17.00
PO3816 VA/139	TRADE UK / SCREWFIX DIRECT L	C Grounds Maintenance	71.86
PO3797 VA/144	TRADE UK / SCREWFIX DIRECT L	C-Grave maintenance	74.98
PO3783 VA/144	TRADE UK / SCREWFIX DIRECT L	C-Grave maintenance	36.13
CARD PO3805 G/161	MACE	Staff Welfare	7.50
Admin Charge March26 PO3746	Essex Pension Fund	Pension Admin Charge	2.66
CARD PO3812 C/16	Wickes	Property Maintenance	15.00
CARD PO3814	Amazon Services Europe	Property Maintenance	117.99
CARD PO3815 C/16	Surf The Shop Ltd	Property Maintenance	46.62
CARD PO3833 D/18	Amazon Services Europe	Printing & Stationery	43.73
CARD PO3828 D/19	Post Office Counters	Postage	8.65
CARD PO3813 D/19	Post Office Counters	Postage	3.60
CARD PO3827 D/41	Adobe Ireland	Licences	16.64
25/26a/c2534237 PO J/49	Castle Water	Allotments Water	0.07
CARD PO3934/PO3809 R/100	WHSIODJ	C&OS General Expenses	172.01
CARD PO3800 R/100	Taylor and Javis (AI) Ltd	C&OS General Expenses	18.00
CARD PO3835 U/108	BP Chargemaster Limited	C&OS Equip. Maintenance	21.09
CARD PO3829 U/108	Woodford Retail Counter	C&OS Equip. Maintenance	155.82
CARD PO3832 U/109	Amazon Services Europe	C&OS Equip. Purchase	122.91
CARD PO3836 U/109	C.E.F. Electrical	C&OS Equip. Purchase	37.75
Closed code Y/125 due rounding	A N OTHER	Creditors	-0.10
Engie A/C10370676 VH L/190 under PO3738	ENGIE	Creditors	-1,726.81
Pension March26 PO3747	NEST PENSION FUND	VH-Superannuation	64.66
PO3888 Engie a/c10370675 L/190	ENGIE	VH - Electricity charges	60.75
PO3887 Engie a/c 10370675 part paid	ENGIE	VH - Electricity charges	10.29
			<b>£9,081.17</b>

**Prepayments - Decrease Expenditure**

		<b><u>Code</u></b>	
Franco Rent Deposit A/C136407	Franco typ Postalia Ltd	Postage	100.00
26/27PO3712 11monthsFC179/25	OTTER.AI	Annual Subscriptions	204.10
26/27PO364425/26 G/42 10mnts subscrip	Simply Fleet	Annual Subscriptions	102.10
26/27Q1PO3726	Epping Forest DC	Telecomms Mast income	750.00
26/27 04-05 PO3715	Franco typ Postalia Ltd	C&OS Printing/Stationery	36.00
INSPECTION COST 2026/2029	SOVEREIGN	OS Playground Inspections	239.40
B/F Taylor 21/22 under investigation	Taylor Tools Ltd	Suspense Account	90.00
B/F EFDC 21/22 under investigation	Epping Forest District Council	Suspense Account	437.78
B/F Amazon 21/22 under investigation	Silicon Connect Ltd	Suspense Account	64.85
B/F HMRC unallocated amount 22/23 invest	HMRC	Suspense Account	138.65
Closed Code Y/121 due rounding	A N OTHER	Suspense Account	0.31
23/24 FRANCO DEPOSIT	Franco typ Postalia Ltd	Key Deposit	100.00
27PO3682 25/26 A/130 Member 10 month	Society of Local Council Clerks	A-Training/Courses	385.00
			<b>£2,648.19</b>

**Debtors - Increase Income**

		<b><u>Code</u></b>	
INV995 (17.12.25) Capping of Grave 136	Epping Forest District Council	C-Sub contractors	680.00
CEM INV1069 GRAVE863 AC/125	Cemetery Memorials	Memorials Lawn/CR/Traditior	5.00
			<b>£685.00</b>

**Receipts in Advance - Decrease Income**

		<b><u>Code</u></b>	
FY26/7 INV836 V0564 VH Reg CMA04-06/20:CMA		VH Income - regular	780.00
26/27V0572INV850reduced Cr1021	CROADS	VH Income - regular	500.00
26/27V0598 INV954	CROADS	VH Income - regular	450.00
INV1030V0621		VH Income - regular	1,560.00
INV1031V0622		VH Income - regular	3,210.00
26/27VH07/07/26V0625	V0625	VH Income - casual	135.00
26/27VH10/6/26V0626INV1051	V0626	VH Income - casual	135.00
26/27VH04/7/26V0627INV1052	V0627	VH Income - casual	370.00
26/27VH02042026V0608INV985	London Chigwell Kingdom Hall of Je	VH Income - casual	315.00

**Chigwell Parish Council**  
**ADJUSTMENTS FOR THE YEAR ENDING 31/03/2026**

26/27V0611VH07/05/26INV1013	Epping Forest District Council Elect	VH Income - casual	487.50
26/27VH26/4/26V0628INV1062	V0628	VH Income - casual	315.00
INV987Grave1895Funeral23 04 26	Grave 1895	Digging & Reopening Graves	820.00
24/25 RECORD CLOSED	A N OTHER	Suspense Account	15.01
GL & LF key deposit	xxxx	Key Deposit	501.51
#146 New tenant LF24INV869	LF24	Key Deposit	10.00
#156 LF19 INV870	LF19	Key Deposit	10.00
GL6A#184 25/26		Key Deposit	10.00
LF24 refunable #142 Agree terminated		Key Deposit	-10.00
#219 GL11 25/26		Key Deposit	10.00
GL16B INV1005	GL16B	Key Deposit	10.00
#349 LF7 25/26	LF7	Key Deposit	10.00
#268 GL14A 25/26 Oct-March		Key Deposit	10.00
#296 GL9 25/26		Key Deposit	10.00
#367VH Key&Damage deposit balanced	CROADS	VH Deposit	155.00
VH02/04/26V0608	V0608	VH Deposit	400.00
#468VH29/3/26V0629	V0629	VH Deposit	400.00
VH Key deposit	CROADS	VH Deposit	245.00
vh key & damage deposit	CMA	VH Deposit	400.00
26/27 LF8 INV1049	LF8	CPC Limes Farm Rent	60.00
26/27 LF9 INV1066	LF9	CPC Limes Farm Rent	60.00
26/27 GL15	GL15	CPC Gravel Lane Allotments	60.00
FY26/27 GL6A INV1053	GL6A	CPC Gravel Lane Allotments	40.00
FY26/27 GL2 INV1055	GL2	CPC Gravel Lane Allotments	40.00
FY26/27GL3INV1059	GL3	CPC Gravel Lane Allotments	40.00
26/27INV1045GL16A	GL16A	CPC Gravel Lane Allotments	40.00
26/27GL13INV1047	GL13	CPC Gravel Lane Allotments	60.00
CreditSaleINV1021 cancel 18/19April26	CROADS	Receipt in advance	165.00
#452 Graves1150/750 ERoB	Grave1150 Grave750	Unallocated CHEQUE -Ceme	180.00
			<b>£12,009.02</b>

**Stocks and Stores (over £1,000 in value) - Decrease Expenditure**

Plaque Written off GRA 009PO2867Cem.Regr Rowland Brothers Trade Ltd

**Code**

C Cost of Bench purchase

*L* 22/5/26

**Chigwell Parish Council**  
**YEAR END DEBTORS**  
 Year Ending 31/03/2026

**C-Sub contractors (V.A - Cemetery Costs)**

Invoice No	Date	Status	Customer	Description	Net Amount
995	17/12/2025	OUTSTANDING	Epping Forest District Council	Capping of Grave 136	680.00
<b>Subtotal for C-Sub contractors (V.A - Cemetery Costs)</b>					<b>680</b>

**Memorials Lawn/CR/Traditional Subsequent WORK (A. C - Cemetery Income)**

Invoice No	Date	Status	Customer	Description	Net Amount
1069	31/03/2026	PART PAID	Cemetery Memorials	Memorial Permit	5.00
<b>Subtotal for Memorials Lawn/CR/Traditional Subsequent WORK (A. C - Cemetery Income)</b>					<b>5</b>

<b>Total</b>	<b>685</b>
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*22/5/26*

**Chigwell Parish Council**  
**SUMMARY OF VAT POSITION AS AT 06/05/2026**

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Brought Forward	£9,183.43
Receipts	<u>£35,102.35</u>
Sub Total	£25,918.92
Payments	<u>£35,863.67</u>
<b>Bal. carry/fwd.</b>	<b>-£9,944.75</b>

*S* 22/5/26