



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 THE ANNUAL MEETING OF UPTON & NORTH ELMSALL PARISH COUNCIL

Held on Tuesday 19th May 2026 at 6:30pm at the Village Hall

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

Helen Senior – Clerk & RFO
Two Members of the Public

Absent: Councillor M Hanson
Councillor S Hodson
Councillor S Spencer

Public Session

No members of the public present wished to speak.

1. To appoint the Chair of Upton & North Elmsall Parish Council for the 2026/27 municipal year.

RESOLVED: that Councillor L Taylor be appointed as Chair of Upton & North Elmsall Parish Council for the ensuing municipal year.

2. To invite the newly appointed Chair of Upton & North Elmsall Parish Council to sign the Declaration of Office.

RESOLVED: that the Declaration of Acceptance of Office be signed by the Chair.

3. To appoint the Vice-Chair of Upton & North Elmsall Parish Council for the 2026/27 municipal year.

RESOLVED: that, in absentia, Councillor S Spencer be appointed as Vice-Chair of Upton & North Elmsall Parish Council for the ensuing municipal year.

4. To invite the newly appointed Vice-Chair of Upton & North Elmsall Parish Council to sign the Declaration of Office.

RESOLVED: that the Vice-Chair be permitted to sign the Declaration of Acceptance of Office at a later date, but before the next meeting.

5. Apologies and Reasons for Absence

5.1. To receive apologies.

RESOLVED: that apologies be received from Councillors M Hanson and S Spencer.

5.2. To consider approval of the reasons for absence.

RESOLVED: that the reasons for absence be approved for Councillors M Hanson and S Spencer.

6. Declarations of Interest

6.1. 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.

6.2. To consider any applications for dispensation.

There were no applications for dispensation recorded.

7. To approve and sign the draft minutes of a Meeting of Upton & North Elmsall Parish Council held on Tuesday 21st April 2026.

RESOLVED: that the minutes of a meeting of Upton & North Elmsall Parish Council, held on Tuesday 21st April 2026, be approved as a true record and signed by the Chair.

8. To receive the minutes of a Meeting of the Allotments Committee held on Tuesday 14th April 2026.

RESOLVED: that the minutes of a meeting of the Allotments Committee, held on Tuesday 14th April 2026, be received.

9. To review the Scheme of Delegation and Committee Terms of Reference.

RESOLVED: that the Scheme of Delegation and Committee Terms of Reference be reviewed and approved, subject to the amendments agreed at the meeting.

10. To consider nominations to Parish Council Committees.

RESOLVED: that the nominations to Parish Council Committees be appointed as follows:

Allotments Committee

1. Councillor E Farmer
2. Councillor C Merrington
3. Councillor H Owen
4. Councillor S Spencer
5. Councillor L Taylor

Employment & Staffing Committee

1. Councillor S Birtles
2. Councillor E Farmer
3. Councillor H Owen
4. Councillor S Pallett
5. Councillor L Taylor

Finance Committee

1. Councillor E Farmer
2. Councillor A Miles
3. Councillor H Owen
4. Councillor S Spencer
5. Vacant

11.To review the Parish Council's Standing Orders.

RESOLVED: that the Parish Council's Standing Orders be reviewed and approved, subject to the amendments agreed at the meeting.

12.To review the Parish Council's Financial Regulations.

RESOLVED: that the Parish Council's Financial Regulations be reviewed and approved.

13.To review the appointment of Councillors with special responsibilities as set out in Financial Regulations.

RESOLVED: that the following Councillors be appointed to the following special responsibilities:

Authorised bank/payment signatories

- Councillor E Farmer
- Councillor H Owen
- Councillor S Spencer

Bank reconciliation verifier

- Councillor S Pallett
- Councillor S Birtles - Reserve

Supplier bank detail checks

- Councillor S Pallett, or any other Councillor where required

Direct Debit / Standing Order approvals

- Any authorised bank signatory

Tender opening witness

- Any available Councillor, as required

14.To consider nominations to Outside Bodies.

