

Castle Hedingham Parish Council and Burial Board

Balance Sheet at 31st March 2013

2011/12	Current Assets	2012/13
£68,238.23	Cash in hand	£81,386.68
<u>£2,472.86</u>	VAT repayment Due	£2,531.28
£70,711.09	Total Assets	£83,917.96
<u>£70,711.09</u>	ASSETS	<u>£83,917.96</u>
	Fund Balances	
£63,016.85	General Fund	£75,963.26
£5,215.69	Playing Field Reserve	£5,220.59
<u>£2,472.86</u>	Vat refund due	<u>£2,531.28</u>
£70,705.40		£83,715.13
£63,003.54	Fund Balance at 1 st April 2012	£70,705.40
<u>£7,701.86</u>	Plus Net Income for the Year	<u>£13,009.73</u>
£70,705.40		£83,715.13

The above statements represent fairly the financial position of the authority at the 31st March 2013 and reflect its income and expenditure during the year.

Signed: _____
Chairman

Signed: _____
Responsible Financial Officer

Date:

Date:

Castle Hedingham Parish Council and Burial Board

Income and Expenditure Account for Year Ending 31st March 2012

2011/12		2012/13
ASSETS		
£24,575.00	Precept	£24,575.00
£3,973.00	Parish Support	£3,973.00
£2,906.00	Burial Board	£3,831.48
£71.28	Interest	£78.08
£2,151.84	Agency Services (Public Toilet Caretaker including Memorial Hall Caretakers Salary)	£2,169.08
£2,387.03	Grass Cutting & Street Partnership Grants	£5,237.57
£0.00	Village Entertainment	£0.00
£2,152.00	Donation	£725.00
£1,792.00	BDC Grants - Toilet Cleaning	£5,000.00
£8.39	EDF – Nunnery Street Rent	£8.68
£325.00	Chairman's Expense Account - Parish Dinner	£0.00
£20.00	Miscellaneous	£18.60
£1,298.93	VAT Recovered (for 2010/11)	£2,472.86
£41,660.47	TOTAL ASSETS	£48,089.35
LIABILITIES		
£792.90	Expenses	£1,267.55
£713.17	Queen's Jubilee Expenditure	£0.00
	Administration:	
£285.00	Audit Fee	£285.00
£6,656.80	Clerk Salary	£7,867.24
£175.40	Payroll Fee	£150.90
£747.12	Insurance	£842.22
£221.00	Hire of room, Memorial Hall Lease	£401.00
£1,452.20	Printing, Distribution, Advertising Costs	£470.75
£703.27	Other Fees/Annual Subscriptions	£1,512.80
£10,240.79		£11,529.91
	Village Maintenance:	
£1,163.85	Cemetery	£2,894.75
£6,941.50	Grass Cutting	£6,695.00
£4,420.04	Village Maintenance	£2,308.50
£3,914.44	Agency Services (Public Toilet Caretaker including Memorial Hall Caretaker's Salary)	£3,793.48
£1,652.00	Infrastructure Repairs	£0.00
£163.65	Rates and Rent/Other Charges	£20.15
£18,255.48		£15,711.88
£448.29	Street Lighting	£402.86
£349.05	Chairman's Expense Account - Parish Dinner	£584.56
£1,860.00	Donations made under Section 137	£3,110.00
£2,472.86	VAT on expenditure	£2,531.28
£35,132.54	TOTAL LIABILITIES	£35,138.04

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GENERAL FUND		
£32,010.19	Balance at 1 April 2012	£37,838.21
£41,660.47	Total Income	£48,089.35
(£35,132.54)	Less Total Expenditure	(£35,138.04)
(£7,000.00)	Transfer to Reserves	(£8,000.00)
(£57.81)	Transfer to Reserves (Interest)	(£65.48)
	Transfer from Community Transport Grant Reserve	
	Transfer from Youth Council Reserve	
£37,838.21	BALANCE AT 31st March 2013	£42,724.04

