



NEW WALTHAM

PARISH COUNCIL

Monthly Finance Report

December 2025

Prepared by: Anneka Ottewell-Barrett
Role: Proper Officer/ Clerk/RFO
Meeting Date: 10 December 2025

Monthly Finance Report

New Waltham Parish Council

Introduction

This Monthly Finance Report provides an overview of the financial position of New Waltham Parish Council for the reporting period ending 10/11/2025. The report covers income, expenditure, bank balances and payments outstanding with evidence to ensure transparency and support informed decision-making by the Council.

1. Summary of Income

This month (November), the Parish Council received income from the following sources:

Income Source	Amount (excl VAT)
Precept	-
Allotment Fees	-
Community Hall Hire	£856.00
Newsletter Ads	-
Events	£40.00
Bank Interest	-

2. Summary of Expenditure

The following table outlines the Council's main expenditure for the previous month:

Expenditure Item	Amount (excl VAT)
Insurance	£3896.78
Web Hosting & Gov emails	£32.49
Ernlca Training	£10.00
Travel Expenses	£88.95
Village Gardening	£183.33
Pavilion Hall	£401.03
Pavilion Play area	£12.49
Friendship Group (withdrawal of monies)	£317.00

3. Bank Reconciliation

As at **02/12/2025**, the Council's bank balances are as follows:

Account	Balance (£)
Main Account	£25,692.61

Pavilion Account	£40,067.59
Reserve Account	£6709.31

New Waltham Parish Council

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

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

	Bank Reconciliation at 02/12/2025		
	Cash in Hand 01/04/2025		55,907.86
	ADD Receipts 01/04/2025 - 02/12/2025		101,845.39
			157,753.25
	SUBTRACT Payments 01/04/2025 - 02/12/2025		85,283.14
A	Cash in Hand 02/12/2025 (per Cash Book)		72,470.11
	Cash in hand per Bank Statements		
	Main Account - NWPC 02/12/2025	25,692.61	
	Pavilion Account - NWPC 02/12/2025	40,067.59	
	Reserve 02/12/2025	6,709.91	
			72,470.11
	Less unrepresented payments		
			72,470.11
	Plus unrepresented receipts		
B	Adjusted Bank Balance		72,470.11
	A = B Checks out OK		

Evidence:

 SLA NEW WALT PC CL Business Reserve Account 05148472 52-21-38	£6,709.91 Available: £6,709.91
+ Your interest rate	
 View transactions	 View account details

 SLA NEW WALTHAM PARI Business Current 05124174 52-21-38 Account balance: £25,692.61	£25,692.61	
 Make a payment	 View transactions	 View account details

 SLA PAVILION MANAGEM Business Current 26138816 52-21-38 Account balance: £40,067.59	£40,067.59	
 Make a payment	 View transactions	 View account details

**3. £81.90 Tulip Healthcare (Sanitary Bins at Pavilion)
Power: LG MPA1976 S19**

INVOICE



Tulip Healthcare Limited
Unit 2 Pegasus Square
Innovation Way
Grimsby
NE Lincolnshire
DN37 9TJ

VAT Registration Number
718641438

01472 345 934

Invoice Address
New Waltham Parish Council
New Waltham Pavilion Hall
St Clements Way
New Waltham
Grimsby
DN36 4GU

Invoice Number 101839
Date 20/11/25
Your Reference
Account Code NEW3882

Qty	Services	Visits	Unit Price	Amount	VAT Rate	VAT
3	SANITARY BIN 04/12/25-03/03/26	13	22.75	68.25	20.00	13.65
Site New Waltham Pavilion Hall St Clements Way New Waltham Grimsby DN36 4GU				Total Net Amount	68.25	
				VAT	13.65	
				Total	81.90	

**4. £70.00 Royal British Legion (Wreath & donation)
Power: LGA 1972 S137**

NEW WALTHAM PARISH COUNCIL



1B

POPPY APPEAL 2025

Wreath costs now include V.A.T, therefore there is a fixed charge for wreaths, a donation over the cost price would be appreciated.

