

The Parish Council of Leckhampton with Warden Hill

Annual Financial Report

for the year ending 31 March 2013

The Parish Council at 31 March 2013:

Chairman of the Council
Councillor P.Ryder

Vice-Chairman of the Council
Councillor Mrs Y.M.Jowett

Members:

Councillor Mrs A.Regan
Councillor A.Knight
Councillor A.Mears
Councillor A.Nicholson
Councillor J.Davies
Councillor P.Lynch
Councillor Mrs D.Rand
Councillor J. Lloyd
Councillor Mrs V.Matthews
Councillor A.Chard

Clerk to the Council: Mrs A.J.Winstone

The Parish Council Of Leckhampton with Warden Hill

Summary Receipts and Payments Accounts for the year ending 31 March 2013

<u>Year 2011-12</u>	<u>Receipts</u>	<u>Year 2012-13</u>
£		£
31500.00	Precept	31500.00
2526.12	HM Customs & Excise (VAT return)	1386.11
300.00	Martin Slowe (for maintenance adjacent to 65 Salisbury Avenue)	300.00
4184.00	Match funding payment from CBC	-
290.00	Reimbursement from contractor re Brizen	-
-	Reimbursement of fitting costs of benches from manufacturer	147.00
	Unused Balance of Events Account	571.15
38800.12	Total receipts	33904.26
	<u>Payments</u>	
10517.16	Clerk, gross salary and N.I	10834.80
2959.63	Environmental improvements	3771.00
619.37	Insurance	625.47
996.72	GAPTC fee	987.29
1366.88	Administration (inc broadband & Chairman's expenses)	1631.45
342.00	Audit fee	342.00
87.79	Travel expenses	90.71
17.63	Care of documents	-
4819.00	s.137: donations	4710.00
-	Hall Hire	71.25
778.00	Maintenance/Improvements	-
1024.00	Brizen Project costs	-
75.00	Charitable donation (Poppy Appeal & other)	50.00
290.00	Reimbursement to Brizen MC following reimbursement from contractor	-
237.60	Planning Publicity	554.80
25.00	Other Expenses	17.00
2000.00	Diamond Jubilee Event	500.00
26155.78	Total payments	24185.77
	<u>Set aside provisions contained in budget</u> (Contingency)	
2000.00		2000.00
2000.00	Total provisions	(2000.00)
	Surplus for the year 2012-13	9718.49
	Surplus for the year 2011-12	12644.34
	Balance brought forward	£39342.04
	Total Balance carried forward	£49060.53
	Current account balance	£48489.38
	(£49060.53 - £571.15 Events Account balance shown in receipts)	
	(at both times allowing for the sums allocated for election expenses and other liabilities and Contingencies)	

Note 1. The precept for 2012-13 is £31500

Note 2 The provisions made for election expenses will be carried forward during the financial year 2013/14

General Notes on the Accounts

(i) Salaries, Pensions and Gratuities

The present Clerk has not elected to join the Local Government Pension Scheme, and accordingly the Council has made no payments in respect of pensions during the year.

(ii) 'Section 137' Expenditure

In the year 2012-13 the Electoral Roll of the parish numbered approximately 3803, which means that expenditure allowed under this heading (as governed by s.137 of the local Government Act 1972 was a maximum of £25860. The actual expenditure made during the year under this heading was £4710, covering donations which were as follows: Brizen Management Committee (for Brizen Young People's Centre) £3500, Friends of Leckhampton Hill and Charlton Kings Common £250, In Bloom for Warden Hill £300, Citizen's Advice Bureau £250, Warden Hill Primary School £210 and 1st Warden Hill Scouts £200.

The Council's policy is to restrict donations to those organisations which benefit residents of the Parish, or include the Parish within their slightly wider areas of operation (usually meaning Cheltenham).

(iii) Loans

The Council has not taken out any loans which are still current.

(iv) Leases, Agency Activities, and Tenancy Agreements

The Council is party to a 79 year lease in respect of the Brizen Young People's Centre, but will be entering into a licence with the Brizen Management Committee. It is not a party to any other leases or tenancy agreements.

(v) Banking arrangements

The Council bank is the HSBC in Cheltenham.

(vi) Changes in Assets

During 2012-13 there was no significant change to the Council's Register of Assets (see (ix) below)

(vii) Publicity

The Council is required under section 5 of the Local Government Act 1986 to disclose payments made for the purposes of publicity.

(viii) Training

During this year the expenditure on training was £0.

(ix) Community Assets

Most of the Council's assets are either unsaleable (such as public seats) or cannot be sold for legal reasons (open spaces and the Salisbury Avenue playground). The Register of Assets thus gives almost every item a nominal value of £1. Advice was sought from CBC concerning the possible revision of these asset values, but this information has not been forthcoming to allow alteration in this financial statement.

These figures are different from those used for insurance purposes. Some small items (such as simpler design of public seat) are not insured at all, while those items covered in the Council's policy are insured at a figure reflecting the replacement cost.

Assets currently held by the Council are as follows, with nominal values as shown:

Amenity land at Salisbury Avenue: play area and fixed equipment	£	1.00
Amenity land at Undercliff Avenue	£	1.00
Amenity land at junction of Gwernant Road and Alma Road	£	1.00
Bus shelter, Salisbury Avenue	£	1.00
Litter bins (3), Salisbury Avenue @ £1.00 each	£	3.00
Play equipment at The Spindles play area	£	1.00
Public seats, Church Road, Undercliff and Brizen Field, @£1.00 each	£	3.00
Public Seat, Winchester Way	£	1.00
Notice Boards (6), @ £1.00 each	£	6.00
Jubilee Benches (3) @ £1.00 each	£	3.00

(x) Investments and Capital Projects

The Council holds no investments, and has no capital projects in hand or in the planning stage.

(xi) Contingent Liabilities

There are no contingent liabilities.

(xii) Provisions

The following list identifies possible future expenditure.

Election provision	£11,000
Brizen Young People's Centre	£10,000
Neighbourhood Plan	£ 9,000
Allowance for recent cuts, inc bus and grass cutting	£ 8,000
Amenities (including bus provision)	£10,000

(xiii) Insurances

The Council holds insurances as recommended by District Audit, including Fidelity Guarantee cover of £2,000, Public Liability cover of £5,000,000 and Employer's Liability of £10,000,000. The amounts below are increased each year in line with inflation, and otherwise reviewed as necessary. The Council's fixed assets are insured for a total of £8766.57 as follows:

Bus shelter, Salisbury Avenue	£ 959.36
Seat, Winchester Way	£ 610.71
Seat, Kidnappers Lane	£ 610.71
Notice boards, 6	£ 6,583.54
Playground equipment	£ 2.25

On the 1 April 2003, the War Memorial came within the boundary of the Parish. This is already insured by the Borough Council.

(xiv) Debtors

The Council has no debtors.