

The Parish Council of Leckhampton with Warden Hill

Annual Financial Report

Year ending 31 March 2017

The Parish Council as at 31 March 2017:

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

Members:

Councillor Mrs A.Regan
Councillor A.Knight
Councillor J.Davies
Councillor P.Lynch
Councillor Mrs V.Matthews
Councillor Mrs P.Henty
Councillor Mrs A.Swales
Councillor C.Nelson
Councillor I.Bickerton

Clerk to the Council: Mrs C.E Gould

The Parish Council Of Leckhampton with Warden Hill

Summary Receipts and Payments Accounts for the year ending 31 March 2017

<u>Year 2015-16</u>	<u>Receipts</u>	<u>Year 2016-17</u>
£		£
31500.00	Precept	35901.00
10171.54	HM Customs & Excise (VAT return)	1808.40
300.00	Martin Slowe (for maintenance adjacent to 65 Salisbury Avenue)	300.00
10000.00	Active Together Grant	-
18500.00	Cheltenham BC Grant	-
-	Cheltenham BC (Cllr Bickerton's members allowance)	3446.09
100.00	HSBC	-
-	Transfer from Brizen Hall Income A/C	118.64
-	Transfer from closed Events a/c	58.19
-	Insurance Claim	713.89
70571.54	Total receipts	42346.21
	<u>Payments</u>	
16657.59	Clerk, gross salary, pension and N.I	11830.15
58509.04	Environmental improvements	673.00
561.83	Insurance	760.38
1282.22	Administration	1223.16
360.00	Audit fee	-
100.20	Travel expenses	77.35
658.98	s.137: donations	4240.00
110.00	Hall Hire	117.50
5908.06	Planning Publicity and Advice	900.00
659.00	Website	661.18
989.08	Insurance claim replacement costs	-
86516.00	Total payments	20482.72
<u>(15944.46)</u>	Surplus / (Deficit) for the year	<u>21863.49</u>
Balance brought forward 01 April 2016		£53381.98
Add surplus for year		£21863.49
Total Balance carried forward 31 March 2017		<u>£75245.47</u>
<u>Set aside provisions contained in budget 2016- 2017</u>		
Total provisions held in current account as at 31 March 2017		(44000.00)
Current account general reserves balance as at 31 March 2017		<u>£31245.47</u>

BRIZEN HALL INCOME

Year 2015-16

£10699.75

Income from management account with BYPC Charity

LESS

-	Brizen Pavilion Licence
-	Rates (Brizen Pavilion)
£ 207.08	Trade refuse costs
£ 663.63	Electricity
£ 275.06	Water
£ 145.00	Electrical services
£ 57.30	Fire Safety Equipment maintenance
£ 118.64	Insurance (Transfer to LWWHPC a/c)
£ 937.75	Maintenance (including alarm)
£ 4300.00	S137 donation to BYPC Charity
£ 1000.00	Transfer to Contingency Account (see below)

£ 7704.46

TOTAL EXPENDITURE

£ 2995.29

Surplus / (deficit)

Year 2016- 17

£9412.30

£ 599.06	Brizen Pavilion Licence
£ 195.89	Rates (Brizen Pavilion)
£ 269.50	Trade refuse costs
£ 710.81	Electricity
£ 242.81	Water
£ 40.00	Electrical services
£ 57.30	Fire Safety Equipment maintenance
£ 118.64	Insurance (Transfer to LWWHPC a/c)
£ 410.00	Maintenance (including alarm)
£ 7000.00	S137 donation to BYPC Charity
£ 1000.00	Transfer to Contingency Account (see below)

£10644.01

(£1231.71)

BRIZEN HALL INCOME ACCOUNT

Opening Balance as at 1 st April 2016	£ 5658.27
Less deficit for year	£ 1231.71

BALANCE AS AT 31ST MARCH 2017

£ 4426.56

BRIZEN CONTINGENCY ACCOUNT

Opening Balance as at 01 April 2016	£ 7507.93
Transfer from Hall income account	£ 1000.00
Interest	£ 4.36

BALANCE AS AT 31ST MARCH 2017

£ 8512.29

Total Balances for Brizen Young Peoples Centre Accounts £12938.85

Note 1. The precept for 2017-18 is £35900

Note 2 The provisions made for election expenses will be carried forward during the financial year 2017/18

General Notes on the Accounts

(i) Cheltenham Borough Council receipt

Income from Cheltenham Borough Council for the year totalling £3446.09 represents the CBC members allowance for Councillor Ian Bickerton donated to the Parish Council by Councillor Bickerton

(ii) Salaries, Pensions and Gratuities

The Council made contributions to the Local Government Pension Scheme for the previous Clerk during the year totalling £2476.23.

