

RFO REPORT – 11<sup>th</sup> July 2018

SOUTH STOKE PARISH COUNCIL			Receipt and Payment Analysis as at :-				11/07/2018
				Note	Budget 2018/19	Actual to date	Variation from budget
<b>RECEIPTS</b>							
Parks & Open Spaces					0	0	0
Community Infrastructure Levy					0	11	11
B&NES Agency Services (Roadsweeping)			3		4460	4489	29
B&NES Agency Services (Footpath Clearing)					440	445	5
B&NES Agency Services (Churchyard)			2		975	0	-975
<b>Agency Services Sub Total</b>					5875	4933	-942
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
			<b>TOTAL RECEIPTS</b>		16463	10008	-6455
<b>PAYMENTS (Ex VAT)</b>							
<b>Parks &amp; Open spaces</b>				1			
Village Green upkeep					250	0	-250
Millennium Viewpoint & Wood					100	0	-100
			<b>Sub-total</b>		350	0	-350
<b>General Administration</b>							
Postage, stationery, printing etc.					200	17	-183
Insurance					288	300	12
Parish Hall Hire					250	232	-18
Clerk Remuneration					4050	1102	-2948
Audit Fee					100	105	5
Society of Local Council Clerks					70	68	-2
ALCA					80	0	-80
Data Protection Act					35	0	-35
Website Hosting and Maintenance					250	0	-250
Publications, books and Training etc.					100	60	-40
			<b>Sub-total</b>		5423	1883	-3540
<b>Agency Services</b>							
Roadsweeping wages			3		4170	1242	-2928
Roadsweeping other costs					75	20	-55
Footpath clearance					380	0	-380
Churchyard Upkeep			2		850	0	-850
			<b>Sub-total</b>		5475	1262	-4213
<b>Allotments</b>							
Allotments rent					45	0	-45
Allotments maintenance					50	6	-44
			<b>Sub-total</b>		95	6	-89
<b>Public lighting</b>							
Electricity					400	142	-258
Routine Maintenance					275	127	-148
			<b>Sub-total</b>		675	269	-406
<b>S137 Payments</b>							
Avon Wildlife Trust					50	0	-50
Bath Preservation Trust					20	15	-5
CPRE					40	36	-4
			<b>Sub-total</b>		110	51	-59
<b>Other Non-recurring Items</b>							
Grant to Parish Hall					500	800	300
Community Infrastructure Payments					1000	0	-1000
Professional & Legal Advice			5		1500	3081	1581
Other Expenditure					900	62	-838
					3900	3943	43
			<b>TOTAL PAYMENTS</b>		16028	7413	-8615
<b>Excess of Income over Expenditure</b>			6		435	2595	2160
<b>Reclaimable VAT</b>						824	
<b>Total Gross Payments</b>						8236.98	
<b>Note 1. Payments exclude VAT unless it cannot be re-claimed.</b>							
<b>Note 2. Churchyard upkeep is a ringfenced account. The remaining surplus from previous years is retained solely for that purpose.</b>							
<b>Note 3. Includes Roadsweeping costs of £42 for South Stoke Lane Hedgecutting clearance</b>							
<b>Note 4. There is a larger than normal VAT Refund this year as a result of the expenditure on Consultancy Services last year</b>							
<b>Note 5. Consultancy Fees Planned for Master Plan representation.</b>							
<b>Note 6. An increased Precept will recover some of the reserves depleted by Consultancy Fees Paid last year.</b>							

**BANK RECONCILIATION****Financial Year Ending 31<sup>st</sup> March 2019**Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer on  
11<sup>th</sup> July 2018

