



UPTON & NORTH ELMSALL PARISH COUNCIL

The Village Hall, Harewood Lane, Upton, WF9 1JB

(01977) 643283 / 645351 | clerk@uptonandnorthelmsall-pc.gov.uk
admin@uptonandnorthelmsall-pc.gov.uk

MINUTES OF A MEETING OF UPTON & NORTH ELMSALL PARISH COUNCIL

Held on Tuesday 21st April 2026 at 6:30pm at the Village Hall

Present: Councillor E Farmer
Councillor M Hanson
Councillor C Merrington
Councillor A Miles
Councillor H Owen
Councillor S Pallett
Councillor S Spencer
Councillor L Taylor – Chair

Helen Senior – Clerk & RFO

3 Members of the Public

Absent: Councillor P Dainty – Vice-Chair
Councillor S Hodson
Councillor B Mears

Public Session

One member of the public spoke in relation to agenda item 10. Members asked questions and were provided with further information regarding the request being made to the Parish Council.

1. Apologies and Reasons for Absence

1.1. To receive apologies.

RESOLVED: that apologies be received on behalf of Councillor P Dainty.

1.2. To consider approval of the reasons for absence.

RESOLVED: that the reasons for absence be approved on behalf of Councillor P Dainty.

2. Declarations of Interest

2.1. To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.

There were no declarations of interest recorded.

- 2.2. To consider any applications for dispensation.
There were no applications for dispensation recorded.

3. Co-Option of a Parish Councillor

- 3.1. To receive short introductions from candidates (maximum total time 5 minutes).
RESOLVED: that the short introductions from candidates for the co-option to the Parish Council be received.
- 3.2. To resolve to take item 3.3 in private in accordance with the Public Bodies (Admission to Meetings) Act 1960.
RESOLVED: that item 3.3 be taken in private in accordance with the Public Bodies (Admission to Meetings) Act 1960.
- 3.3. To consider candidates and determine the preferred applicant.
RESOLVED: that the candidates be considered in private.
- 3.4. To reconvene the public meeting and vote on the appointment of a councillor by co-option.
RESOLVED: that the public meeting be reconvened and a vote on the appointment of a councillor by co-option be carried out.
- 3.5. If a candidate is appointed, for the successful candidate to sign the Declaration of Acceptance of Office.
RESOLVED: that Susie Birtles be appointed as a co-opted member of Upton & North Elmsall Parish Council.

Councillor Birtles signed the Declaration of Acceptance of Office and joined the meeting.

4. To receive and sign the draft minutes of an Ordinary Meeting of Upton & North Elmsall Parish Council held on Tuesday 17th March 2026.

RESOLVED: that the minutes of a meeting of Upton & North Elmsall Parish Council held on Tuesday 17th March 2026 be received as a true record and signed by the Chair.

5. To receive the Clerk's Update report and consider any further actions required.

Members received the Clerk's update report and requested that further updates regarding the new Parish Council website and the installation of the new defibrillator cabinet be brought to the next meeting.

RESOLVED: that the Clerk's update report be received.

6. To receive verbal updates from Councillors on meetings attended, community activities, or matters of local interest. (For information only.)

Councillor H Owen reported that Together Livin' Care Services appeared to be making progress with the renovation of the former Upton Social building.

Members discussed the possibility of arranging an informal meeting with Together Livin' to discuss potential future partnership working.

Councillor E Farmer reported that the village flower barrels were looking well and thanked the councillors who had volunteered their time to assist with them.

RESOLVED: that the verbal updates from Councillors be received.

7. Policies

7.1. To review and adopt the updated Social Media and Communications Policy.

RESOLVED: that the Social Media and Communications Policy be adopted.

7.2. To review and adopt the new Councillor Email and Communications Policy.

RESOLVED: that the Councillor Email and Communications Policy be adopted.

7.3. To review and adopt the new Reserves Policy.

RESOLVED: that the Reserves Policy be adopted.

