

The Parish Council of Leckhampton with Warden Hill

Annual Financial Report

for the year ending 31 March 2013

The Parish Council at 31 March 2014:

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

Members:

Councillor Mrs A.Regan
Councillor A.Knight
Councillor A.Nicholson
Councillor J.Davies
Councillor P.Lynch
Councillor Mrs D.Rand
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 2014

<u>Year 201-13</u>		<u>Year 2013-14</u>
	<u>Receipts</u>	
£		£
31500.00	Precept	31500.00
1386.11	HM Customs & Excise (VAT return)	-
300.00	Martin Slowe (for maintenance adjacent to 65 Salisbury Avenue)	300.00
	Reimbursement from CBC for utility bills	479.41
147.00	Reimbursement of fitting costs of benches from manufacturer	-
571.15	Unused Balance of Events Account	58.19
	Donation towards printing costs	90.00
33904.26	Total receipts	32427.60
	<u>Payments</u>	
10834.80	Clerk, gross salary and N.I	11297.66
3771.00	Environmental improvements	2148.00
625.47	Insurance	622.04
987.29	GAPTC fee	998.09
1631.45	Administration (inc broadband & Chairman's expenses)	1416.91
342.00	Audit fee	240.00
90.71	Travel expenses	75.19
4710.00	s.137: donations	5200.00
71.25	Hall Hire	129.50
50.00	Charitable donation (Poppy Appeal)	50.00
-	Reimbursement to Brizen MC following reimbursement from CBC	479.41
554.80	Planning Publicity and Advice	855.00
17.00	Other Expenses	25.00
500.00	Event	650.00
-	Community Bus	2450.00
-	Website	672.00
-	Newsletter	620.00
23185.77	Total payments	27828.80
	<u>Set aside provisions contained in budget</u>	
2000.00	(Contingency)	(2000.00)
2000.00	Total provisions held in current account (see details below)	(48000.00)
	Surplus for the year 2013-14	4598.80
	Surplus for the year 2012-13	9718.49
	Balance brought forward	£49060.53
	Current account balance	£52929.99
	Total Balance carried forward	£52988.18
	(£52929.99 + £58.19 Events Account balance shown in receipts)	
	Contingency held for Brizen maintenance under the lease	£ 5500.87

Note 1. The precept for 2013-14 is £31500

Note 2 The provisions made for election expenses will be carried forward during the financial year 2014/15

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 2013-14 the Electoral Roll of the parish numbered approximately 3795, which means that expenditure allowed under this heading (as governed by s.137 of the local Government Act 1972) was a maximum of £2648910 (£6.98 per elector). The actual expenditure made during the year under this heading was £5200, covering donations which were as follows: Brizen Management Committee (for Brizen Young People's Centre) £4000, Friends of Leckhampton Hill and Charlton Kings Common £250, In Bloom for Warden Hill £250, Warden Hill Primary School £600 and St Christopher's Gardening £100.

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 2013-14 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
Environmental Improvements/Amenities	£10,000

(xiii) Insurances

The Council holds insurances as recommended by District Audit, including Fidelity Guarantee cover of £250,000, Public Liability cover of £10,000,000 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 £11,039.56 as follows:

Bus shelter, Salisbury Avenue	£ 998.14
Seat, Winchester Way	£ 629.03
Seat, Kidnappers Lane	£ 629.03
Notice boards, 6	£ 6,781.04
3 benches for Jubilee	£ 2,000.00
Playground equipment	£ 2.32

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.