

HOO ST WERBURGH PARISH COUNCIL

ACCOUNTS 2018/19

HOO ST. WERBURGH PARISH
COUNCIL
BALANCE SHEET
FOR YEAR ENDED 31ST MARCH 2019

	<u>Year Ended</u> <u>31st March 2019</u>		<u>Year Ended</u> <u>31st March 2018</u>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>FIXED ASSETS</u>				
Van		0		0
<u>LONG TERM ASSETS</u>				
Investments	0.00		0.00	
Long term Debts	<u>0.00</u>		<u>0.00</u>	
		0.00		0.00
<u>CURRENT ASSETS</u>				
Stocks & Shares	0.00		0.00	
Re-imbursable VAT	0.00		0.00	
Debtors	18270.66		14255.49	
Temporary Lendings	0.00		0.00	
Payments in Advance	0.00		0.00	
Cash in Hand	<u>149817.67</u>		<u>156903.89</u>	
	168088.33		171159.38	
<u>CURRENT LIABILITIES</u>				
Creditors	3079.57		3053.35	
Temporary Loans	0.00		0.00	
Bank Overdraft	<u>0.00</u>		<u>0.00</u>	
	3079.57		3053.35	
<u>Current Assets less Liabilities</u>		<u>165008.76</u>		<u>168106.03</u>
		165008.76		168106.03
<u>REPRESENTED BY:</u>				
General Fund Brought Forward	159293.03		166894.19	
Transfer to Earmarked Reserves	-500.00		-500.00	
Surplus/-Deficit for Year	<u>-3097.27</u>		<u>-7101.16</u>	
		155695.76		159293.03
Van Replacement Fund		<u>9313.00</u>		<u>8813.00</u>
		165008.76		168106.03

The above statement represents fairly the financial position of the authority as at 31st March 2019 and reflects its income and expenditure during the year.

HOO ST. WERBURGH PARISH COUNCIL
INCOME AND EXPENDITURE ACCOUNT
FOR YEAR ENDED 31ST MARCH 2019

	<u>Year ended</u> <u>31st March 2019</u>		<u>Year</u> <u>ended</u> <u>31st March 2018</u>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>INCOME</u>				
<i>Precept</i>		67175.00		42471.00
<i>CTRS Grant</i>		0.00		4704.00
<i>Section 106</i>		40000.00		0.00
<i>Grants</i>		19426.00		7430.00
<i>Interest</i>		26.04		616.10
<i>Allotments</i>		972.00		1080.00
<i>VAT</i>		15178.87		3091.79
<i>Rents/Hire Fees</i>		0.00		330.00
<i>Church/Burial Ground</i>		0.00		0.00
<i>Other Income</i>		0.00		550.00
<u>Total Income</u>		<u>142777.91</u>		<u>60272.89</u>
<u>EXPENDITURE</u>				
<i>General Administration</i>	9234.25		8032.13	
<i>Salaries & Wages</i>	36791.15		32274.48	
<i>Section 137</i>	119.00		60.00	
<i>VAT</i>	15178.87		3091.79	
<i>Van/Warden Expenses</i>	2831.14		3000.92	
<i>Church/Burial Ground</i>	2010.71		3140.00	
<i>Allotments</i>	612.94		544.04	
<i>Rec Grounds</i>	64091.17		6927.79	
<i>The Brook</i>	3020.83		1381.60	
<i>Environmental</i>	991.16		597.60	
<i>Other</i>	10993.96		8323.70	
<u>Total Expenditure</u>		<u>145875.18</u>		<u>67374.05</u>
SURPLUS/-DEFICIT		<u>-3,097.27</u>		<u>-7,101.16</u>

