# Easington Parish Council Receipt Schedule

Date	Description	Amount	Notes	Allocation
31/12/2024	Bank Interest	13.68	Flood Account	Bank Interest
	Bank Interest	89.87	General Reserve	Bank Interest
06/01/2025	VAT Reclaimed	298.01	Reclaim 01/08/24 to 31/12/2024	VAT
06/01/2025	Cemetery Fee	250.00	Interment of Ashes - Non Resident	Cemetery

Total 651.56

Minute Ref: 25/02/

**Key Code:** 

# Easington Parish Council Payment Schedule

Date	Description Ref:	Amount	Notes	Budget Item	Power to Spend
	To NOTE the following Contractual Payments:	·		'	
15/02/2025	January Salaries - All Employees	787.28	Paid 15th of the Month unless a Weekend/Bank Holiday	Salaries/HMRC	LGA1972 s112
28/02/2025	Unity Bank Monthly Charge	6.00	28 February 2025	Expenses	LGA 1972 S111
06/02/2025	To RESOLVE the following Payments:	'			
06/02/2025	ERYC	267.78	Removal of Waste following demolition of Kiosk	Village Work	LGA 1972, s111
06/02/2025	Amazon Business*	6.99	Envelopes x 100 - Pay to Clerk Expenses *	Expenses	LGA 1972, s111
06/02/2025	MKM Building Supplies Limited		Salt for Grit Bins	Village Work	LGA 1972, s111
06/02/2025	Easington Community Hall	58.50	Hall Hire - October / November / December	Hall Hire	LGA 1972, s111
	Total Monthly Payments	1223.39			
	To NOTE Internal Transfers of Funds				
05/12/2024	Transfer from Savings to Current Account	2500.00	General Reserve to Cash Account	N/A	Financial Regulations
	Signed:	Chair	of Meeting		
	Date: 06 February 2025				
	Signed:		Kim Dalton - Clerk/RFO		
	Date: 06 February 2025				
			Signed as Authorisation to pay the above amounts via Bank Transfer from the Community Account		
	Notes:		via Bank Transfer from the Community Account		
	1. *Clerks Expenses are amounts paid by the Clerk pe				
		r 6.99			
	on behalf of the Parish Council and being reclaimed	h / LIMDO	\	+ All Farming	
	•	•	payment fluctuates from month to month) and represen all Authorisation is made via Councillor(s) J Clubley,R Cl		
		Till and DU	iat Authorisation is made via Councillor(s) / Clubley, RCI	ubley of m. Jacobs	
	4.VAT Section 126 Payments can be reclaimed				
	Minute Ref: 25/02/				
	riniate nei. 23/02/				

# Easington Parish Council Bank Reconciliation

01/04/2024		Notes
Unity - Current Account - 20450685	1016.70	
Unity Savings Account - 20450698	518.86	
Unity Savings Account 20450708	9503.67	
Income	21746.00	
Total	32785.23	
Less:		
Expenditure	18139.14	
Reconciliation as at: 31 December 2024	14646.09	
Closing Balances as at 31/12/2024:		
Unity Savings Account - 20450698	2056.37	Flood Reserve
Unity Savings Account 20450708	11242.54	General Reserves
Unity - Current Account - 20450685	1347.18	Cash Account
Plus Uncleared Cheques/payments	0.00	
Balance	14646.09	
Signed By Chair		Date:
Signed By Chair:		Date:

Date:

Signed By Clerk:

# Easington Parish Council Bank Reconciliation

01/04/2024		Notes
Unity - Current Account - 20450685	1016.70	
Unity Savings Account - 20450698	518.86	
Unity Savings Account 20450708	9503.67	
Income	22294.01	
Total	33333.24	
Less:		
Expenditure	19341.84	
Reconciliation as at : 31 January 2025	13991.40	
Closing Balances as at 31/01/2025:		
Unity Savings Account - 20450698	2056.37	Flood Reserve
Unity Savings Account 20450708	11242.54	General Reserves
Unity - Current Account - 20450685	692.49	Cash Account
Plus Uncleared Cheques/payments	0.00	
Balance	13991.40	

Date:

Date:

Signed By Chair:

Signed By Clerk:

