RPC Clerk Financial Report September (August) 2025

Accounts / Balance Reporting

Account balances as of 31st August 2025 were:

- TSB Current – £100.50
- TSB Deposit (General Reserves) – £29,723.98
- Dudley Deposit (CIL) – £53,409.05

General and CIL reserves have decreased in-line with targeted spend / investment in the Parish. CIL reserves are still high, and strategies should be considered to utilise funds appropriately.

Monthly Budget Reporting (comments on £100+ expenditure variances)

As per commentary on the Budget Report. *Excludes none-budgeted lines (i.e. grants / fixed assets):*

July

- Cleansing Grant receipt – Now credited in one annual payment

August

- Misc. – £200 Brewers voucher
- Ad-hoc Maint. – underspend this month balances out overspend other months

Monthly Reserve Reporting

August Balance Analysis (as of 31st August 2025 - VAT reconciled within)

Reserve	Balance c/fwd
General Reserve	5,096.24
CIL Funds Reserve	51,583.39
CIL Fund Interest/VAT Refund	1,825.66
S.137 25/26	9,196.30
Village Signs	2,500.00
Flood Mitigation	5,386.94
Verge Trimming	1,625.00
Jubilee Orchard	600.00
Bus & Bottle Banks	5,420.00
TOTAL	83,233.53

To consider:

- Jubilee Allotment Society to provide costs for potential Orchard

August/September Payments & Receipts

August (approved by email as no Aug. meeting)

- Payment's total of **£5,600.05**
    - £2,028.31 from General Reserves and £3,616.74 from CIL Reserves.
- Receipts totalling **£46.08** (interest).

September (for approval)

- Payment's total of **£5,484.17**
    - All from General Reserves
- Receipts totalling **£12,941.23** (Precept 2nd instalment, interest).

July/August spend (powers / S.137)

- 94.35% of S.137 spend remaining.

Spending Powers (Aug & Sep) & YTD Totals

Transactions 01/07/2025 and 31/08/2025 (inc. VAT) - Spend Authority

Date	Spending Authority	Description	Reserve	Net	VAT	Total
22/07/2025	s.137	Defib Village Hall new battery		-£ 225.00	-£ 45.00	-£ 270.00
30/07/2025	Burial	Cemetery Water **DD**		-£ 24.26	£ -	-£ 24.26
31/07/2025	Ancillary	Salary Warden - July		-£ 250.25	£ -	-£ 250.25
31/07/2025	Ancillary	Salary Clerk - July		-£ 434.80	£ -	-£ 434.80
31/07/2025	Ancillary	HMRC - July (income tax / Employer NI)		-£ 171.30	£ -	-£ 171.30
31/07/2025	Open Spaces	Grounds (Willis) July		-£ 562.70	£ -	-£ 562.70
31/07/2025	Open Spaces	Grounds (Williamson) July		-£ 315.00	£ -	-£ 315.00
31/07/2025	Community/Hall	Village Shop refurb balancing payment (CIL)		-£ 3,616.74	£ -	-£ 3,616.74
15/08/2025	Community/Hall	CIL Grant - WC Refurbishment		-£ 9,358.00	£ -	-£ 9,358.00
15/08/2025	s.137	Gift vouchers (Brewers)		-£ 200.00	£ -	-£ 200.00
26/08/2025	Open Spaces	Bottle banks refurbishment		-£ 4,580.00	£ -	-£ 4,580.00
31/08/2025	Ancillary	Salary Warden - August		-£ 250.25	£ -	-£ 250.25
31/08/2025	Ancillary	Salary Clerk - August		-£ 434.80	£ -	-£ 434.80
31/08/2025	Ancillary	HMRC - August (income tax / Employer NI)		£ 171.10	£ -	£ 171.10
31/08/2025	Open Spaces	Grounds (Willis) August		-£ 422.70	£ -	-£ 422.70
31/08/2025	Arts	Bonfire celebrations grant		-£ 1,500.00	£ -	-£ 1,500.00
31/08/2025	Open Spaces	Jubilee Field / Allotment August		-£ 360.00	£ -	-£ 360.00

TOTALS SINCE APRIL (inc. VAT)	
Ancillary	-£5,136.70
Allotments	-£540.80
Arts	-£1,500.00
Burial	-£24.26
Bus	-£79.90
Community/Hall	-£12,974.74
Crime	£0.00
Highways	£0.00
Open Spaces	-£10,653.01
Tourism	£0.00
War	£0.00
WC	£0.00
s.137	-£520.00
RESERVE SPEND	
GENERAL	-£7,154.71
CIL	£0.00

Internal Audit Recommendations

The Council received the finalised internal audit recommendations report from Mr G Reid on 21st July. Notable findings / recommendations were:

- Good progress had been made in implementing historic recommendations
- Consider removing VAT from reporting (cannot break out in current software, but is accounted for in the Precept – i.e. anticipated refund show as a receipt)
- S.137 – ensure use of upto date electoral figures / rates in Precept Calc.
- Reserves exceed £100,000 so investment strategy should be implemented as recommended by Statutory guidance and published – <u>now sub £100k</u>
- Obtain dedicated cloud storage for Council files and emergency access to hardcopy records (Clerk to share code to outbuilding with Chair)
- Minuting authorised spending power on approval of any payment (like above log).
- Resolution of CIL VAT/interest discrepancy between actual balance and reportable balance
- Writing down redundant assets (SID batteries) as no longer any practical value (should be £1 each)
- Focused CIL spend - £35,000 at risk of repayment in next 21 months, and a further £25,000 in the 12months following. Be aware of lead times on large projects
- Workplace pension may need to be offered to Clerk / Warden – need to investigate.