

RFO report for 5 May 2020 PC meeting (Position at 28 April 2020)

1. Financial statement

Community Account balance per bank statement 27 Mar 2020	£19,757.24
Business Savings Account balance per bank statement 27 Mar 2020	£5,157.73
Balance	£24,914.97
Unpresented approved cheques	(£740.87)
Unpaid orders requested for approval	(£12,344.07)
Direct debit – scheduled	(£278.47)
Unpresented receipts	£6,650
Net Balance (assuming approval of orders requested)	£18,201.56

2. Orders requested for approval

Direct debit payments - paid	Date	Sum
ICO annual sub	11/03/20	£35.00
Direct debit payments – scheduled	Date	Sum
PWLB payment	05/05/20	£278.47
Bank transfer payments – to be paid	Date	Sum
J Dark – Clerk salary Mar/April	ASAP	£398.40
J Dark – Clerk expenses Mar/April	ASAP	£23.98
Alison Farmer – LCA (2nd payment)	ASAP	£2,640
SCC – Street lighting project (2nd payment)	ASAP	£6,196.88
SALC – Payroll (6 months to 31/3/20)	ASAP	£54.00
SALC – Annual membership 20/21	ASAP	£331.62
K Hawes – Grass cutting (13/04/20)	ASAP	£200.00
SCC – Street light maintenance and elec 19/20	ASAP	406.99
BDC – Bin emptying 19/20	ASAP	448.80
Stevie Bezencenet – NHP expenses	ASAP	380.40
Groundwork – return of grant	ASAP	£1,263.00
Total		£12,622.54

3. Unpresented approved cheques

Item	Cheque	
Sean Fry - expenses	101556	£7.07
Village Hall - hire	101557	£70.00
J Dark – clerk salary Dec/Jan/Feb	101558	£597.60
J Dark – clerk expenses Jan/Feb	101559	£31.20
Village Hall - hire	101563	£35.00
Total		£740.87

4. Receipts

Precept H1 £6,650

5. Bank reconciliation

Cash book opening balance 1 April 2020 £24,174.10
 Receipts £6,650
 Community A/C payments £12,622.54
Cash book balance: £18,201.56

6. Banking arrangements

- It is requested that MN is approved as a signatory to the account.
- It is requested that approval is given for MN and SF make online payments for at least the duration of the lockdown relating to COVID-19.

7. Exercise of public rights

Due to COVID-19, we do not have a date for internal audit yet. Therefore it is recommended that the council agree to a default starting date for the Exercise of Public Rights of 1 September 2020. This is the latest start date under Government regulations relating to COVID-19. If the internal audit is completed and approved by the PC in time for an earlier start date, it is recommended that the Exercise of Public Rights begin before 1 September at the discretion of the clerk.

8. NHP grant

SB has completed the end of grant report, £1263 was unspent and will be returned.

9. Grass cutting

Kelvin Hawes has agreed verbally to continue last year's arrangement at the same rate. He has been sent a document to formally accept this proposal.