



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY

HEREFORDSHIRE HR8 1DH. Tel. (01531) 632306

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14 October 2026

To: All Councillors

Dear Councillor

Please find attached the To Follow papers in respect of the meeting of **LEDBURY TOWN COUNCIL**, to be held on **Thursday, 15 October 2026 at 7.00 pm** in the **Town Council Offices, Church Lane, Ledbury, HR8 1DH**.

Yours faithfully

PP

Angela Price PSLCC, MIWFM, AICCM
CiLCA (England & Wales)
Town Clerk

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AGENDA

FINANCE, POLICY & GENERAL PURPOSES

11. To receive and note Budget Monitoring Report for Month 5
(Pages 7786 – 7812)
 - i. Receipts and Payments 1 August to 31 August 2026.
 - ii. Balance sheet and Trial Balance – Month 5
 - iii. Budget Monitoring Reports 1 April to 31 August 2026
13. To approve Invoices for Payment (Pages 7813 - 7817)

Distribution: Full agenda and reports to all Councillors (10)
Plus file copy

FULL COUNCIL	15 OCTOBER 2026	AGENDA ITEM: 11
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Report prepared by Angela Price – Town Clerk/Responsible Finance Officer

**FINANCE OVERVIEW REPORT PROVIDING PROJECTED OUTTURN FOR
2026/27 FINANCIAL YEAR MONTH 5**

This report provides a high-level summary of the budget performance; the full analysis is contained within agenda item 11.

	Actual to Date £	Annual Budget £	Variance to Annual Budget £	% Spend to Budget £
Income - Precept	815,859	815,859	0	100%
Income- Other	31,165	56,076	24,911	55.5%
Expenditure	306,644	871,935	565,291	35.1%

Note: The Income budget as stated in the Detailed Income & Expenditure report has been adjusted for the National Lottery Fund John Masefield receipt which has been received in month 5.

Expenditure has been adjusted to take into account expenditure and income in respect of Masefield Matters, which as the end of month 5 relates to the income of £84,994 and expenditure of £34,339. The carry over from the Masefield Matters Ear Marked Reserve will be reflected in the Month 6 figures.

The actual total expenditure to date represents 35.1% of the annual budget which is within the expected 41.67% at the end of month 5 of the financial year.

Cash balances at the end of August 2026 were £440,856, which includes the receipt of 100% of the annual precept, and the National Lottery Fund John Masefield award carried forward from 2024/25 and received in 2026.

The general reserves stand at £153,461 and earmarked reserves at £125,999 at the end of (Month) 2026.

RECOMMENDATION

That the above information be received and noted, and that Members note the budget is below the expected percentage of 41.67% at the end of month 5 of the 2026/27 financial year.

12/10/2026

Ledbury Town Council Current Year

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Cashbook 1

User: SE

Lloyds A/c (235& 174)(Bus Ext)

Receipts received between 01/08/2026 and 31/08/2026

Nominal Ledger Analysis							
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction Detail
	Banked: 03/08/2026	20.00					
	Sales Recpts Page 55	20.00	20.00		100		Sales Recpts Page 55
	VAT Banked: 04/08/2026	8,256.21					
	VAT H M Revenue & Customs	8,256.21			120		8,256.21 HMRC VAT
	Interest Banked: 10/08/2026	125.23					
	Interest Lloyds Bank	125.23			1870	220	125.23 Interest
	Interest Banked: 10/08/2026	11.36					
	Interest Lloyds Bank	11.36			1870	220	11.36 Interest
	Interest Banked: 10/08/2026	-125.23					
	Interest Lloyds Bank	-125.23			1870	220	-125.23 Interest
	BCARD Banked: 17/08/2026	47.50					
	BCARD Monmouth Memorials	47.50			1130	102	47.50 Cemetery memorial permit
	Banked: 18/08/2026	20,000.00					
	Transfer 2 Premier A/c (736) Comm Call	20,000.00			202		20,000.00 Trans 736 - 235
	500550 Banked: 18/08/2026	1,058.00					
	500550 Painted Room	1,058.00			1450	105	141.10 Sales
					1451	105	916.90 Donations
	Banked: 31/08/2026	45,000.00					
	45000 Premier A/c (736) Comm Call	45,000.00			202		45,000.00 Transfer 736 - 235
	BCARD Banked: 31/08/2026	1,500.48					
	BCARD Barclaycard	1,500.48			1273	127	453.00 Carnival Income
					1034	301	12.98 Tourist information
					1460	120	530.00 Ceremony Room Income
					1450	105	290.70 Painted Room Sales
					1451	105	213.80 Painted Room Donations
Total Receipts:		75,893.55	20.00	0.00			75,873.55

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Ledbury Town Council Current Year

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Cashbook 3

User: SE

Premier A/c (736) Comm Call

Receipts received between 01/08/2026 and 31/08/2026

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked: 07/08/2026	60.00						
	Sales Recpts Page 51	60.00	60.00		100			Sales Recpts Page 51
	Lottery Banked: 07/08/2026	66,666.00						
	Lottery National Heritage MM	66,666.00			1020	109	66,666.00	Funding
	Payment Banked: 07/08/2026	10.00						
	Payment JMasefield Board	10.00			1273	109	10.00	Donations
	Interest Banked: 10/08/2026	125.23						
	Interest Lloyds Bank	125.23			1870	220	125.23	Bank Interest
	Masefield Banked: 10/08/2026	4,232.50						
	Masefield Masefield Board	4,232.50			1273	109	4,232.50	Donations
	Banked: 12/08/2026	219.00						
	Sales Recpts Page 52	219.00	219.00		100			Sales Recpts Page 52
	FPAY Banked: 12/08/2026	60.00						
	FPAY Bruce Dale	60.00			1100	102	60.00	Cemetery Deed Transfer
	Banked: 13/08/2026	4,227.50						
	Masefield Masefield Board	4,227.50			1020	109	4,227.50	Donations
	Masefield Banked: 13/08/2026	5.00						
	Masefield Masefield Board	5.00			1020	109	5.00	Donations
	Banked: 18/08/2026	47.00						
	Sales Recpts Page 53	47.00	47.00		100			Sales Recpts Page 53
	Banked: 26/08/2026	191.00						
	Sales Recpts Page 54	191.00	191.00		100			Sales Recpts Page 54
Total Receipts:		75,843.23	517.00	0.00			75,326.23	

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Cashbook 4

User: SE

Public Sector Deposit Fund

Receipts received between 01/08/2026 and 31/08/2026

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INT	Banked: 04/08/2026	586.72						
INT	The Public Sector Deposit Fund	586.72			1870	220	586.72	Interest
Total Receipts:		586.72	0.00	0.00			586.72	

Nominal Ledger Analysis								
Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction Detail
Banked: 03/08/2026			172.83					
PCASH		Lloyds A/c (235& 174)(Bus Ext)	172.83			200		172.83 Transfer PCash 235-
Total Receipts:			172.83	0.00	0.00			172.83

12/10/2026

Ledbury Town Council Current Year

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Cashbook 6

User: SE

Petty Cash

Receipts received between 01/08/2026 and 31/08/2026

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Banked: 03/08/2026		172.83						
PCASH	Lloyds A/c (235& 174)(Bus Ext)	172.83			200		172.83	Transfer PCash 235-
Total Receipts:		172.83	0.00	0.00			172.83	

Date: 12/10/2026

Ledbury Town Council Current Year

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Cashbook 1

User: SE

Lloyds A/c (235& 174)(Bus Ext)