7.4. To review and adopt the updated Internal Controls Policy.

RESOLVED: that the Internal Controls Policy be adopted.

7.5. To review and adopt the new Risk Management Policy.

RESOLVED: that the Risk Management Policy be adopted.

7.6. To review and approve the new Risk Register.

RESOLVED: that the Risk Register be approved.

8. To consider and approve the following quotes for goods and services:

8.1. The purchase of plants and fertiliser for the Village flower tubs and Barrels.

RESOLVED: that ready-to-plant flowers and fertiliser for the village flower tubs and barrels be purchased from Newstead Nurseries at a cost of £830.00 plus VAT.

- 8.2. The planting of the flower tubs and barrels for 2026.
RESOLVED: that the quote for the planting of the flower tubs and barrels for 2026 from Adam Washington be approved at a cost of £750.00.
- 8.3. A new hot water boiler for the Village Hall.
RESOLVED: that the 7 litre Zip Eco Boil wall mounted hot water boiler be purchased and installed for a total cost of £1,685.00 plus VAT.
- 8.4. The 2026 Christmas Pantomime entertainment.
RESOLVED: that the Beauty and the Beast Pantomime be booked through Scarlett Entertainment at a cost of £4,250.00 plus VAT.
- 8.5. A Recycling Waste Transfer Agreement with WMDC.
RESOLVED: that the Council's waste transfer agreement with WMDC be expanded to include recycling, at an additional annual cost of £132.34, plus £10.71 per year for the Duty of Care Note.
- 8.6. An Asbestos Survey on the School Street Allotment Site and Community Garden.
RESOLVED: that a Refurbishment/Demolition Asbestos Survey be arranged for the School Street Allotment and Community Garden at a cost of £825.00 plus VAT.
- 8.7. The purchase of microphones for use during Council meetings.
RESOLVED: that no microphones be purchased for use during Council meetings.
- 8.8. The purchase of two new desk chairs for the office.
RESOLVED: that two new desk chairs for the office be purchased at a total cost of £296.06 plus VAT.

9. To consider the Clerk's report regarding the Council's current sanitary waste disposal arrangements and the alternative provision offered by Cathedral Hygiene.

Members considered the Council's current sanitary waste disposal arrangements with PHS, and the alternative provision offered by Cathedral Hygiene.

It was reported that moving to Cathedral Hygiene would provide an annual saving of £389.95 excluding VAT and increase the number of services by four per year.

RESOLVED: that the Council's sanitary waste disposal arrangements be moved from PHS to Cathedral Hygiene at the end of the current PHS annual service period.

10.To discuss issues relating to quadbikes accessing private land via Green Lane and to consider options for mitigating associated risks and damage.

The issues relating to quad bikes accessing private land via Green Lane were discussed, together with options for mitigating associated risks and damage.

The Clerk reminded members that they had resolved not to provide a gate for Green Lane at the Council meeting in March 2026 and therefore could not reconsider this option for six months.

Members felt that a site visit would be beneficial, to determine how much of the land affected is owned by the Parish Council, and to determine which other landowners may need to be consulted prior to any decisions being made.

RESOLVED: that a site visit with the owner of the private land be arranged once the landowner is available; that any works identified following the site visit be subject to consultation with relevant landowners; and that the possible provision of a gate at Green Lane be reconsidered once the six-month post-resolution period has passed.

11.To consider the questions in the WMDC Proposed Project Form regarding the Skate Park.

Members agreed that further time was required to consider the questions on the Proposed Project form in detail.

RESOLVED: that members submit their individual responses to the Clerk for collation, and that the collated responses be brought back to a future meeting for consideration.

12.To consider the findings of the Village Hall Asbestos Management Survey and to adopt the Asbestos Management Plan.

Members considered the findings of the Village Hall Asbestos Management Survey and the Asbestos Management Plan provided by the appointed asbestos consultant.

RESOLVED: that the Asbestos Management Plan be adopted.