RESOLVED: that the nominations to Outside Bodies be appointed as follows:

Joint Burial Committee

1. Councillor S Birtles
2. Councillor S Pallett
3. Councillor S Spencer

Town & Parish Councils Liaison Group

1. Councillor H Owen
2. Councillor L Taylor

YLCA

1. Councillor H Owen
2. Councillor S Birtles

15.To approve the list of proposed Council and Committee meeting dates for 2026/27.

RESOLVED: that the list of proposed Council and Committee meeting dates for 2026/27 be approved as follows:

Upton & North Elmsall Parish Council

- 19th May 2026
- 16th June 2026
- 21st July 2026
- 15th September 2026
- 20th October 2026
- 17th November 2026
- 19th January 2027
- 16th February 2027
- 16th March 2027
- 20th April 2027
- 18th May 2027

Allotments Committee

- 23rd June 2026
- 22nd September 2026
- 23rd March 2027

Employment & Staffing Committee

- 26th May 2026
- 1st September 2026
- 24th November 2026
- 23rd February 2027

Finance Committee

- 28th July 2026
- 27th October 2026
- 26th January 2027
- 27th April 2027

16.To review arrangements with Local Authorities and other bodies.

RESOLVED: that arrangements with Local Authorities and other bodies be reviewed and continuation confirmed as follows:

- Wakefield MDC – Commercial Refuse Collection
- Wakefield MDC – Playground Inspections
- Joint Burial Committee – Provision of Burial Grounds
- Citizens Advice – Provision of Advice Services

17.To review expenditure incurred under Section 137 of the Local Government Act 1972 during the 2025/26 financial year.

RESOLVED: that no expenditure was incurred by Upton & North Elmsall Parish Council under Section 137 of the Local Government Act 1972 during the 2025/26 financial year.

18.To confirm the 2026/27 Parish Council Insurance Cover with Zurich at the renewal cost of £3,888.17.

RESOLVED: that the renewal of Parish Council Insurance cover with Zurich Municipal for 2026/27 be confirmed at a cost of £3,888.17.

19.To review the Parish Council's Policies and Procedures.

RESOLVED: that the following policies be reviewed and approved:

- CCTV Policy, subject to the amendments agreed at the meeting
- Councillor Code of Conduct

- Complaints Procedure
- Press and Media Protocol
- Recording, Filming and Reporting at Meetings Protocol
- Safeguarding Policy
- Unreasonable Behaviour and Persistent Contact Policy
- Grant Scheme Policy
- Volunteer Policy and Procedure

20.To consider a recommendation from the Allotments Committee that the Community Garden returns to the direct management of Full Council.

RESOLVED: that this item be deferred, and a report be brought to the next meeting outlining the Allotments Committee's reasoning for the recommendation.

21.To receive a report on the asbestos survey findings for the Community Garden and School Street Allotments, and to consider the recommended next steps.

RESOLVED: that quotes be obtained for the removal of asbestos within the Community Garden and School Street Allotments, with the Community Garden being a priority.

22.To note the deposit payment of £2,125.00 plus VAT for the Pantomime Entertainment, made in accordance with the contract previously approved by Council.

RESOLVED: that the deposit payment of £2,125.00 plus VAT for the Pantomime Entertainment be noted.

23.To consider the purchase of a sack truck to support safe manual handling during the reorganisation of the Village Hall.

RESOLVED: that delegated authority be given to the Clerk to purchase a sack truck for the Village Hall.

24.To consider whether the Parish Council wishes to explore the feasibility of acquiring land at Harewood Lane, opposite the War Memorial, for potential use as a car park. – Councillor S Spencer

RESOLVED: that the Clerk contact Wakefield MDC to make the initial query.

25.To receive the Clerk's Update report. (For information only.)

RESOLVED: that the Clerk's Update report, and a further verbal update regarding a slight increase of around £4.35 per month to the Parish Council's Microsoft 365 licences, be received.

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

Councillor E Farmer reported that there were full WMDC binbags on Rose Estate field that needed to be removed. The Clerk confirmed they would speak with the Parish Council's contractor to see if they could be removed.

Councillor C Merrington reported that there was an overflowing bin on School Street. The Clerk confirmed that arrangements had been made to have the bin emptied as soon as possible.

Councillor L Taylor reported that they had spoken with the tree surgeon whilst the tree works were being carried out at the Recreation Ground, and it had been suggested that the Parish Council look into requesting that Wakefield MDC consider Tree Preservation Orders in respect of the trees. Members requested that this be placed onto the next agenda for consideration.

Councillor S Birtles provided a report on the discussions that had taken place at the latest PACT Meeting, including steps taken to tackle electric bike and scooter nuisance, the use of a SID on Doncaster Road, and ongoing parking issues outside schools.

27.Financial Matters

27.1. To receive and note the Internal Audit Report for the financial year ending 31st March 2026.

RESOLVED: that the Internal Audit Report for the financial year ending 31st March 2026 be received and noted.

27.2. To consider and approve the Annual Governance Statement 2025/26, Section 1 of the Annual Governance and Accountability Return.

RESOLVED: that the Annual Governance Statement 2025/26 be approved, with Assertions 1 to 8 answered Yes, Assertion 9 answered Not Applicable, and Assertion 10 answered No.

27.3. To consider and approve the Accounting Statements 2025/26, Section 2 of the Annual Governance and Accountability Return.

RESOLVED: that the Annual Accounting Statements for the 2025/26 financial year be approved and submitted to the external auditor.

27.4. To confirm the dates for the Exercise of Public Rights for the financial year ending 31st March 2026.

RESOLVED: that the dates for the Exercise of Public Rights for the financial year ending 31st March 2026 be confirmed as 3rd June 2026 to 14th July 2026.

27.5. To approve the accounts for payment for May 2026.

RESOLVED: that the accounts for payment for May 2026, totalling £31,402.04 (£30,628.22 plus £773.82 VAT) be approved for payment.

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

27.6. 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 £3,640.56 (£3,031.86 plus £608.70 VAT) be received.

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

27.7. To receive the list of receipts and payments for April 2026.

RESOLVED: that the list of receipts and payments for April 2026, totalling £137,363.06 receipts and £21,031.94 payments (£19,180.69 plus £1,851.25 VAT), be received.

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

28.Planning

28.1. To receive and consider any new planning applications.

There were no new planning applications to consider.

28.2. To note any planning decisions received.

RESOLVED: that the following planning decision be received:

App No	Address	Proposal	Decision
25/01293/FUL	Manor Farm Bungalow Minsthorpe Lane South Elmsall Pontefract	Residential development of 4no. dwellings including widening of shared access	Application Approved

29.To note that the next meeting of the Parish Council will be held on Tuesday 16th June 2026 at 6:30pm at the Village Hall.

RESOLVED: that the next meeting of Upton & North Elmsall Parish Council will be held on Tuesday 16th June 2026 at 6:30pm at the Village Hall.

30.To resolve to exclude members of the press and public from item 31 in accordance with the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the matter to be discussed.

RESOLVED: that members of the press and public be excluded from item 31 in accordance with the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the matter to be discussed.

31.To receive an update regarding matters relating to Green Lane, including correspondence received from the landowner and initial contact with the Council's insurers and solicitors, and to consider approving solicitor costs for the review of documentation and provision of legal advice.

RESOLVED: that the Clerk be delegated authority to instruct Levi Solicitors to carry out a full review of the documentation and provide complete legal advice to the Parish Council; that the estimated expenditure of up to £3,000.00 plus VAT be approved; and that the Clerk be given delegated authority to agree any further expenditure above the estimate, where necessary to ensure complete legal advice is obtained.