<b>Balance per Bank Statements as at 01/07/2018</b>			
Current Account HSBC		7,630.40	
Deposit Account Bath Building Society		9,015.89	
Of which			16,646.29
<b>Community Infrastructure Balance - unspent</b>		2,658.72	
<b>LESS</b> Un-presented cheques: (inc. VAT)			
13:33:05	SSE Contracting	Lighting Maintenance Apr - Jun 18	76.10
13:59:27	Landmark BACS Account	Legal Opinion - Judicial Review	720.00
101475	Nash Partnership	Planning Advice - DMC/Officers Report	820.26
DD266-JULY	E.ON	Electricity Bill Dated 2/07/2018	38.08
Sub Total			1,654.44
<b>PLUS</b> Unpresented Credits			
Sub Total			0.00
<b>Net Balance as at 11th July 2018</b>			<b>14,991.85</b>
<b>The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:-</b>			
<b>CASH BOOK</b>			
<b>Opening Balance 01/04/2018</b>			
Current Account HSBC		4,204.75	
Deposit Account Bath Building Society		9,015.89	
			13,220.64
<b>Community Infrastructure Balance - unspent</b>		2,658.72	
Plus Receipts in the year			10,008.19
			23,228.83
Less Payments in the year			8,236.98
<b>Closing Balance per cash book (receipts and payments book) on 11/07/2018</b>			<b>14,991.85</b>

Councillor .....

Clerk .....

Print Name: .....

**Mr. G. Davis**

Dated .....

# RFO REPORT – 11<sup>th</sup> July 2018

1. **Community Infrastructure Receipts** – A balance of £2,658.72 has been brought forward from last year, unspent.
2. **Available Resources** The maximum available resources are £9,812.  
Further Income £7145 (VAT Refund - £1147, Precept - £4944, Churchyard - £974, Bank Interest £80), further Expenditure £9053 (Admin inc Clerks Pay £3540, Agency Sweeper, Idverde £4213, Allotments £100, Lighting £400, Other –Phone Box £800).  
Gives deficit of £1908.  
Balance £14992, less deficit of £1908, less CIL balance of £2659, less £613 Churchyard ring fenced balance, gives £9812.

## Receipts since meeting on 21st May 2018.

3	B&NES Council	Agency Payment Parish Sweeping	4488.91
4	B&NES Council	Agency Payment Footpaths	444.52
5	B&NES Council	CIL Payment Late Interest	10.76

## Payments approved as standing payments or at meeting on 21st May 2018 which have now been made.

16:55:02	Grant Davis	Parish Sweeper - 1/4/18-28/4/18	253.60
16:53:14	Mr. G. Davis	Parish Clerk - April 2018	270.25
16:56:59	HMRC	Month 1 PAYE	130.60
10:28:24	SLCC	Membership 2018 Contribution	67.65
14:04:50	Community Heartbeat Trust	Replacement Defibrillator Pads	45.60
14:10:03	Sarah Richardson	Internal audit Fee	100.00
14:11:42	Sarah Richardson	Internal audit Travel exps	5.00
14:15:27	Came & Company	Insurance 2018-19 Renewal	299.97
101474	R.O. Dando & Sons Ltd	Village Hall car Park Resurfacing	960.00
12:41:00	South Stoke Parish Hall	Parish Hall Hire 20187-2018	232.00
DD266-MAY	E.ON	Electricity Bill Dated 1/05/2018	36.87
12:31:28	Grant Davis	Parish Sweeper - 29/4/18-26/5/18	389.57
12:33:33	Mr. G. Davis	Parish Clerk - May 2018	328.17
12:17:45	Mr. G. Davis	Expenses - Printer paper	20.00
12:34:50	HMRC	Month 2 PAYE	179.40
SO-BPT	Bath Preservation Trust	Membership 2018-19	15.00
16:40:48	Mr. G. Davis	Exps - Parish Sweeper Brooms	24.00
DD266-JUNE	E.ON	Electricity Bill Dated 1/06/2018	39.35
DDCPRE	CPRE	Membership renewal 2018	36.00
14:12:09	ALCA	Good Councillors Course A Done	60.00
14:15:06	Grant Davis	Parish Sweeper - 29/4/18-26/5/18	350.45
14:18:29	Mr. G. Davis	Parish Clerk - May 2018	282.95
14:20:07	HMRC	Month 3 PAYE	158.60

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**Payments for approval which have been made since 1st July or are yet to be made.**

13:33:05	SSE Contracting	Lighting Maintenance Apr - Jun 18	76.10
13:59:27	Landmark BACS Account	Legal Opinion - Judicial Review	720.00
101475	Nash Partnership	Planning Advice - DMC/Officers Report	820.26
DD266-JULY	E.ON	Electricity Bill Dated 2/07/2018	38.08

Councillor .....

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**Mr. G. Davis**

Dated .....