13.To consider the provision of a skip for the Community Garden as requested by Councillor C Merrington.

RESOLVED: that item 13 be deferred to a future meeting following the temporary closure of the Community Garden.

14.To consider the creation of a Finance Committee from May 2026 and to review and approve the associated Terms of Reference.

RESOLVED: that a Finance Committee be created for the 2026/27 municipal year and that the associated Terms of Reference be approved.

15.To consider the current financial position of the School Street Redevelopment project and determine how the remaining works are to be funded.

Members considered the current financial position of the School Street Redevelopment project.

RESOLVED: that £5,000.00 be transferred from General Reserves to the School Street Redevelopment earmarked reserve, to ensure that the £20,000.00 previously approved budget for 2026/27 is available.

16.To note the outcome of the emergency lighting service and to retrospectively approve the replacement of defective units, at a cost of £1,575, to ensure compliance with health and safety requirements.

RESOLVED: that the outcome of the emergency lighting service be noted and that the additional cost of £1,575.00 plus VAT for the replacement of defective emergency lighting units be retrospectively approved.

17.To note the underpayment of a member of staff's salary for August 2025 and to authorise payment of the outstanding net amount to correct the error.

RESOLVED: that the salary underpayment be noted and that payment of the outstanding net amount of £103.99 be authorised.

18.Financial Matters

18.1. To note the receipt of the VAT refund from HMRC for Quarter 4 of the 2025/26 financial year, totalling £7,635.11.

RESOLVED: that the receipt of the VAT refund from HMRC totalling £7,635.11 be noted.

18.2. To note the receipt of the first instalment of the 2026/27 Parish Council Precept.

RESOLVED: that the receipt of the first instalment of the Precept, totalling £126,882.50, be noted.

18.3. To approve the accounts for payment for April 2026.

RESOLVED: that the accounts for payment for April 2026, totalling £9,955.98 (£8,883.78 plus £1,072.20 VAT) be approved for payment.

A copy of the list of accounts for payment is attached at Appendix 1.

- 18.4. To receive the list of payments made under Clerk's Delegated Authority since the last meeting.

RESOLVED: that the list of payments made under Clerk's Delegated Authority since the last meeting totalling £237.31 (£220.10 plus £17.21 VAT) be received.

A copy of the list of payments made under Clerk's Delegated Authority is attached at Appendix 2.

- 18.5. To receive the list of receipts and payments for March 2026.

RESOLVED: that the list of receipts and payments for March 2026, totalling £6,386.49 receipts and £40,794.32 payments (£35,747.86 plus £5,046.46 VAT), be received.

A copy of the list of receipts and payments for March 2026 is attached at Appendix 3.

- 18.6. To receive the bank reconciliations for Cashbooks 1, 2, 3, 5 and 6 for March 2026.

RESOLVED: that the bank reconciliations for March 2026, showing a cash balance of £8,147.33 (Cashbook 1), £91,785.03 (Cashbook 2), £0.00 (Cashbook 3), £0.00 (Cashbook 5) and £9,236.81 (Cashbook 6), be received.

- 18.7. To receive the balance sheet and detailed income and expenditure reports for the financial year ending 31st March 2026.

RESOLVED: that the financial reports for the year ending 31st March 2026 be received.

19.Planning

- 19.1. To receive and consider any new planning applications.

RESOLVED: that the following planning application be received and that no objection be raised:

App No	Address	Proposal
26/00606/TPO	46 Rose Avenue, Upton, Pontefract, WF9 1DP	Crown thinning and crown reduction of approximately 15-20%. Reduction of branch tips by 1-1.5 metres where appropriate. Selective removal of congested internal growth. Pruning of overextended limbs to maintain balanced crown shape. Removal of lower limbs

- 19.2. To note any planning decisions received.
No planning decisions were received.

20.To discuss future plans, if any, for the Miners Memorial Garden.

Members discussed possible future works to the Miners Memorial Garden.