This wreath costs £.....40.....

Contribution to Poppy Appeal £.....50.....

Total payment £.....70.....

Please email me on:- gaildavy240@gmail.com confirming BACS payments

Please forward cheques to:-
Poppy Appeal Organiser
Gail Davy
238 Stanley Street
GRIMSBY
DN32 8BS

BAC'S PAYMENTS TO:-
Branch Name **HC101 Grimsby**
Account Name **RBL Poppy Appeal**
Sort Code **30 11 75**
Account Number **01937121**

Tel:-01472 347868 Mob:-07947231074
E-mail:- gaildavy240@gmail.com

Please provide a stamped addressed envelope if receipt is required for cheques.

PROMPT PAYMENT WOULD BE APPRECIATED.

5. £558 Ernllca (IOSH training)

Power: LGA 1972 S111

ERNLLCA

Waters Edge Business Centre,
Malkin Road,
Barton upon Humber,
DN18 5JR



New Waltham PC
Anneka Ottewell-Barrett
Clerk,
New Waltham Community Hall,
St. Clements Way New Waltham,
Grimby,
DN36 4WF

INVOICE

Invoice No **2524**
Account No
12 November 2025
Due 12 December 2025

Item Details	NET	VAT
IOSH Training IOSH training 18th November x 3	465.00	93.00
SUB TOTAL	465.00	93.00

VAT Registration Number 135680900

TOTAL £ 558.00

6. £183.33 MES Gardening (Village gardening)

Power: Public Health Act 1875 s164

TAX INVOICE

New Waltham Maintenance

Invoice Date
24 Nov 2025

M.E.S Gardening

Invoice Number
INV-0026

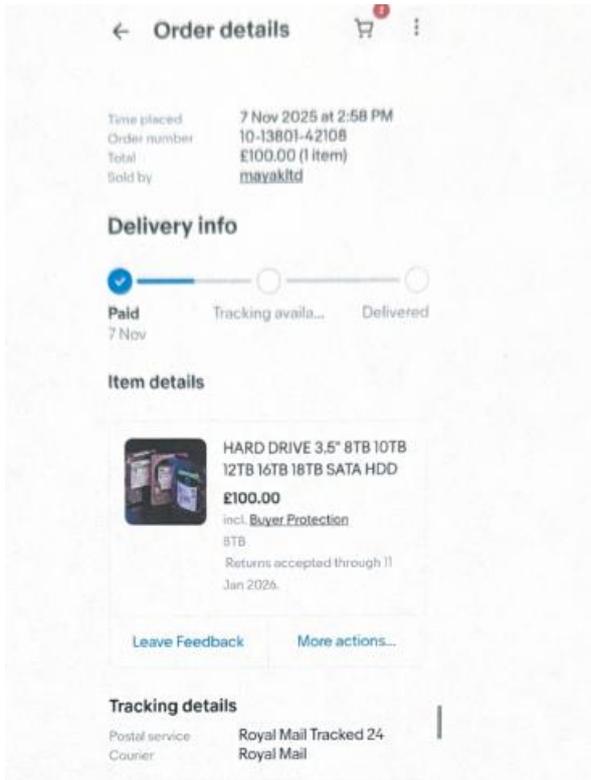
Description	Quantity	Unit Price	VAT	Amount GBP
Village Maintenance	1.00	183.33	No VAT	183.33
			Subtotal	183.33
			TOTAL NO VAT	0.00
			TOTAL GBP	183.33

Due Date: 27 Nov 2025



[View and pay online now](#)

7. **£100.00** Cllr Steve Keys (Hard drive for CCTV at pavilion).
Power: Lovan Gov & Rating Act 1997, s31



