

**RFO REPORT – 12<sup>th</sup> November 2018**

<b>MONKTON COMBE PARISH COUNCIL</b>		<b>Receipt and Payment Analysis as at :-</b>				<b>01/011/2018</b>
					Budget	Actual
				Note	2018/19	to date
						Variation
						from budget
<b>RECEIPTS</b>						
Precept					7268	7268
Local Council Tax Support Grant					30	30
B&NES Agency Services (Village Cleaning)					3200	3263
B&NES Agency Services (Footpath Scheme)					230	231
Bank Interest MCPC					50	17
Bank Interest Miss Davies					75	24
VAT Refund					70	3261
Grants for Village Repairs					0	14819
Other Grants					0	0
Other Income					0	0
					<b>TOTAL RECEIPTS</b>	<b>10923</b>
						<b>28913</b>
						<b>17990</b>
<b>PAYMENTS (Ex VAT)</b>						
<b>Agency Services</b>						
Village Cleaning					3100	2282
Gardening MCPC / Footpath scheme					350	270
					<b>Sub-total</b>	<b>3450</b>
						<b>2552</b>
						<b>-898</b>
Gardening Miss Davies					200	60
Public Lighting (St Michaels Gate)					25	50
					<b>Sub-total</b>	<b>225</b>
						<b>110</b>
						<b>-115</b>
<b>General Administration</b>						
Postage, stationery, printing etc.					100	88
Councillors Expenses					30	0
Insurance					280	286
Playground Safety Check					100	0
Clerk Remuneration					2800	2100
Audit Fees					100	104
ALCA					60	0
SLCC					50	47
Data Protection Act					35	0
Publications and books					50	0
Training etc.					50	0
					<b>Sub-total</b>	<b>3655</b>
						<b>2625</b>
						<b>-1030</b>
<b>S137 Payments</b>						
VPA					100	100
CPRE					40	36
					<b>Sub-total</b>	<b>140</b>
						<b>136</b>
						<b>-4</b>
<b>Other Non-recurring Items</b>						
Parish Works (Repairs & Replacements)					4500	16239
Other Works					1600	0
Grants					0	0
E-mail & website service					60	50
Other Expenditure & expenses					50	0
					6210	16289
					<b>TOTAL PAYMENTS</b>	<b>13680</b>
						<b>21712</b>
						<b>8032</b>
<b>Excess of Income over Expenditure</b>					<b>2757</b>	<b>7201</b>
<b>Reclaimable VAT</b>					<b>70</b>	<b>3206.04</b>
<b>Total Gross Payments</b>					<b>13750</b>	<b>24917.99</b>
<b>Note 1. Payments exclude VAT unless it cannot be re-claimed.</b>						

Councillor .....

Clerk .....

Print Name: .....

**Mr. G. Davis**

Dated .....

**RFO REPORT – 12<sup>th</sup> November 2018**

**BANK RECONCILIATION**  
**Financial Year Ending 31<sup>st</sup> March 2019**

Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer on  
**6th November 2018**

<b>Balances as per Bank Statements as at 02/11/2018</b>		
Current Account HSBC	8,564.61	
Deposit Account Bath Building Society	9,193.08	
Deposit Account Bath Building Society - Miss Davies	12,558.31	
		<u>30,316.00</u>
<b>LESS Un-presented cheques: (inc. VAT)</b>		
Sub Total		0.00
<b>PLUS Unpresented Credits</b>		
Sub Total		0.00
<b>Net Balance as at 1st November 2018</b>		<u><b>30,316.00</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 01/04/2017</b>		
Current Account HSBC	4,495.78	
Deposit Account Bath Building Society	9,175.91	
Deposit Account Bath Building Society - Miss Davies	12,649.64	
		26,321.33
Plus Receipts in the year		<u>28,912.66</u>
		55,233.99
Less Payments in the year		<u>24,917.99</u>
<b>Closing Balance per cash book (receipts and payments book) on 01/11/2018</b>		<u><b>30,316.00</b></u>

Councillor .....

Clerk .....

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## RFO REPORT – 12<sup>th</sup> November 2018

1. The VAT Reclaim of £3260.50 has been received, which includes all the VAT paid for the Village Hall Floor.
2. The second half of the Precept and Support Grant of £3649.00 has also been received.

The Parish Council is therefore holding a large surplus income and is well placed to proceed with the other repairs, replacements and improvement budgeted for the year.

3. The offer of Transitional Financial Arrangements for continuing the Parish Sweeper Scheme has been received from B&NES Council. This has the potential to require further increases in the precept to cover the cost of the scheme as the transitional funding reduces.  
The Parish Council will need to resolve to accept (or not) this Transitional Scheme with any potential future impact upon the precept. However, it should be noted that the current level of precept (£7268) would appear to be nearly sufficient to meet normal annual day-to-day expenditure (£7580) excluding items of Parish Works and Other Works.

### Receipts since meeting on 10<sup>th</sup> September 2018.

7	Village Hall	Grant - Village Hall Floor	£5,528.35
8a	B&NES Council	Precept	£3,634.00
8b	B&NES Council	Local Council Support Grant	£15.00
9	HMRC	VAT Reclaim 01/07/17 to 30/09/18	£3,260.50

### Payments approved as standing payments or at meeting on 10<sup>th</sup> September 2018 which have now been made.

SO-SEPT	Ian Croker	Village Cleaning	284.86
11:52:54	Mr. G. Davis	Expenses - Print Cartridge	42.34
100010	William rose & co Ltd	Additional Costs Village Hall Floor	400.98
100011	William rose & co Ltd	50% Balance Village Hall Floor	9291.11
12:25:16	Mr. G. Davis	Parish Clerk 26/8/18 - 29/9/18	274.68
12:27:20	HMRC	Month 6 Paye	68.60
SO-OCT	Ian Croker	Village Cleaning	284.86
10:46:44	Swan Mngmnt Svces	Website 2018-19	60.00
11:40:33	Jeff Avis Gdn Svcs	Car Park & Miss Davies Oct 2018	75.00
17:27:36	Mr. G. Davis	Parish Clerk 30/9/18 - 27/10/18	219.62
17:29:19	HMRC	Month 7 Paye	55.00
SO-NOV	Ian Croker	Village Cleaning	284.86

### Payments for Approval

Expenses Des Wighton – Paint (phone Box), No dogs sign	£39.63
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Councillor .....

Clerk .....

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Dated .....