

RFO REPORT – 13th November 2017

MONKTON COMBE PARISH COUNCIL		Receipt and Payment Analysis as at :-					02/11/2017
				Note	Budget 2016/17	Actual to date	Variation from budget
RECEIPTS							
Precept					6268	6268	0
Local Council Tax Support Grant					50	50	0
B&NES Agency Services (Village Cleaning)					3200	3199	-1
B&NES Agency Services (Footpath Scheme)					230	227	-3
Bank Interest MCPC					20	13	-7
Bank Interest Miss Davies					90	53	-37
VAT Refund					120	77	-43
Grants for Village Repairs					0	0	0
Other Grants					0	214	214
Other Income					0	0	0
				TOTAL RECEIPTS	9978	10101	123
PAYMENTS (Ex VAT)							
				1			
Agency Services							
Village Cleaning					3100	2029	-1071
Gardening MCPC / Footpath scheme					350	300	-50
				Sub-total	3450	2329	-1121
Gardening Miss Davies					200	75	-125
Public Lighting (St Michaels Gate)					25	0	-25
				Sub-total	225	75	-150
General Administration							
Postage, stationery, printing etc.					150	40	-110
Councillors Expenses					30	0	-30
Insurance					275	280	5
Playground Safety Check					100	0	-100
Clerk Remuneration					2800	1606	-1194
Audit Fees					180	180	0
ALCA					60	0	-60
SLCC					50	44	-6
Data Protection Act					35	0	-35
Publications and books					50	0	-50
Training etc.					50	0	-50
				Sub-total	3780	2150	-1630
S137 Payments							
VPA					100	100	0
CPRE					40	36	-4
				Sub-total	140	136	-4
Other Non-recurring Items							
Parish Works (Repairs & Replacements)					500	0	-500
Other Works					200	0	-200
Grants					0	0	0
E-mail & website service					60	50	-10
Other Expenditure & expenses					50	1	-49
					810	51	-759
				TOTAL PAYMENTS	8405	4742	-3663.31
Excess of Income over Expenditure					1573	5359	3786
Reclaimable VAT					200	34.00	
Total Gross Payments					8605	4775.69	
Note 1. Payments exclude VAT unless it cannot be re-claimed.							

Councillor

Clerk

Print Name:

Mr. G. Davis

Dated

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BANK RECONCILIATION
Financial Year Ending 31st March 2018

Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer on
7th November 2017

Balances as per Bank Statements as at 02/11/2017		
Current Account HSBC	10,850.82	
Deposit Account Bath Building Society	5,150.30	
Deposit Account Bath Building Society - Miss Davies	12,613.06	
		<u>28,614.18</u>
LESS Un-presented cheques: (inc. VAT)		
Sub Total		0.00
PLUS Unpresented Credits		
Sub Total		0.00
Net Balance as at 2nd November 2017		<u>28,614.18</u>
The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:-		
CASH BOOK		
Opening Balance 01/04/2017		
Current Account HSBC	7,487.17	
Deposit Account Bath Building Society	3,136.88	
Deposit Account Bath Building Society - Miss Davies	12,665.29	
		<u>23,289.34</u>
Plus Receipts in the year		<u>10,100.53</u>
		33,389.87
Less Payments in the year		<u>4,775.69</u>
Closing Balance per cash book (receipts and payments book) on 02/11/2017		<u>28,614.18</u>

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- 1. ALCA – Transparency Grant** – The clerk has claimed for one hour per month of additional work needed to meet the Transparency Requirements for the period of 24 months from 01/04/2016. The clerk is currently paid for 26 hours per month on a weekly basis.
- 2. VAT Reclaim** – The VAT reclaim has been made and received. It is for the period 01/07/2016 to 30/06/2017 and is a total of £76.79.
- 3. Miss Davies Garden Maintenance** - £105 has been transferred from the Miss Davies Building Society Account to the Current Account to cover the cost of maintenance incurred in 2016-17.
- 4. MCPC Building Society Account Balance** - £2,000 has been transferred from the Parish Council current account to the Building Society Account. Further transfers will be made to further improve interest receipts for the year.

Receipts since meeting on 11th September 2017.

6a	B&NES Council	Precept	£3,134.00
6b	B&NES Council	Local Council Support Grant	£25.00
7	ALCA	Transparency Grant	£214.08
8	HMRC	VAT Reclaim 1/7/16 - 30/6/17	£76.79
9	BIBS - 42968574	Interest - Miss Davies	£5.35
10	BIBS - 42968582	Interest - MCPC	£1.68

Payments approved as standing payments or at meeting on 11th September 2017 which have now been made.

16:39:18	Jeff Avis Gdn Svces	Car Park and Miss Davies Garden	100.00
16:41:42	Grant Thornton	Audit Fee 2016-17	120.00
19:08:18	Village Hall	Parish Council Meeting 110917	20.00
SO-OCT	Ian Croker	Village Cleaning	253.67
16:10:53	Mr. G. Davis	Parish Clerk 27/8 - 30/9/17	214.12
16:12:57	HMRC	Month 6 Paye	53.60
16:17:47	Swan Mngmnt Svces	Website Hosting and Maintenance	60.00
17:16:45	Jeff Avis Gdn Svces	Miss Davies & Car park Sept-Oct	50.00
19:42:45	Mr. G. Davis	Parish Clerk 1/10 - 28/10/17	171.38
19:44:55	HMRC	Month 7 Paye	42.80
SO-NOV	Ian Croker	Village Cleaning	253.67

Payments for Approval at the meeting on 13th November 2017.

B&NES Council	Fence Posts for Footpath BC62/5	£186.72
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