Payments made between 01/08/2026 and 31/08/2026

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
03/08/2026	Advansy Limited	929	123.60	123.60		500			Phone hosting LTC
03/08/2026	EE Limited	DD	12.60		2.10	4481	401	10.50	Wedding Co-ordinator phone
03/08/2026	Petty Cash	PCASH	172.83			215		172.83	Transfer PCash 235-PCash
06/08/2026	Angela Price	BACS	129.90		21.65	4460	220	108.25	Renewal
10/08/2026	Barclays Bank PLC	930	20.33	20.33		500			Card Machine PR
10/08/2026	Barclaycard	DD	10.00			4433	220	10.00	Card Machine Rental
10/08/2026	Barclaycard	DD	10.33			4433	105	10.33	Card Machine Rental
10/08/2026	Water Plus	DD	12.02			4115	201	12.02	Market House Water drainage
10/08/2026	Water Plus	DD	16.19			4115	202	16.19	LTC Office water drainage
10/08/2026	Welsh Water	DD	21.95			4115	202	21.95	LTC Water
10/08/2026	Welsh Water	DD	34.18			4115	202	34.18	LTC Water
10/08/2026	Barclaycard	DD	-10.00			4433	220	-10.00	Card Machine LTC
10/08/2026	Barclaycard	DD	-10.33			4433	105	-10.33	Card Machine PR
11/08/2026	Shred-it Ltd	54	54.00	54.00		500			Confidential Waste
11/08/2026	Viking Office UK Ltd	823	55.05	55.05		500			Stationery
11/08/2026	OMSUK Ltd	824	70.55	70.55		500			Adaptor
11/08/2026	Viking Office UK Ltd	825	60.22	60.22		500			Stationery
11/08/2026	Quickskip Recycling	826	306.00	306.00		500			Cemetery Skip
11/08/2026	Herefordshire Council	827	86.72	86.72		500			Food Waste Bins
11/08/2026	G & P Group Enterprise Ltd	828	11.20	11.20		500			Ledbury Reporter
11/08/2026	D M Property Maintenance	829	2,448.00	2,448.00		500			Contract Works
11/08/2026	Franking Supplies UK Ltd	830	193.20	193.20		500			Postbase Labels
11/08/2026	Stephen C Large Landscape	831	2,772.00	2,772.00		500			Watering of hanging baskets
11/08/2026	Hoople Group	833	54.00	54.00		500			June HR Advice
11/08/2026	Hoople Group	834	2,376.00	2,376.00		500			Restructure 25.06.2026-17.07.2
11/08/2026	Amazon EU UK Branch	835	259.98	259.98		500			2 x Portable air conditioner
11/08/2026	Orphans Press	836	170.00	170.00		500			400 Masefield Marathon Booklet
11/08/2026	Viking Office UK Ltd	837	42.94	42.94		500			Rotary Trimmer
11/08/2026	OMSUK Ltd	838	1,384.21	1,384.21		500			Laptop & accs
11/08/2026	BROAD SHEEP	839	260.00	260.00		500			Full page colour advert
11/08/2026	Zoe Brooks	840	78.00	78.00		500			Reading for Masefield Matters
11/08/2026	DWRCYMRU	841	1.65	1.65		500			Cemetery Water
11/08/2026	Emblem Print Products	842	474.19	474.19		500			Cotton Shopping Bags
11/08/2026	J R Wynter	843	2,133.00	2,133.00		500			Repair external door & frame
Subtotal Carried Forward:			13,834.51	13,434.84	23.75			375.92	

Lloyds A/c (235& 174)(Bus Ext)

Payments made between 01/08/2026 and 31/08/2026

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
11/08/2026	Hereford Military History Fest	844	500.00	500.00		500			Military History Festival
11/08/2026	Amazon EU UK Branch	845	2,248.00	2,248.00		500			Meeting Owl and microphone
11/08/2026	Waterplus Group Ltd	847	31.19	31.19		500			LTC Water Drainage
11/08/2026	Border Office Supplies and Sys	848	10.80	10.80		500			Stationery
11/08/2026	Julia Lawrence	850	26.65	26.65		500			Mileage
11/08/2026	Bliss Cleaning Services (Ledbu	851	328.80	328.80		500			LTC Cleaning
11/08/2026	Ledbury Hardware Ltd	852	95.60	95.60		500			Various maintenance items
11/08/2026	YU Energy Retail Ltd	932	1,022.72	1,022.72		500			Electricity LTC
11/08/2026	Octopus Energy Ltd	935	203.62	203.62		500			LTC Electricity
14/08/2026	YU Energy Retail Ltd	938	535.41	535.41		500			LTC Electricity
14/08/2026	Citation Limited	DD	62.14		10.36	4551	220	51.78	Cyber Health Check
17/08/2026	West Mercia Energy	939	43.19	43.19		500			Barratt Browning
17/08/2026	OMSUK Ltd	940	1,869.01	1,869.01		500			Managed IT138109/940/OMSU Ltd
18/08/2026	E.on	DD	21.15		1.01	4276	118	20.14	Market House elec
24/08/2026	Dolphin Tec	941	270.18	270.18		500			Printer readings
25/08/2026	Ledbury Town Council	BACS	35,755.18			4000	108	3,334.79	Staff Salaries
						4000	230	23,812.10	Staff Salaries
						4000	202	5,041.70	Staff Salaries
						4000	109	3,566.59	Staff Salaries
25/08/2026	Lloyds Bank	DD	11.70			4550	220	11.70	Bank Charges
26/08/2026	Herefordshire Council	DD	89.00			4110	102	89.00	Mortuary Rates
26/08/2026	Herefordshire Council	DD	123.00			4110	202	123.00	Market House Rates
26/08/2026	Herefordshire Council	DD	306.00			4110	102	306.00	Cemetery Rates
26/08/2026	Herefordshire Council	DD	755.00			4110	202	755.00	LTC Rates
28/08/2026	Thompson & Co	DD	84.60		14.10	4590	220	70.50	Payroll x 5
28/08/2026	Onecom Limited	DD	579.97		96.66	4481	401	483.31	Telephone costs
28/08/2026	Lloyds Bank	DD	65.13			4550	220	65.13	Bank Charges
31/08/2026	Shred-it Ltd	1000	54.00	54.00		500			Confidential Waste
31/08/2026	Takepayments Ltd	927	60.00	60.00		500			Card Machine LTC
31/08/2026	PopTent eu	999	270.00	270.00		500			Wheeled Carry Bags
Total Payments:			59,256.55	21,004.01	145.88			38,106.66	

Premier A/c (736) Comm Call

Payments made between 01/08/2026 and 31/08/2026

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
10/08/2026	Savers	PCASH	8.98		1.50	4155	202	7.48	Housekeeping LTC
13/08/2026	The Malthouse	PCASH	16.20		2.70	4051	109	13.50	Meeting refreshments MM
13/08/2026	Costco	PCASH	8.04		1.34	4500	225	6.70	Water
18/08/2026	Lloyds A/c (235& 174)(Bus Ext)	Transfer 2	20,000.00				200	20,000.00	Trans 736 - 235
19/08/2026	Three Councies Bookshop	PCASH	3.00		0.50	4155	202	2.50	Card
27/08/2026	Three Counties Bookshop	PCASH	28.99			4607	127	28.99	Books for HODS
31/08/2026	Lloyds A/c (235& 174)(Bus Ext)	45000	45,000.00				200	45,000.00	Transfer 736 - 235
31/08/2026	Petty Cash	PAY	-65.21			4155	202	-8.98	Savers Housekeeping
						4051	109	-16.20	Commisioning Brief Meeting
						4500	225	-8.04	Water, Mayors Mile
						4415	235	-3.00	Card
						4155	202	-28.99	Meeting of Staff & Councillors
Total Payments:			65,000.00	0.00	6.04			64,993.96	

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
10/08/2026	Savers	PCASH	8.98		1.50	4155	202	7.48	Housekeeping
13/08/2026	Malthouse	PCASH	16.50		2.75	4051	109	13.75	Meeting with CBrief MM
13/08/2026	Costco	PCASH	8.04		1.34	4500	225	6.70	Water for Mayors Mile
19/08/2026	Three Counties Bookshop	PCASH	3.00		0.50	4155	202	2.50	Gift Card
20/08/2026	Co-op	PCASH	20.60		3.43	4155	202	17.17	Staff & Counc Meeting
26/08/2026	Boots UK Ltd	PCASH	12.99		2.16	4155	202	10.83	first Aid Equipment
Total Payments:			70.11	0.00	11.68			58.43	