# Easington Parish Council 3rd Quarter Budget v Spending Comparison

Description EXPENDITURE Office Costs Accountant/Audit Fees Chairman's Fund Hall Hire/Zoom ERNLLCA/SLCC Office Expenses Kiosk - Costs Insurance	2020/2021 Actual 50.00 0.00 127.28 457.18 382.77 550.00	450.40 48.98 207.73 470.54	2022/2023 Actual 407.40 70.00	Budget 450.00	/2024 Actual	Budget	/2025 Actual	%	Difference	Comments RESERVES 2024 to 2025	
Office Costs Accountant/Audit Fees Chairman's Fund Hall Hire/Zoom ERNLLCA/SLCC Office Expenses Kiosk - Costs Insurance	50.00 0.00 127.28 457.18 382.77 550.00	450.40 48.98 207.73 470.54	407.40 70.00		7101001	Danger	7101441	, ,	21110101100		
Accountant/Audit Fees Chairman's Fund Hall Hire/Zoom ERNLLCA/SLCC Office Expenses Kiosk - Costs Insurance	0.00 127.28 457.18 382.77 550.00	48.98 207.73 470.54	70.00	450.00						General Reserve	8000.00
Chairman's Fund Hall Hire/Zoom ERNLLCA/SLCC Office Expenses Kiosk - Costs Insurance	0.00 127.28 457.18 382.77 550.00	48.98 207.73 470.54	70.00		718.60	607.00	604.80	99.64%	-2 20	Flood Reserve	2000.00
Hall Hire/Zoom ERNLLCA/SLCC Office Expenses Kiosk - Costs Insurance	127.28 457.18 382.77 550.00	207.73 470.54		100.00		100.00	29.00	29.00%		Severe Weather Reserve	1000.00
ERNLLCA/SLCC Office Expenses Kiosk - Costs Insurance	457.18 382.77 550.00	470.54	267.75	400.00		315.00	183.25	58.17%	-131.75		1000.00
Office Expenses Kiosk - Costs Insurance	382.77 550.00		489.18	490.00		530.00	517.86	97.71%	-12.14		11000.00
Kiosk - Costs Insurance	550.00	211.28	295.71	350.00		350.00	178.81	51.09%	-171.19		11000.00
Insurance		0.00	0.00	0.00		0.00	0.00	0.00%	0.00		
	397.04	395.47	363.00	420.00		500.00		72.60%	-137.00		
IT Equipment	933.17	0.00	0.00	100.00		100.00		0.00%	-100.00		
M/soft 365 & Norton AV	126.39	112.80	166.96	180.00		189.00		347.67%	468.10		
Training Courses	216.00	360.00	0.00	400.00		500.00	195.42	39.08%	-304.58		
Salaries Inc. HMRC	7223.16	7522.54	8056.97	8640.00		9368.00	7042.35	75.17%	-2325.65		
Odtarios irio. Fir irio	10462.99	9779.74	10116.97	11530.00		12559.00		77.81%			
	10102100				12010111						
Grants											
Grants	600.00	650.70	92.00	0.00	650.00	0.00	500.00	0.00%	500.00		
Section 137 Payments	100.00	100.00	100.00	100.00		100.00	100.00	100.00%	0.00		
	700.00	750.70	192.00	100.00		100.00	600.00	600.00%	500.00		
	1 2 2 1 2 2								0.00		
Community Costs									0.00		
Defib Accessories	102.59	0.00	1031.00	450.00	0.00	250.00	0.00	0.00%	-250.00		
Grass Cutting Contract	4225.00	5940.00	4800.00	6000.00		5670.00		100.00%	0.00		
Rates - Cemetery	95.08	0.00	312.12	150.00		241.00	229.54	95.24%	-11.46		
Seating	130.00	437.03	0.00	250.00		550.00	467.50	85.00%	-82.50		
Street Lighting	213.47	171.39	199.80	220.00	_	221.00	217.06	98.22%	-3.94		
Village Work	550.00	3599.98	883.48	750.00		500.00	479.98	96.00%	-20.02		
Waste Collection	128.96	132.86	138.06	145.00		163.00	155.22	95.23%	-7.78		
Severe Weather Costs	63.00	0.00	0.00	1000.00		0.00	0.00	0.00%	0.00		
Allotment Costs	17.00	0.00	0.00	1000.00		100.00	0.00	0.00%	-100.00		
Audineni Cosis	5525.10	10281.26	7364.46	9065.00		7695.00	7219.30	93.82%	-100.00 -475.70		
	3323.10	10281.20	7304.40	9005.00	0340.01	7695.00	7219.30	93.6270	-4/3./0		
Total Expenditure	16688.09	20811.70	17673.43	20695.00	19947.38	20354.00	17590.89	86.42%	-2763.11		
					10001		/222				
INCOME	2020/2021	2021/2022	2022/2023		/2024		/2025				
	Actual	Actual	Actual	Budget	Actual	Budget	Actual	100.000/			
Precept	14000.00	17000.00	17000.00	20000		20000.00		100.00%	0.00		
Cemetery Fees	715.00	1690.00	1760.00	500.00		1050.00	100.00	9.52%	-950.00		
Allotment / Land Fees	168.07	77.00	100.00	100.00		100.00	1.00	1.00%	-99.00		
Wayleave	11.77	11.77	11.77	11.77	11.77	11.77	11.77	100.00%	0.00		
Bank Interest	5.59	1.83	96.96	20.00		350.00		78.97%	-73.62		
Grants	600.00	525.00	0.00	500.00		500.00	500.00	100.00%	0.00		
VAT	0.00	899.90	1158.03	0.00		606.61	856.85	141.25%	250.24		
Jubilee /Coronation/D Day	0.00	3071.25	1409.89	0.00	0.00	0.00	0.00	0.00%	0.00		
Total Income	15500.43	23276.75	21536.65	21131.77	22670.92	22618.38	21746.00	96.14%	-872.38		
Income less Expenditure	-1187.66	2465.05	3863.22	436.77	2723.54	2264.38	4155.11	183.50%	1890.73		
	-1107.00	2400.00	0000.22	430.77	2,23.04	2204.30	7100.11	100.0070	1550.75		
Updated 12/2024											



