



# Morton-On-Swale

## Parish Council

### RFO Report to Parish Council Meeting on 30<sup>th</sup> July 2025

The following reports are being distributed and scheduled as attachments to the agenda for consideration/approval at the Parish Council Meeting on 30<sup>th</sup> July 2025.

#### **1. 2025/26 Routine Finance Schedules**

Given that most of the observations pertinent to the latest accounts are normally summarised within the commentary for the Bank Reconciliation Report, I propose to make the majority of my comments in future only under the first heading (Bank Reconciliation Report) – unless there are matters requiring further exceptional comment in relation to any of the other schedules. I trust that this arrangement is acceptable to Council.

##### **(a) Bank Reconciliation Report**

The total of funds held in the Current and Business Money Manager (Savings) Accounts amounts to £20,651.01 with one payment of £8 pending (invoiced, but not due for payment by Direct Debit until 1<sup>st</sup> August). Of this, £546.58 is “reserved” for The Friends of Morton-on-Swale, being the net surplus raised from events held during 2024/5.

This schedule is currently predicting an end-of-year reserve of a fraction under £6,000, but this figure should be treated with very considerable caution as it depends on exactly how much CIL money, if any, is to be used by way of a contribution towards the costs of the Play Park Equipment maintenance and repair work which is currently still pending. For the purposes of the presentation of this current schedule only, therefore, it is being assumed that £424.89 of the CIL money balance will be used for this purpose, this being the amount remaining from CIL grants received more than 5 years ago. Council may possibly wish to reconsider this figure in the light of the further CIL money grant received since the last Council meeting. Please see (c) and (d) below for further commentary on the funding of the Play Park Maintenance and Repair work.

The green-highlighted section of the report contains details of anticipated receipts and routine outgoings during the next 2-month period, July - September 2025. The staff remuneration figure includes a small element of backpay for the period April-July, following the agreement of the National Pay Award which, as usual, is backdated to 1<sup>st</sup> April. All of the expenditure items listed here, including the staff remuneration figures, were previously included on the Schedule of Routine Expenditure which was received and pre-approved by Council at the January 2025 Council Meeting. As such, and provided also that the invoiced amounts do not exceed the amounts shown here, authorisation of these payments will be required from only two signatories to the bank mandate, in accordance with Financial Regulations.

##### **(b) Income & Expenditure Transaction Details Reports**

Receipts during the period were bank interest of £54.35 and a new Community Infrastructure Levy payment of £7,248.15 in respect of the How Beck development to the west of Brigadoon.

A grant of £136.75 was also received from North Yorkshire Council as a contribution towards the cost of cutting certain specified visibility grass verges. This is the same figure as in 2024/25 (ie no inflationary increase despite the fact that our own costs have gone up!). Our regular monthly payments to CE & CM Walker for grass cutting cover part of this work, while 50% of the grant has been paid to Morton Greens Association as they are directly responsible for the contract for maintenance of the verges at the entrance to Cromwell Drive and of the green in the centre of Cromwell Drive itself.

Total routine expenditure for the period was £2,735.51 (including £130.80 recoverable VAT). This total includes two monthly charges of £8.00 each from HSBC as being the “management fee” for providing banking services to the Council. However, please note that HSBC has now announced that it will no longer be levying this fee, so there will be no further such expenses in the remainder of this financial year, resulting in a saving of £64 on the original budget provision for this item for 2025/26.

These transactions are summarised in the section of the Bank Reconciliation Report which is highlighted in yellow.

(c) Accounts Summary (including budgetary performance report)

All income and expenditure to date is in line with budget expectations and there are no exceptional items to report. It appears that the quarterly Play Park inspection by Caledonia Play that was due in April was not carried out for some reason, and we have therefore now agreed with them that an appropriate credit will be made against their charges for the remedial work which they have been instructed to carry out in the Park.

The costs of the currently identified Play Park work are shown in the section of the Bank Reconciliation Report which is highlighted in orange. Taking into account the suggested CIL contribution mentioned above, this would leave £2,869.22 (nett of VAT) to be met from general reserves. It should be noted that the current balance of funds includes £2,100, brought forward from 2024/25, as being the unspent budgeted provision for some of this work which was originally due to have been carried out before the end of the last fiscal year. That then leaves just £769.22 to be met out of the 2025/26 budget provision of £2,200 for Play Park Servicing & Maintenance. The latter does not cover such items as hedge cutting, tree surveys and weed control, for which there are separate budget provisions.

(d) CIL Summary

As noted under b) above, a Community Infrastructure Levy payment of £7,248.15 has now been received in respect of the How Beck development to the west of Brigadoon. This brings the total of CIL money received over the past 10 years to £43,353.90, of which £10,089.09 currently remains unspent.

Of this balance, just £424.89 remains from payments received more than 5 years ago. This is the amount that might, in theory, have to be refunded to NYC as not having been spent within 5 years of receipt (per the official CIL guidelines). It is suggested therefore that this should be the minimum amount to be contributed from the CIL account towards the costs of the currently pending maintenance and repair work in the Play Park.

## 2. Other Matters

No requests had been received (as of 24th July) from members of the public to view accounts and documents relating to fiscal year 2024/25. The statutory period to respond to such requests ended on 25<sup>th</sup> July 2025.

**Report prepared 24th July 2025 by R M Dale (RFO) and updated on 30<sup>th</sup> July 2025**