List of Payments made between 01/08/2026 and 31/08/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
03/08/2026	Petty Cash	PCASH	172.83		Transfer PCash 235-PCash
03/08/2026	Advansy Limited	929	123.60		Phone hosting LTC
03/08/2026	EE Limited	DD	12.60	916141	Wedding Co-ordinator phone
06/08/2026	Angela Price	BACS	129.90	04961-16267796	Renewal
10/08/2026	Barclaycard	DD	10.00	016436890726	Card Machine Rental
10/08/2026	Barclaycard	DD	10.33	016436880726	Card Machine Rental
10/08/2026	Barclays Bank PLC	930	20.33		Card Machine PR
10/08/2026	Water Plus	DD	12.02	425159 x 5	Market House Water drainage
10/08/2026	Water Plus	DD	16.19	22092	LTC Office water drainage
10/08/2026	Welsh Water	DD	21.95	7016682677 x 5	LTC Water
10/08/2026	Welsh Water	DD	34.18	7016683510	LTC Water
10/08/2026	Barclaycard	DD	-10.00	016436890726	Card Machine LTC
10/08/2026	Barclaycard	DD	-10.33	016436880726	Card Machine PR
11/08/2026	Viking Office UK Ltd	823	55.05		Stationery
11/08/2026	OMSUK Ltd	824	70.55		Adaptor
11/08/2026	Viking Office UK Ltd	825	60.22		Stationery
11/08/2026	Quickskip Recycling	826	306.00		Cemetery Skip
11/08/2026	Herefordshire Council	827	86.72		Food Waste Bins
11/08/2026	G & P Group Enterprise Ltd	828	11.20		Ledbury Reporter
11/08/2026	D M Property Maintenance	829	2,448.00		Contract Works
11/08/2026	Franking Supplies UK Ltd	830	193.20		Postbase Labels
11/08/2026	Stephen C Large Landscape Gard	831	2,772.00		Watering of hanging baskets
11/08/2026	Hoople Group	833	54.00		June HR Advice
11/08/2026	Hoople Group	834	2,376.00		Restructure 25.06.2026-17.07.2
11/08/2026	Amazon EU UK Branch	835	259.98		2 x Portable air conditioner
11/08/2026	Orphans Press	836	170.00		400 Masefield Marathon Booklet
11/08/2026	Viking Office UK Ltd	837	42.94		Rotary Trimmer
11/08/2026	OMSUK Ltd	838	1,384.21		Laptop & accs
11/08/2026	BROAD SHEEP	839	260.00		Full page colour advert
11/08/2026	Zoe Brooks	840	78.00		Reading for Masefield Matters
11/08/2026	DWRCYMRU	841	1.65		Cemetery Water
11/08/2026	Emblem Print Products	842	474.19		Cotton Shopping Bags
11/08/2026	J R Wynter	843	2,133.00		Repair external door & frame
11/08/2026	Hereford Military History Fest	844	500.00		Military History Festival
11/08/2026	Amazon EU UK Branch	845	2,248.00		Meeting Owl and microphone
11/08/2026	Waterplus Group Ltd	847	31.19		LTC Water Drainage
11/08/2026	Border Office Supplies and Sys	848	10.80		Stationery
11/08/2026	Shred-it Ltd	54	54.00		Confidential Waste
11/08/2026	Julia Lawrence	850	26.65		Mileage
11/08/2026	Bliss Cleaning Services (Ledbu	851	328.80		LTC Cleaning
11/08/2026	Ledbury Hardware Ltd	852	95.60		Various maintenance items
11/08/2026	YU Energy Retail Ltd	932	1,022.72		Electricity LTC
11/08/2026	Octopus Energy Ltd	935	203.62		LTC Electricity
14/08/2026	YU Energy Retail Ltd	938	535.41		LTC Electricity
14/08/2026	Citation Limited	DD	62.14	0168908	Cyber Health Check
17/08/2026	West Mercia Energy	939	43.19		Barratt Browning
17/08/2026	OMSUK Ltd	940	1,869.01		Managed IT138109/940/OMSUK Ltd

Continued on Page 2

List of Payments made between 01/08/2026 and 31/08/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
18/08/2026	E.on	DD	21.15	KI-1DBC1576-0055 x 5	Market House elec
24/08/2026	Dolphin Tec	941	270.18		Printer readings
25/08/2026	Ledbury Town Council	BACS	35,755.18	Payroll Mth 5	Staff Salaries
25/08/2026	Lloyds Bank	DD	11.70	493209566	Bank Charges
26/08/2026	Herefordshire Council	DD	89.00	8427557X X 5	Mortuary Rates
26/08/2026	Herefordshire Council	DD	123.00	85806086 x 5	Market House Rates
26/08/2026	Herefordshire Council	DD	306.00	84275471 x 5	Cemetery Rates
26/08/2026	Herefordshire Council	DD	755.00	85237264 x 5	LTC Rates
28/08/2026	Thompson & Co	DD	84.60	24609	Payroll x 5
28/08/2026	Onecom Limited	DD	579.97	7873042	Telephone costs
28/08/2026	Lloyds Bank	DD	65.13	492445904	Bank Charges
31/08/2026	PopTent eu	999	270.00		Wheeled Carry Bags
31/08/2026	Shred-it Ltd	1000	54.00		Confidential Waste
31/08/2026	Takepayments Ltd	927	60.00		Card Machine LTC
Total Payments			<u>59,256.55</u>		

List of Payments made between 01/08/2026 and 31/08/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
10/08/2026	Savers	PCASH	8.98	PCash	Housekeeping LTC
13/08/2026	The Malthouse	PCASH	16.20	PCash	Meeting refreshments MM
13/08/2026	Costco	PCASH	8.04	PCash	Water Mayors Mile
18/08/2026	Lloyds A/c (235& 174)(Bus Ext)	Transfer 2	20,000.00		Trans 736 - 235
19/08/2026	Three Councies Bookshop	PCASH	3.00	PCash	Card
27/08/2026	Three Counties Bookshop	PCASH	28.99	PCsh	Books for HODS
31/08/2026	Lloyds A/c (235& 174)(Bus Ext)	45000	45,000.00		Transfer 736 - 235
31/08/2026	Petty Cash	PAY	-65.21	PCASH	Petty Cash
Total Payments			<u>65,000.00</u>		

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Petty Cash

List of Payments made between 01/08/2026 and 31/08/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
10/08/2026	Savers	PCASH	8.98	PCash	Housekeeping
13/08/2026	Malthouse	PCASH	16.50	PCash	Meeting with CBrief MM
13/08/2026	Costco	PCASH	8.04	PCash	Water for Mayors Mile
19/08/2026	Three Counties Bookshop	PCASH	3.00	PCash	Gift Card
20/08/2026	Co-op	PCASH	20.60	PCash	Staff & Counc Meeting
26/08/2026	Boots UK Ltd	PCASH	12.99	PCash	first Aid Equipment
Total Payments			70.11		

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Ledbury Town Council Current Year

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Detailed Balance Sheet - Excluding Stock Movement**Month 5 Date 31/08/2026**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Debtors	14,324
120	Vat Due	5,522
150	Stock	1,728
200	Lloyds A/c (235) (Bus Ext)	35,234
202	Premier A/c (736) Comm Call	224,547
203	Public Sector Deposit Fund	180,895
215	Petty Cash	180
Total Current Assets		462,430
<u>Current Liabilities</u>		
500	Creditors	175
Total Current Liabilities		175
Net Current Assets		462,254
Total Assets less Current Liabilities		462,254
<u>Represented by :-</u>		
300	Current Year Fund	182,795
310	General Fund	153,461
324	EMR - Listed Buildings	104,043
331	EMR - Advertising	5,000
335	EMR - Amenity & Public Spaces	15,404
336	EMR - Community Projects	12,185
339	EMR - Vehicle Replacement/Ref	5,000
341	EMR - Masefield Matters	(15,634)
Total Equity		462,254

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
100	Debtors			14,324.42	
120	Vat Due			5,521.52	
150	Stock			1,727.69	
200	Lloyds A/c (235) (Bus Ext)			35,234.31	
202	Premier A/c (736) Comm Call			224,546.63	
203	Public Sector Deposit Fund			180,895.28	
215	Petty Cash			179.90	
310	General Fund				123,219.50
324	EMR - Listed Buildings				104,042.97
331	EMR - Advertising				5,000.00
335	EMR - Amenity & Public Spaces				15,404.05
336	EMR - Community Projects				12,185.35
339	EMR - Vehicle Replacement/Ref				5,000.00
341	EMR - Masefield Matters			15,633.79	
500	Creditors				175.27
1020	National Heritage Funding	109	Masefield Matters		70,898.50
1034	Tourist Information Centre	301	Planning/Economic Development		100.68
1036	Photocopier Printing	235	Office Facilities & Equipment		41.80
1090	Charter Market Income	301	Planning/Economic Development		4,398.50
1100	Cemetery Interment Income	102	Cemetery & Buildings		6,034.45
1110	Transfer Of Exclusive Right Of	102	Cemetery & Buildings		49.50
1130	Cemetery Memorial Permit Incom	102	Cemetery & Buildings		889.00
1131	Cemetery Deed Transfers Income	102	Cemetery & Buildings		34.00
1160	Mortuary Rent Income	102	Cemetery & Buildings		979.15
1161	Chapel Hire	102	Cemetery & Buildings		172.00
1273	Event Income	109	Masefield Matters		14,095.10
1273	Event Income	127	Services and Events		513.22
1450	Painted Room Sales Income	105	Painted Room		1,632.40
1451	Painted Room Donations Income	105	Painted Room		5,515.93
1460	Ceremony Room Income	120	Non-Statutory Services		5,729.35
1460	Ceremony Room Income	205	Ceremony Room	0.50	
1471	Dog Poop Bags	127	Services and Events		114.00
1710	Lengthsman (basic) Income	125	Green Spaces Maintenance		1,280.00
1870	Bank Interest Received Income	220	Finance and General Purposes		3,545.31
1900	Precept Income	220	Finance and General Purposes		407,929.50
4000	Staff Salaries	108	Amenity Areas	16,371.84	
4000	Staff Salaries	109	Masefield Matters	20,907.59	
4000	Staff Salaries	202	Council Properties	16,342.54	
4000	Staff Salaries	230	Management and Payroll	125,627.72	
4001	Agency Cover	230	Management and Payroll	605.00	
4002	Phased Staff Reveiw Costs	202	Council Properties	4,288.40	
4004	Wedding Decorations	120	Non-Statutory Services	9.16	

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4014	Lengthsman Scheme/P3 Scheme	125	Green Spaces Maintenance	720.00	
4021	Rubbish Collection	202	Council Properties	198.37	
4050	Staff Training	230	Management and Payroll	1,850.00	
4051	Officers Travel/Conference/Sub	109	Masefield Matters	351.76	
4051	Officers Travel/Conference/Sub	230	Management and Payroll	244.22	
4110	Rates	102	Cemetery & Buildings	1,363.45	
4110	Rates	201	Market House	123.00	
4110	Rates	202	Council Properties	4,874.00	
4115	Water	102	Cemetery & Buildings	26.12	
4115	Water	109	Masefield Matters	1.65	
4115	Water	201	Market House	24.04	
4115	Water	202	Council Properties	427.24	
4116	Confidential Waste - Shredding	202	Council Properties	607.91	
4119	CCTV New	202	Council Properties	250.00	
4122	Electricity	102	Cemetery & Buildings	85.84	
4122	Electricity	108	Amenity Areas	194.32	
4122	Electricity	115	Town Centre Decorations	968.16	
4122	Electricity	201	Market House	31.78	
4122	Electricity	202	Council Properties	8,372.15	
4130	Insurance	220	Finance and General Purposes	99.21	
4150	Cleaning	202	Council Properties	1,515.80	
4155	Housekeeping	106	Bye Street Toilets	406.23	
4155	Housekeeping	202	Council Properties	164.00	
4155	Housekeeping	235	Office Facilities & Equipment	7.93	
4169	Grounds Contractors	102	Cemetery & Buildings	6,393.75	
4170	Maintenance	106	Bye Street Toilets	350.00	
4170	Maintenance	201	Market House	0.23	
4170	Maintenance	202	Council Properties	3,753.18	
4170	Maintenance	235	Office Facilities & Equipment	4.98	
4175	CCTV Maintenance	110	Recreation Ground		75.00
4176	CCTV Link to Hereford	118	Minor Infrastructure	2,756.61	
4185	Alarms	202	Council Properties	303.00	
4185	Alarms	220	Finance and General Purposes		0.43
4200	New Equipment	102	Cemetery & Buildings	250.00	
4205	Grounds Maintenance (Contract)	101	Closed Churchyard	2,600.00	
4205	Grounds Maintenance (Contract)	108	Amenity Areas	1,962.00	
4205	Grounds Maintenance (Contract)	110	Recreation Ground	1,586.00	
4206	Grounds Maintenance	102	Cemetery & Buildings	66.64	
4224	Wheely Bins Refuse Collection	101	Closed Churchyard	87.75	
4225	Skip Hire	102	Cemetery & Buildings	1,005.00	
4233	Gazebos	301	Planning/Economic Development	225.00	
4252	General Park Maintenance	108	Amenity Areas	568.00	

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<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4271	Dog Bags	127	Services and Events	447.20	
4276	External power supply -High St	118	Minor Infrastructure	223.50	
4285	Defibrillator Maintenance	118	Minor Infrastructure	320.00	
4300	Vehicle Repair	102	Cemetery & Buildings	110.86	
4330	Fuel	102	Cemetery & Buildings	366.89	
4340	Insurance, Tax & MOT	102	Cemetery & Buildings	54.85	
4400	Stationery	235	Office Facilities & Equipment	519.34	
4405	Photocopier Hire	235	Office Facilities & Equipment	1,752.62	
4415	Office Support & Equipment	235	Office Facilities & Equipment	2,208.34	
4416	Equipment Maintenance	102	Cemetery & Buildings	438.83	
4420	Newsletter	225	Councillors/Newsletter	321.17	
4430	Advertising	109	Masefield Matters	727.50	
4430	Advertising	220	Finance and General Purposes	545.00	
4433	Card Machine rental	105	Painted Room	166.88	
4433	Card Machine rental	202	Council Properties	10.00	
4433	Card Machine rental	220	Finance and General Purposes	155.00	
4436	Consultancy	109	Masefield Matters	2,000.00	
4455	Postage	401	Full Council	523.45	
4460	Subscriptions	220	Finance and General Purposes	3,721.58	
4481	Telephones	401	Full Council	2,931.57	
4482	Website	105	Painted Room	10.33	
4482	Website	220	Finance and General Purposes	10.00	
4482	Website	401	Full Council	477.00	
4483	ICT Services & Software Lease	401	Full Council	8,902.18	
4500	Town Mayors Expenses	225	Councillors/Newsletter	5.36	
4525	Councillors Training	225	Councillors/Newsletter	191.74	
4529	Civic Insignia	210	Civic Matters	27.50	
4535	Civic Hospitality	210	Civic Matters	138.60	
4545	Annual & Other Meetings	225	Councillors/Newsletter	238.15	
4550	Bank Charges	220	Finance and General Purposes	715.10	
4551	Data Protection	220	Finance and General Purposes	155.34	
4553	Tourist Information Centre	301	Planning/Economic Development	140.00	
4579	Audit Internal	220	Finance and General Purposes	399.00	
4590	Professional Services	220	Finance and General Purposes	10,630.18	
4592	PPE/Health & Safety	102	Cemetery & Buildings	5.41	
4594	Cemetery Mapping	102	Cemetery & Buildings	95.00	
4595	Climate Change	127	Services and Events	2,000.00	
4607	Events	109	Masefield Matters	466.63	
4607	Events	127	Services and Events	2,160.83	
4640	Christmas Lights & Install	115	Town Centre Decorations	6,000.00	
4650	Ledbury In Bloom	115	Town Centre Decorations	3,528.00	
4700	Stock Purchase	105	Painted Room	557.66	