# **EASINGTON PARISH COUNCIL**

## **APPENDIX A - APPLICATION FORM SMALL GRANT FUNDING**

Please read the Grant Policy **before** filling in the form.

1.	Name and address of your group:
	Name of person making the application:
	Position in organisation:
	Contact phone number:
	Email address:
2.	About Your Organisation Are you a registered charity? Yes/No:
	If so, please give your charity number:
3.	Is your organisation part of, or affiliated to, a larger organisation?
	If so, which:
4.	How many people will benefit from this funding?
5.	How many of these are EASINGTON PARISH Council area residents?
	%
6.	How much funding are you applying for? £ (max £500)
7.	What is the total cost of your project? £

8.	What would you like the fun	ding for?	
9.	How will you spend the mor	ey you are applying for?	
	Item		Amount
			£
•			£
•			£
•			£
	Total		£
10	. How else are you funding yo fund raising and existing mo		ts from other organisations,
	Source	£	Confirmed?
•			
•			
•			
•			
•			
	Total		
11	. Will you be passing the fund	ling on to any other group	os (except to pay for goods
	and services)? Yes / No (de		

12. Have you applied for any other funds/grants towards the cost of this project?  Please provide details below:
13. The Council wants to ensure that its limited grant budget goes to help those most in need. The Council will not normally fund events or activities for which a charge is made e.g. tickets for a dinner or a fee to attend a club. If it is intended to have a charge, please let us know how much people will be charged to access this project and what steps are to be put in place to ensure as many people as possible from the Parish are able to access the project.
If a surplus is to be made please detail how and when these funds will benefit the communities in Easington Parish:
14. If the funding is for work with vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at East Riding of Yorkshire Council?
Yes (name of contact) / No / Not applicable (delete)
Please ensure a copy of the annual accounts and any quotes are included as stated in Grants Awarding Policy – How to Apply.
Please give us details of the bank account that the grant should be paid into if approved (this cannot be a building society passbook account):
Name of Account:
Account number:
Sort Code:

## Please ensure you have read the grant policy before signing the form. Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I/We agree that Easington Parish Council will process and hold personal information about me/us and my/our group or organisation only in relation to this grant application. I/We consent to my/our personal information, including that contained in this form, being stored manually and/or electronically by Easington Parish Council. It will be held securely and treated confidentially for six years after an application is made. I/We understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Easington Parish Council may pass details onto an official organisation where required to do so by law or contract. I/We understand that my/our data will be disposed of securely six years after the application and that I/we have the right to correct the information at any time. I/We have been made aware of my/our rights under GDPR.

#### **Declaration:**

I/We declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I/We declare that we have read the grant policy and that our application complies with the policy.

I/We declare that I/we have included all the requested information.