Castle Hedingham Parish Council and Burial Board

Supporting Statements - 31st March 2013

1. Assets

At 31st March 2013 the following Assets were held:

Village Greens	£5.00
Cemetery	£3,831.48
Village Sign & 3 Village Noticeboards	£3,605.00
Brushcutters & Handtools	£3,073.52
5 Items of Play Equipment and surfaces	£25,093.89
4 Street Lights	£4,999.76
5 Items of Bingham Pottery	£1,150.19
Public Toilets	£32,500.00
TOTAL	£74,258.84

The Village Greens value remains at this nominal amount.

The basis of valuation of the cemetery is on the income from burials for the 2012/2013 financial year

The basis of valuation of the remaining assets is from their insured value on 2012 schedule.

2. Leases

At 31st March 2012 the following leases were in operation:

Lessor	Purpose	Annual Rent (£)	Expiry Year
Tom Lindsay	Lease of Village Hall - community use		1 2051
*Tom Lindsay	Recreation Field - playing field	150	1999
*Braintree District Pump House - for storage		30	2006

* Although these leases expired in 1999 and 2006 payments have continued to be made to secure the tenancy.

3. Borrowings

As at the close of business on 31st March 2013 there were no loans to the council outstanding.

4. Debts Outstanding

At 31st March 2012 a VAT refund of £2,531.28 is due to the Council.

5. Earmarked Reserves

a) **Play Equipment Reserve** – These funds will be used to maintain and renew the play equipment on the Recreation Field.

Movements on earmarked reserves:

	£
Opening Balance	£5,215.69
<u>Interest</u>	<u>£4.90</u>
Balance at year end	£5,220.59

6. S137 Payments

Section 137 of the Local Government Act 1972 enables Parish/Town Councils to spend up to the product of £6.80 per head of electorate for the benefit of the people in the area on activities or projects not specifically authorised by other powers.

The limit for this Council in the year ended 31st March 2013 was £6,636.80 and the payments made were as follows:

To keep Post Office open while training new sub-postmaster	£1,500.00
Solar Society to help with start up costs	£500.00
British Legion – Wreath	£60.00
Friends of St Nicholas Church - Jubilee Donation	£1,050.00
Total	£3,110.00

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7. Agency Work

During the year the Council undertook the following agency work on behalf of other authorities:

Nature of work

Public Toilet Caretaker, Memorial Hall Caretaker and Cleaner:

Parish Council Costs	£3,793.48
Reimbursement Memorial Hall	(£2,169.08)
- Reimbursement Braintree District Council	(£5,000.00)
Sub Total at 31 st March 2013	(£3,375.60)
Net cost to Council 2012/13	(£3,375.60)

As part of the Localism Agenda, the responsibility for the Public Toilets is being transferred to the Parish Council and no further reimbursement will be received from Braintree District Council.

8. Trusteeships - Memorial Hall and Castle Hedingham Club

The Parish Council are trustees of Castle Hedingham Memorial Hall and Castle Hedingham Club; both are run by Management Committees with a representative of the Parish Council on each. The Parish Council monitors their financial status and has responsibilities relating the upkeep of the hall under the terms of the lease. No works were funded during this year.

Signed: _____

Chairman

Responsible Financial Officer

Date:

Castle Hedingham Parish Council and Burial Board

Bank Reconciliation 2012/2013

Bank Balance:		Statement No.
Current account	£6,552.38	233
Deposit Account	£69,613.71	81
<u>Playing Field Reserve Account</u>	<u>£5,220.59</u>	25
<u>Total</u>	<u>£81,386.68</u>	

Current Account Balance:

31st March 2013 per statement 233	£6,552.38
<u>Less Unrepresented cheques</u>	<u>£202.83</u>

Total **£6,349.55**

Balance per Bank Reconciliation £6,349.55

Balance per Receipts and Payment Book £6,349.55

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Fixed Assets - 31st March 2013

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