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Date : 12/10/2026

Ledbury Town Council Current Year

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Trial Balance for Month No: 5

User : SE

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4704	Tourism/ Town Plan Projects	107	Town Promotion	41.65	
4800	Barrett Browning Clock	214	Grants with Powers	219.48	
4827	Community Action Ledbury	214	Grants with Powers	12,000.00	
4875	Distinguished Citizen Awards	214	Grants with Powers	141.67	
4887	Ledbury Community Youth Worker	214	Grants with Powers	10,950.00	
4888	Ledbury Fringe	214	Grants with Powers	1,000.00	
4889	Ledbury Primary Schoool PTA	214	Grants with Powers	1,500.00	
4890	Unspecified Grants	214	Grants with Powers	6,185.80	
4897	LEAF	214	Grants with Powers	10,940.00	
4898	Ledbury Carnival	214	Grants with Powers	5,000.00	
4903	Professional Fees	109	Masefield Matters	5,295.34	
4906	Event Costs	109	Masefield Matters	4,528.67	
4907	Equipment and Materials	109	Masefield Matters	59.94	
6000	Transfers from EMR	109	Masefield Matters		30,241.79
Trial Balance Totals :				819,296.75	819,296.75
Difference				0.00	

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Ledbury Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Closed Churchyard							
4205 Grounds Maintenance (Contract)	2,600	3,000	400		400	86.7%	
4224 Wheely Bins Refuse Collection	88	270	182		182	32.5%	
4250 Tree Works/Property Maintenanc	0	2,500	2,500		2,500	0.0%	
Closed Churchyard :- Indirect Expenditure	2,688	5,770	3,082	0	3,082	46.6%	0
Net Expenditure	(2,688)	(5,770)	(3,082)				
102 Cemetery & Buildings							
1100 Cemetery Interment Income	6,034	5,150	(884)			117.2%	
1110 Transfer Of Exclusive Right Of	50	0	(50)			0.0%	
1130 Cemetery Memorial Permit Incom	889	2,500	1,611			35.6%	
1131 Cemetery Deed Transfers Income	34	0	(34)			0.0%	
1160 Mortuary Rent Income	979	2,500	1,521			39.2%	
1161 Chapel Hire	172	150	(22)			114.7%	
Cemetery & Buildings :- Income	8,158	10,300	2,142			79.2%	0
4110 Rates	1,363	3,451	2,088		2,088	39.5%	
4115 Water	26	150	124		124	17.4%	
4122 Electricity	86	1,000	914		914	8.6%	
4169 Grounds Contractors	6,394	15,000	8,606		8,606	42.6%	
4181 CCTV Maintenance Contract	0	103	103		103	0.0%	
4183 Memorial Board	0	103	103		103	0.0%	
4200 New Equipment	250	1,100	850	93	757	31.1%	
4201 Equipment Hire	0	500	500		500	0.0%	
4206 Grounds Maintenance	67	3,000	2,933	3,842	(908)	130.3%	
4223 Perimeter Wall Repairs	0	5,000	5,000	270	4,730	5.4%	
4225 Skip Hire	1,005	1,854	849		849	54.2%	
4227 Memorial Testing	0	500	500		500	0.0%	
4250 Tree Works/Property Maintenanc	0	3,500	3,500		3,500	0.0%	
4273 Scatter Garden & Memorial Tree	0	2,000	2,000		2,000	0.0%	
4300 Vehicle Repair	111	1,030	919	425	495	52.0%	
4310 Vehicle Replacement/Refurb	0	5,000	5,000		5,000	0.0%	
4311 Green Vehicle	0	3,000	3,000	13,450	(10,450)	448.3%	
4312 Storage Container	0	1,000	1,000		1,000	0.0%	
4330 Fuel	367	1,133	766		766	32.4%	
4340 Insurance, Tax & MOT	55	1,100	1,045		1,045	5.0%	
4416 Equipment Maintenance	439	2,000	1,561	253	1,309	34.6%	
4592 PPE/Health & Safety	5	515	510	7	503	2.3%	
4594 Cemetery Mapping	95	407	312		312	23.3%	
Cemetery & Buildings :- Indirect Expenditure	10,263	52,446	42,183	18,338	23,845	54.5%	0
Net Income over Expenditure	(2,105)	(42,146)	(40,041)				

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Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
105 Painted Room							
1450 Painted Room Sales Income	1,632	1,750	118			93.3%	
1451 Painted Room Donations Income	5,516	7,500	1,984			73.5%	
Painted Room :- Income	7,148	9,250	2,102			77.3%	0
4433 Card Machine rental	167	600	433		433	27.8%	
4434 Music Licence	0	500	500		500	0.0%	
4482 Website	10	0	(10)		(10)	0.0%	
4700 Stock Purchase	558	1,000	442	163	280	72.0%	
Painted Room :- Indirect Expenditure	735	2,100	1,365	163	1,203	42.7%	0
Net Income over Expenditure	6,413	7,150	737				
106 Bye Street Toilets							
4115 Water	0	1,600	1,600		1,600	0.0%	
4122 Electricity	0	2,000	2,000		2,000	0.0%	
4155 Housekeeping	406	3,000	2,594		2,594	13.5%	
4170 Maintenance	350	2,000	1,650	12	1,639	18.1%	
Bye Street Toilets :- Indirect Expenditure	756	8,600	7,844	12	7,832	8.9%	0
Net Expenditure	(756)	(8,600)	(7,844)				
107 Town Promotion							
4703 Promotional Material	0	3,000	3,000	1,940	1,060	64.7%	
4704 Tourism/ Town Plan Projects	42	5,150	5,108	226	4,882	5.2%	
4705 Signage	0	3,000	3,000	48	2,952	1.6%	
Town Promotion :- Indirect Expenditure	42	11,150	11,108	2,213	8,895	20.2%	0
Net Expenditure	(42)	(11,150)	(11,108)				
108 Amenity Areas							
4000 Staff Salaries	16,372	36,810	20,438		20,438	44.5%	
4002 Phased Staff Reveiw Costs	0	16,809	16,809		16,809	0.0%	
4122 Electricity	194	1,030	836		836	18.9%	
4200 New Equipment	0	100	100		100	0.0%	
4202 Repairs to Hanging Basket Pots	0	2,500	2,500	4,930	(2,430)	197.2%	
4205 Grounds Maintenance (Contract)	1,962	4,676	2,714		2,714	42.0%	
4210 Dog Hill Wood Coppicing	0	3,000	3,000		3,000	0.0%	
4228 General Tree works	0	4,000	4,000		4,000	0.0%	
4240 Upperfields Flood Scheme	0	0	0	5,950	(5,950)	0.0%	
4252 General Park Maintenance	568	1,000	432		432	56.8%	
Amenity Areas :- Indirect Expenditure	19,096	69,925	50,829	10,880	39,949	42.9%	0
Net Expenditure	(19,096)	(69,925)	(50,829)				