RESOLVED: that quotes be obtained for the re-laying of the path and for etchable brass plaques for the large decorative stone.

21.To note that the next meeting of the Parish Council will be the Annual Meeting of Council and will take place on Tuesday 19th May 2026 at 6:30pm at The Village Hall.

RESOLVED: that the next meeting of Upton & North Elmsall Parish Council be noted as the Annual Meeting of Council, to be held on Tuesday 19th May 2026 at 6:30pm at the Village Hall.

In the absence of any further business, the Chair thanked everyone for their attendance and closed the meeting.

APPENDIX 1

Accounts Payable Upton and North Elmsall Parish Council Apr-26

DATE	PAYEE	ITEM	NET	VAT	TOTAL
24/03/2026	Shaw Toilet Hire	Harewood Lane Allotment Toilet Hire	£100.00	£20.00	£120.00
24/03/2026	Shaw Toilet Hire	Community Garden Toilet Hire	£100.00	£20.00	£120.00
25/03/2026	Hesketh Gas	Removal of Condemned Gas Heater	£185.00	£37.00	£222.00
27/03/2026	Adam Washington	Weekly Bin Emptying	£120.00	£0.00	£120.00
27/03/2026	Darrington Tree Services	Removal of Damaged Branches on Eco Plot	£250.00	£0.00	£250.00
27/03/2026	Pro Logic Computers	Secure Disposal of Old IT Equipment	£24.00	£4.80	£28.80
30/03/2026	T & D Contractors	Repair of Village Hall Ramp	£1,250.00	£250.00	£1,500.00
31/03/2026	Aquaid	Cold Water Dispenser Annual Service	£80.00	£16.00	£96.00
31/03/2026	Integra	Payroll Services, Pension Management & Year End	£160.50	£32.10	£192.60
01/04/2026	Rialtas	Annual Accounts and Allotment Software, Support & Maintenance	£722.00	£144.40	£866.40
01/04/2026	Complete Asbestos Surveys	Village Hall Asbestos Survey	£320.00	£0.00	£320.00
01/04/2026	DRD Communications	Telephone & Broadband, Phone Line Setup Charges, Handset Purchase	£182.44	£36.49	£218.93
01/04/2026	YLCA	Annual Membership Subscription	£1,199.00	£0.00	£1,199.00
03/04/2026	Adam Washington	Weekly Bin Emptying	£120.00	£0.00	£120.00
10/04/2026	D3 Office	Desk & 2 Cupboards	£653.60	£130.72	£784.32
10/04/2026	D3 Office	2 x 12 pack Toilet Roll	£43.46	£8.69	£52.15
10/04/2026	Adam Washington	Weekly Bin Emptying	£120.00	£0.00	£120.00
13/04/2026	HMRC	PAYE/NIC	£1,273.78	£0.00	£1,273.78
14/04/2026	Adam Washington	Weekly Bin Emptying	£120.00	£0.00	£120.00
14/04/2026	Pegasus Fire Protection	Emergency Lighting Servicing and Replacements	£1,860.00	£372.00	£2,232.00
			£8,883.78	£1,072.20	£9,955.98

APPENDIX 2

Payments Made Under Clerks Delegated Authority

Upton and North Elmsall Parish Council

March - April 2026

DATE	PAYEE	ITEM	NET	VAT	TOTAL
31/03/2026	Amazon - Third Party Seller	Tube Lightbulb	£18.17	£3.63	£21.80
02/04/2026	Amazon - Third Party Sellers	Office Stationery	£10.21	£2.04	£12.25
08/04/2026	Amazon	Office Stationery	£14.75	£2.95	£17.70
08/04/2026	GOV.UK Land Registry	Land Registry Documents (Green Lane)	£49.00	£0.00	£49.00
08/04/2026	National Allotment Society	Annual Subscription	£85.00	£0.00	£85.00
09/04/2026	Amazon - Third Party Sellers	General Maintenance Supplies	£18.40	£3.68	£22.08
10/04/2026	Amazon - Third Party Seller	Office Stationery	£7.91	£1.58	£9.49
15/04/2026	Furniture Clinic	Cleaning Supplies	£16.66	£3.33	£19.99
			£220.10	£17.21	£237.31

