

RFO REPORT – 26th November 2024

SOUTH STOKE PARISH COUNCIL				Receipt and Payment Analysis as at :-			26/11/2024
				Note	Budget 2024/25	Actual to date	Variation from budget
RECEIPTS							
Parks & Open Spaces					0	0	0
Community Infrastructure Levy					0	0	0
B&NES Agency Services (Footpath Clearing)					500	509	9
B&NES Agency Services (Churchyard)				2	974	0	-974
Agency Services Sub Total					1474	509	-965
Allotment Rents					160	20	-140
Precept					19450	19450	0
Bank Interest					2000	0	-2000
Other Income					0	4246	4246
VAT Refund					2500	0	-2500
TOTAL RECEIPTS					25584	24225	-1359
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.					250	54	-196
Insurance					350	300	-50
Parish Hall Hire					300	0	-300
Clerk Remuneration					8650	5743	-2907
Bank and Audit Fees					550	516	-34
Society of Local Council Clerks					150	117	-33
ALCA					121	153	32
Data Protection Act					35	35	0
Website Hosting and Maintenance					200	213	13
Publications, books and Training etc.					120	80	-40
Sub-total					10726	7211	-3515
Agency Services							
Roadsweeping wages					8720	4295	-4425
Roadsweeping other costs					100	77	-23
Footpath clearance					420	0	-420
Churchyard Upkeep				2	1000	0	-1000
Sub-total					10240	4372	-5868
Allotments							
Allotments rent					60	50	-10
Allotments maintenance					50	0	-50
Sub-total					110	50	-60
Public lighting							
Electricity					360	106	-254
Routine Maintenance					0	0	0
Sub-total					360	106	-254
S137 Payments							
Avon Wildlife Trust					50	48	-2
Bath Preservation Trust					20	15	-5
CPRE					60	60	0
Sub-total					130	123	-7
Other Non-recurring Items							
Grant to Parish Hall					0	0	0
Community Infrastructure Payments					5000	9411	4411
Professional & Legal Advice					1000	2775	1775
Other Expenditure					3000	231	-2769
					9000	12417	3417
TOTAL PAYMENTS					30916	24279	-6637
Excess of Income over Expenditure					5332	-54	5278
Reclaimable VAT					2500	2025	
Total Gross Payments					33416	26304.01	
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.							

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BANK RECONCILIATION

Financial Year Ending 31st March 2025

Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer on **19/11/2024**

Balance per Bank Statements as at 26/11/2024					
Current Account HSBC				9,617.38	
Deposit Account Bath Building Society				8,998.55	
Deposit Acc ex.-Base rate Tracker Bond - Bath Building Society				22,438.95	
Of which					41,054.88
Community Infrastructure Balance - unspent				5,693.00	
SDDP Contributions - Unspent				1,692.00	
Churchyard Agency Fund				1,476.95	
				8,861.95	
			Unrestricted Funds	32,192.93	
LESS Un-presented cheques: (inc. VAT)					
14:22:38	14/11/2024	Swan Management Svces	Annual Domain Service Fee	240.00	
DD-ICO	14/11/2024	Information Commissioner	Data protection Registration Renewal 2024-25	35.00	
14:28:00	20/11/2024	Glasdon	Bal of S1896185 not on Credit CR30002	15.00	
19:52:08	21/11/2024	Renew Planning	Preparation of SoC	3330.00	
13:40:46	21/11/2024	Grant Davis	Village Sweeper 28/10/24 to 24/11/2024	749.25	
13:43:49	21/11/2024	Mr. G. Davis	Parish Clerk Nov 2024	719.75	
BNKChg-Oct	22/11/2024	HSBC	Bank Charges October	8.00	
DD266-Oct	28/11/2024	N-Power	Electricity 01/10/24 - 31/10/24	14.70	
13:46:49	01/12/2024	HMRC	Month 8 Paye 2024-25	179.80	
Sub Total					5,291.50
PLUS Unpresented Credits					
9	11/11/2024	Contributors	SDDP Contribution	1500.00	
10	17/11/2024	Contributors	SDDP Contribution	500.00	
					2,000.00
Net Balance as at 26th November 2024					37,763.38
The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:-					
CASH BOOK					
Open Balance 01/04/2024					
Current Account HSBC				8,405.26	
Deposit Account Bath Building Society				8,998.55	
Base rate Tracker Bond - Bath Building Society				22,438.95	
Of which					39,842.76
Community Infrastructure Balance - unspent				17,421.94	
SDDP Contributions - Unspent				292.00	
Churchyard Agency Fund				1,476.95	
				19,190.89	
Plus Receipts in the year					24,224.63
					64,067.39
Less Payments in the year					26,304.01
Closing Balance per cash book (receipts and payments book) on 26/11/2024					37,763.38

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1. **No further CIL Payment is Due** from the Sulis Down development 17/02588/EFUL
2. **The Local Council Pay award** has been made which increases the Clerk's Hourly rate from £14.95 to £15.58 back dated to 1st April so giving back pay of £198.45. It increases the Parish Sweeper's Hourly Rate from £11.82 to £12.45 back dated to 1st April giving rise to back pay of £189.00. These increases and back payments are for formal approval at the meeting.
It is worth noting that these increases are necessary to keep ahead of the Minimum Wage of £12.21 per hour.