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

Accounts Payable
Upton and North Elmsall Parish Council
May-26

DATE	PAYEE	ITEM	NET	VAT	TOTAL
06/04/2026	Zurich	Council Insurance 2026/27	£3,888.17	£0.00	£3,888.17
17/04/2026	CAB Wakefield	Advice Service Provision 2026/27	£4,289.00	£0.00	£4,289.00
17/04/2026	Rialtas	Yearend Closedown Service	£980.00	£196.00	£1,176.00
22/04/2026	Adam Washington	Weekly Bin Emptying	£120.00	£0.00	£120.00
28/04/2026	T & D Contractors	Supply and Install Bollards at Miners Memorial	£580.00	£116.00	£696.00
28/04/2026	T & D Contractors	Boulder Re-siting at Rose Estate	£280.00	£56.00	£336.00
29/04/2026	Shaw Toilet Hire	Toilet Hire - Community Garden	£104.00	£20.80	£124.80
29/04/2026	Shaw Toilet Hire	Toilet Hire - Harewood Lane Allotments	£104.00	£20.80	£124.80
30/04/2026	Heatons Group (formerly D3 Office)	Cleaning Supplies	£52.18	£10.44	£62.62
30/04/2026	Hesketh Gas	Supply & Installation of Hot Water Boiler	£1,635.00	£327.00	£1,962.00
01/05/2026	DRD Communications	Telephone & Broadband	£48.89	£9.78	£58.67
01/05/2026	Adam Washington	Weekly Bin Emptying	£120.00	£0.00	£120.00
01/05/2026	Tornado Pest Control	Quarterly Maintenance	£85.00	£17.00	£102.00
08/05/2026	YLCA	Councillor Training x2	£75.20	£0.00	£75.20
08/05/2026	Adam Washington	Weekly Bin Emptying	£120.00	£0.00	£120.00
11/05/2026	Joint Burial Committee	Annual Contribution	£16,798.00	£0.00	£16,798.00
11/05/2026	Simon Sullivan - Plumbing, Heating & Gas	Repair of Leaking Pipe in the Village Hall	£75.00	£0.00	£75.00
13/05/2026	HMRC	PAYE & NIC	£1,273.78	£0.00	£1,273.78
			£30,628.22	£773.82	£31,402.04

Payments Made Under Clerk's Delegated Authority

Upton and North Elmsall Parish Council

April - May 2026

DATE	PAYEE	ITEM	NET	VAT	TOTAL	
27/04/2026	Amazon - Third Party Seller	Outdoor Drainage Unblocking Rods	£14.16	£2.83	£16.99	
30/04/2026	Scarlett Entertainment	Deposit for Pantomime Entertainment	£2,125.00	£425.00	£2,550.00	Payment required immediately to secure booking. Council approved the booking on 21/04/2026 and the Chair was notified before payment was made.
30/04/2026	Amazon - Third Party Seller	Door Stoppers	£4.95	£0.99	£5.94	
05/05/2026	Amazon	Metal Postbox	£24.99	£5.00	£29.99	
11/05/2026	GOV.UK Land Registry	Register Title and Plan for Parish Council Land	£14.00	£0.00	£14.00	
11/05/2026	R B Asbestos Consultants	Invoice for Asbestos Survey	£825.00	£165.00	£990.00	Payment required before release of the report. Chair authorisation was received before payment was made.
12/05/2026	Amazon	Cleaning Supplies	£23.76	£9.88	£33.64	
			£3,031.86	£608.70	£3,640.56	