I/We fully understand that if I/we do not include the requested information and/or if mine/our application does not comply with the policy, the application may be rejected.

Signed:	 
Name:	 
Date:	 

# For Office Use Only

Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Parish Clerk.

Yes	No	
	(investigate)	
		The grant will result in a benefit for the area covered by the Parish
		Council and will contribute positively to the area of
		Easington/Kilnsea and/or Out Newton?
		Is the grant for non-political or non-quasi-political organisations or
		projects?
		Is the grant application for £500 or less?
		Is the applicant based in the Parish Council area? If not, has the
		applicant detailed what proportion of beneficiaries of the grant
		reside in the area?
		Is the grant for the sole use of the applying group and not to pass on
		money?
		For projects involving vulnerable children or adults, do the
		organisers have the support of Adult Social Care or Children's
		Services at East Riding of Yorkshire Council?
		Parish Clerk/RFO in agreement (legal financial delegation)?

Assessing officer:
Date of assessment:
Decision (delete as applicable): reject / return for further information / proceed



## EASINGTON PARISH COUNCIL

#### **GRANTS AWARDING POLICY**

Thank you for your interest in applying for a Grant from Easington Parish Council.

The council awards grants to voluntary organisations and community groups, which in the opinion of the Council are in the interests of the parish and will benefit them in a manner commensurate with the expenditure and where financial need is demonstrated. The aim of the Parish Council, by awarding a Grant, is for improvement in the wellbeing of the Community and to ensure its residents obtain a benefit from any grant awarded.

All applications will be considered on their individual merits. The final decision on assessment of applications and the level of any award offered lies with the Council.

### You can apply if you fit the following criteria?

- You are a not-for-profit group operating for the benefit of the community of the Parish of Easington (this includes Kilnsea and Out Newton).
- You have a constitution or other governing document.
- You have an appropriate safeguarding policy if working with children and young people or vulnerable adults.
- You have a Bank / Building Society Current Account in the name of the organisation, with at least two signatories. We are unable to pay money into an individual's account.

#### What the Council will not fund?

- Loan repayments
- Retrospective applications where the activity or project has already been started or completed.
- Religious or political activities unless unrestricted community benefit can be demonstrated.
- Organisations that discriminate on grounds of age, disability, being married or in a civil partnership, gender reassignment, pregnancy and maternity, race including colour, nationality, ethnic or national origin, religion or belief, sex, and sexual orientation.
- Applications for the benefit of an individual
- Any group that has received a grant from the Council within the current financial year
- Any group whose aims the Council considers to be working within a business or profit-making remit.

#### **Amount of Grant?**

- Applications for up to £1,000.00 may be considered however the average allocation is between £100.00 and £500.00.
- Applicants may be required to meet a proportion of the estimated cost of the project.

#### **Conditions**

- If the grant is put to purposes other than those for which it was awarded without the prior approval of the Council, the recipient organisation shall be required to repay the grant
- The organisation shall supply copies of the latest set of its accounts together with any other financial information the council may need
- The organisation should supply such information as the Council may request regarding the impact of the project on the Parish of Easington or its inhabitants.
- Recognition of the grant from the Council must be made in any publicity
- Within a period of time set by the parish council, the group to whom the award of a grant is made is required to submit a written report explaining how the grant has been used.

### When to apply?

- Grants are considered by the Council at each Council Meeting
- Completed applications should be forwarded to the Clerk no later than 14 days prior to a meeting, dates of meetings are on Easington Parish Council Website.
- You may be expected to attend the meeting to provide any additional supporting information and answer any questions the Council might have
- Applicants will be notified within a month of the meeting of the Council

#### How is an application considered?

The Council will consider applications on the following basis:

- How well the grant will meet the needs of the community
- How effectively your group will use the grant
- Whether the costs are appropriate and realistic
- Level of contributions raised locally
- Whether the applicant could reasonably have been expected to obtain sufficient funding from a more appropriate source
- How the group is managed
- How the grant positively benefits residents residing within this parish.

### How to apply

Applications must be made in writing to the Clerk, please use the Grant Application Form (Appendix A). The following should be included within the application:

- The amount of funding required.
- When is the funding needed? (a start and end date should be included)
- What is the grant request for? (Please provide as much detail as possible, including how the parish and/or residents of Easington Parish will benefit)
- Details of any other funding sources
- The latest annual accounts of the organisation must be included.
- Copies of quotes must be included if applicable