HOO ST WERBURGH PARISH
COUNCIL

TRIAL BALANCE FOR YEAR ENDED 31ST MARCH 2019

	<u>Receipts</u>	<u>Opening Debtors</u>	<u>Closing Debtors</u>	<u>Adj.</u>	<u>Income</u>
<i>Precept</i>	67175.00				67175.00
<i>Section 106</i>	40000.00				40000.00
<i>Allotments</i>	972.00				972.00
<i>Interest</i>	26.04				26.04
<i>Grants</i>	19426.00				19426.00
<i>VAT</i>	11163.70	-14255.49	18270.66		15178.87
<i>Rents/Hire Fees</i>	0.00				0.00
<i>Other Income</i>	0.00				0.00
	<u>£</u>				
<u>Total</u>	<u>138,762.74</u>	<u>-£ 14,255.49</u>	<u>£ 18,270.66</u>	<u>£ -</u>	<u>£ 142,777.91</u>
		<u>Opening Creditors</u>	<u>Closing Creditors</u>	<u>Adj.</u>	<u>Expenditure</u>
<i>Salaries</i>	36764.93	-3053.35	3079.57		36791.15
<i>General</i>					
<i>Administration</i>	9234.25				9234.25
<i>Section 137</i>	119.00				119.00
<i>VAT</i>	15178.87				15178.87
<i>Church Yard/Burial Ground</i>	2010.71				2010.71
<i>Allotments</i>	612.94				612.94
<i>Recreation Grounds Council</i>	64,091.17				64091.17
<i>Vehicle/Warden</i>	2831.14				2831.14
<i>The Brook</i>	3020.83				3020.83
<i>Environmental</i>	991.16				991.16
<i>Other</i>	10993.96				10993.96
	<u>£</u>				
<u>Total</u>	<u>145,848.96</u>	<u>-£ 3,053.35</u>	<u>£ 3,079.57</u>	<u>£ -</u>	<u>£ 145,875.18</u>
SURPLUS/-DEFICIT					-£ 3,097.27

HOO ST WERBURGH PARISH COUNCIL
BANK RECONCILIATION AS AT 31/03/19

<u>Bank Balances</u>	<u>£</u>
Current Account	102875.88
Investment Account	55380.75
Outstanding Cheque	-977.74
Outstanding Cheque	-375.00
<u>Balance</u>	<u>156903.89</u>
+ income (Inc. interest)	138736.70
- expenditure	-145848.96
interest	26.04
<u>Balance</u>	<u>149817.67</u>

<u>Bank Reconciliation</u>	
Current Account	95353.88
Investment Account	55406.79
Outstanding Cheque	-568.00
	-375.00
<u>Balance</u>	<u>149817.67</u>

Difference -£ 0.00

Supporting Notes to Accounts Year Ended 31st March 2019

Borrowings.

As at the close of business on 31st March there were no loans to the Parish Council outstanding.

Debtors.

VAT £18270.66

Creditors.

Amounting to £3079.57

Unpresented Cheques.

£943.00

Tenancies.

None.

Section 137 Payments.

Royal British Legion Donation - £119.00

Service Expenditure.

None.

Advertising and Publicity.

No

Earmarked Reserves.

The Parish Council has earmarked reserves of £9313 for the Parish Van Replacement Fund.

Variances in Income from 2018 and 2019

1	Precept	£	24,704.00
2	Section 106 Payments	£	40,000.00
3	Grants	£	7,292.00
4	Interest	-£	590.06
5	Allotments	-£	108.00
6	VAT	£	12,087.08
7	Rent/Hire Fees	-£	330.00
8	Other	-£	550.00
		£	<u>82,505.02</u>

1 Precept.

There was an agreed increase in the precept in 2018/19.

Difference £36328.00

2 Section 106 Payments from Medway Council

The sum of £40000 was transferred to the Parish Council from Medway Council in 2018/19.

This was allocated to Pottery Road Recreation Ground improvements.

The Parish Council had a new infant play area installed.

3 Grants Received in 2018/19

£	1,250.00	MC Grant
£	4,704.00	CTRS Grant
£	6,920.00	Rural Liaison Grant
£	1,000.00	MC Grant
£	330.00	MC Grant
£	3,000.00	Tesco Grant Balance
£	1,872.00	NHP Grant
£	350.00	NHP Grant
£	<u>19,426.00</u>	

Grants Received in 2017/18

£	6,930.00	Rural Liaison Grant
£	4,704.00	CTRS Grant
£	500.00	Ward Cllr Grant
£	<u>12,134.00</u>	

4 Interest

There is a decrease in the interest paid to the PC in 2018/19

This is due to the Coop Bank withdrawing its investment account the funds in this account was therefore transferred to a Savings Account with a lower interest rate.

Difference is a decrease of £590.06

5 Allotments

The decrease of £108.00 is due to rental income which fluctuates each year due to different rates being applied to OAP's.

Difference is a decrease of £108.00

6 VAT

The decrease in the VAT reclaimed is due to the expenditure for the recreation grounds and the recoverable VAT element during the course of the year.