Date: 11/05/2026

Upton & North Elmsall Parish Council Current Year

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Cashbook 1

User: CLERK

Current A/c

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		8,147.33					8,147.33	
	Banked: 01/04/2026	9,216.81						
NY Move	Community A/c	9,216.81			204		9,216.81	New Year Movement 2026-27
090426	Banked: 09/04/2026	121.34						
090426		121.34			1052	127	121.34	Stables & Grazing Rent 2026/27
130426	Banked: 13/04/2026	7,635.11						
130426	HM Revenue & Customs	7,635.11			105		7,635.11	VAT Return Q4 25/26
150426	Banked: 15/04/2026	126,882.50						
150426	Wakefield District Council	126,882.50			1176	101	126,882.50	Precept 1st Instalment
240426	Banked: 24/04/2026	1,662.10						
010426 28		52.00			1050	121	52.00	Allotment Rent 26/27
020426 29		104.00			1050	121	104.00	Allotment Rent 26/27
080426 30		104.00			1050	121	104.00	Allotment Rent 26/27
080426 31		104.00			1050	121	104.00	Allotment Rent 26/27
090426 43		104.00			1050	121	104.00	Allotment Rent 26/27
090426 44		52.00			1050	121	52.00	Allotment Rent 26/27
080426 32		728.00			1052	127	728.00	Stables & Grazing Rent 25/26
110426 31	Dice Demons	50.00			1000	102	50.00	Hall Hire
130426 33		52.00			1050	121	52.00	Allotment Rent 26/27
140426 34		52.00			1050	121	52.00	Allotment Rent 26/27
160426 36		52.00			1050	121	52.00	Allotment Rent 26/27
160426 35		52.00			1050	121	52.00	Allotment Rent 26/27
170426 37		52.00			1050	121	52.00	Allotment Rent 26/27
170426 38		52.00			1050	121	52.00	Allotment Rent 26/27
170426 39		52.00			1050	121	52.00	Allotment Rent 26/27
170426 38	Resident	0.10			1063	101	0.10	Photocopying
270426	Banked: 27/04/2026	121.34						
270426		121.34			1052	127	121.34	Stables & Grazing Rent 2026/27
270426	Banked: 27/04/2026	104.00						
270426		104.00			1050	121	104.00	Allotment Rent 2026/27
290426	Banked: 29/04/2026	156.00						
290426		156.00			1050	121	156.00	Allotment Rent 2026/27
Total Receipts for Month		145,899.20	0.00	0.00			145,899.20	
Cashbook Totals		154,046.53	0.00	0.00			154,046.53	

