



Morton-On-Swale

Parish Council

RFO Report to Parish Council Meeting on 28th January 2026

The following reports are being distributed and scheduled as attachments to the agenda for consideration/approval at the Parish Council Meeting on 26th November 2025.

1. 2025/26 Routine Finance Schedules

- (a) Bank Reconciliation Report
- (b) Income Transactions & Expenditure Transactions Reports
- (c) Accounts Summary and Budgetary Performance

(a) Bank Reconciliation Report

The total of funds held in the Current and the Business Money Manager (Savings) Accounts amounts to £16,692.53, a nett reduction of £1,349.46 since the November meeting. This includes £7,324.76 as the remaining unspent CIL balance, leaving £9,367.77 as the Council's effective working balance, albeit this presumes receipt of a VAT refund of £1,322.91 for expenditure during the second half of this financial year which will not actually reach our accounts until early April. The current actual balance of funds at the end of March will therefore be closer to £8,000.

The green-highlighted section of the report contains details of anticipated receipts and routine outgoings during the next 2-month period, February - March 2026. All 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, payment authorisation will be required from only two signatories to the bank mandate, in accordance with Financial Regulations.

This schedule is now currently predicting an effective end-of-year reserve of just over £9581.47, which represents an improvement of around £700 on the figure previously reported in November. This improvement is primarily (though not exclusively) due to the different payments arrangements that apply to the new quarterly Play Park Inspection contract with Synergy Outdoors, which only requires payment for individual inspections to be made at the time of those inspections, unlike the previous arrangement with Caledonia Play, where the full annual payment was required up front.

The current estimate of routine expenditure during the final two months of the financial year (February-March 2026), is £1,159.21. This excludes the expected costs of a tree safety inspection (still pending), repairs to the white railings near the pub, and the reinstatement of the safety barrier at the Cromwell snicket to Back Lane, most of the costs of which should be covered in any case by the Locality Budget grant of £850 which we have recently been offered by NYC, courtesy of Cllr. Wilkinson. There is also still an unspent balance of just under £500 remaining in the budget for Play Park servicing and maintenance which will contribute towards the cost of the tree safety inspections, the charge for which is presently still unknown, and also the cost of new signage.

(b) Income & Expenditure Transaction Details Reports

We received a sum of £677.89 nett of VAT from Mulgrave properties as reimbursement for the cost of reinstating the MVAS sign at the western end of the village. Bank interest of £75.08 was also received. In addition, we have now received, courtesy of Cllr Wilkinson, a grant from the NYC Localities Budget of £850 towards the costs of reinstating the snicket barrier between Cromwell Drive and Back Lane, and of painting the white railings and repairing the cobble stones near the pub

Total routine expenditure for the period was £1,349.46 (including £118.79 recoverable VAT), all of which was within budgeted provisions.

(c) Accounts Summary (including budgetary performance report)

All income and expenditure to date is in line with budget expectations with the exception of the Contingency Allowance budget figure of £429, which has been slightly overspent due in part to the costs of some additional printing consumables needed for the production and distribution of the recent Resident Priorities Survey questionnaire. This should however be offset partially by a reduction in expenditure under this heading in 2026/27 due to “bulk buying” savings.

2. Schedule of Routine Payments for 2026/27 Financial Year

All indicated payments are in line with the annual budget for 2026/27 as approved at the November 2025 Council meeting. Note, however, that the figure of £666.67 every two months for Staff Remuneration is an average amount. The actual gross amounts to be paid in May, July and September will be less than this, at £636.69 (ie the current bi-monthly total amount). Local Government salaries are routinely reviewed in October/November each year, although the new rates are then normally backdated to April 1st, so the November payment will be greater than £666.67 as it will include an element of backpay. The annual budget for this item anticipates an increase of 4.7% in pay scales, which may possibly be a little on the high side.

Report prepared 22 January 2026 by R M Dale (RFO)