

RFO Report

17/04/2008

1. The Year end returns for tax and NI payments have been completed and filed on line, which entitles the Parish Council to a refund of £100.00.
2. There was an underpayment of National Insurance contributions (RFO) and to ensure that deadlines would be met, a cheque was signed by two Cllrs on the 11th April for £54.65. This has now been posted and should bring all payments to the HMRC up to date.
3. A second cheque was signed by two Cllrs on the 11th April for PCSO Patricia Gibson for £50.00 (previously approved) to cover the prize for the school poster competition.
4. All the P60s have been produced and are in the process of being forwarded to all staff.
5. The 2007/2008 Accounts have been completed and balanced to the penny. In the next few weeks the audit file will be compiled and brought to Council for signing. It will then be forwarded to Heelis and Lodge for audit.
6. The external audit date has been set as 18th July 2008 as deemed by the Accounts and Audit (Amendment) Regulations 2006 and failure to do so will result in a qualified audit opinion. The dates set to display the notice regarding the exercise of electors rights are 02 June to 15 June. The records will then have to be made available from 16 June to 11 July.
7. The new external Auditors request that a variety of forms be completed and sent with the Annual Return. Failure to do so will result in extra fees being charged. I therefore request the Councils permission to proceed, taking into account that there will be an increase in the amount of hours for next month.
8. For your information only- The s137 rate for 2008/2009 is £5.86 per elector.
9. A cheque for £20,000.00 from BELSP has been received and banked.
10. A Vat refund for £1,292.02 has been received but was too late to go through this years accounts. VAT will now be claimed twice yearly and by the end of December to ensure receipt before financial year end.
11. The Parish Council reserves are as follows:

Community Account	£21,671.37
Premium Account	£451.76
Tracker Account	£30,026.78
Total:	£52,149.91

Earmarked Reserves and Funds

Ganges Playground	£5.000.00
Kingsland Playground	£5.000.00
Belsp Fund	£20.000.00
Grand Total:	<u>£22.149.91</u>

Please note:

- The above figures do not include Accounts Payable which will be presented at the meeting.
- Once established the total for accounts payable, the remaining funds will be transferred from the Community Account to the Tracker Account in order to gain interest.