Date: 11/05/2026

Upton & North Elmsall Parish Council Current Year

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Cashbook 1

User: CLERK

Current A/c

For Month No: 1

Payments for Month 1

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>
01/04/2026	Friends of the Community	DDR	1,000.00			4190	110	1,000.00	Grant Payment 26/27 1/2
01/04/2026	Fetch Fulfilment Ltd	DDR	21.80		3.63	4113	102	18.17	Tube Lightbulb
02/04/2026	CDS Superstores Internat. Ltd	DDR	-23.99			4115	102	-19.00	4 x Hanging Baskets
						106	0	-4.99	4 x Hanging Baskets
07/04/2026	Divya Enterprises Limited	DDR	19.49		3.25	4115	102	16.24	4 x Hanging Baskets
07/04/2026	Grenke Leasing	DDR	292.54		48.76	4032	101	243.78	Copier Lease Q1
07/04/2026	Amazon EU S.a.r.L.	DDR	12.25		2.04	4046	101	10.21	Office Stationery
08/04/2026	Barclays Bank	DDR	9.40			4043	101	9.40	Commission Charges
08/04/2026	Land Registry Gov.UK	DDR	7.00			4020	101	7.00	Land Title Register
08/04/2026	Land Registry Gov.UK	DDR	14.00			4020	101	14.00	Land Title Register & Plan
08/04/2026	Land Registry Gov.UK	DDR	14.00			4020	101	14.00	Land Title Register & Plan
08/04/2026	Land Registry Gov.UK	DDR	14.00			4020	101	14.00	Land Title Register & Plan
08/04/2026	National Allotment Society	DDR	85.20		14.20	4022	101	71.00	Membership Subscription
08/04/2026	National Allotment Society	DDR	-85.20		-14.20	4022	101	-71.00	Membership Subscription
08/04/2026	National Allotment Society	DDR	85.00		14.17	4022	101	70.83	Membership Subscription
09/04/2026	Land Registry Gov.UK	DDR	7.00			4020	101	7.00	Land Title Register
09/04/2026	Amazon EU S.a.r.L.	DDR	17.70		2.95	2002	102	14.75	Office Supplies
10/04/2026	Creative Pension Trust	DDR	32.40		5.40	4001	101	27.00	Pension Administration
13/04/2026	Amazon EU S.a.r.L.	DDR	5.39		0.90	4113	102	4.49	Maintenance Supplies
13/04/2026	Wyre Brands Limited	DDR	11.95		1.99	4113	102	9.96	Maintenance Supplies
13/04/2026	HM Trading Group Limited	DDR	4.74		0.79	4113	102	3.95	Maintenance Supplies
13/04/2026	Amazon EU S.a.r.L.	DDR	9.49		1.58	2002	102	7.91	Office Supplies
15/04/2026	Grenke Leasing	DDR	168.00		28.00	4032	101	140.00	Documentation Fee
16/04/2026	Scottish Water - Business	DDR	7.76			4105	135	7.76	Water Charges- Memorial Garden
16/04/2026	Scottish Water - Business	DDR	380.64			4105	129	380.64	Water Charges- Grazing Field
16/04/2026	Scottish Water - Business	DDR	239.79			4105	102	239.79	Water Charges- Village Hall
16/04/2026	Peninsula Services Ltd	DDR	229.63		36.48	2009	101	193.15	HR Services
16/04/2026	British Gas Business	DDR	350.43		58.40	4108	102	292.03	Gas Charges- Village Hall
16/04/2026	Furniture Clinic Limited	DDR	19.99		3.33	2002	102	16.66	Cleaning Supplies
16/04/2026	Smarty Mobile Network	DDR	9.00			2003	101	9.00	Work Mobile Monthly Airtime
20/04/2026	Peninsula Services Ltd	DDR	190.57		30.27	2010	101	160.30	H&S Services
20/04/2026	Smarty Mobile Network	DDR	10.80			2003	101	10.80	Work Mobile Monthly Airtime
23/04/2026	Wakefield District Council	DDR	577.51			4240	102	577.51	Annual Waste Collection
23/04/2026	SHAW Toilet hire	DDR	120.00		20.00	4005	121	100.00	Toilet Hire - Harewood Lane
23/04/2026	SHAW Toilet hire	DDR	120.00		20.00	4005	147	100.00	Toilet Hire - Community Garden
23/04/2026	Hesketh Gas Ltd	DDR	222.00		37.00	4113	102	185.00	Gas Heater Removal
23/04/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
23/04/2026	Darrington Tree Services	DDR	250.00			4024	121	250.00	Damaged Branch Removal
23/04/2026	Pro Logic Computers (UK) Ltd	DDR	28.80		4.80	4042	101	24.00	Old PC Secure Disposal
23/04/2026	T & D Contractors	DDR	1,500.00		250.00	4113	102	1,250.00	Relaying Ramp
23/04/2026	AquAid	DDR	96.00		16.00	4113	102	80.00	Water Cooler Annual Service
23/04/2026	Integra	DDR	192.60		32.10	4002	101	160.50	Qtly Payrol, Pension & YE