APPENDIX 3

Date: 13/04/2026

Upton & North Elmsall Parish Council Current Year

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Cashbook 1

User: CLERK

Current A/c

For Month No: 12

Receipts for Month 12

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		26,681.12					26,681.12	
	Banked: 10/03/2026	20,000.00						
100326	Community A/c	20,000.00			204		20,000.00	Funds for Bill Payments
	Banked: 13/03/2026	500.00						
130326	Upton A.R.L.F.C	500.00			1061	132	500.00	Quarry Lane Rent 25/26
	Banked: 20/03/2026	623.05						
13-11126	Novarek K	52.00			1050	121	52.00	Allotment Rent 2026/27
21-21226	Model Club	32.00			1000	102	32.00	Hall Hire
20-6326	Spencer	300.00			1052	127	300.00	Stable & Gracing Rent 2025/26
22-9326	Model Club	32.00			1000	102	32.00	Hall Hire
23-11326	Line Dancing	48.00			1000	102	48.00	Hall Hire
21-11326	Griffins S	52.00			1050	121	52.00	Allotment Rent 2026/27
24-15326	Dice Demons	50.00			1000	102	50.00	Hall Hire
22-18326	Theaker M	52.00			1050	121	52.00	Allotment Rent 2026/27
25-20326	Unknown	5.05			1999	102	5.05	Historic Income-Unknown Origin
	Banked: 24/03/2026	83.18						
240326	Grenke Leasing Limited	83.18			4032	101	83.18	Lease refund (pro-rata adj)
	Banked: 27/03/2026	52.00						
270326	Owen H	52.00			1050	121	52.00	Allotment Rent 2026/27
	Banked: 30/03/2026	25.00						
300326	Owen H	25.00			1055	121	25.00	H.L. Allotment Key Deposit
	Banked: 31/03/2026	968.80						
210326	Model Club	32.00			1000	102	32.00	Hall Hire
250326	Resident	0.10			1999	101	0.10	Photocopying
260326	Unknown	0.50			1999	102	0.50	Historic Income-Unknown Origin
300326	Cutts A	728.00			1052	127	728.00	Stables & Grazing Rent
300326-1	Cutts A	52.00			1050	121	52.00	Allotment Rent 2026/27
300326-2	Cutts G	52.00			1050	121	52.00	Allotment Rent 2026/27
300326	Millard A	104.00			1050	121	104.00	Allotment Rent x2 - 2026/27
300326-4	Resident	0.20			1999	101	0.20	Photocopying
Total Receipts for Month		22,252.03	0.00	0.00			22,252.03	
Cashbook Totals		48,933.15	0.00	0.00			48,933.15	

