

Section 2 – Accounting Statements 2018/19 for

OLTINGHAM, ENTER NAME OF AUTHORITY, HOO PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2018 £	31 March 2019 £	
1. Balances brought forward	2247	2929	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	2150	2365	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	609	3712	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	1285	671	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	724	1190	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	2247	7145	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	2247	7145	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	2758	2758	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2019 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority. Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

18/05/19

I confirm that these Accounting Statements were approved by this authority on this date:

18/05/19

as recorded in minute reference:

29.3.1 REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Cretingham, Monewden and Hoo Parish Council

Significant Variances - Explanation 2018-19

31/03/2018	31/03/2019	Variance	% Variance	Explanation
2,150.00	2,364.00	214.00	10.00%	
399.00	-	-399.00	100.00%	One off grant
14.00	10.00	-4.00	28.00%	
196.00	100.00	-96.00	49.00%	Different donations
-	3,603.00	3603.00	100.00%	CIL funding for first time
2,759.00	6,077.00			
100.00	25.00	-75.00	75.00%	With clerk's resignation fewer expenses
114.00	-	-114.00	100.00%	No audit fee paid this year
36.00	-	-36.00	100.00%	No bank charges this year
1,224.00	637.50	-586.50	48.00%	Clerk resigned in August
-	100.00	100.00	100.00%	Website fee for this year
48.00	-	-48.00	100.00%	No PAYE this year
12.88	8.82	-4.06	31.00%	Travel for clerk reduced following resignation
30.00	502.00	472.00	1573.00%	Includes a first aid course run for parishioners paid for by a grant last year
22.99	-	-22.99	100.00%	No stationery
160.00	80.00	-80.00	50.00%	Last year paid for two years rental
150.00	130.00	-20.00	13.00%	
168.00	218.00	50.00	30.00%	Insurance premium raised this year
-	50.00	50.00	100.00%	On off grant
10.00	110.40	100.40	1004.00%	Vat increased due to VAT on first aid course
2,075.87	1,861.72			

BANK RECONCILIATION CRETINGHAM MONEWDEN HOO PARISH COUNCIL

Balance as at 1st April 2018	2,929.64
Total Receipts	6,077.69
Less Payments	1,861.72
Balance c/f	<u>7,145.61</u>

FUNDS REPRESENTED BY
(at 31st March 2019)

Current Account	7145.61
Add Unpresented Income	0
Less Unpresented Cheques	0

Balance c/f **7,145.61**

These 2 numbers should always be the same

RECEIPTS	PAYMENTS
Balance brought forward	Payments
£2,929.64	Administration £25.00
Precept Apr	Audit
Donation for SID - Lord Rose	Bank charges
VAT refund	Clerk's salary £637.50
Precept Sep	IT support £100.00
CIL Funding	PAYE
	Travel £8.82
	Training £502.00
	Stationery/postage £0.00
	Hall rental £80.00
	S137 £0.00
	Subscriptions £130.00
	Insurance £218.00
	Misc
	Elections
	Grants £50.00
	VAT paid £110.40
Total Receipts	Total Payments
£6,077.69	£1,861.72
BALANCE	
£7,145.61	

Signed:
Chairman
Date

Signed:
RFO
Date

C S
18/5/19