

RFO REPORT – 1st May 2018

| SOUTH STOKE PARISH COUNCIL | | | Receipt and Payment Analysis as at :- | | | | 01/05/2018 |
|--|--|--|--|------|-------------------|-------------------|--------------------------|
| | | | | Note | Budget 2018/19 | Actual to date | Variation from budget |
| RECEIPTS | | | | | | | |
| Parks & Open Spaces | | | | | 0 | 0 | 0 |
| Community Infrastructure Levy | | | | | 0 | 0 | 0 |
| B&NES Agency Services (Roadsweeping) | | | 3 | | 4460 | 0 | -4460 |
| B&NES Agency Services (Footpath Clearing) | | | | | 440 | 0 | -440 |
| B&NES Agency Services (Churchyard) | | | 2 | | 975 | 0 | -975 |
| Agency Services Sub Total | | | | | 5875 | 0 | -5875 |
| Allotment Rents | | | | | 160 | 120 | -40 |
| Precept | | | 6 | | 9858 | 4929 | -4929 |
| Local Council Tax Support Grant | | | | | 30 | 15 | -15 |
| Bank Interest | | | | | 80 | 0 | -80 |
| Other Income | | | | | 0 | 0 | 0 |
| VAT Refund | | | 4 | | 460 | 0 | -460 |
| TOTAL RECEIPTS | | | | | 16463 | 5064 | -11399 |
| PAYMENTS (Ex VAT) | | | 1 | | | | |
| Parks & Open spaces | | | | | | | |
| Village Green upkeep | | | | | 250 | 0 | -250 |
| Millennium Viewpoint & Wood | | | | | 100 | 0 | -100 |
| Sub-total | | | | | 350 | 0 | -350 |
| General Administration | | | | | | | |
| Postage, stationery, printing etc. | | | | | 200 | 0 | -200 |
| Insurance | | | | | 288 | 0 | -288 |
| Parish Hall Hire | | | | | 250 | 0 | -250 |
| Clerk Remuneration | | | | | 4050 | 338 | -3712 |
| Audit Fee | | | | | 100 | 0 | -100 |
| Society of Local Council Clerks | | | | | 70 | 0 | -70 |
| ALCA | | | | | 80 | 0 | -80 |
| Data Protection Act | | | | | 35 | 0 | -35 |
| Website Hosting and Maintenance | | | | | 250 | 0 | -250 |
| Publications, books and Training etc. | | | | | 100 | 0 | -100 |
| Sub-total | | | | | 5423 | 338 | -5085 |
| Agency Services | | | | | | | |
| Roadsweeping wages | | | 3 | | 4170 | 317 | -3853 |
| Roadsweeping other costs | | | | | 75 | 0 | -75 |
| Footpath clearance | | | | | 380 | 0 | -380 |
| Churchyard Upkeep | | | 2 | | 850 | 0 | -850 |
| Sub-total | | | | | 5475 | 317 | -5158 |
| Allotments | | | | | | | |
| Allotments rent | | | | | 45 | 0 | -45 |
| Allotments maintenance | | | | | 50 | 6 | -44 |
| Sub-total | | | | | 95 | 6 | -89 |
| Public lighting | | | | | | | |
| Electricity | | | | | 400 | 33 | -367 |
| Routine Maintenance | | | | | 275 | 63 | -212 |
| Sub-total | | | | | 675 | 96 | -579 |
| S137 Payments | | | | | | | |
| Avon Wildlife Trust | | | | | 50 | 0 | -50 |
| Bath Preservation Trust | | | | | 20 | 0 | -20 |
| CPRE | | | | | 40 | 0 | -40 |
| Sub-total | | | | | 110 | 0 | -110 |
| Other Non-recurring Items | | | | | | | |
| Grant to Parish Hall | | | | | 500 | 0 | -500 |
| Community Infrastructure Payments | | | | | 1000 | 0 | -1000 |
| Professional & Legal Advice | | | 5 | | 1500 | 1798 | 298 |
| Other Expenditure | | | | | 900 | 24 | -876 |
| | | | | | 3900 | 1822 | -2078 |
| TOTAL PAYMENTS | | | | | 16028 | 2578 | -13450 |
| Excess of Income over Expenditure | | | 6 | | 435 | 2486 | 2051 |
| Reclaimable VAT | | | | | | 374 | |
| Total Gross Payments | | | | | | 2951.96 | |
| Note 1. Payments exclude VAT unless it cannot be re-claimed. | | | | | | | |
| Note 2. Churchyard upkeep is a ringfenced account. The remaining surplus from previous years is retained solely for that purpose. | | | | | | | |
| Note 3. Includes Roadsweeping costs of £42 for South Stoke Lane Hedgecutting clearance | | | | | | | |
| Note 4. There is a larger than normal VAT Refund this year as a result of the expenditure on Consultancy Services last year | | | | | | | |
| Note 5. Consultancy Fees Planned for Master Plan representation. | | | | | | | |
| Note 6. An increased Precept will recover some of the reserves depleted by Consultancy Fees Paid last year. | | | | | | | |