8. **£36.00** Ernllca (Conflict in Councils training)
Power: LGA 1972 S111

ERNLLCA

Waters Edge Business Centre,
Malkin Road,
Barton upon Humber,
DN18 5JR



New Waltham PC
Anneka Ottewell-Barrett
Clerk,
New Waltham Community Hall,
St. Clements Way New Waltham,
Grimsby,
DN36 4WF

INVOICE
Invoice No **2408**
Account No
23 September 2025
Due 23 October 2025

Item Details	NET	VAT
Training Conflict in council culture 23rd September	30.00	6.00
SUB TOTAL	30.00	6.00

VAT Registration Number 135680900

TOTAL £ **36.00**

9. **£23.85** Cllr David Hartley (Travel expenses to IOSH Training)
Power: LGA 1972 S111

10. **23.85** Caretaker Training (travel expenses – play area inspection)
Power: LGA 1972 S111

11. **£14.99** Cllr David Hartley (Screwfix anchor bolts for new play area bins)
Power: la 1983 S5



12. **£466.17** Office Friends (LaserJet Toners & Pavilion hand towels)
Power: LGA 1972 s111



Office Friends
ESSENTIALS

Office Friends – Grimsby Office
King Edward Street
Grimsby, Lincolnshire DN31 3LA
GB
TEL: 01472 341 493

ORDER #O-10006886324 Nov 13, 2025

Contact Details

Name: Anneka Otterwell-Barrett
Company: New Waltham Parish Council
Email: clerk@newwalthamparishcouncil.com
Phone: 01472622821
Account Number: NEW003

Addresses

Billing:
New Waltham Parish Council
Community Hall & Pavilion
St Clements Way
New Waltham, Lincolnshire DN36 4GU
GB

Description	Price	Qty	Tax	Total (ex tax)
HP 207X Original LaserJet Toner Cartridge High Yield Black W2210X Product Code: HPW2210X Pack Size: 1/1	£ 87.94	x 1	£ 17.59 (20%)	£ 87.94
HP 207X Original LaserJet Toner Cartridge High Yield Cyan W2211X Product Code: HPW2211X Pack Size: 1/1	£ 92.45	x 1	£ 18.49 (20%)	£ 92.45
HP 207X Original LaserJet Toner Cartridge High Yield Yellow W2212X Product Code: HPW2212X Pack Size: 1/1	£ 92.62	x 1	£ 18.52 (20%)	£ 92.62
HP 207X Original LaserJet Toner Cartridge High Yield Magenta W2213X Product Code: HPW2213X Pack Size: 1/1	£ 92.57	x 1	£ 18.51 (20%)	£ 92.57
1-Ply C-Fold Hand Towels Green (Pack of 2640) HTG2850 Product Code: WX43094 Pack Size: 1/1	£ 22.90	x 1	£ 4.58 (20%)	£ 22.90

Payment:
Sagepay

Delivery:
Free delivery

Order Note:		Subtotal	£ 388.48
Delivery Note:	Delivery between 9-2 please if workday.	Delivery	£ 0.00
PO Reference:		tax	£ 77.69
		Total	£ 466.17

13. £13.99 Amazon Purchase (Milk for pavilion hall)
Power: LGA 1972 S145

Order Summary
 Order placed 17 November 2025 Order No. 205-5810156-6143567

Dispatch to	Payment method	Order Summary
Anneka Ottewell-Barrett New Waltham Parish Council St Clements Way New Waltham, Lincolnshire LN36 4GU United Kingdom	MasterCard **** 7064	Item(s) Subtotal: £13.99 Postage & Packing: £0.00 Total Before VAT: £13.99 VAT: £0.00 Total: £13.99 Grand Total: £13.99

Arriving Friday



Lakeland Semi-Skimmed Milk Pods 12ml 2 x 120 (total 240 Portions) Suitable for Various Beverages Single-Serve for Tea & Coffee
 Sold by: E.L. Stores
 £13.99

14. £146.95 Amazon purchase Hearing Loop System for pavilion hall.
Power: LGA 1972 s133

