

# BRETENHAM PARISH COUNCIL

## RFO's Supporting Notes for Financial Report 2017-18

Parish Council accounts for the year ended 31<sup>st</sup> March 2018. Taking into account all expenditure (£4,945.75) and receipts (£6,136.43) during the year £7,728.76 remained in the two Parish Council accounts at the year end. This is £1,190.68 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 £6,136.43** (£59.07 less than previous year) made up of:

- Parish Precept – £4,290 with no tax grant. This was an increase of £104.25 on previous year (Precept £4,150 plus Tax Grant £35.75, total £4,185.75)
- Interest on Business Saver A/c £3.31, an increase of £1.48.
- VAT Refund for 2016/2017 - £296.42 was claimed for the period 1/4/2016 to 31/3/2017 and received in current financial year. An increase of £137.10 on previous year mainly due to larger purchases, replenish play bark of £550 and cost of village review £575.
- Magazine income of £1,384 (£272 more 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: 19 regular ads (17 previous year), 3 miscellaneous ads (2 previous year), 6 subscribers to the magazine who live outside the village or have left the village but wish to receive the magazine (6 previous year)
  3. Whilst magazine income is up 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 £162.70, increase of £1.10 on previous year.
- No monies received from SCC Locality budget, received £575 previous year towards cost of Village Review.

### **PAYMENTS**

**Total £4,945.75** (£1,174.10 less than last year). Payments were made under the following categories:

**General Administration – total £1,985.69** (£23.78 more than last year) - this figure is made up from the individual sums shown in this category.

**Magazine Production Costs – total £1,151.03** (£35.43 more than last year)

Magazine production costs have included additional printing costs for leaflets in magazine for Village event.

Magazine income is greater than magazine expenditure by £232.97.

**Running Costs – total £1,158.78** (£499.59 less than last year) included:

- £330 Donation to St Mary's PCC towards the costs of maintaining the graveyard
  - £630 Grass cutting costs for playing field for 16 cuts at £35 per cut, plus 2 cuts from previous financial year.
  - £84 Hire of the Village Hall for 2016, 7 meetings at increased cost of £12 previously £10.
- One Off Costs
- £94.78 replacement goal nets and goal post supports.
  - Reduction in running costs due to minimal one off costs incurred, previous year play bark was replenished at a cost of £550.

**Agency Services - total £571.27** (£499.28 less than last year) included costs for:

- Parish council insurance £207.15, (£3.70 more than last year)
- Annual inspection of the play area and equipment nil as inspection deferred until Play Area refurbished.
- SALC membership fee £127.10 (£5.17 more than last year)
- Same annual costs for this year ICO Registration £35 and website hosting £50.
- SALC costs relating to Planning Workshop for new Planning Committee Chairman and GDPR briefing totalling £47.
- One off HM Land Registry fees for registration of Playing Field Agreement to Lease and search fees.
- Reduction in Agency Services mainly due to cost of Village Review in previous year of £575.

**INCOME exceeds EXPENDITURE by £1,190.68** which accounts for the increase in the two accounts from the previous year. Reserve is held for contribution towards planned expenditure on playground equipment and inspection, community speedwatch programme and legal fees relating to Playing Field lease. It should be noted that in the 2017/2018 budget there was an allowance for £250 Playground Safety Inspection and £450 for legal fees for Playing Field lease (funds not paid in 2017/2018) which have been held over to 2018/2019 financial year. In addition the Clerk/RFO salary paid was £500 less than budgeted.

**Page 1 Receipts/Payments summary** for the year showing a total of **£7,728.76** remaining in the two Parish Accounts as at 31<sup>st</sup> March 2018.

**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.