APPENDIX 3

Date: 13/04/2026

Upton & North Elmsall Parish Council Current Year

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Cashbook 1

User: CLERK

Current A/c

For Month No: 12

Payments for Month 12

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 Detail</u>
02/03/2026	Pro Logic Computers (UK) Ltd	DDR	172.38		28.73	4042	101	143.65	IT Support Feb 2026
02/03/2026	Staff Salaries	SO	3,894.62			4000	101	3,894.62	Salaries Feb 2026 (x3)
02/03/2026	Amazon EU S.a.r.L.	DDR	47.47		7.91	2002	102	39.56	Office Supplies
02/03/2026	Amazon EU S.a.r.L.	DDR	30.86		5.14	2002	102	25.72	Office Supplies
05/03/2026	Creative Pension Trust	DDR	32.40		5.40	4001	101	27.00	Pension Admin Fees March 2026
10/03/2026	Scottish Water - Business	DDR	8.30			4105	147	8.30	Water Charges Nov 25 - Feb 26
12/03/2026	Euro Digital Systems	DDR	11.65		1.94	4041	101	9.71	Printing Charges Dec 25- Jan 26
16/03/2026	HHS Direct Ltd	DDR	21.99		3.67	2002	102	18.32	Cleaning Supplies
16/03/2026	Peninsula Services Ltd	DDR	229.63		36.48	2009	101	193.15	HR Services Monthly Fee
16/03/2026	Amazon EU S.a.r.L.	DDR	8.53		1.44	2002	102	7.09	Cleaning Supplies
16/03/2026	Amazon EU S.a.r.L.	DDR	23.99		4.00	4047	101	19.99	Privacy Curtains for Office
16/03/2026	The Bead Shop Ltd	DDR	13.98		2.33	2002	102	11.65	Magnets for Notice Board
16/03/2026	Amazon EU S.a.r.L.	DDR	11.80		1.97	4047	101	9.83	Curtain Pole for Office
16/03/2026	Smarty Mobile Network	DDR	9.00			2003	101	9.00	Monthly Mobile Data Top- up
17/03/2026	E.ON Electricity	DDR	1,538.96		256.49	4107	102	1,282.47	Electric Charges
17/03/2026	Amazon EU S.a.r.L.	DDR	25.49		4.25	4120	102	21.24	Mesh Storage Pen
18/03/2026	Premium Horticulture Limited	DDR	195.00		32.50	4049	148	162.50	Compost - Paid by Cllr
18/03/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
18/03/2026	D3 Office Group Ltd	DDR	12.38		2.06	2002	102	10.32	Toilet Cleaner
18/03/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
18/03/2026	DRD Communications Ltd	DDR	176.42		29.41	4040	101	147.01	Broadband Install & Rental
18/03/2026	Adam Washington	DDR	32.54			4113	140	32.54	Chainsaw Repair
18/03/2026	T & D Contractors	DDR	3,540.00		590.00	4210	140	2,950.00	Small Area Grass Cutting
18/03/2026	T & D Contractors	DDR	10,500.00		1,750.00	4210	140	8,750.00	Large Area Grass Cut 25/26
18/03/2026	T & D Contractors	DDR	7,140.00		1,190.00	2006	120	5,950.00	2nd Half of Sch St Fence
						330	0	-5,950.00	2nd Half of Sch St Fence
						6000	120	5,950.00	2nd Half of Sch St Fence
18/03/2026	T & D Contractors	DDR	216.00		36.00	4024	125	180.00	Rose Estate Gate Repair
18/03/2026	T & D Contractors	DDR	1,656.00		276.00	2006	120	1,380.00	Tree Felling Sch St
						330	0	-1,380.00	Tree Felling Sch St
						6000	120	1,380.00	Tree Felling Sch St
18/03/2026	T & D Contractors	DDR	1,800.00		300.00	2006	120	1,500.00	Extra Gate Sch St
						330	0	-1,500.00	Extra Gate Sch St
						6000	120	1,500.00	Extra Gate Sch St
18/03/2026	T & D Contractors	DDR	216.00		36.00	2006	120	180.00	Moving Fence Posts
						330	0	-180.00	Moving Fence Posts
						6000	120	180.00	Moving Fence Posts
18/03/2026	Yorks Local Council Assn	DDR	115.00			4152	145	115.00	Cllr Training
18/03/2026	Yorks Local Council Assn	DDR	27.40			4010	101	27.40	Staff Training
18/03/2026	Yorks Local Council Assn	DDR	420.00			4152	145	420.00	YLCA Training Day
18/03/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
18/03/2026	HM Revenue & Customs	DDR	1,114.53			4000	101	1,114.53	Employers PAYE & NIC
18/03/2026	Pro Logic Computers (UK) Ltd	DDR	886.80		147.80	4042	101	240.00	Network Points
						4047	101	499.00	Network Points & Laptop