Receipts since meeting on 24th September 2024

Reference	Date	From Whom	Particulars	Amount
5	01/10/2024	B&NES Council	Precept Payment Oct 24	9725.00
6	24/10/2024	Contributors	SDDP Contribution	2125.00
7	24/10/2024	Hignett Brothers	South Stoke Lane Clearance	70.92
8	25/10/2024	Contributors	SDDP Contribution	50.00
9	11/11/2024	Contributors	SDDP Contribution	1500.00

Payments approved as standing payments or at meeting on 24th September which have now been made.				
Reference	Date	To Whom	Particulars	Amount
BNKChg-Aug	22/09/2024	HSBC	Bank Charges August	8.00
DD266-Aug	25/09/2024	N-Power	Electricity 01/08/24 - 31/08/24	12.76
16:25:13	26/09/2024	Grant Davis	Village Sweeper 26/08/24 to 29/09/2024	591.00
16:27:46	26/09/2024	Mr. G. Davis	Parish Clerk Sept 2024	538.15
15:48:55	21/09/2024	BDO LLP	External Audit Fee	378.00
16:30:02	01/10/2024	HMRC	Month 6 Paye 2024-25	134.60
19:59:43	04/10/2024	Prorsus Limited	Annual Rent South Stoke Allotments	50.00
19:51:45	04/10/2024	ALCA	Cltr Training Amanda Page	40.00
BNKChg-Sep	22/10/2024	HSBC	Bank Charges September	8.00
14:41:48	11/10/2024	Spar logistics - BritishBits	Refurb Telephone Box - Final Payment	1950.00
18:16:59	24/10/2024	Grant Davis	Village Sweeper 30/09/24 to 27/10/2024	472.80
18:20:07	24/10/2024	Mr. G. Davis	Parish Clerk Oct 2024	538.15
16:30:10	24/10/2024	Glasdon	Large Bin Liner Bags	50.18
DD266-Sep	25/10/2024	N-Power	Electricity 01/09/24 - 30/09/24	13.86
18:22:35	01/11/2024	HMRC	Month 7 Paye 2024-25	134.60
14:22:38	14/11/2024	Swan Management Svces	Annual Domain Service Fee	240.00
DD-ICO	14/11/2024	Information Commissioner	Data protection Registration Renewal 2024-25	35.00
14:28:00	20/11/2024	Glasdon	Bal of S1896185 not on Credit CR30002	15.00
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13:46:49	01/12/2024	HMRC	Month 8 Paye 2024-25	179.80

Payments for approval which have been made since 26th November 2024 or are yet to be made. NONE

Councillor

Clerk

Print Name:

Mr. G. Davis

Dated 26/11/2024

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SOUTH STOKE PARISH COUNCIL	COMMUNITY INFRASTRUCTURE LEVY - Annual report
Reporting period: CIL Monies received by the Council to:-	31st MARCH 2025
a) CIL Receipts	
Total amount of CIL received in financial year (2017/18)	£2,658.72
Total amount of CIL received in financial year (2018/19)	£10.76
Total amount of CIL received in financial year (2019/20)	£0.00
Total amount of CIL received in financial year (2020/21)	£0.00
Total amount of CIL received in financial year (2021/22)	£27,680.49
Total amount of CIL received in financial year (2022/23)	£28,016.93
Total amount of CIL received in financial year (2023/24)	£0.00
Total	£58,366.90
Total amount of CIL received in financial year (2024/25)	£0.00
Total CIL Receipts	£58,366.90
b) CIL Expenditure	
Total amount of CIL spent to end of financial year (2022/23)	£49,685.95
c) Items on which CIL has been spent	
New Litter Bin - Churchyard Wall	£308.40
Street Lighting Inspections, tests and Maintenance	£772.11
Road Safety Improvements. Speed Limit Signage	£2,621.86
Jubilee Beacon Burner and Pole	£370.00
Replacement Window Village Hall	£4,480.00
StreetLight Replacement/Upgrade/Repair South Stoke Village and B3110	£9,994.69
Asbestos Sample - Village Hall	£58.80
Village Hall - LED Lighting Upgrade	£2,838.00
Village Hall Audio System	£4,794.00
Village Hall Video Display Screen	£5,580.00
Village Hall Curtains 50% Deposit	£2,584.30
Redecoration of Village Hall	£3,958.50
Village Hall Curtains - Balance	£2,584.30
Village Hall Chairs	£5,676.00
Grant Payment - BrushCutters - CIL	£1,189.99
Refurb Telephone Box - Initial Payment	£975.00
Removal & Transport of Phone Box - Journey 1	£900.00
d) Monies requested / recovered from Parish Council (Reg 59E, 59F)	
Monies which have been requested, or recovered, from the Parish Council to the financial year (2023/24)	£0.00
e) CIL retained	
i. Total amount of CIL received in the financial year (2024/25) and retained (unspent) at the end of the reported year (2024/25)	£0.00
ii. Total amount of CIL received in previous year(s) and retained (unspent) at the end of the reported year (2024/25)	£8,680.95
Total CIL receipts retained (unspent)	£8,680.95
Commitments awaiting completion /invoicing	
Midford Phone Box Relocate/Refurbish/Repurpose	£4,125.00
Trainee/Assistant Clerk 2024/25 (9 Months)	£1,568.00
Total	£5,693.00
Uncommitted Balance	£2,987.95

