

**Responsible Financial Officer Reports (9-12)****9. RFO Report** - (for information – bank balances)

- Bank balances - as at 31 January 2026 are as follows:

HSBC	23,276.25
Lloyds Debit card	1,324.69
Cornwall Council deposit	777,616.03
<b>TOTAL</b>	<b><u>£802,216.97</u></b>

**10. Schedule of Payments** - To receive and approve the schedule of payments totalling £56,807.27 gross**Attachment: 10. Schedule of Payments****Recommendation: to approve the schedule of payments totalling £56,807.27 gross****11. Budget Monitoring 2025/26** – To receive and accept a budget report to 31 January 2026 for monitoring purposes**Attachment: 11. Budget Monitoring to 31 January 2026***On target spend should now be at 83.33%*

The following points should be noted on the Administration (101) budget (other budgets monitored within the relevant committees):

- PAYE & NI (4010) shows only nine month's expenditure (75%) as this is paid a month behind. It also includes an adjustment of £4,770 for possible underpayments over the last 6 years which is being challenged with HMRC. An initial refund of £2,189 is expected.
- Training (4110) will overspend by approx. £650 as 3 yearly fire safety and first aid training has recently been completed.
- Professional Fees (4160) has overspent due to payment of £6,392 for the first stage of the review which was approved from the general reserve.
- Defibrillator Monitoring (4320) invoices are due for the defibrillators and bleed control kits which will fully commit the budget line.
- Mayoral Allowance (4340) paid via payroll and £1,512 is included in the salary line

**Recommendation: to note and approve the budget monitoring report****12. Aged Debtors** - To receive a report on aged debtors and agree any necessary action

As at 18 February 2026 the following amounts were outstanding:

Outstanding	31 - 60 Days		61 - 90 Days		91+ Days	
	No. of customers	Amount	No. of customers	Amount	No. of customers	Amount
Public Hall	1	74.00				
Guildhall rents						
Guildhall utilities						
Allotments						
Miscellaneous						
<b>Totals</b>	<b>1</b>	<b><u>£74.00</u></b>	<b>0</b>	<b><u>£0.00</u></b>	<b>0</b>	<b><u>£0.00</u></b>

The amount outstanding is from a regular hirer and not a cause for concern

**Recommendation - To accept the report on aged debtors**