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APPENDIX 3

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Cashbook 1

User: CLERK

Current A/c

For Month No: 12

Payments for Month 12

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 Detail</u>
18/03/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
18/03/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
18/03/2026	Pro Logic Computers (UK) Ltd	DDR	-886.80		-147.80	4042	101	-240.00	Network Points
						4047	101	-499.00	Network Points & Laptop
18/03/2026	Pro Logic Computers (UK) Ltd	DDR	886.80		147.80	4115	102	240.00	Network Points
						4047	101	499.00	Clerk Laptop
19/03/2026	Peninsula Services Ltd	DDR	190.57		30.27	2010	101	160.30	H & S Support
19/03/2026	Garden Selections Ltd	DDR	120.89		20.15	4120	140	100.74	Bat Boxes x 10
19/03/2026	BHF Defibrillators	DDR	589.99		98.33	4049	146	491.66	Defibrillator Cabinet
20/03/2026	Smarty Mobile Network	DDR	10.80			2003	101	10.80	Monthly Mobile Data Top Up
26/03/2026	British Gas Business	DDR	555.61		92.60	4108	102	463.01	Gas Charges
26/03/2026	Simply Auto Enrolment	DDR	24.00		4.00	4001	101	20.00	Pension Admin Charges
26/03/2026	CDS Superstores Internat. Ltd	DDR	23.99		4.99	4115	102	19.00	4 x Hanging Baskets-wilko.com
27/03/2026	Scottish Water - Business	DDR	128.21			4105	121	128.21	Water Charges - Harewood Lane
27/03/2026	Scottish Water - Business	DDR	12.81			4105	135	12.81	Water Charges-Memorial Garden
30/03/2026	Pro Logic Computers (UK) Ltd	DDR	186.28		31.05	4042	101	155.23	Monthly IT Support Service
31/03/2026	Creative Pension Trust	DDR	223.41			4003	101	223.41	Pension Payment March 2026
31/03/2026	Utility Warehouse	DDR	95.72		15.55	4040	101	80.17	Telephone&Broadband March 2026
31/03/2026	Staff Salaries	SO	3,894.42			4000	101	3,894.42	Salaries x3 - March 2026
Total Payments for Month			40,785.82	0.00	5,046.46			35,739.36	
Balance Carried Fwd			8,147.33						
Cashbook Totals			48,933.15	0.00	5,046.46			43,886.69	

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Cashbook 6

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Community A/c

For Month No: 12

Receipts for Month 12

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>
Balance Brought Fwd :		25,342.64					25,342.64	
130326	Banked: 13/03/2026	62.00						
270326	Baxter DJ	12.00			1000	102	12.00	Hall Hire March 2026
181026	Baxter DJ	50.00			1000	102	50.00	Hall Hire October 2026
130326	Banked: 13/03/2026	52.00						
010426	Koska A	52.00			1050	121	52.00	Allotment Rent 2026-27
160326	Banked: 16/03/2026	60.67						
160326	Watkins M & J	60.67			1052	127	60.67	Stables and Grazing Rent 25-26
230326	Banked: 23/03/2026	3,536.00						
230326	Stringfellow K	3,536.00			1052	127	3,536.00	Stable & Grazing Rent 25/26
260326	Banked: 26/03/2026	24.00						
260326	Baxter DJ	24.00			1000	102	24.00	Hall Hire April 26
270326	Banked: 27/03/2026	16.00						
270326	Wilson G S	16.00			1000	102	16.00	Hall Hire
300326	Banked: 30/03/2026	100.00						
300326	Cunliffe S	100.00			1052	127	100.00	Stable & Grazing Rent 2025/26
300326	Banked: 30/03/2026	52.00						
300326	Kuler A	52.00			1050	121	52.00	Allotment Rent 2026/27
Total Receipts for Month		3,902.67	0.00	0.00			3,902.67	
Cashbook Totals		<u>29,245.31</u>	<u>0.00</u>	<u>0.00</u>			<u>29,245.31</u>	

