

SOUTH STOKE PARISH COUNCIL
Final Accounts
Financial Year Ending 31st March 2016

SOUTH STOKE PARISH COUNCIL			Receipt and Payment Analysis as at :-				01/04/2016
				Note	Budget 2015/16	Actual to date	Variation from budget
RECEIPTS							
Parks & Open Spaces					0	0	0
General Administration					0	545	545
B&NES Agency Services (Roadsweeping)			3		4250	4664	414
B&NES Agency Services (Footpath Clearing)					425	427	2
B&NES Agency Services (Churchyard)			2		930	936	6
Agency Services Sub Total					5605	6027	422.37
Allotment Rents					160	145	-15
Precept			6		7680	7680	0
Local Council Tax Support Grant					180	180	0
Bank Interest					75	195	120
Other Income					0	0	0
VAT Refund			4		745	866	121
			TOTAL RECEIPTS		14445	15638	1193.35
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	422	222
Insurance					265	279	14
Parish Hall Hire					300	0	-300
Clerk Remuneration					3670	3799	129
Audit Fee					100	100	0
Society of Local Council Clerks					60	67	7
ALCA					80	75	-5
NALC					20	0	-20
Data Protection Act					35	35	0
Publications and books					50	0	-50
Training etc.					50	45	-5
			Sub-total		4830	4822	-8
Agency Services							
Roadsweeping wages			3		3750	3749	-1
Roadsweeping other costs					100	65	-35
Footpath clearance					380	375	-5
Churchyard Upkeep			2		750	1057	307
			Sub-total		4980	5245	265
Allotments							
Allotments rent					45	45	0
Allotments maintenance					100	0	-100
			Sub-total		145	45	-100
Public lighting							
Electricity					290	300	10
Routine Maintenance					275	2001	1726
			Sub-total		565	2301	1736
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					750	109	-641
Website Design and Installation					100	0	-100
Professional & Legal Advice			5		1500	470	-1030
Other Expenditure					50	80	30
					2400	659	-1741
			TOTAL PAYMENTS		13380	13170	-210
Excess of Income over Expenditure			6		1065	2468	1403
Reclaimable VAT						914	
Total Gross Payments						14084.65	

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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.							

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SUMMARY OF RECEIPTS AND PAYMENTS

Accounting Year 2014/15		Accounting Year 2015/16
£	RECEIPTS	£
6,860.00	Precept	7,860.00
	Agency Services	
3,881.11	Road Sweeping	4,664.15
418.85	Footpath Clearance	427.22
0.00	Bank Interest (1)	194.68
55.00	Allotment Rents (2)	145.00
0.00	Parks and Open Spaces	0.00
0.00	Other (Public Lighting Rebate)	0.00
918.00	Churchyard (3)	936.00
0.00	Grants(4)	545.06
12,132.96	Sub Total	14,772.11
1,459.10	Value Added Tax Refund (5)	866.24
13,592.06	<u>Total Receipts</u>	15,638.35
	PAYMENTS excluding Value Added Tax	
	General Administration	
3,646.44	Clerk's Salary (gross)	3,798.80
1,086.43	Other Costs	1,022.85
	Agency Services	
3,589.39	Road Sweeping	3,813.31
374.84	Footpath Clearance (Footpaths & Village Green)	374.84
733.32	Churchyard (3)	1056.67
	Running Costs	
45.00	Allotments	45.00
177.93	Parks and Open Spaces	0.00
449.17	Public Lighting(6)	2301.02
	Non-Recurring Items	
29.68	Other Miscellaneous Expenses	79.68
2,145.55	Professional & Legal Advice	470.00
0.00	Parish Hall Grants	109.28
190.60	Parish Website – Design & Setup	0.00
99.00	S137 Payments - Subscriptions	99.00
12,567.35	Sub Total	13,170.45
771.92	Value Added Tax on Payments (5)	914.20
13,339.27	<u>Total Payments</u>	14,048.65

NOTES

1. A statement of interest was not been received from Bath Building Society before April 2015
2. Rent paid for years 25.03.15 to 24.03.16 were credited in the 2015-16 year.
3. Churchyard upkeep is a ring fenced account and balance is retained for any further additional works. Additional works were carried out this year 2015-16.
4. Grants were received towards the cost of Computer Equipment as part of the Transparency Compliance requirements
5. The Council is not required to pay VAT. The tax is reclaimed in the following financial year.
6. A replacement street light was required in the year 2015-16

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BANK RECONCILIATION

Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer
on **3rd May 2016**

Balance per Bank Statements as at 01/04/2016	
Current Account HSBC	2,761.15
Deposit Account Bath Building Society	6,859.62
	9,620.77
LESS Un-presented cheques: (inc. VAT)	
Sub Total	0.00
PLUS Unpresented Credits	
Sub Total	0.00
Net Balance as at 1st April 2016	9,620.77
The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:-	
CASH BOOK	
Opening Balance on 01/04/2015	8,067.07
Plus Receipts in the year	15,638.35
	23,705.42
Less Payments in the year	14,084.65
Closing Balance per cash book (receipts and payments book) on 01/04/2016	9,620.77

Chairman

Clerk

Dated

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SUPPORTING NOTES

Assets: All assets are currently listed in an Asset Register at a nominal value of £1.00
Assets purchased – None, Assets disposed of – none.

Leases: At year end - none.

Borrowings: At year end - none.

Debts outstanding: Due to the Council at the end of year:
HM Customs and Excise - £914.20 (reimbursement of VAT paid in 01/06/2015 to 31/03/2016).

Outstanding Liabilities: None

Capital Reserve: The Council has not set up a separate Capital Reserve.

Earmarked Funds: The Council has not earmarked funds for specific purposes.

Tenancies: During the year the following tenancies were held:
Council as Landlord: Tenants: as detailed in the Allotment Register.
Property: Allotment Gardens.
Rent p.a. as detailed in the Allotment Register.
Council as Tenant: Landlord: Hignett Brothers
Property: Allotment Field at Barrow Edge.
Rent p.a.: £45.00

S137 Payments: The spending limit under S137 of the Local Government Act 1972 for the Council in the year of account was £2,605.44. The following payments were made:

Bath Preservation Trust	£15.00
Council for Protection of Rural England	£36.00
Avon Wildlife Trust	<u>£48.00</u>
	<u>£99.00</u>

Agency Work:

- (1) **Nature of work:** Part time parish agency cleaning scheme.
Full reimbursement for the year has been received.
- (2) **Nature of Work:** Clearance of surface vegetation on public footpaths.
Full reimbursement for the year has been received.
- (3) **Nature of Work:** Cutting of grass and maintenance of hedgerow in Churchyard.
Full reimbursement for the year has been received.

Advertising and Publicity: No costs were incurred during the year.

Contingent Liabilities:

- to B&NES Council on termination of agency scheme (2) above: Repayment of credit balance £971.43 (At 31/03/2015 - £919.05).
- to B&NES Council on termination of agency scheme (3) above: Repayment of credit balance £372.39 (At 31/03/2015 - £493.06).

Approved by the Council