

RFO REPORT – 19th November 2018

SOUTH STOKE PARISH COUNCIL				Receipt and Payment Analysis as at :-			01/11/2018
						Budget	Actual
				Note		2018/19	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	9858	0
Local Council Tax Support Grant					30	30	0
Bank Interest					80	0	-80
Other Income					0	0	0
VAT Refund				4	460	1230	770
TOTAL RECEIPTS					16463	16182	-281
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	61	-139
Insurance					288	300	12
Parish Hall Hire					250	232	-18
Clerk Remuneration					4050	2517	-1533
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	3655	-1768
Agency Services							
Roadsweeping wages				3	4170	2732	-1438
Roadsweeping other costs					75	20	-55
Footpath clearance					380	0	-380
Churchyard Upkeep				2	850	0	-850
Sub-total					5475	2752	-2723
Allotments							
Allotments rent					45	0	-45
Allotments maintenance					50	6	-44
Sub-total					95	6	-89
Public lighting							
Electricity					400	253	-147
Routine Maintenance					275	190	-85
Sub-total					675	443	-232
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	10908	-5120
Excess of Income over Expenditure				6	435	5274	4839
Reclaimable VAT						908	
Total Gross Payments						11816.57	
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
13th November 2018

Balance per Bank Statements as at 01/11/2018			
Current Account HSBC	7,340.37		
Deposit Account Bath Building Society	9,015.89		
Of which			16,356.26
Community Infrastructure Balance - unspent	2,669.48		
LESS Un-presented cheques: (inc. VAT)			
Sub Total			0.00
PLUS Unpresented Credits			
7 HMRC VAT Reclaim 01/10/17 to 30/09/18	1229.95		
Sub Total			1,229.95
Net Balance as at 1st November 2018			17,586.21
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			16,182.14
			29,402.78
Less Payments in the year			11,816.57
Closing Balance per cash book (receipts and payments book) on 01/11/2018			17,586.21

Councillor

Clerk

Print Name: PATRICK DAWSON

Mr. G. Davis

Dated 19/11/2018

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1. The VAT Reclaim of £1229.95 has been received, which includes all the VAT paid for the Sulis Down Planning and Legal Advice.
2. The second half of the Precept and Support Grant of £4944.00 has also been received.

The Parish Council is therefore holding a surplus income £5274, but set against this is anticipated expenditure throughout the remaining year of £5120. The only further income is the Churchyard agency payment of £975. Therefore any other expenditure beyond that budgeted for the phone box would result in a deficit at the year end.

3. The offer of Transitional Financial Arrangements for continuing the Parish Sweeper Scheme has been received from B&NES Council. This has the potential to require further increases in the precept to cover the cost of the scheme as the transitional funding reduces.

The Parish Council will need to resolve to accept (or not) this Transitional Scheme with any potential future impact upon the precept. However, it should be noted that the current level of precept and agency income (£9858 + £975 + £440 = £11,273) would appear to be only about £1,000 deficient to meet normal annual day-to-day expenditure (£12,128) excluding Non-Recurring Items such as Parish Works and Other Works.

Therefore the two thirds payment (£2934) year 1, and one third payment (£1,467) year 2 under the transitional sweeper scheme would mean that the precept could be increased at a reasonable rate each year to meet the full cost of the sweeper in year 3.

Receipts since meeting on 17th September 2018.

6a	B&NES Council	Precept	4929.00
6b	B&NES Council	Grant	15.00
7	HMRC	VAT Reclaim 01/10/17 to 30/09/18	1229.95

Payments approved as standing payments or at meeting on 17th September 2018 which have now been made.

11:55:34	Mr G Davis	Exps 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
16:48:41	SSE Contracting	Lighting Maintenance Jul - Sept 18	76.10
16:51:07	Grant Davis	Parish Sweeper - 26/8/18-29/9/18	350.65
16:52:55	Mr. G. Davis	Parish Clerk - September 2018	283.15
16:55:03	HMRC	Month 6 PAYE	158.20
DD266-OCT	E.ON	Electricity Bill Dated 1/10/2018	38.08
15:24:10	Grant Davis	Parish Sweeper - 30/9/18-27/10/18	280.40
15:25:41	Mr. G. Davis	Parish Clerk - October 2018	282.95
15:27:27	HMRC	Month 7 PAYE	141.00

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

Community Heartbeat Trust	Emergency Phone Annual Rental to 1/8/19	72.00
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Councillor

Clerk

Print Name: PATRICK DAWSON

Mr. G. Davis

Dated 19/11/2018