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Payments for Month 12				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 Detail</u>
09/03/2026	Barclays Bank	DDR	8.50			4043	101	8.50	Bank Charges
10/03/2026	Current A/c	100326	20,000.00			200		20,000.00	Funds for Bill Payments
Total Payments for Month			20,008.50	0.00	0.00			20,008.50	
Balance Carried Fwd			9,236.81						
Cashbook Totals			29,245.31	0.00	0.00			29,245.31	

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Base RateTracker A/c

For Month No: 12

Receipts for Month 12

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>
Balance Brought Fwd :		91,525.19					91,525.19	
020326	Banked: 02/03/2026	231.70						
020326	Barclays Bank UK PLC	231.70			1190	101	231.70	Interest
	Banked: 18/03/2026	13.44						
18032026	Business Premium A/c	13.44			202		13.44	Account Closure Prep
	Banked: 18/03/2026	14.68						
18032026	Pavilion	14.68			203		14.68	Account Closure Prep
	Banked: 25/03/2026	0.01						
250326	Business Premium A/c	0.01			202		0.01	Transfer Following Acc Closure
	Banked: 25/03/2026	0.01						
250326	Pavilion	0.01			203		0.01	Transfer Following Acc Closure
Total Receipts for Month		259.84	0.00	0.00			259.84	
Cashbook Totals		<u>91,785.03</u>	<u>0.00</u>	<u>0.00</u>			<u>91,785.03</u>	

APPENDIX 3

Payments for Month 12				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 Detail</u>
			0.00						
Total Payments for Month			0.00	0.00	0.00	0.00			
Balance Carried Fwd			91,785.03						
Cashbook Totals			91,785.03	0.00	0.00	91,785.03			

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Upton & North Elmsall Parish Council Current Year

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Cashbook 3

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Business Premium A/c

For Month No: 12

Receipts for Month 12

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>
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Balance Brought Fwd :		13.41					13.41	
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020326	Banked: 02/03/2026	0.03						
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020326	Barclays Bank UK PLC	0.03			1190	101	0.03	Interest
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250326	Banked: 25/03/2026	0.01						
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250326	Barclays Bank UK PLC	0.01			1190	101	0.01	Interest
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Total Receipts for Month		0.04	0.00	0.00			0.04	
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Cashbook Totals	13.45	0.00	0.00				13.45	
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APPENDIX 3

Payments for Month 12				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 Detail</u>
18/03/2026	Base RateTracker A/c	18032026	13.44			201		13.44	Account Closure Prep
25/03/2026	Base RateTracker A/c	250326	0.01			201		0.01	Transfer Following Acc Closure
Total Payments for Month			13.45	0.00	0.00			13.45	
Balance Carried Fwd			0.00						
Cashbook Totals			13.45	0.00	0.00			13.45	

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Upton & North Elmsall Parish Council Current Year

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Cashbook 5

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Pavilion

For Month No: 12

Receipts for Month 12

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>
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Balance Brought Fwd :		14.64					14.64	
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020326	Banked: 02/03/2026	0.04						
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020326	Barclays Bank UK PLC	0.04			1190	101	0.04	Interest
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250326	Banked: 25/03/2026	0.01						
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250326	Barclays Bank UK PLC	0.01			1190	101	0.01	Interest
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Total Receipts for Month		0.05	0.00	0.00			0.05	
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Cashbook Totals	14.69	0.00	0.00				14.69	
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Payments for Month 12				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 Detail</u>
18/03/2026	Base RateTracker A/c	18032026	14.68			201		14.68	Account Closure Prep
25/03/2026	Base RateTracker A/c	250326	0.01			201		0.01	Transfer Following Acc Closure
Total Payments for Month			14.69	0.00	0.00			14.69	
Balance Carried Fwd			0.00						
Cashbook Totals			14.69	0.00	0.00			14.69	