RFO REPORT – 23rd September 2025

SOUTH STOKE PARISH COUNCIL	Receipt and Payment Analysis as at :-			01/09/2025
		Budget	Actual	Variation
	Note	2025/26	to date	from budget
RECEIPTS				
Parks & Open Spaces		0	0	0
Community Infrastructure Levy		0	0	0
B&NES Agency Services (Footpath Clearing)		520	519	-1
B&NES Agency Services (Churchyard)	2	974	0	-974
Agency Services Sub Total		1494	519	-975
Allotment Rents		160	0	-160
Precept		23398	11699	-11699
Bank Interest		700	0	-700
Other Income		0	6870	6870
VAT Refund		800	0	-800
TOTAL RECEIPTS		26552	19088	-7464
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.		200	0	-200
Insurance		350	396	46
Parish Hall Hire		1000	0	-1000
Clerk Remuneration		8750	3679	-5071
Bank and Audit Fees		550	549	-1
Society of Local Council Clerks		250	103	-147
ALCA		155	188	33
Data Protection Act		35	0	-35
Website Hosting and Maintenance		250	0	-250
Publications, books and Training etc.		240	45	-195
Sub-total		11780	4960	-6820
Agency Services				
Roadsweeping wages		6733	2739	-3994
Roadsweeping other costs		100	0	-100
Footpath clearance		420	0	-420
Churchyard Upkeep	2	1000	0	-1000
Sub-total		8253	2739	-5514
Allotments				
Allotments rent		60	0	-60
Allotments maintenance		50	0	-50
Sub-total		110	0	-110
Public lighting				
Electricity		180	0	-180
Routine Maintenance		0	0	0
Sub-total		180	0	-180
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		3004	1291	-1713
Professional & Legal Advice		0	0	0
Other Expenditure		0	1076	1076
		3004	2367	-637
TOTAL PAYMENTS		23807	10189	-13618
Excess of Income over Expenditure		2745	8899	6154
Reclaimable VAT		800	241	
Total Gross Payments		24607	10430.37	

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.

RFO REPORT – 23rd September 2025

BANK RECONCILIATION

Financial Year Ending 31st March 2026

Prepared by **Mr. Andrew Walker** Clerk and Responsible Financial Officer on **10/09/2025**

Balance per Bank Statements as at 01/09/2025		
Current Account HSBC	17,885.72	
Deposit Account Bath Building Society - Closed	0.00	
Deposit Acc ex.-Base rate Tracker Bond - Bath Building Society	15,613.71	
Of which		33,499.43
Community Infrastructure Balance - unspent	3,028.82	
SDDP Contributions - Unspent	0.00	
Churchyard Agency Fund	1,714.44	
	4,743.26	
Unrestricted Funds	28,756.17	
LESS Un-presented cheques: (inc. VAT)		
Sub Total		0.00
PLUS Unpresented Credits		
		0.00
Net Balance as at 1st September 2025		**33,499.43**
The net balance reconciles to the Cash Book (receipts and payments account) for the year, as follows:-		
CASH BOOK		
Open Balance 01/04/2025		
Current Account HSBC	9,228.21	
Deposit Account Bath Building Society	0.00	
Base rate Tracker Bond - Bath Building Society	15,613.71	
Of which		24,841.92
Community Infrastructure Balance - unspent	4,197.32	
SDDP Contributions - Unspent	0.00	
Churchyard Agency Fund	1,714.44	
	5,911.76	
Plus Receipts in the year		19,087.88
		43,929.80
Less Payments in the year		10,430.37
Closing Balance per cash book (receipts and payments book) on 01/09/2025		**33,499.43**

RFO REPORT – 23rd September 2025

1. **BDO LLP have concluded the Audit for the year ended 31st March 2025** and we have received the External Auditor's Report and Certificate 2024/25.
   The External auditor's limited assurance opinion 2024/25 is given as:-
   On the basis of our review of Sections 1 and 2 of the Annual Governance and ccountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.
   Other matters not affecting our opinion which we draw to the attention of the authority:
   Following the Internal auditor's review of the council's processes and controls, some recommendations were raised.
   We have reviewed these recommendations and endorse them.

2. A total of £1,870 has been received as donations from Midford Residents for the Midford Defibrillator.

3. Avon & Somerset Community Trust – Grant for RADAR speed signs received.

Receipts since meeting on 22nd July 2025

Reference	Date	From Whom	Particulars	Amount
12	03/07/2025	Residents	Contributions to Midford Defibrillator	50.00
13	16/07/2025	Residents	Contributions to Midford Defibrillator	20.00
14	01/08/2025	A&S Police Comm Trust	Grant RADAR Speed Signs	5000.00

Payments approved as standing payments or at meeting on 22nd July which have now been made.				
Reference	**Date**	**To Whom**	**Particulars**	**Amount**
SSPCJUL25GBD	24/07/2025	Grant Davis	Pay Advice 30 Jun to 27 Jul 2025	498.00
SSPCJUL25AW	24/07/2025	Andrew Walker	Pay advice Jul 2025	374.00
SSPCJUL25GD	24/07/2025	Geoffrey Davis	Pay advice Jul 2025	374.00
034PZ001752802604	01/07/2025	HMRC Paye/NIC Cumb	Month 4 Paye 2025-26	214.07
BankChgJun25	22/06/2025	HSBC	Bank Charges Jun 2025	8.00
DD-AWT	15/07/2025	Avon Wildlife Trust	Membership 2025 -2026	48.00
S-INV-011827	25/07/2025	BHF	BHF Defibrilator	1291.34
SSPCAUG25GBD	28/08/2025	Grant Davis	Pay Advice 28 Jul to 29 Aug 2025	622.50
SSPCAUG25AW	28/08/2025	Andrew Walker	Pay advice Aug 2025	374.00
SSPCAUG25GD	30/08/2025	Geoffrey Davis	Pay advice Aug 2025	373.80
034PZ001752802605	01/09/2025	HMRC Paye/NIC Cumb	Month 5 Paye 2025-26	232.94
BDO LLP INV-00724217	28/08/2025	BDO	Annual Audit	378.00

RFO REPORT – 23rd September 2025

SOUTH STOKE PARISH COUNCIL COMMUNITY INFRASTRUCTURE LEVY - Annual report	
Reporting period: CIL Monies received by the Council to:-	**31st MARCH 2026**
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 amount of CIL received in financial year (2024/25)	**£0.00**
Total	**£58,366.90**
Total amount of CIL received in financial year (2025/26)	**£0.00**
Total CIL Receipts	**£58,366.90**
b) CIL Expenditure	
Total amount of CIL spent to end of financial year (2025/26)	**£55,338.08**
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	£2,925.00
Removal & Transport of Phone Box - Journey 1	£900.00
Removal & Transport of Phone Box - Journey 2	£900.00
Midford Phone Box Sundry Materials	£231.43
Trainee/Assistant Clerk 2024/25 (3 Months)	£1,402.20
Trainee/Assistant Clerk 2025/26 (5 Months)	£1,168.50
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 (2025/26) and retained (unspent) at the end of the reported year (2025/26)	**£0.00**
ii. Total amount of CIL received in previous year(s) and retained (unspent) at the end of the reported year (2025/26)	**£3,028.82**
Total CIL receipts retained (unspent)	**£3,028.82**
Commitments awaiting completion /invoicing	
Trainee/Assistant Clerk 2025/26 (7 Months)	£1,635.90
Total	**£1,635.90**
Uncommitted Balance	**£1,392.92**

Councillor …….. Clerk ……..

Print Name: **Mr. G. Davis**

Dated 22/07/2025