

**PAKENHAM PARISH COUNCIL**Annual statement for period ending 31<sup>st</sup> March, 2021**Year 2019/2020**

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

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

**Year 2020/2021**

£  
12026.00  
0.00  
60.54  
338.00  
350.00  
1163.37  
9.61  
0.00  
0.00  
13,947.52

£  
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

**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.

£  
271.00  
3182.40  
366.63  
100.73  
374.33  
502.36  
00.00  
825.00  
2563.99  
1850.00  
2095.00  
808.50  
744.73  
00.00  
00.00  
13,684.67

**Bank Reconciliation 01.04.20 to 31.03.21**

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

Balances as at 1<sup>st</sup> April  
Total Receipts  
Less total payments

23,881.27  
13,947.52  
(13,684.67)  
24,144.12

**Cumulative funds are represented by:**

15303.32  
(1491.01)13812.31  
10068.96  
23,881.27

Current account  
Less unrepresented cq  
Deposit account

14173.82  
14014.62 (159.20)  
10129.50  
24,144.12

## **PAKENHAM PARISH COUNCIL**

Supporting notes for the year ended 31<sup>st</sup> March, 2021

1. **Assets** – As at 31<sup>st</sup> March, 2021 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
5 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 x 4	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 no purchases were made

Creditors – Nil

2. **Borrowings** – As at 31<sup>st</sup> March 2021 no loans were outstanding. The Council had not borrowed any funds during the year, or at the year end.
3. **Leases** – As at 31<sup>st</sup> March, 2021 no leases were in operation.
4. **Outstanding Debts** – As at 31<sup>st</sup> March 2021 no debts were outstanding.
5. **Tenancies** – No tenancies were held.
6. **Section 137 Payments** – Total expenditure: £563.99
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**

<b><u>2019/2020</u></b>	<b><u>2020/2021</u></b>	<b><u>Variance</u></b>	<b><u>Income</u></b>
815.00	338.00	(477.00)	Burial Fees – Fewer burials
240.00	350.00	110.00	Allotment Rent – 2021-22 rent paid early
902.56	1163.37	260.81	VAT – More purchases
1664.00	00.00	00.00	Donations – None received
			<b><u>Expenditure</u></b>
108.00	271.00	163.00	Prof. Fees – Laboratory sample of stream
2738.26	808.50	(1929.76)	Village Improv. – 2 Benches purchased April 21 inv.
0.00	825.00	825.00	Cemetery – New Fence & seeding
2382.50	1850.00	(532.50)	Grass/hedge cuts – Fewer grass cuts
240.00	100.73	(139.27)	Hall Hire – Cost of virtual meetings cheaper
200.00	563.99	363.99	S.137 – More donations made
1163.37	744.73	(418.64)	VAT – Less work & purchases carried out
21.34	00.00	(21.34)	Election – No elections held

**Notes for Auditor**

- 1. Statement of Accounts** – The Parish Council's accounts were approved and adopted at the Parish Council meeting on Wednesday, 20 May 2020 item 12i.
- 2. Precept and Budget** – The Council discussed and agreed the 2020/21 budget at a Council meeting on Wednesday, 27 November 2019. Council discussed and agreed the 2020/21 precept at a Council meeting on Wednesday, 27 November 2019.
- 3. Reserves Required** – Lawn Cemetery £2000, Dell/Church Green Wood £3000 and Election/general reserves £8000, Play equipment £5,000, Royal Event £250 – Total £18,250
- 4. Petty Cash** – No petty cash held
- 5. VAT** - £744.73 has been reclaimed for year 2020-21
- 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 Wednesday, 20 May 2020 item 7iii – Annual review Standing orders Wednesday 20 May 2020 item 7i – Annual review Financial regulations Wednesday 20 May 2020 item 7ii – Bi-annual Risk assessment of assets review Wednesday 16 September 2020 item 7 and Wednesday 17 March 2020 item 9 – Annual internal control report & statement Wednesday, 21 October 2020 item 8 – Internal Auditor appointed – Wednesday, 20 January 2021 item 11i.

**Signed**

**Chairman:**

**Clerk:**

**Date:**