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Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
109 Maselfield Matters							
1020 National Heritage Funding	70,899	0	(70,899)			0.0%	
1273 Event Income	14,095	0	(14,095)			0.0%	
Maselfield Matters :- Income	84,994	0	(84,994)				0
4000 Staff Salaries	20,908	0	(20,908)		(20,908)	0.0%	17,341
4051 Officers Travel/Conference/Sub	352	0	(352)	26	(378)	0.0%	341
4115 Water	2	0	(2)		(2)	0.0%	
4430 Advertising	728	0	(728)		(728)	0.0%	298
4436 Consultancy	2,000	0	(2,000)		(2,000)	0.0%	2,000
4607 Events	467	0	(467)		(467)	0.0%	467
4903 Professional Fees	5,295	0	(5,295)	2,078	(7,373)	0.0%	5,217
4904 Recruitment	0	0	0	1,000	(1,000)	0.0%	
4906 Event Costs	4,529	0	(4,529)		(4,529)	0.0%	4,529
4907 Equipment and Materials	60	0	(60)		(60)	0.0%	50
Maselfield Matters :- Indirect Expenditure	34,339	0	(34,339)	3,104	(37,443)		30,242
Net Income over Expenditure	50,655	0	(50,655)				
6000 plus Transfers from EMR	30,242	0	(30,242)				
Movement to/(from) Gen Reserve	80,896	0	(80,896)				
110 Recreation Ground							
4175 CCTV Maintenance	(75)	0	75		75	0.0%	
4205 Grounds Maintenance (Contract)	1,586	10,000	8,414	3,971	4,443	55.6%	
4224 Wheely Bins Refuse Collection	0	100	100		100	0.0%	
4229 Street Light Maintenance	0	500	500		500	0.0%	
4230 ROSPA Reports	0	80	80		80	0.0%	
4235 Play Equipment-New	0	10,000	10,000		10,000	0.0%	
4236 Play Equipment Maintenance	0	5,000	5,000		5,000	0.0%	
4237 Skate Park Maintenance	0	500	500		500	0.0%	
4238 Youth Shelter Maintenance	0	300	300		300	0.0%	
Recreation Ground :- Indirect Expenditure	1,511	26,480	24,969	3,971	20,998	20.7%	0
Net Expenditure	(1,511)	(26,480)	(24,969)				
115 Town Centre Decorations							
1270 Christmas Lights Event	0	2,500	2,500			0.0%	
Town Centre Decorations :- Income	0	2,500	2,500			0.0%	0
4122 Electricity	968	2,000	1,032		1,032	48.4%	
4640 Christmas Lights & Install	6,000	15,000	9,000	1,900	7,100	52.7%	

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Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4650 Ledbury In Bloom	3,528	3,000	(528)	83	(611)	120.4%	
Town Centre Decorations :- Indirect Expenditure	10,496	20,000	9,504	1,983	7,521	62.4%	0
Net Income over Expenditure	(10,496)	(17,500)	(7,004)				
<u>118 Minor Infrastructure</u>							
4176 CCTV Link to Hereford	2,757	12,000	9,243		9,243	23.0%	
4276 External power supply -High St	224	1,030	807		807	21.7%	
4285 Defibrillator Maintenance	320	1,500	1,180	1,808	(628)	141.9%	
Minor Infrastructure :- Indirect Expenditure	3,300	14,530	11,230	1,808	9,422	35.2%	0
Net Expenditure	(3,300)	(14,530)	(11,230)				
<u>120 Non-Statutory Services</u>							
1460 Ceremony Room Income	5,729	5,000	(729)			114.6%	
Non-Statutory Services :- Income	5,729	5,000	(729)			114.6%	0
4004 Wedding Decorations	9	250	241		241	3.7%	
4007 Ceremony Room Licence Fee	0	500	500		500	0.0%	
4020 Cleaning	0	300	300		300	0.0%	
Non-Statutory Services :- Indirect Expenditure	9	1,050	1,041	0	1,041	0.9%	0
Net Income over Expenditure	5,720	3,950	(1,770)				
<u>125 Green Spaces Maintenance</u>							
1710 Lengthsman (basic) Income	1,280	3,000	1,720			42.7%	
Green Spaces Maintenance :- Income	1,280	3,000	1,720			42.7%	0
4013 Devolved Services	0	500	500		500	0.0%	
4014 Lengthsman Scheme/P3 Scheme	720	3,000	2,280		2,280	24.0%	
Green Spaces Maintenance :- Indirect Expenditure	720	3,500	2,780	0	2,780	20.6%	0
Net Income over Expenditure	560	(500)	(1,060)				
<u>127 Services and Events</u>							
1273 Event Income	513	0	(513)			0.0%	
1471 Dog Poop Bags	114	500	386			22.8%	
Services and Events :- Income	627	500	(127)			125.4%	0
4271 Dog Bags	447	721	274		274	62.0%	
4595 Climate Change	2,000	2,000	0		0	100.0%	
4600 Town Crier/Fees & Subs	0	300	300		300	0.0%	

Continued over page

Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4601 Town Crier/Uniforms	0	500	500		500	0.0%	
4605 Events Barriers	0	103	103		103	0.0%	
4607 Events	2,161	13,500	11,339	4,193	7,146	47.1%	
4850 Poppy Wreath	0	80	80		80	0.0%	
Services and Events :- Indirect Expenditure	4,608	17,204	12,596	4,193	8,403	51.2%	0
Net Income over Expenditure	(3,981)	(16,704)	(12,723)				
<u>201 Market House</u>							
1030 Market House Income	0	4,000	4,000			0.0%	
Market House :- Income	0	4,000	4,000			0.0%	0
4110 Rates	123	0	(123)		(123)	0.0%	
4115 Water	24	0	(24)		(24)	0.0%	
4122 Electricity	32	0	(32)		(32)	0.0%	
4170 Maintenance	0	0	(0)		(0)	0.0%	
Market House :- Indirect Expenditure	179	0	(179)	0	(179)		0
Net Income over Expenditure	(179)	4,000	4,179				
<u>202 Council Properties</u>							
4000 Staff Salaries	16,343	37,500	21,157		21,157	43.6%	
4002 Phased Staff Reveiw Costs	4,288	0	(4,288)		(4,288)	0.0%	
4021 Rubbish Collection	198	750	552		552	26.4%	
4110 Rates	4,874	9,682	4,808		4,808	50.3%	
4115 Water	427	850	423		423	50.3%	
4116 Confidential Waste - Shredding	608	1,200	592		592	50.7%	
4119 CCTV New	250	120	(130)		(130)	208.3%	
4122 Electricity	8,372	17,970	9,598		9,598	46.6%	
4150 Cleaning	1,516	3,000	1,484	179	1,305	56.5%	
4155 Housekeeping	164	515	351	87	264	48.7%	
4170 Maintenance	3,753	10,300	6,547	20,738	(14,191)	237.8%	
4171 PAT Testing	0	250	250		250	0.0%	
4179 Quinquennial Works	0	700	700		700	0.0%	
4185 Alarms	303	5,000	4,697		4,697	6.1%	
4186 Listed Building Reserve	0	10,000	10,000		10,000	0.0%	
4433 Card Machine rental	10	0	(10)		(10)	0.0%	
Council Properties :- Indirect Expenditure	41,107	97,837	56,730	21,004	35,726	63.5%	0
Net Expenditure	(41,107)	(97,837)	(56,730)				

Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
205 Ceremony Room							
1460 Ceremony Room Income	(1)	0	1			0.0%	
Ceremony Room :- Income	<u>(1)</u>	<u>0</u>	<u>1</u>				<u>0</u>
Net Income	<u>(1)</u>	<u>0</u>	<u>1</u>				
210 Civic Matters							
4501 Mayor's Hospitality	0	1,100	1,100		1,100	0.0%	
4529 Civic Insignia	28	2,000	1,973		1,973	1.4%	
4531 Roll of Honour	0	50	50		50	0.0%	
4532 Flag Pole	0	200	200		200	0.0%	
4535 Civic Hospitality	139	1,100	961		961	12.6%	
Civic Matters :- Indirect Expenditure	<u>166</u>	<u>4,450</u>	<u>4,284</u>	<u>0</u>	<u>4,284</u>	<u>3.7%</u>	<u>0</u>
Net Expenditure	<u>(166)</u>	<u>(4,450)</u>	<u>(4,284)</u>				
214 Grants with Powers							
1718 October Fair Donation Income	0	2,500	2,500			0.0%	
Grants with Powers :- Income	<u>0</u>	<u>2,500</u>	<u>2,500</u>			<u>0.0%</u>	<u>0</u>
4800 Barrett Browning Clock	219	700	481		481	31.4%	
4805 Citizens Advice Worcs	0	5,000	5,000		5,000	0.0%	
4827 Community Action Ledbury	12,000	12,000	0		0	100.0%	
4875 Distinguished Citizen Awards	142	250	108		108	56.7%	
4876 October Fair Expenditure	0	500	500		500	0.0%	
4887 Ledbury Community Youth Worker	10,950	21,900	10,950		10,950	50.0%	
4888 Ledbury Fringe	1,000	1,000	0		0	100.0%	
4889 Ledbury Primary Schoool PTA	1,500	1,500	0		0	100.0%	
4890 Unspecified Grants	6,186	21,000	14,814		14,814	29.5%	
4897 LEAF	10,940	940	(10,000)		(10,000)	1163.8%	
4898 Ledbury Carnival	5,000	5,000	0		0	100.0%	
Grants with Powers :- Indirect Expenditure	<u>47,937</u>	<u>69,790</u>	<u>21,853</u>	<u>0</u>	<u>21,853</u>	<u>68.7%</u>	<u>0</u>
Net Income over Expenditure	<u>(47,937)</u>	<u>(67,290)</u>	<u>(19,353)</u>				
220 Finance and General Purposes							
1870 Bank Interest Received Income	3,545	10,000	6,455			35.5%	
1900 Precept Income	407,930	815,859	407,930			50.0%	
1902 Western Power WayLeave	0	126	126			0.0%	
Finance and General Purposes :- Income	<u>411,475</u>	<u>825,985</u>	<u>414,510</u>			<u>49.8%</u>	<u>0</u>
4130 Insurance	99	21,650	21,551		21,551	0.5%	

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Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4185 Alarms	(0)	0	0		0	0.0%	
4430 Advertising	545	2,300	1,755	2,648	(893)	138.8%	
4433 Card Machine rental	155	618	463		463	25.1%	
4460 Subscriptions	3,722	4,000	278	700	(422)	110.5%	
4482 Website	10	0	(10)		(10)	0.0%	
4550 Bank Charges	715	515	(200)		(200)	138.9%	
4551 Data Protection	155	500	345		345	31.1%	
4579 Audit Internal	399	2,500	2,101		2,101	16.0%	
4580 Audit External	0	3,000	3,000		3,000	0.0%	
4590 Professional Services	10,630	20,000	9,370	6,550	2,820	85.9%	
4592 PPE/Health & Safety	0	500	500	380	120	76.0%	
Finance and General Purposes :- Indirect Expenditure	16,430	55,583	39,153	10,278	28,875	48.1%	0
Net Income over Expenditure	395,045	770,402	375,357				
<u>225 Councillors/Newsletter</u>							
4420 Newsletter	321	1,000	679	368	311	68.9%	
4500 Town Mayors Expenses	5	1,000	995		995	0.5%	
4502 Mayor's Advertising	0	500	500		500	0.0%	
4520 Councillors Expenses	0	300	300		300	0.0%	
4525 Councillors Training	192	1,545	1,353		1,353	12.4%	
4540 Election Expenses	0	300	300	115	185	38.3%	
4545 Annual & Other Meetings	238	250	12		12	95.3%	
Councillors/Newsletter :- Indirect Expenditure	756	4,895	4,139	483	3,656	25.3%	0
Net Expenditure	(756)	(4,895)	(4,139)				
<u>230 Management and Payroll</u>							
4000 Staff Salaries	125,628	314,454	188,826		188,826	40.0%	
4001 Agency Cover	605	3,000	2,395		2,395	20.2%	
4002 Phased Staff Reveiw Costs	0	35,159	35,159	648	34,511	1.8%	
4050 Staff Training	1,850	6,180	4,330	1,042	3,288	46.8%	
4051 Officers Travel/Conference/Sub	244	2,500	2,256		2,256	9.8%	
Management and Payroll :- Indirect Expenditure	128,327	361,293	232,966	1,690	231,276	36.0%	0
Net Expenditure	(128,327)	(361,293)	(232,966)				
<u>235 Office Facilities & Equipment</u>							
1036 Photocopier Printing	42	0	(42)			0.0%	
1470 Photocopies Income	0	700	700			0.0%	
Office Facilities & Equipment :- Income	42	700	658			6.0%	0

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Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4155 Housekeeping	8	0	(8)		(8)	0.0%	
4170 Maintenance	5	1,000	995	107	888	11.2%	
4400 Stationery	519	3,000	2,481	659	1,821	39.3%	
4405 Photocopier Hire	1,753	5,000	3,247		3,247	35.1%	
4415 Office Support & Equipment	2,208	2,500	292	2,168	(1,877)	175.1%	
Office Facilities & Equipment :- Indirect Expenditure	4,493	11,500	7,007	2,934	4,072	64.6%	0
Net Income over Expenditure	(4,451)	(10,800)	(6,349)				
<u>301 Planning/Economic Development</u>							
1034 Tourist Information Centre	101	200	99			50.3%	
1090 Charter Market Income	4,399	8,000	3,602			55.0%	
Planning/Economic Development :- Income	4,499	8,200	3,701			54.9%	0
4233 Gazebos	225	500	275		275	45.0%	
4543 Neighbourhood Plan	0	500	500		500	0.0%	
4546 Traffic Management	0	2,000	2,000		2,000	0.0%	
4549 Charter Market improvements	0	2,060	2,060	53	2,007	2.6%	
4553 Tourist Information Centre	140	3,060	2,920		2,920	4.6%	
4554 Charter Market Strategy	0	10,500	10,500		10,500	0.0%	
Planning/Economic Development :- Indirect Expenditure	365	18,620	18,255	53	18,202	2.2%	0
Net Income over Expenditure	4,134	(10,420)	(14,554)				
<u>401 Full Council</u>							
4455 Postage	523	412	(111)	161	(272)	166.1%	
4481 Telephones	2,932	6,180	3,248		3,248	47.4%	
4482 Website	477	4,120	3,643		3,643	11.6%	
4483 ICT Services & Software Lease	8,902	11,000	2,098	1,226	872	92.1%	
4484 Lease Line	0	3,500	3,500		3,500	0.0%	
Full Council :- Indirect Expenditure	12,834	25,212	12,378	1,387	10,991	56.4%	0
Net Expenditure	(12,834)	(25,212)	(12,378)				
Grand Totals:- Income	523,952	871,935	347,983			60.1%	
Expenditure	341,157	881,935	540,778	84,494	456,284	48.3%	
Net Income over Expenditure	182,795	(10,000)	(192,795)				
plus Transfers from EMR	30,242	0	(30,242)				
Movement to/(from) Gen Reserve	213,036	(10,000)	(223,036)				

FULL COUNCIL	15 OCTOBER 2026	AGENDA ITEM: 13
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Report prepared by Julia Lawrence, Operations Manager

INVOICES FOR PAYMENT – OCTOBER

Purpose of Report

The purpose of this report is to ask Members to approve invoices for payment for October 2026 in the sum of £21,833.74 plus VAT.

Detailed Information

Attached is a list of payments for approval in the sum of £21,833.74 plus VAT. This list represents payments in relation to October 2026.

The table below is to be used to highlight any overspends identified as a result of the invoices for payment and how this will be dealt with in respect of the budget.

	Code	Company	Description	Comments
1	02/4170		Council Offices/ Maintenance	Expenditure from this budget line shows committed expenditure of £20,738. This is due to the planned works to the Market House and Council has resolved that these funds will be moved from the Listed Buildings Earmarked Reserve.