(iii) 'Section 137' Expenditure (expenditure including donations)

In the year 2016 -17 the Electoral Roll of the parish numbered approximately 3784, which means that expenditure allowed under this heading (as governed by s.137 of the Local Government Act 1972) was a maximum of £28077.28 (£7.42 per elector). The actual expenditure made during the year under this heading from precept income was £4240.00, covering donations which were as follows: £250.00 to Friends of Leckhampton Hill and Charlton Kings Common; £3500.00 to Brizen Young People's Centre Charity; £300.00 to In Bloom for Warden Hill; £60 to Royal British Legion and £130.00 to St Christopher's Gardening Club.

A payment under this heading was also made from the Brizen Hall income to the Brizen Young People's Centre Charity totalling £7000.00

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).

(iv) Loans

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

(v) Leases, Agency Activities, and Tenancy Agreements

The Council is party to a 79 year lease in respect of the Brizen Young People's Centre with discussion in course to enter into a new agreement to manage with the Trustees of the Brizen Young People's Centre Charity. The Council is also party to a Licence to Occupy the Brizen Pavilion. It is not a party to any other leases or tenancy agreements.

(vi) Banking arrangements

The Council bank is HSBC in Cheltenham.

(vii) Changes in Assets

During 2016-17 there was no significant change to the Council's Register of Assets (see (x) below).

(viii) Publicity

The Council is required under section 5 of the Local Government Act 1986 to disclose payments made for the purposes of publicity. This year the Council spent £0.

(ix) Training

During this year the expenditure on training was £0.

(x) Fixed Assets

Some of the Council's assets may be either unsaleable, gifted or cannot be sold for legal reasons (open spaces and the Salisbury Avenue playground). These items have a nominal value of £1.

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

	£
Amenity land at Salisbury Avenue play area and MUGA	1.00
Amenity land at Undercliff Avenue	1.00
Amenity land at junction of Gwernant Road and Alma Road	1.00
MUGA equipment at Salisbury Avenue	47,743.00
Fixed Play equipment at Salisbury Avenue Toddlers play area	1.00
Fixed Play equipment at The Spindles play area	1.00
Litter bins (3), Salisbury Avenue and Undercliff Avenue	3.00
Public seats: Church Road, Undercliff and Brizen Field, @£1.00 each	3.00
Public Benches and seats: Jubilee (2), Winchester Way, Kidnappers Lane	2,901.64
Notice Boards (6),	7,194.55
Bus shelter, Salisbury Avenue	1,048.54
Computer	560.00
Printer	169.99
Laminator	20.00

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 as shown in section xiii below.

(xi) Investments and Capital Projects

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

(xii) Contingent Liabilities

There are no contingent liabilities.

(xiii) Provisions

The following list identifies possible future expenditure set within budget provisions. Provisions for the following year 2017 – 2018 have been set as below:

<u>Year 2016- 2017</u>		<u>Year 2017- 2018</u>
£11,000	Election provision	£11,000
£10,000	Brizen Young People's Centre	£10,000
£ 8,000	Neighbourhood Plan	£ 9,000
£ 7,000	Austerity cuts to GCC and CBC services	£ 5,000
£ 8,000	Environmental Improvements/Amenities	£13,000

(xiv) Insurances

The Council holds insurances as recommended by District Audit, including Fidelity Guarantee cover of £250,000, Public Liability cover of £12,000,000 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 as follows:

Bus shelter, Salisbury Avenue	£ 1,059.03
Seats	£ 674.11
Notice boards	£ 7,266.50
Benches	£ 2,143.02
Salisbury Avenue MUGA equipment	£ 48,221.44

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

(xv) Debtors

The Council has no debtors.