18/19 VAT	£ 15,178.87
17/18 VAT	£ 3,091.79
Difference	-£ 12,087.08

7 Rent/Hire Fees

No hire fees in 2018/19

8 Other Income

The difference in the income was due the receipt of a memorial fund in the past year and the write-off of an outstanding cheque from the previous year

The memorial fund was used to install a bench in the church yard in memory of the past Chairman.

Variances in Expenditure from 2018 and 2019

1	General Admin	£	1,202.12
2	Section 137	£	59.00
3	VAT	£	12,087.08
4	Parish Van/Warden costs	-£	169.78
5	Church/Burial Ground	-£	1,129.29
6	Allotment costs	-£	68.90
7	Recreation Grounds	£	57,163.38
8	The Brook	£	1,639.23
9	Environmental	£	393.56
10	Other	£	2,610.26
		£	<u>73,786.66</u>

1 General Administration

An increase of £1202.12 in general administration

This is due to general increases in administration during the year.

Difference £1202.12

2 Section 137

This increase is due to additional poppies being purchased for the Centenary Celebrations.

Difference £59.00

3 VAT

This relates to the VAT paid.

18/19 VAT - £15178.87

17/18 VAT - £3091.79

Difference £12087.08

4 Parish Van/Warden Costs

This difference is due to a decrease in the parish van/Warden costs by £169.78

Difference £169.78

5 Church/Burial Ground

The decrease of £1129.29 is due to a reduction in the work undertaken on the new burial ground as follows.

2018/19

Boston Seeds	£	368.40
Burial Ground costs	£	460.00
Burial Ground costs	£	300.00
Public Clocks	£	129.32
Burial Ground costs	£	250.00
Burial Ground costs	£	120.00
Boston Seeds	£	260.00
Burial Ground costs	£	122.99

£ 2,010.71

2017/18

New Burial Ground weed clearance	£	2,100.00
New Burial Ground costs	£	1,040.00
	£	<u>3,140.00</u>

Difference **-£ 1,129.29**

6 **Allotments**

The decrease in the allotment costs for the year relates to the expenditure for the allotments and fencing works being undertaken in the previous year

Difference increase of £68.90

7 **Recreation Grounds**

18/19 Recreation Ground Costs

Tarmac	£	20,616.00
Inspection of equipment	£	175.00
Dog bags	£	214.72
Fitness equipment repairs	£	226.45
Inspection of equipment	£	295.00
Gate repairs	£	200.00
New Play equipment	£	42,364.00
	£	<u>64,091.17</u>

17/18 Recreation Ground Costs

litter bins	£	584.85
signs	£	58.74
Repairs	£	6,284.20
	£	<u>6,927.79</u>

Difference **£ 57,163.38**

8 **The Brook**

The increase in expenditure for the Brook is due to works being undertaken to reinstate the Brook, this is a stream that runs through the parish and the Council is responsible for the area that runs through the allotments that it owns.

Increase of £1639.23

9 **Environmental**

The increase in this allocation is due to the hanging basket costs and the increase in environmental work being undertaken in the parish.

Increase of £393.56

10 **Other**

The increase in the other costs is due to the following:

18/19 Expenditure

Christmas Lights	£	1,082.80
New Village Hall Feasibility Study	£	2,402.29
Grant Deangate	£	2,000.00
Chairman's Allowance	£	200.00
Hoo In Bloom Contra Entry	£	450.00
Grant Youth Club	£	500.00
Grant Whoo Cares	£	1,000.00
NHP Room Hire	£	105.00
Silhouettes	£	990.00
There but not There	£	568.58
Christmas tree	£	250.00
NHP Room Hire	£	15.00
NHP Room Hire	£	30.00
NHP Reimbursement from their grant	£	68.99
Christmas tree Lights	£	237.30
NHP Room Hire	£	47.40
NHP Room Hire	£	30.00
NHP Room Hire	£	30.00
NHP Payment from their grant	£	250.00
NHP Payment from their grant	£	445.00
NHP Payment from their grant	£	291.60
	£	<u>10,993.96</u>

17/18 Expenditure

Election Costs	£	6,951.40
Grant	£	250.00
Bulbs	£	60.00
Coach Hire	£	500.00
signs	£	165.00
Xmas Tree	£	457.30
	£	<u>8,383.70</u>

Difference **£** **2,610.26**