

PAKENHAM PARISH COUNCIL**Annual statement for period ending 31st March, 2020****Year 2018/2019**

£
12200.00
0.00
22.48
736.00
224.00
1383.55
10.37
0.00
20.00
14,596.40

Income
Precept
Grants
Bank Interest
Burial Fees
Rent
VAT
Wayleave
Donation
Training
Total Receipts

Year 2019/2020

£
12200.00
0.00
54.61
815.00
240.00
902.56
11.03
1664.00
0.00
15,887.20

£
241.00
2678.24
393.79
220.00
629.73
487.66
220.00
00.00
2245.00
1500.00
150.00
3026.81
902.56
00.00
00.00
12,694.79

Expenditure
Prof.Fees
Clerks salary
Expenses/stationery
Hall Hire
Insurance
Subscriptions
Training/publications
Burial Ground
Donations/S.137
Grass/hedge cutting
The Dell/Church Wood
Village improvements
VAT
Elections
Misc.

£
108.00
3080.88
377.80
240.00
378.27
489.37
00.00
00.00
2200.00
2382.50
867.40
2738.26
1163.37
21.34
00.00
14,047.19

Bank Reconciliation 01.04.19 to 31.03.20

20,139.65
14,596.40
(12,694.79)
22,041.26

Balances as at 1st April
Total Receipts
Less total payments

22,041.26
15,887.20
(14,047.19)
23,881.27

Cumulative funds are represented by:

15046.51
(3019.60)12026.91
10014.35
22,041.26

Current account
Less unrepresented cq
Deposit account

15303.32
13812.31 (1491.01)
10068.96
23,881.27

PAKENHAM PARISH COUNCIL

Supporting notes for the year ended 31st March, 2020

1. **Assets** – As at 31st March, 2019 the following assets were held:

<u>Description</u>	<u>Basis of Valuation</u>	<u>Value £</u>
Land	Cost	1926.00
Bus Shelter	Cost	13,949.17
Village Sign	Cost	3,162.62
6 x Metal village signs	Cost	1,897.35
Church Green board	Cost	474.62
4 x Tourist trail signs	Cost	967.23
Village noticeboard	Cost	1,608.30
1 x seat	Cost	2,010.94
6 x salt bins	Cost	473.75
Gala Tent	Cost	664.17
Defibrillator x 2	Cost	1865.00
Heated Cabinet x 2	Cost	910.85
Laptop	Cost	200.00
Printer/Scanner	Cost	58.33
Dog Waste Bin	Cost	173.04
Telephone Kiosk x 2	Cost	2.00
Projector & cable	Cost	241.66

During the period no items were disposed of

During the period two purchases were made (Projector & cable) & land assets included as above
Creditors – Nil

2. **Borrowings** – As at 31st March 2020 no loans were outstanding. The Council had not borrowed any funds during the year, or at the year end.
3. **Leases** – As at 31st March, 2020 no leases were in operation.
4. **Outstanding Debts** – As at 31st March 2020 no debts were outstanding.
5. **Tenancies** – No tenancies were held.
6. **Section 137 Payments** – Total expenditure: £200
7. **Agency Work** – None
8. **Advertising and publicity** – No costs for advertising and publicity were incurred.
9. **Pensions** – None
10. **Charitable Trusts** – No money is held for any charitable trusts.

PAKENHAM PARISH COUNCIL
Significant Variances

<u>2018/2019</u>	<u>2019/2020</u>	<u>Variance</u>	<u>Income</u>
22.48	54.61	32.13	Bank Interest – More money in deposit account
736.00	815.00	79.00	Burial Fees – More burials
1383.55	902.56	(480.99)	VAT – Less purchased
00.00	1664.00	1664.00	Donations – Donation received for defibrillator
			<u>Expenditure</u>
241.00	108.00	(133.00)	Prof. Fees – One off computer encryption
2678.24	3080.88	402.64	Clerk Salary – Pay increase & overtime
629.73	378.27	(251.46)	Insurance – New three year agreement
220.00	00.00	(220.00)	Training – None undertaken
1500.00	2382.50	882.50	Grass/hedge cuts – More grass cuts
150.00	867.40	717.40	Dell/Church Wood – Tree survey carried out
902.56	1163.37	260.81	VAT – More works carried out
00.00	21.34	21.34	Election – Election held May 2019

Notes for Auditor

- 1. Statement of Accounts** – The Parish Council's accounts were approved and adopted at the Parish Council meeting on Thursday, 23rd May 2019 item 12
- 2. Precept and Budget** – The Council discussed and agreed the 2019/20 budget held on Wednesday, 28 November 2018 item 13i and precept 2019/20 agreed on Wednesday, 28 November 2018 item 13ii.
- 3. Reserves Required** – Lawn Cemetery £2000, Dell/Church Green Wood £3000 and Election/general reserves £8000 – Total £13,000
- 4. Petty Cash** – No petty cash held
- 5. VAT** - £1163.37 has been reclaimed for year 2019-20
- 6. PAYE & Pension** – The Council was registered for PAYE and any necessary payments were deducted from the Clerks salary. No pension requirements – Re-declaration completed 13.3.19
- 7. Risk Assessment Management** – Annual Financial risk assessment review Thursday, 23 May 2019 item 8iii) – Annual review Standing orders Thursday, 23 May 2018 item 8 i – Annual review Financial regulations Thursday, 23 May 2018 item 8ii (Updated Financial Regulations adopted Wednesday 25 September 2019 item 8) – Bi-annual Risk assessment of assets review Wednesday, 25 September 2019 item 9 and Thursday, 19 March 2019 item 4 – Annual internal control report & statement Wednesday, 23 October 2019 item 7 – GDPR policies adopted: 23 May 2018 item 10 & 24 October 2018 item 6 – Internal Auditor appointed – Wednesday, 15 January 2020 item 12i.

Signed

Chairman:

Clerk:

Date: