

# RFO REPORT –29<sup>th</sup> November 2021

SOUTH STOKE PARISH COUNCIL				Receipt and Payment Analysis as at :-				01/11/2021
					Note	Budget 2021/22	Actual to date	Variation from budget
RECEIPTS								
Parks & Open Spaces						0	0	0
Community Infrastructure Levy						0	27680	27680
B&NES Agency Services (Roadsweeping)						0	0	0
B&NES Agency Services (Footpath Clearing)						472	482	10
B&NES Agency Services (Churchyard)				2		974	0	-974
Agency Services Sub Total						1446	482	-964
Allotment Rents						160	0	-160
Precept						14358	14358	0
Local Council Tax Support Grant						0	0	0
Bank Interest						100	0	-100
Other Income						0	0	0
VAT Refund						2200	0	-2200
				TOTAL RECEIPTS		18264	42520	24256
PAYMENTS (Ex VAT)				1				
Parks & Open spaces								
Village Green upkeep						250	67	-183
Millennium Viewpoint & Wood						100	0	-100
				Sub-total		350	67	-283
General Administration								
Postage, stationery, printing etc.						200	93	-107
Insurance						370	364	-6
Parish Hall Hire						220	0	-220
Clerk Remuneration						4600	2609	-1991
Audit Fee						110	128	18
Society of Local Council Clerks						80	79	-1
ALCA						130	0	-130
Data Protection Act						35	0	-35
Website Hosting and Maintenance						25	12	-13
Publications, books and Training etc.						100	40	-60
				Sub-total		5870	3326	-2544
Agency Services								
Roadsweeping wages						5040	2895	-2145
Roadsweeping other costs						75	47	-28
Footpath clearance						400	0	-400
Churchyard Upkeep				2		974	0	-974
				Sub-total		6489	2942	-3547
Allotments								
Allotments rent						45	0	-45
Allotments maintenance						50	5	-45
				Sub-total		95	5	-90
Public lighting								
Electricity						600	326	-274
Routine Maintenance						772	772	0
				Sub-total		1372	1098	-274
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	0	-500
Community Infrastructure Payments						0	0	0
Professional & Legal Advice						1000	0	-1000
Other Expenditure						500	235	-265
						2000	235	-1765
				TOTAL PAYMENTS		16286	7772	-8514
Excess of Income over Expenditure						1978	34749	32771
Reclaimable VAT						1000	262	
Total Gross Payments						17286	8033.21	
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.								

**BANK RECONCILIATION****Financial Year Ending 31<sup>st</sup> March 2022**Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer on **23<sup>rd</sup> November 2021**

<b>Balance per Bank Statements as at 01/11/2021</b>		
Current Account HSBC	28,625.23	
Deposit Account Bath Building Society	27,305.15	
Of which		55,930.38
<b>Community Infrastructure Balance - unspent</b>	29,577.86	
<b>SDDP Contributions - Unspent</b>	3,250.00	
<b>Police Community Trust - Pedestrian Signage Grant</b>	1,125.00	
<b>Churchyard Agency Fund</b>	1,948.63	
	<u>35,901.49</u>	
<b>LESS</b> Un-presented cheques: (inc. VAT)		
Sub Total		0.00
<b>PLUS</b> Unpresented Credits		
Sub Total		0.00
<b>Net Balance as at 1st November 2021</b>		<u><b>55,930.38</b></u>
<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 01/04/2020</b>		
Current Account HSBC	12,138.07	
Deposit Account Bath Building Society	9,305.15	
Of which		21,443.22
<b>Community Infrastructure Balance - unspent</b>	2,669.48	
<b>SDDP Contributions - Unspent</b>	3,250.00	
<b>Police Community Trust - Pedestrian Signage Grant</b>	1,125.00	
<b>Churchyard Agency Fund</b>	1,948.63	
	<u>8,993.11</u>	
Plus Receipts in the year		42,520.37
		<u>63,963.59</u>
Less Payments in the year		8,033.21
<b>Closing Balance per cash book (receipts and payments book) on 01/11/2021</b>		<u><b>55,930.38</b></u>

Councillor .....

Clerk .....

Print Name: PATRICK DAWSON

**Mr. G. Davis**

Dated 29/11/2021

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1. The second and final Precept Payment of £7179 has been received.  
Remaining Income will be the Churchyard Agency payment of £974, and the VAT Reclaim which will be only £354.78, the budget of £2,200 for this is not achieved because we have yet to pay any invoice for the Speed Restriction work.
2. The clerk is progressing the switch to Metro Bank with Monkton Combe Parish Council, and South Stoke can consider making the same change when they have had time to review the service Monkton Combe receive.

## Receipts since meeting on 27th September 2021.

6 B&NES Council	Precept Payment Oct 20	7179.00
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## Payments approved as standing payments or at meeting on 27th September which have now been made.

15:33:28	Mr. G. Davis	Toolstation- Shovel for Sweeper	15.98
DD266-Sept	EON	Electricity Bill Dated 02/09/21	48.58
09:42:22	Grant Davis	Village Sweeper 29/8 to 25/09/21	308.80
09:43:59	Mr. G. Davis	Parish Clerk September 2021	298.15
16:47:17	Mr. G. Davis	Expenses Paint for white railings	80.00
09:46:35	HMRC	Month 6 Paye	151.80
12:10:41	ALCA	TINV 30-05 Councillor Training	40.00
17:17:17	Volker Highways Ltd	Street Lighting Inspections, tests and Maintenance	926.53
DD266-Oct	EON	Electricity Bill Dated 02/10/21	54.03
20:25:34	Grant Davis	Village Sweeper 26/9 to 30/10/21	385.90
20:28:01	Mr. G. Davis	Parish Clerk October 2021	298.15
20:30:07	HMRC	Month 7 Paye	171.20
16:01:02	Mr. G. Davis	HVIS PPE Winterwear Sweeper	40.98

## Payments for approval which have been made since 27th September 2021 or are yet to be made. NONE

Councillor .....

Clerk .....

Print Name: PATRICK DAWSON

**Mr. G. Davis**

Dated 27/09/2021