

RFO REPORT – 17th September 2018

| SOUTH STOKE PARISH COUNCIL | | | Receipt and Payment Analysis as at :- | | | 01/09/2018 |
|--|--|--|--|-------------------|-------------------|--------------------------|
| | | | Note | Budget 2018/19 | Actual to date | Variation from budget |
| RECEIPTS | | | | | | |
| 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 |
| Agency Services Sub Total | | | | 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 |
| | | | TOTAL RECEIPTS | 16463 | 10008 | -6455 |
| PAYMENTS (Ex VAT) | | | | | | |
| Parks & Open spaces | | | 1 | | | |
| Village Green upkeep | | | | 250 | 0 | -250 |
| Millennium Viewpoint & Wood | | | | 100 | 0 | -100 |
| | | | Sub-total | 350 | 0 | -350 |
| General Administration | | | | | | |
| Postage, stationery, printing etc. | | | | 200 | 61 | -139 |
| Insurance | | | | 288 | 300 | 12 |
| Parish Hall Hire | | | | 250 | 232 | -18 |
| Clerk Remuneration | | | | 4050 | 1809 | -2241 |
| 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 | 313 | 63 |
| Publications, books and Training etc. | | | | 100 | 60 | -40 |
| | | | Sub-total | 5423 | 2948 | -2475 |
| Agency Services | | | | | | |
| Roadsweeping wages | | | 3 | 4170 | 1943 | -2227 |
| Roadsweeping other costs | | | | 75 | 20 | -55 |
| Footpath clearance | | | | 380 | 0 | -380 |
| Churchyard Upkeep | | | 2 | 850 | 0 | -850 |
| | | | Sub-total | 5475 | 1963 | -3512 |
| Allotments | | | | | | |
| Allotments rent | | | | 45 | 0 | -45 |
| Allotments maintenance | | | | 50 | 6 | -44 |
| | | | Sub-total | 95 | 6 | -89 |
| Public lighting | | | | | | |
| Electricity | | | | 400 | 217 | -183 |
| Routine Maintenance | | | | 275 | 127 | -148 |
| | | | Sub-total | 675 | 344 | -331 |
| S137 Payments | | | | | | |
| Avon Wildlife Trust | | | | 50 | 48 | -2 |
| Bath Preservation Trust | | | | 20 | 15 | -5 |
| CPRE | | | | 40 | 36 | -4 |
| | | | Sub-total | 110 | 99 | -11 |
| Other Non-recurring Items | | | | | | |
| Grant to Parish Hall | | | | 500 | 800 | 300 |
| Community Infrastructure Payments | | | | 1000 | 0 | -1000 |
| Professional & Legal Advice | | | 5 | 1500 | 3081 | 1581 |
| Other Expenditure | | | | 900 | 72 | -828 |
| | | | | 3900 | 3953 | 53 |
| | | | TOTAL PAYMENTS | 16028 | 9312 | -6716 |
| Excess of Income over Expenditure | | | | | | |
| | | | 6 | 435 | 696 | 261 |
| Reclaimable VAT | | | | | | |
| | | | | | 894 | |
| Total Gross Payments | | | | | | |
| | | | | | 10206.04 | |
| 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 2019**

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

| | | |
|---|----------|------------------|
| Balance per Bank Statements as at 01/09/2018 | | |
| Current Account HSBC | 4,098.59 | |
| Deposit Account Bath Building Society | 9,015.89 | |
| Of which | | 13,114.48 |
| Community Infrastructure Balance - unspent | 2,669.48 | |
| LESS Un-presented cheques: (inc. VAT) | | |
| Sub Total | | 0.00 |
| PLUS Unpresented Credits | | |
| Sub Total | | 0.00 |
| Net Balance as at 1st September 2018 | | 13,114.48 |
| 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 | | 10,008.19 |
| | | 23,228.83 |
| Less Payments in the year | | 10,206.04 |
| Closing Balance per cash book (receipts and payments book) on 01/09/2018 | | 13,022.79 |

Councillor

Clerk

Print Name: PATRICK DAWSON

Mr. G. Davis

Dated 16/07/2018

1. **The VAT Reclaim** has yet to be done. It will be done shortly so that it can include the VAT for the Professional Fees expenditure.

Receipts since meeting on 16th July 2018. - NONE

Payments approved as standing payments or at meeting on 16th July 2018 which have now been 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 |
| DDAWT | Avon Wildlife Trust | Membership 2018-19 | 48.00 |
| 16:53:55 | Grant Davis | Parish Sweeper - 1/7/18-28/7/18 | 280.60 |
| 16:56:13 | Mr. G. Davis | Parish Clerk - July 2018 | 282.95 |
| 16:58:26 | HMRC | Month 4 PAYE | 140.80 |
| 14:09:33 | Mr G Davis | Exps SouthStokePC.org.uk Domain | 12.99 |
| 14:11:54 | Mr G Davis | Exps SouthStokePC.org.uk Hosting | 344.16 |
| 17:17:40 | Mr G Davis | Exps USB Memeory Stick | 10.99 |
| 17:19:49 | Mr G Davis | Exps SouthStoke.org Domain | 13.18 |
| DD266-AUG | E.ON | Electricity Bill Dated 1/08/2018 | 39.35 |
| 20:50:33 | Grant Davis | Parish Sweeper - 29/7/18-25/8/18 | 280.40 |
| 20:52:44 | Mr. G. Davis | Parish Clerk - August 2018 | 282.95 |
| 20:55:12 | HMRC | Month 5 PAYE | 141.00 |

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

| | | | |
|------------|------------------|-----------------------------------|-------|
| 11:55:34 | Mr G Davis | Exps USB Print Cartridge | 42.34 |
| 101476 | South stoke 2000 | Book of South Stoke for New Vicar | 10.00 |
| DD266-SEPT | E.ON | Electricity Bill Dated 1/09/2018 | 39.35 |