

## **Claybrooke Magna Parish Council: Report On Annual Accounts 2019-20**

1. The Parish Council's Annual Accounts are formulated on a Receipts and Payments basis in accordance with relevant audit regulations.
2. The Parish Council spent a total of £15586.77 against a precept of £10009.00. This represents an overspend of £5577.77. This was due to a number of unpaid invoices from the previous year carried over to this year, including the annual salary and tax of the previous clerk who resigned in March 2019 (£1150). Also, a Community Grant for the purchase of 100 chairs for the Village Hall (£1983.75) was approved in January 2020 but it is not now expected until the next financial year. A new clerk and RFO was appointed in April 2019 and the issues raised the last audit were addressed and approved by the auditor in September 2019. The precept increased this year by 9% in line with the agreed budget, to accommodate the council elections and for salary of new clerk in accordance with local government pay scale.
3. The largest item of expenditure was the purchase of 100 new chairs replacing old and damaged ones in the Village Hall. The application was approved by the Councilors and all relevant documentation sent to HDC. This was approved in January 2020, but due to the coronavirus situation, the grant will not be paid until the 2020/21 financial year. The chairs cost £3174.00 including delivery and VAT and the grant will be £1983.75, in line with the grant protocol excluding VAT.
4. At the year end the Council held financial assets of £ 10481.00. This represents a decrease in reserves against 2018-19 due to the need for additional finance for the purchase of the village hall chairs and payment of outstanding invoices. These funds will continue to be monitored and used to fund the on-going asset replacement schedule. The fixed asset schedule has been reviewed and updated. The current bank account was changed during the year from Natwest to Lloyds as it was becoming increasingly difficult to obtain an efficient service from the Natwest. Lloyds was chosen as it enabled on line banking and had a more local branch.
5. The Parish Council Reserve Accounts continue to attract very small amounts of interest reflecting the wider economic climate.
6. The Parish Council has no loans or finance agreements.
7. The Parish Council does not hold petty cash.
8. There was a significant event occurred at end of the financial year due the Coronavirus pandemic but this did not result in any financial implications for the Parish Council.

## Claybrooke Magna Parish Account Summary 2019-20 as at 31.03.20

<b>Receipts:</b>	<b>2018/19</b>	<b>2019/20</b>
Balance b/f	12426	15514
Precept	9100	10009
Bank Interest	20	19
Grants/Refunds	0	525
<b>Total</b>	<b>21546</b>	<b>26067</b>
<b>Expenditure:</b>		
Staff Costs	308	2981
Reimbursement to staff	0	78
Other	7539	12527
<b>Total</b>	<b>7847</b>	<b>15586</b>
<b>Net</b>	<b>13699</b>	<b>10481</b>
<i>Uncashed cheques</i>	<i>1813</i>	
<b>Total assets c/f</b>	<b>15513</b>	

## Bank Reconciliation

**Name of Authority:** Claybrooke Magna Parish Council

**County Area** – Leicestershire and Rutland

**Financial Year ending 31<sup>st</sup> March 2020**

**Prepared by:** Patricia Nunn – Parish Clerk/RFO

**Date:** 10<sup>th</sup> May 2020

### **Balance as per bank Statements as at 31<sup>st</sup> March 2020**

Current account	2188.66
Interest account (1)	6066.24
Interest Account (2)	2233.94
<b>Total</b>	<b>10488.84</b>
Less unrepresented cheques at 31.03.20	
Cheque no. 010	8.30
<b>Net balance as at 31.03.20</b>	<b>10480.54</b>

## **Section 137 Payments**

Section 137 of the Local Government Act (as amended) 1972 allows Parish Councils to spend up to £8.12, for 2019/20, per elector for purposes for which they have no other specific statutory power to continue to build stronger relationships in the community.

The Section 137 calculation for the Council for year ending March 2020 is:

$$8.12 \times 455 = \text{£ } 3694.60$$

Total spending was £1941.25 (See detailed supporting records.)

## Asset Schedule

As at 31 March 2020

Land and Property	
Village Hall (notionally owned by Parish Council)	250,000
Playground	6,000
<b>Total</b>	<b>256,000</b>

### Other:

Item	Value	Date Acquired	Date of Disposal	Notes
Notice Boards (2)	1523	2019		
Shed	525	2018		
Defibrillator	2,000	2016		
Salt Bin	350	2016		
Pic Nic tables x 2	400	2019		
Playground Seat	447	1998		
Playground Equipment	19,837	2012		
Bus Shelter	3,729	2004		
Main Road Seat	265	2008		
Milestone	950	Victorian		
Lawnmower	479	2011		
Printer	295	2015	2020	No disposal value
Laptop	207	2015	2020	No disposal value
Village Signs (3)	3,000	1998		
Village Green Seat	447	2008		
Village Hall Sign	500	2017		
<b>Total</b>	<b>34,452</b>			

**Grand Total - £290,452**

## Variations

1. £1 difference between yearend cash at bank and annual net receipts /expenses figure due to roundings.
2. The difference between the total revenue and net figure for the 2018-19 accounting period was due to the uncashed cheques at the end of the year of £1813. There were cheques for £1000 for the deposit for purchase of notice boards, £525 for the purchase of a village hall shed and the audit cost from PFK of £288.

The cheques for the shed and notice boards were cashed in April 2019. The cheque to PFK was never presented and so a new invoice for the same amount was presented and paid in January 2020.

**Name of External Auditor:** PFK Littlejohn

Completed by Patricia Nunn  
Parish Clerk/RFO