

SOUTH STOKE PARISH COUNCIL
Final Accounts
Financial Year Ending 31st March 2017

SOUTH STOKE PARISH COUNCIL			Receipt and Payment Analysis as at :-				01/04/2017
				Note	Budget 2015/16	Actual to date	Variation from budget
RECEIPTS							
Parks & Open Spaces					0	0	0
General Administration					0	0	0
B&NES Agency Services (Roadsweeping)			3		4265	4362	97
B&NES Agency Services (Footpath Clearing)					430	432	2
B&NES Agency Services (Churchyard)			2		918	955	37
Agency Services Sub Total					5613	5749	136
Allotment Rents					160	185	25
Precept			6		7720	7720	0
Local Council Tax Support Grant					140	140	0
Bank Interest					110	81	-29
Other Income					300	895	595
VAT Refund			4		620	566	-54
TOTAL RECEIPTS					14663	15336	673
PAYMENTS (Ex VAT)			1				
Parks & Open spaces							
Village Green upkeep					250	255	5
Millennium Viewpoint & Wood					100	0	-100
Sub-total					350	255	-96
General Administration							
Postage, stationery, printing etc.					200	57	-143
Insurance					279	276	-3
Parish Hall Hire					250	400	150
Clerk Remuneration					4012	4175	163
Audit Fee					100	100	0
Society of Local Council Clerks					70	70	0
ALCA					80	76	-4
NALC					0	0	0
Data Protection Act					35	35	0
Publications and books					50	0	-50
Training etc.					50	0	-50
Sub-total					5126	5190	64
Agency Services							
Roadsweeping wages			3		4110	4245	135
Roadsweeping other costs					100	61	-39
Footpath clearance					380	375	-5
Churchyard Upkeep			2		850	733	-117
Sub-total					5440	5414	-26
Allotments							
Allotments rent					45	45	0
Allotments maintenance					100	7	-93
Sub-total					145	52	-93
Public lighting							
Electricity					300	355	55
Routine Maintenance					275	317	42
Sub-total					575	672	97
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	1631	1131
Website Design and Installation					200	242	42
Professional & Legal Advice			5		500	0	-500
Other Expenditure					700	1010	310
TOTAL PAYMENTS					1900	2883	983
TOTAL PAYMENTS					13646	14565	919
Excess of Income over Expenditure			6		1017	771	246
Reclaimable VAT						884	
Total Gross Payments						15449.88	
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							

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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 2015/16		Accounting Year 2016/17
£	RECEIPTS	£
7,860.00	Precept	7,860.00
	Agency Services	
4,664.15	Road Sweeping	4,362.12
427.22	Footpath Clearance	431.50
194.68	Bank Interest (1)	81.19
145.00	Allotment Rents	185.00
0.00	Parks and Open Spaces	0.00
0.00	Other (Public Lighting Rebate)	0.00
936.00	Churchyard (2)	955.00
545.06	Grants(3)	895.40
14,772.11	Sub Total	14,770.21
866.24	Value Added Tax Refund (4)	566.24
15,638.35	<u>Total Receipts</u>	15,336.45
	PAYMENTS excluding Value Added Tax	
	General Administration	
3,798.80	Clerk's Salary (gross)	4,175.28
1,022.85	Other Costs	1,015.03
	Agency Services	
3,813.31	Road Sweeping	4,305.66
374.84	Footpath Clearance (Footpaths & Village Green)	374.84
1056.67	Churchyard (2)	733.32
	Running Costs	
45.00	Allotments	52.47
0.00	Parks and Open Spaces	254.50
2301.02	Public Lighting(5)	672.34
	Non-Recurring Items	
79.68	Other Miscellaneous Expenses(5)	1009.83
470.00	Professional & Legal Advice	0.00
109.28	Parish Hall Grants	1631.25
0.00	Parish Website – Design & Setup(6)	241.93
99.00	S137 Payments - Subscriptions	99.00
13,170.45	Sub Total	14,565.45
914.20	Value Added Tax on Payments (7))	884.43
14,048.65	<u>Total Payments</u>	15,449.88

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NOTES

1. A statement of interest was not been received from Bath Building Society before April 2015
2. 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.
3. Grants were received towards the cost of Computer Equipment as part of the Transparency Compliance requirements in 2015/16. In 2016/17 it was money for the Hogroast and a WCI grant for a planning submission for the 2 Tunnels Path.
4. The Council is not required to pay VAT. The tax is reclaimed in the following financial year.
5. The 2016/17 figure includes expenditure on the Hogroast and Planning application for which grants were received.
6. Website payments occur every two years
7. 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 **7th May 2017**

Balance per Bank Statements as at 01/04/2017		
Current Account HSBC	2,566.53	
Deposit Account Bath Building Society	6,940.81	
		9,507.34
LESS Un-presented cheques: (inc. VAT)		
Sub Total		0.00
PLUS Unpresented Credits		
Sub Total		0.00
Net Balance as at 1st April 2017		9,507.34
The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:-		
CASH BOOK		
Opening Balance 01/04/2016		
Current Account HSBC	2,761.15	
Deposit Account Bath Building Society	6,859.62	
		9,620.77
Plus Receipts in the year		15,336.45
		24,957.22
Less Payments in the year		15,449.88
Closing Balance per cash book (receipts and payments book) on 01/04/2017		9,507.34

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 - £743.89 (reimbursement of VAT paid in 01/06/2016 to 31/03/2017).

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 £1027.89 (At 31/03/2016 - £971.43).
- to B&NES Council on termination of agency scheme (3) above: Repayment of credit balance £594.07 (At 31/03/2016 - £372.39).

Approved by the Council