

The Parish Council of Leckhampton with Warden Hill

Annual Financial Report

for the year ending 31 March 2018

The Parish Council at 31 March 2018:

Chairman of the Council
Councillor Dr Adrian Mears CBE
Vice-Chairman of the Council
Councillor Mrs P. Henty

Members:

Councillor Mrs A.Regan
Councillor Mrs Y. Yowett
Councillor J.Davies
Councillor P.Lynch
Councillor Mrs V.Matthews
Councillor C.Nelson
Councillor Mrs A.Swales
Councillor Mrs E. Nelson
Councillor I.Bickerton

Clerk to the Council: Ms A. Deane

The Parish Council of Leckhampton with Warden Hill

Summary Receipts and Payments Accounts for the year ending 31 March 2018

Year 2016 - 17		Year 2017 -18
£		£
	Receipts	
35901	Precept	35900
1808.4	HM Customs & Excise (VAT return)	2422.35
300	Martin Slowe (for maintenance adjacent to 65 Salisbury Avenue)	300
3446.09	Cheltenham BC (Cllr Bickerton's members allowance)	3724.91
118.64	HSBC Transfer from Brizen Hall income account	268.54
58.19	Transfer from closed event account	0
713.89	Insurance claim	0
0	GCC CAF Grant	5000
0	Groundworks grant	6985
42346.21	Total receipts	54600.8
	Payments	
11830.15	Clerks gross salary, Pension and NI	11126.05
673	Environmental improvements	17306.82
760.38	Insurance	788.8
0	Audit fee	810
4240	S137 donations	5310
117.5	Hall hire	205.5
900	Neighbourhood planning advice and publicity	10361.27
661.18	Website	642
0	GAPTC Membership	918.38
77.35	Travel expenses	0
0	Transfer VAT BYPC	57.57
1223.16	Administration	801.17
20482.72	Total payments	48327.56
21863.49	Surplus / (Deficit) for the year	6273.24
Balance brought forward from 1 April 2017		£75,245.47
Add surplus for year		£ 6,273.24
Total balance carried forward 31st March 2018 (as at 23rd March 2018)		£81,518.71
 <u>Set aside provisions contained in the budget 2017-2018</u>		
Total provisions held in current account as at 31 March 2018		(48,000.00)
Current account general reserve balance at 31 March 2018		<u>£33,518.71</u>

**BRIZEN YOUNG PEOPLE'S CENTRE
LWWHPC accounts for Brizen**

Contingency held for Brizen maintenance under the lease **£ 8,517.00**

Account held for the running of Brizen Young People's Centre

Year 2016 - 17		Year 2017 -18
£		£
	Receipts	
9,411.55	Transfer from BYPC a/c	4,397.73
	Payments from *	
599.06	Brizen Pavilion Licence	733.37
195.89	Rates Brizen Pavilion	165.00
269.50	Trade Refuge	421.20
710.81	Electricity	1,106.70
242.81	Water	411.81
40.00	Electrical services	0
57.30	Fire safety equipment maintenance	61.98
118.64	Insurance transfer to LWWHPC a/c	68.54
410.00	Maintenance including alarm	1372.20
7,000.00	S137 donation to BYPC charity	0
1,000.00	Transfer to contingency a/c	0
0	Drainage	138.00
0	Funds transfer to LWWHPC a/c	200.00
10,644.01	Total payments	4,678.80
Balance brought forward from 1 April 2017		£4,426.56
Plus Receipts		£4,397.73
Less Payments		£4,678.80
Total balance carried forward 31st March 2018 (as at 23rd March 2018)		<u>£4,145.49</u>
Total Balances for Brizen Young Peoples Centre LWWHPC Accounts		£ 12,662.49

Note 1. The precept for 2018-19 is £ 62,700

General Notes on the Accounts

(i) Cheltenham Borough Council receipt

Income from Cheltenham Borough Council for the year totalling £3,724.91 represents the CBC members allowance for Councillor Ian Bickerton donated to the Parish Council by Councillor Bickerton and is payable monthly.

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

In the year 2017 -18 the Electoral Roll of the parish numbered approximately 3816, which means that expenditure allowed under this heading (as governed by s.137 of the Local Government Act 1972) was a maximum of £28,314.72 (£7.42 per elector). The actual expenditure made during the year under this heading from precept income was £5,310, covering donations which were as follows: £100 to Friends of Leckhampton Hill and Charlton Kings Common; £500.00 to Pip & Jim's Pre School, £450 to Leckhampton C of E Primary School, £300 to In Bloom for Warden Hill; £1000 to Sue Ryder Leckhampton Court (building maintenance), £500 to 1st Warden hill scouting Group, £450 to Warden hill Primary school, £945 to Community Heartbeat Trust, £65 to RBL Poppy appeal, £1000 to Cheltenham Mayor's charity

A Grant of £5,250 was also approved to BYPC charity payable from the income from the BYPC. Payment is made from the BYPC management account held by the Charity Trustees on behalf of the Parish Council.

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 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.

(v) Banking arrangements

The Council bank is HSBC in Cheltenham.

(vi) Changes in Assets

During 2017-18 there was no significant change to the Council's Register of Assets (see (x) 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. This year the Council spent £0.

(viii) Training

During this year the expenditure on training was £0.

(ix) 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	2,872.62
Notice Boards (6),	7,050.66
Bus shelter, Salisbury Avenue	1,000.00
Computer	500.00
Printer	150.00
Laminator	18.00

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.

(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 set within budget provisions. Provisions for the following year 2017 – 2018 have been set as below:

<u>Year 2017- 2018</u>		<u>Year 2018- 2019</u>
£11,000	Election provision	£11,000
£10,000	Brizen Young People's Centre	£10,000
£ 9,000	Neighbourhood Plan	£ 6,000
£ 5,000	Austerity cuts to GCC and CBC services	£ 5,000
£13,000	Environmental Improvements/Amenities	£13,000
£48,000	Total	£45,000

(xiii) 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.

(xiv) Debtors

The Council has no debtors.