Order Summary
 Order placed 17 November 2025 Order No. 205-7490054-4337910

Dispatch to	Payment method	Order Summary
Anneka Ottewell-Barrett New Waltham Parish Council St Clements Way New Waltham, Lincolnshire DN36 4GU United Kingdom	MasterCard **** 7064	Item(s) Subtotal: £122.46 Postage & Packing: £0.00 Total Before VAT: £122.46 VAT: £24.49 Total: £146.95 Grand Total: £146.95

Arriving 22 November - 23 November



Portable Induction Hearing Loop System
 Sold by: Black Cat Medicines
 £146.95

15. £5.90 Amazon purchase (sugar sachets for pavilion hall)
Power: LGA 1972 S145

Order Summary
 Order placed 17 November 2025 Order No. 205-7547083-6595555

Dispatch to	Payment method	Order Summary
Anneka Ottewell-Barrett New Waltham Parish Council St Clements Way New Waltham, Lincolnshire DN36 4GU United Kingdom	MasterCard **** 7064	Item(s) Subtotal: £5.90 Postage & Packing: £0.00 Total Before VAT: £5.90 VAT: £0.00 Total: £5.90 Grand Total: £5.90

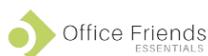
Arriving tomorrow



300 Silverspoon White Sugar Stick Sachets
 Sold by: Universal Product Solutions
 £5.90

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16. 84.53 Office Friends (Pavilion cleaning supplies) Power: LGFPA 1963 S5



Office Friends – Grimsby Office
King Edward Street
Grimsby, Lincolnshire DN31 3LA
GB
TEL: 01472 341 493

ORDER #O-10006923545 Nov 24, 2025

Contact Details
Name: Annela Ottewill-Barrett
Company: New Waltham Parish Council
Email: clerk@newwalthamparishcouncil.com
Phone: 01472822821
Account Number: NEW003

Addresses
Billing:
New Waltham Parish Council
Community Hall & Pavilion
St Clements Way
New Waltham, Lincolnshire DN36 4GU
GB

Description	Price	Qty	Tax	Total (ex tax)
ZWork Centrefeed Roll 2-Ply 500 Sheets Blue (Pack of 6) 2W03010 Item Code: 2W03010 Pack Size: 1/1	£ 10.35	x 1	£ 2.07 (20%)	£ 10.35
Dettol Antibacterial Multipurpose Cleaner Spray Pomegranate and Lime 1L (Pack of 6) 3007938 Item Code: RK77748 Pack Size: 1/1	£ 13.39	x 1	£ 2.68 (20%)	£ 13.39
Tork T4 Conventional Toilet Paper Roll Advanced 2-Ply White 320 Sheets (Pack of 36) 100320 Item Code: SCAS5215 Pack Size: 1/1	£ 27.70	x 1	£ 5.54 (20%)	£ 27.70
Domestos Pro Formula Toilet Cleaner and Descaler Ready To Use 750ml Item Code: CX851 Pack Size: 1/EA	£ 4.75	x 4	£ 3.80 (20%)	£ 19.00

Payment:
Sagepay

Shipping:
Free delivery

Order Note:		Subtotal	£ 70.44
Shipping Note:	Delivery between 9-2 please.	Shipping	£ 0.00
PO Reference:		tax	£ 14.09
		Total	£ 84.53

V.A.T Req: 828 3138 24

17. £19.18 Mop Heads refill x3 purchase for pavilion hall Power: LG MPA1976 S19

Minky Homecare

ORDER #26058

Thank you for your purchase!

We're getting your order ready to be shipped. We will notify you when it has been sent.

[View your order](#)

or [Visit our store](#)

Order summary

 Minky XL Dual Action Mop Refills x 3	£17.97
Subtotal	£17.97
Order discount	-£1.79
✓ HINCHIT (-£1.79)	
Shipping	£3.00
Taxes	£3.20
Total	£19.18 GBP

Signed:

Date:

End of report