Recommendation

1. That Members approve the invoices for payment in the sum of £21,833.74 plus VAT.

14/10/2026

Ledbury Town Council Current Year

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PRELIMINARY PURCHASE DAYBOOK

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Creditors for Month No 7

Order by Invoices Entered

							Nominal Ledger Analysis				
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
30/09/2026	1583	00197	WILLDER ECOLOGY	WILL001	695.00	0.00	695.00	4186	202	695.00	Bird and Bat Survey, Council O
								324		-695.00	Bird and Bat Survey, Council O
								6000	202	695.00	Bird and Bat Survey, Council O
22/09/2026	68707	1023	QUICK	QS	255.00	51.00	306.00	4225	102	255.00	Skip Hire
30/09/2026	LTC-M726	1024	BEE HAPPY	BEH01	372.00	0.00	372.00	4000	230	372.00	Payroll Services: Oct 26 to Ma
30/09/2026	26633	1025	GRAPE	GR001	195.00	39.00	234.00	4607	127	195.00	Advert for Christmas light sw
30/09/2026	16029	1026	BLISS	BLI001	368.00	73.60	441.60	4150	202	368.00	LTC Cleaning
30/09/2026	11627591	1027	CHUBB	CH001	1,865.03	373.00	2,238.03	4185	202	1,865.03	Annual Contract 26-27
16/09/2026	13512727	1028	HEREFORD	HER001	25.18	0.00	25.18	4115	102	25.18	Water drainage Cemetery
23/09/2026	450	1029	N J WINDLEY	NJW001	1,580.00	316.00	1,896.00	4223	102	1,580.00	Cemetery repointing to boundar
16/09/2026	004020	1030	STEPHEN	STE001	2,475.00	495.00	2,970.00	4169	102	2,475.00	Watering Hanging Baskets - 202
14/09/2026	91813275	1033	HEREFORD	HER001	100.00	0.00	100.00	4540	225	100.00	Ledbury West Parish Ward Elect
17/09/2026	11608	1034	SIGN	SIGN001	268.00	0.00	268.00	4607	127	268.00	HODS Brochures
30/09/2026	GRNLS6RI	1035	AMAZON	AMA001	848.07	169.61	1,017.68	4704	107	848.07	Beamz SNOW5000 Snow Machine
26/08/2026	66853239	1036	HOOPLE	HOOP	750.36	150.07	900.43	4001	230	750.36	Temporary Receptionist
30/09/2026	GT260671	1037	GREEN TOP	GREEN	255.00	0.00	255.00	4607	127	255.00	Gazebo Sides Hire
08/10/2026	SI-311	1039	JOSEPH HILLIER	JOSEPH	500.00	100.00	600.00	4904	109	500.00	Design Work for Masfield Memo
30/09/2026	* 00167	1040	DMPROP	DMP001	2,732.00	0.00	2,732.00	4205	110	800.00	Mowing at Recreation Ground
	*							4205	101	720.00	Mowing at Closed Churchyard
	*							4205	108	240.00	Mowing at Deer Park
	*							4205	108	480.00	Mowing Martins Way Playing Fie
	*							4205	108	156.00	Mowing Walled Garden
	*							4205	108	156.00	Mowing Queens Walk
	*							4205	108	90.00	Spray weeds at rec
	*							4205	101	90.00	Spray weeds at Churchyard
10/10/2026	23512	1041	GARDEN MACHINERY	LED001	54.17	10.83	65.00	4416	102	54.17	Husqvarna Mower repair
07/10/2026	91815543	1042	HEREFORD	HER001	179.48	0.00	179.48	4150	202	179.48	Church Lane Toilets - Cleaning

* Disputed invoice

Creditors for Month No 7

Order by Invoices Entered

							Nominal Ledger Analysis				
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
08/10/2026	4446	1043	SIGN	SIG001	415.00	83.00	498.00	4703	107	240.00	2027 Signpost Tourist Guide
								4703	107	175.00	Signpost & Countypost Magazine
09/10/2026	000472	1045	G P	GP001	6.00	0.00	6.00	4460	220	6.00	Ledbury Reporter
12/10/2026	GB604C04KCJCLI	1046	AMAZON	AMA001	15.41	3.08	18.49	4400	235	15.41	Stationery
08/10/2026	H1930.5/26089	1047	CAROE	CAR001	270.00	54.00	324.00	4223	102	270.00	Contractor Administrator: Ceme
01/09/2026	2026-03-000063	1050	FESTIVE	FEST	6,000.02	1,200.00	7,200.02	4640	115	6,000.02	Hire & Installation 40% of tot
TOTAL INVOICES					20,223.72	3,118.19	23,341.91			20,223.72	
VAT ANALYSIS CODE E @ 0.00%					2,732.00	0.00	2,732.00				
VAT ANALYSIS CODE OTS @ 0.00%					1,715.18	0.00	1,715.18				
VAT ANALYSIS CODE S @ 20.00%					15,591.06	3,118.19	18,709.25				
VAT ANALYSIS CODE Z @ 0.00%					185.48	0.00	185.48				
TOTALS					20,223.72	3,118.19	23,341.91				

Creditors for Month No 7

Order by Invoices Entered

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Nominal Ledger Analysis				
							Invoice Total	A/C	Centre	Amount	Analysis Description
04/09/2026	INV	1008	KATHRYN	KATH001	63.90	0.00	63.90	4607	127	63.90	HODS Talk - expenses
04/09/2026	66853323	1009	HOOPLE	HOOP	82.50	16.50	99.00	4607	220	82.50	Restructure review
31/07/2026	576	1010	BAVENHIL	BAV001	561.79	112.36	674.15	4416	102	561.79	Pump for Water Tank
02/09/2026	4411038186	1011	VIKING	VIK001	40.94	1.19	42.13	4416	220	40.94	Tea Bags
29/09/2026	SD3333-1	1012	SLCC	SLC001	648.00	129.60	777.60	4002	230	648.00	Recruitment advertisment
28/09/2026	GB60425FD	1013	AMAZON	AMA001	18.40	3.68	22.08	4415	235	18.40	USB C Hub
28/09/2025	GB603CPY9MB651	1014	AMAZON	AMA001	14.99	3.00	17.99	4415	235	10.83	Toilet Rolls
								4415	235	4.16	Toilet Rolls
24/09/2026	4411118730	1015	VIKING	VIK001	45.99	9.20	55.19	4400	235	45.99	Stationery
TOTAL INVOICES					<u>1,476.51</u>	<u>275.53</u>	<u>1,752.04</u>			<u>1,476.51</u>	
VAT ANALYSIS CODE E @ 0.00%					63.90	0.00	63.90				
VAT ANALYSIS CODE OTS @ 0.00%					34.99	0.00	34.99				
VAT ANALYSIS CODE S @ 20.00%					1,377.62	275.53	1,653.15				
TOTALS					<u>1,476.51</u>	<u>275.53</u>	<u>1,752.04</u>				

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Ledbury Town Council Current Year

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PRELIMINARY PURCHASE DAYBOOK

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Creditors for Month No 7

Order by Invoices Entered

							Nominal Ledger Analysis				
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
16/09/2026	13512727	1048	WATER	WAT001	25.18	0.00	25.18	4115	102	25.18	Waterdrainage Cemetery
11/07/2026	1YVT-QXV-YDYX	1049	AMAZON	AMA001	108.33	21.66	129.99	4415	235	108.33	Portable Air Conditioner 1000m
TOTAL INVOICES					<u>133.51</u>	<u>21.66</u>	<u>155.17</u>			<u>133.51</u>	
VAT ANALYSIS CODE S @ 20.00%					108.33	21.66	129.99				
VAT ANALYSIS CODE Z @ 0.00%					25.18	0.00	25.18				
TOTALS					<u>133.51</u>	<u>21.66</u>	<u>155.17</u>				