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Date: 11/05/2026

Upton & North Elmsall Parish Council Current Year

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Cashbook 1

User: CLERK

Current A/c

For Month No: 1

Payments for Month 1

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>
23/04/2026	Rialtas Business Solutions	DDR	866.40		144.40	4042	101	722.00	Annual Software Licence
23/04/2026	Complete Asbestos Surveys	DDR	320.00			4113	102	320.00	Village Hall Asbestos Survey
23/04/2026	DRD Communications Ltd	DDR	218.93		36.49	4040	101	182.44	T&B Charges, Handset Purchase
23/04/2026	Yorks Local Council Assn	DDR	1,199.00			4022	101	1,199.00	Annual Membership
23/04/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
23/04/2026	Heatons Group Limited	DDR	784.32		130.72	4047	101	653.60	Office Furniture
23/04/2026	Heatons Group Limited	DDR	52.15		8.69	2002	102	43.46	Cleaning Supplies
23/04/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
23/04/2026	HM Revenue & Customs	DDR	1,273.78			4000	101	1,273.78	PAYE & NIC Apr 26
23/04/2026	Adam Washington	DDR	120.00			2008	140	120.00	Weekly Bin Emptying
23/04/2026	Pegasus Fire Protection	DDR	2,232.00		372.00	4113	102	1,860.00	EL Service & Replacements
23/04/2026	Staff Salaries	DDR	103.99			4000	101	103.99	Aug 25 Underpay Correction
27/04/2026	Denny Enterprises Internat Ltd	DDR	16.99		2.83	4113	102	14.16	Drainage Rods
27/04/2026	Amazon EU S.a.r.L.	DDR	173.53		28.92	4047	101	144.61	Office Chair
27/04/2026	Amazon EU S.a.r.L.	DDR	173.53		28.92	4047	101	144.61	Office Chair
27/04/2026	Simply Auto Enrolment	DDR	24.00		4.00	4001	101	20.00	Pension Administration
28/04/2026	Pro Logic Computers (UK) Ltd	DDR	187.98		31.33	4042	101	156.65	Monthly IT Support
30/04/2026	Utility Warehouse	DDR	93.16		15.12	4040	101	78.04	Telephone Charges
30/04/2026	Creative Pension Trust	DDR	223.41			4003	101	223.41	Pension Contributions
30/04/2026	Staff Salaries	DDR	3,760.08			4000	101	3,760.08	3 x Staff Salaries Apr 26
30/04/2026	Countrydales Limited	DDR	5.94			4113	102	5.94	Maintenance Supplies
30/04/2026	Scarlett Entertainment Ltd	DDR	2,550.00		425.00	4235	134	2,125.00	Deposit-Panto 26 Entertainment
30/04/2026	Countrydales Limited	DDR	-5.94			4113	102	-5.94	Maintenance Supplies
30/04/2026	Countrydales Limited	DDR	5.94		0.99	4113	102	4.95	Maintenance Supplies
Total Payments for Month			21,006.87	0.00	1,851.25			19,155.62	
Balance Carried Fwd			133,039.66						
Cashbook Totals			154,046.53	0.00	1,851.25			152,195.28	

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Community A/c

For Month No: 1

Receipts for Month 1

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 :		9,236.81					9,236.81	
010426	Banked: 01/04/2026	80.00						
010426		70.00			1052	127	70.00	Stables & Grazing Rent 2026-27
010426		10.00			1052	127	10.00	Stables & Grazing Rent 2026-27
090426	Banked: 09/04/2026	12.00						
090426		12.00			1000	102	12.00	Hall Hire
150426	Banked: 15/04/2026	52.00						
150426		52.00			1050	121	52.00	Allotment Rent 2026-27
160426	Banked: 16/04/2026	60.67						
160426		60.67			1052	127	60.67	Stables & Grazing Rent 26-27
210426	Banked: 21/04/2026	52.00						
210426		52.00			1050	121	52.00	Allotment Rent 2026/27
230426	Banked: 23/04/2026	52.00						
230426		52.00			1050	121	52.00	Allotment Rent 2026/27
270426	Banked: 27/04/2026	320.00						
270426		320.00			1052	127	320.00	Stables & Grazing Rent 2026/27
300426	Banked: 30/04/2026	52.00						
300426		52.00			1050	121	52.00	Allotment Rent 2026/27
Total Receipts for Month		680.67	0.00	0.00			680.67	
Cashbook Totals		9,917.48	0.00	0.00			9,917.48	

Payments for Month 1				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>
01/04/2026	Current A/c	NY Move	9,216.81			200		9,216.81	New Year Movement 2026-27
08/04/2026	Barclays Bank	DDR	25.07			4043	101	25.07	Commission Charges
Total Payments for Month			9,241.88	0.00	0.00			9,241.88	
Balance Carried Fwd			675.60						
Cashbook Totals			9,917.48	0.00	0.00			9,917.48	