

# BRETENHAM PARISH COUNCIL

## RFO's Supporting Notes for Financial Report 2016-17

Parish Council accounts for the year ended 31<sup>st</sup> March 2017.

Taking into account all expenditure (£6,119.85) and receipts (£6,195.50) during the year £6,538.08 remained in the two Parish Council accounts at the year end. This is £75.65 more than remained in the accounts at the end of the previous year. The next and final pages show how this increase has come about.

### RECEIPTS

**Total £6,195.50** (£59.90 less than previous year) made up of:

- Parish Precept – £4,150 + £35.75 tax grant making a total of £4,185.75 which is a decrease of £35.75 on previous years.
- Interest on Business Saver A/c £1.83, a decrease of £0.88.
- VAT Refund for 2015/2016 - £159.32 was claimed for the period 1/1/2015 to 31/3/2016 and received in current financial year. An increase of £60.70 on previous year
- Magazine income of £1,112 (**£298 less than last year**)\* made up of:
  1. a donation of £300 from the BVA and one of £55 from St Mary's PCC, both of which go towards the production costs of the magazine
  2. payment for: 17 regular ads (17 previous year), 2 miscellaneous ads (3 previous year), 6 subscribers to the magazine who live outside the village or have left the village but wish to receive the magazine (7 previous year)
  3. Whilst magazine income is down this is mainly due to timing of receipts, £252 has been received in financial year 2017-2018 for amounts due in 2016-2017.
- Grant from NALC in respect of Transparency Code implementation costs £161.60, lower levels of grants applied for, decrease of £241.97.
- No Parking Permits income as responsibility handed back to land owner previous year was £104.
- Income from SCC Jenny Antill Locality Budget to fund Village Review £575 (one off payment).

### PAYMENTS

**Total £6,119.85** (£209.31 more than last year). Payments were made under the following categories:

**General Administration – total £1,961.91** (£400.03 less than last year) - this figure is made up from the individual sums shown in this category. The RFO/Clerk is paid quarterly in arrears and no salary was shown for Jan/Feb/March 2015 in 2014-2015 years accounts but accounted for in 2015-2016 accounts. 2016-2017 position now shows regularised annual RFO/Clerk salary, hence reduced Clerk/RFO salary.

**Magazine Production Costs – total £1,115.60** (£116.80 more than last year)

Magazine production costs have increased as there have been more pages for 7 editions.

Magazine income is greater than magazine expenditure but small loss of £34.39 after taking into account editor expenses\*\* for this period due to timing of receipts from advertisers.

**Running Costs – total £1,658.37** (£272.05 less than last year) included:

- £330 Donation to St Mary's PCC towards the costs of maintaining the graveyard
  - £490 Grass cutting costs for playing field for 14 cuts, budget 16 cuts, final 2 cuts in next financial year.
  - £30.79 Editor's expenses related to purchase of Hard Drive\*\*
  - £60 Hire of the Village Hall for 2015.
- One Off Costs
- £189.30 New signs for dog fouling, refurbishment of village sign and replacement of Fred Hatherall plaque.
  - £550 replenishment of play area bark.

**Agency Services - total £1,070.55** (£627.49 more than last year) included costs for:

- Parish council insurance £203.45 (£16.61 less than last year)
- Annual inspection of the play area and equipment £80 (£5 more than last year)
- SALC membership fee £127.10 (£4.10 more than last year)
- CAS Membership now nil.
- New costs for this year ICO Registration £35 and website hosting £50.

One Off Cost

- CAS Village review services £575 funded from SCC Jenny Antill Locality Budget (See income)

**INCOME exceeds EXPENDITURE by £75.65** which accounts for the increase in the two accounts from the previous year. Reserve is held for contribution towards planned expenditure on playground equipment.

**Page 1 Receipts/Payments summary** for the year showing a total of **£6,538.08** remaining in the two Parish Accounts as at 31<sup>st</sup> March 2017.

**Page 2** Receipts/Payments for the year

**Page 3** Current value of the assets, Section 137 payments and details of the Barclays Saver Account etc

**Page 4** RFO's Supporting Notes for the Annual Accounts.