

RFO REPORT – 28th November 2023

MONKTON COMBE PARISH COUNCIL			Receipt and Payment Analysis as at :-				01/12/2023
				Note	Budget 2023/24	Actual to date	Variation from budget
RECEIPTS							
Precept					12236	12236	0
B&NES Agency Services (Footpath Scheme)					212	212	0
Bank Interest MCPC					60	26	-34
Bank Interest Miss Davies					70	0	-70
VAT Refund					100	0	-100
Grants for Village Repairs					0	0	0
Other Grants					0	0	0
Other Income					0	318	318
			TOTAL RECEIPTS		12678	12792	114
PAYMENTS (Ex VAT)				1			
Agency Services							
Village Cleaning					4220	3088	-1132
Gardening MCPC / Footpath scheme					450	380	-70
			Sub-total		4670	3468	-1202
Gardening Miss Davies					130	75	-55
Public Lighting (St Michaels Gate)					25	0	-25
			Sub-total		155	75	-80
General Administration							
Postage, stationery, printing etc.					200	68	-132
Councillors Exps / Hall Hire					10	0	-10
Insurance					400	428	28
Playground Safety Check					70	75	5
Clerk Remuneration					4157	3036	-1121
Audit and Bank Fees					150	125	-25
Village Hall Hire					0	50	50
ALCA					85	77	-8
SLCC					70	63	-7
Data Protection Act					35	0	-35
Publications and books					50	0	-50
Training etc.					80	40	-40
			Sub-total		5307	3963	-1344
S137 Payments							
BPT					0	40	40
CPRE					40	0	-40
			Sub-total		40	40	0
Other Non-recurring Items							
Parish Works (Repairs & Replacements)					1000	225	-775
Other Works					500	0	-500
Grants					0	0	0
E-mail & website service					60	50	-10
Other Expenditure & expenses					50	0	-50
					1610	275	-1335
			TOTAL PAYMENTS		11782	7821	-3961
Excess of Income over Expenditure					896	4972	4076
Reclaimable VAT					90	132.20	
Total Gross Payments					11872	7952.77	
Note 1. Payments exclude VAT unless it cannot be re-claimed.							

Councillor

Clerk

Print Name:

Mr. G. Davis

Dated: **28/11/2023**

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BANK RECONCILIATION

Financial Year Ending 31st March 2024

Prepared by **Mr. Geoffrey Davis** Clerk and Responsible Financial Officer on **26th November**

Balances as per Bank Statements as at 01/11/2023

Current Account Metro Bank	1,268.17	
Business Savings Account Metro Bank	7,034.40	
Deposit Account Bath Building Society	9,366.34	
Deposit Account Bath Building Society - Miss Davis	11,795.35	
		<hr/> 29,464.26

LESS Un-presented cheques: (inc. VAT)

120PH002922852407	HMRC	Month 7 Paye	64.00
	ASHMANS	Play Park Post and Rail repairs	225.00
Neville Ashman	HANDYMANS		
MCPCNov23	Mr G Davis	Parish Clerk 29/10/23 to 25/11/23	446.36
MCPCVlgeClnNov	Ian Croker	Village Cleaning November 2023	384.15
	Ian Croker	Village Cleaning Backpay Apr-Nov	227.50
MCPCBackpay			
120PH002922852408	HMRC	Month 8 Paye	111.40

Sub Total	1,458.41
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PLUS Unpresented Credits

Sub Total	0.00
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Net Balance as at 1st December 2023	<hr/> 28,005.85
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The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:-

CASH BOOK

Opening Balance 01/04/2023

Current Account Metro Bank	496.64	
Business Savings Account Metro Bank	1,508.01	
Deposit Account Bath Building Society	9,366.34	
Deposit Account Bath Building Society - Miss Davis	11,795.35	
		<hr/> 23,166.34

Plus Receipts in the year	<hr/> 12,792.28
	<hr/> 35,958.62

Less Payments in the year	<hr/> 7,952.77
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Closing Balance per cash book (receipts and payments book) on 01/12/2023	<hr/> 28,005.85
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1. **Bank Mandate and Account Access** – It is believed that Metro Bank have put the new Bank mandate in place by the time of the meeting. If Councillors can report whether the online access is now setup for them please.
2. **The Signatories for Bath Building Society** should be updated as the list includes at least four retired Councillors. There are enough serving Councillors on the list so this is not urgent, but following the change to their online service withdrawals can only be done by letter signed by two Councillors.

Receipts since meeting on 26th September 2023

9	B&NES Council	Precept April Payment	£6,118.00
10	Metro Bank	Interest	£3.36
11	Metro Bank	Interest	£6.11

Payments approved as standing payments or at meeting on 26th September 2023 which have now been made.

INV-22250	ALCA	Councillor Training Course	40.00
Tesco-Env	G Davis	Tesco - Envelopes	1.80
3525 MCPC	Swan management Svc	Website Hosting 2023-24	60.00
MonktonCombePC	Bath Preservation Trust	Membership fee 2023-24	40.00
MCPC 5130	Jeff Avis	Miss Davis Garden & CarPark Oct23	186.00
MCPCOct23	Mr G Davis	Parish Clerk 1/10/23 to 28/10/23	255.76
MCPCVlgeClnOct	Ian Croker	Village Cleaning October 2023	351.65
120PH002922852407	HMRC	Month 7 Paye	64.00
Neville Ashman	ASHMANS HANDYMANS	Play Park Post and Rail repairs	225.00
MCPCNov23	Mr G Davis	Parish Clerk 29/10/23 to 25/11/23	446.36
MCPCVlgeClnNov	Ian Croker	Village Cleaning November 2023	384.15
MCPCBackpay	Ian Croker	Village Cleaning Backpay Apr-Nov	227.50
120PH002922852408	HMRC	Month 8 Paye	111.40

Payments for Approval at Meeting on 28th November 2023

None

Councillor

Clerk

Print Name:

Mr. G. Davis

Dated: **28/11/2023**

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