

To receive a report from the Finance Officer

Report to: Policy and Finance

Date of Report: 6 January 2025

Officer Writing the Report: Finance Officer

1. Budget Reports for November 2024

The precept budgets for 2025/26 have been finalised, and an additional column for each code has been added to the November budget reports.

Prior Year 2023/24	Budget Including Actual YTD Virements 2024/25	2024/25	Budget Available 2024/25	Precept Budget 2025/26
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2. External Audit 2023/24

BDO LLP has sent a letter regarding an "other matter" in the External Auditor's Report, confirming that evidence has been received and the issue has now been resolved - see agenda item 16 for more information.

3. Internal Audit 2024/25

Hudson Accounting completed the interim internal audit for Saltash Town Council - see agenda item 17 for more information.

4. Debtors

Below is a list of the current outstanding invoices.

There is 1 invoice overdue for payment

- **Chamber Room Booking - £87.20 – Payment due 30/11/2024.**

This was a last minute booking to hold a constituency surgery. The customer has been sent several email reminders and messages left on mobile. The last message requesting payment was made on 14 January 2025.

The Town Clerk has emailed requesting immediate payment to settle the invoice.

All other invoices are either for future room bookings or the invoice is not yet due.

Contact	Invoice Date	Total	Less than 1 Month	1 Month	2 Months & Older	Notes
Childrens' Funeral Fund	07/01/25	£1,033.00	£1,033.00	£0.00	£0.00	Invoice for claiming funding for Under 18's interment.
Cornwall Council	08/01/25	£449.73	£563.93	£0.00	-£114.20	Isambard room booking Dec 24 £240 Chamber room booking May 25 £324 Note overpayment of £114.20 matched against this invoice
Chamber Room Booking	27/11/24	£87.20	£0.00	£87.20	£0.00	Chamber room booking 30/11/2024
Room Booking	14/01/25	£150.00	£150.00	£0.00	£0.00	Isambard room booking Feb 25
TOTAL		£1,719.93	£1,746.93	£87.20	-£114.20	

5. CIL (Community Infrastructure Levy) Neighbourhood Parish Payments

The table below summarises the CIL income received from Cornwall Council. The total amount received is £14,255.34.

CIL 4th round for Saltash Waterside Improvement Project has been approved and STC have committed to spend £10k of Neighbourhood Parish Payments. This will leave a budget left to spend of £4,255.34

Note: The Town Council have five years from receipt to spend the income on infrastructure projects within the area that meet the criteria set out in CIL Regulation 59C. The relevant dates are provided in the table for reference.

Date Received	Amount Received	Amount Committed CIL 4th round	Balance to Spend	5 Year Deadline	Planning Ref	Planning Address
07/04/2021	£1,395.00	£1,395.00	£0.00	06/04/2026	PA19/09168	Land off 28 Castlemead Drive, Saltash
17/04/2021	£189.06	£189.06	£0.00	16/04/2026	PA20/05475	Land Adjacent To Polmear, Homer Park, Saltash, PL12 6HJ
15/11/2021	£385.99	£385.99	£0.00	14/11/2026	PA19/09772	Old Churchtown Farm Farm Lane St Stephens Saltash Cornwall PL12 4AR
15/11/2021	£840.00	£840.00	£0.00	14/11/2026	PA18/09294	Land On The North Side Of 1 Castle View, St Stephens, Saltash, PL12 4RD
07/10/2022	£2,434.67	£2,434.67	£0.00	06/10/2027	PA21/06948	Land East Of 16 Castle View, St Stephens, PL12 4RD
07/10/2022	£815.63	£815.63	£0.00	06/10/2027	PA21/03745	Land South of Old Churchtown Farm Lane, Stephens, PL12 4AR
19/04/2023	£1,372.84	£1,372.84	£0.00	18/04/2028	PA20/10644	12 Sunningdale Road, St Stephens, Saltash, PL12 4BN
19/04/2023	£2,246.66	£2,246.66	£0.00	18/04/2028	PA22/09842	Land East of 62 St Stephens Road, Saltash, PL12 4BJ
19/04/2023	£943.29	£320.15	£623.14	18/04/2028	PA21/03745	Land South of Old Churchtown Farm Lane, Stephens, PL12 4AR
18/10/2023	£8.82		£8.82	17/10/2028	PA20/10644	12 Sunningdale Road, St Stephens, Saltash, PL12 4BN
18/10/2023	£2,246.66		£2,246.66	17/10/2028	PA22/09842	Land East of 62 St Stephens Road, Saltash, PL12 4BJ
18/04/2024	£341.79		£341.79	17/04/2029	PA21/05336	Land West Of The Stables, Farm Lane, St Stephens, Saltash, PL12 4AR
14/10/2024	£1,034.93		£1,034.93	14/10/2029	PA21/05336	Land West Of The Stables, Farm Lane, St Stephens, Saltash, PL12 4AR
	£14,255.34	£10,000.00	£4,255.34			

**Signature of Officer:
Finance Officer**