BANK RECONCILIATION**Financial Year Ending 31st March 2018**

Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer on
9th May 2018

| | | |
|---|----------|------------------|
| Balance per Bank Statements as at 01/05/2018 | | |
| Current Account HSBC | 6,316.79 | |
| Deposit Account Bath Building Society | 9,015.89 | |
| Of which | | 15,332.68 |
| Community Infrastructure Balance - unspent | 2,658.72 | |
| LESS Un-presented cheques: (inc. VAT) | | |
| Sub Total | | 0.00 |
| PLUS Unpresented Credits | | |
| Sub Total | | 0.00 |
| Net Balance as at 1st May 2018 | | 15,332.68 |
| The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:- | | |
| CASH BOOK | | |
| Opening Balance 01/04/2018 | | |
| Current Account HSBC | 4,204.75 | |
| Deposit Account Bath Building Society | 9,015.89 | |
| | | 13,220.64 |
| Community Infrastructure Balance - unspent | 2,658.72 | |
| Plus Receipts in the year | | 5,064.00 |
| | | 18,284.64 |
| Less Payments in the year | | 2,951.96 |
| Closing Balance per cash book (receipts and payments book) on 01/05/2018 | | 15,332.68 |

Councillor

Clerk

Print Name:

Mr. G. Davis

Dated

1. **Community Infrastructure Receipts** – A balance of £2,658.72 has been brought forward from last year, unspent.
2. The first Precept and Grant payments of £4,929 have been received from B&NES Council, together with the grant of £15.00.
3. The Village Cleaning Agency Payment, an amount of £4,488.91 has been made as a single annual payment rather than monthly payments as previously, but is not yet showing in this report.

Section 137 Payments for Approval in the coming Year – Estimated values from Budget.

| | |
|--|--------|
| Avon Wildlife Trust membership 2018-19 | £48.00 |
| Bath Preservation Trust | £15.00 |
| Council for the Preservation of Rural England (CPRE) | £36.00 |

Receipts since meeting on 12th March 2018.

| | | | |
|-------|-----------------------|------------------------------|---------|
| 2A-2B | Tania Rodrigues | Allotment Rent 2A&2B 2018-19 | 20.00 |
| 1B-4B | Geoffrey Davis | Allotment Rent 1B&4B 2018-19 | 20.00 |
| BIBS | Bath Building Society | Interest 2017 | 75.08 |
| 1a | B&NES Council | Precept | 4929.00 |
| 1b | B&NES Council | Grant | 15.00 |
| 2 | Allotment tenants | Allotment Rents 2018-19 | 120.00 |

Payments approved as standing payments or at meeting on 12th March 2018 which have now been made.

| | | | |
|-----------|-------------------|----------------------------------|--------|
| 12:50:39 | Chew Valley Trees | Retirement Gift Robert Hellard | 96.24 |
| 14:26:16 | ALCA | Subscription 2018-19 | 78.82 |
| 16:56:32 | Mendip Fireplaces | Village Green Wall Repairs | 319.20 |
| DD266-MAR | E.ON | Electricity Bill Dated 1/03/2018 | 31.27 |
| 15:48:47 | Mrs J John | Postage | 3.83 |
| 09:49:52 | Grant Davis | Parish Sweeper - 25/2/18-31/3/18 | 316.80 |
| 09:47:44 | Mr. G. Davis | Parish Clerk - March 2018 | 270.25 |
| 09:53:13 | HMRC | Month 12 PAYE | 146.60 |
| 11:50:04 | Mr. G. Davis | Expenses - Printer Toner | 47.79 |
| DD266-APR | E.ON | Electricity Bill Dated 1/04/2018 | 34.62 |

Approvals requested for expenditure before next meeting.

| | |
|--|---------|
| Came & Company – Parish Council Insurance Renewal | £299.97 |
| Community Heartbeat Trust – Replacement Out of Date Pads | £45.60 |
| Society of Local Council Clerks Membership Renewal 2017-18 | £67.65 |
| Sarah Richardson – Internal Audit Fee | £100.00 |
| Sarah Richardson – Internal Audit Travel Expenses | £5.00 |