

**Seend Parish Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2017**

# Seend Parish Council

## Annual Return Statement of Accounts

<u>Year Ending 31st March 2015</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Variance</u>	
	<u>Last Year</u>	<u>This Year</u>		
	£	£		
1 Balances brought forward	13,933	13,557	-2.70	%
2 (+) Annual Precept	10,021	12,163	21.38	%
3 (+) Total other receipts	834	1,574	88.73	%
4 (-) Staff costs	-4,309	-5,150	19.52	%
5 (-) Loan interest/capital repayments	0	0		
6 (-) Total other payments	-6,922	-10,570	52.70	%
7 (=) Balances carried forward	13,557	11,574	-14.63	%
8 Total Cash & Investments	13,706	11,907	-13.13	%
9 Total Fixed assets	17,428	18,327	5.16	%
10 Total Borrowings	0	0		

### Reconciliation of boxes 7 and 8

Box 7 as above	13,557	11,574
Add creditors	516	663
Deduct debtors	-367	-330
Box 8 as above	13,706	11,907

**Seend Parish Council**

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**Seend Parish Council**

**Council Information**

**31 March 2017**

**( Information current at 30th May 2017 )**

**Chairman**

Cllr Tony Murch

**Councillors**

Cllr Mark Wood (Vice Chairperson)

Cllr Mrs Georgina A'Bear

Cllr Pamela Akerman

Cllr Brian Crisp

Cllr Mrs Anita Heatley

Cllr Terry James

Cllr Nigel Knott

Cllr Mrs Carole Vince

Cllr John Williams

Cllr Martin Wiltshire

**Clerk to the Council**

Mrs Sue Bond

**Auditors**

Grant Thornton LLP

Hartwell House

55-61 Victoria Street

Bristol

BS1 6FT

**Internal Auditors**

Auditing Solutions Limited

Clackerbrook Farm

46 The Common

Bromham

Chippenham

Wiltshire

SN15 2JJ

**Seend Parish Council**  
**Statement of Accounting Policies**  
**31 March 2017**

**Auditors**

The name and address of the External Auditors is provided for information only.

These Statements are not subject to audit and the External Auditors have no responsibility for them.

**Accounting Convention**

The accounts have been prepared in accordance with the Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

All expenditure on the acquisition, creation or enhancement of fixed assets is reported in the notes to the accounts, provided that the fixed asset yields benefits to the authority and the services it provides for a period of more than one year. Fixed assets are valued on the basis recommended by CIPFA. The year end values are stated on the following basis:

land, operational properties and other operational assets are reported in notes to the accounts cost (where known) or at insurance values current when first reported as approximating to the lower of net replacement cost and net realisable value at that time (previously reported at current insurance values)

all other assets are included at historical cost except that certain community assets are the subject of restrictive covenants as to their; use and /or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at a nominal value only

**Debtors and Creditors**

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

**Interest Income**

All interest receipts are credited initially to general funds.

**Seend Parish Council**  
**Income and Expenditure Account**  
**31 March 2017**

	Notes	2017 £	2016 £
<b>INCOME</b>			
Precept Income		12,163	10,021
Council Tax Support Grant		-	120
Interest and Investment Income	1	130	4
Allotments		390	360
Establishment/General Administration		-	350
Grant For Area Board		1,054	-
		<u>13,737</u>	<u>10,855</u>
<b>EXPENDITURE</b>			
Establishment/General Administration		11,656	6,862
S137 Expenditure	4	2,325	2,300
Capital Expenditure	7	899	830
Operational Expenditure:			
Open Spaces		144	1,045
Allotments		44	194
Neighbourhood Plan		652	-
		<u>15,720</u>	<u>11,231</u>
<b>General Fund</b>			
Balance at 01 April 2016		13,557	13,933
Add: Total Income		13,737	10,855
		<u>27,294</u>	<u>24,788</u>
Deduct: Total Expenditure		15,720	11,231
		<u>11,574</u>	<u>13,557</u>
Transfer (to) Earmarked Reserves		(1,348)	-
General Reserve Balance at 31 March 2017		<u>10,226</u>	<u>13,557</u>

*The notes on pages 7 to 9 form part of these unaudited statements..*

**Seend Parish Council**

**Balance Sheet**

**31 March 2017**

	Notes	2017 £	2017 £	2016 £
<b>Current Assets</b>				
Debtors and prepayments	8	330		367
Cash at bank and in hand		11,907		13,706
		<u>12,237</u>		<u>14,073</u>
<b>Current Liabilities</b>				
Creditors and income in advance	9	<u>(663)</u>		<u>(516)</u>
<b>Net Current Assets</b>			11,574	13,557
<b>Total Assets Less Liabilities</b>			<u>11,574</u>	<u>13,557</u>
<b>Capital and Reserves</b>				
Earmarked Reserves			1,348	-
General Reserve			<u>10,226</u>	<u>13,557</u>
			<u>11,574</u>	<u>13,557</u>

Signed: .....

Cllr Tony Murch  
Chairman

.....  
Mrs Sue Bond  
Responsible Financial Officer

Date: .....

30/5/17.

.....

30/5/2017

*The notes on pages 7 to 9 form part of these unaudited statements.*

**Seend Parish Council**

**Notes to the Accounts**

**31 March 2017**

**1 Interest and Investment Income**

	2017 £	2016 £
Interest Income - General Funds	130	4
	<u>130</u>	<u>4</u>

**2 Agency Work**

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

**3 Tenancies**

During the year the following tenancies were held:

**Council as landlord**

Tenant	Property	Rent p.a. £	Repairing / Non-Repairing
NONE			

**Council as tenant**

Landlord	Property	Rent p.a. £	Repairing / Non-Repairing
NONE			

**4 S.137 Expenditure**

Section 137 of the Local Government Act 1972 (as amended) enabled the council to spend up to the product of £7.42 (year ended 31 March 2016 - £7.36) per head on the electoral roll in any one year for the benefit of people in its area on activities or projects not specifically authorised by other powers.

	2017 £	2016 £
The total amount of available for this purpose was	<u>6,774</u>	<u>6,734</u>
Expenditure was incurred for the following purposes:		
Seend Link	850	850
Seend PCC: Spotlight Magazine	375	350
Age UK	200	200
Seend PCC: Church Restoration	200	200
Seend Shuttle	400	400
Churchyard	300	300
	<u>2,325</u>	<u>2,300</u>

It should be noted that grants to bodies such as the Citizen's Advice Bureau are made under other specific legal powers and so are not included in the above figures.

**Seend Parish Council**

**Notes to the Accounts**

**31 March 2017**

**5 Pensions**

The council is not a party to any pension arrangements on behalf of its employees.

**6 Fixed Assets**

At 31 March the following assets were held:

**Freehold Land and Buildings**

**Vehicles and Equipment**

Office Contents  
Grit Spreader

**Infrastructure Assets**

Bus Shelters (3) & Notice Board In Bus Shelter  
Seats (4)  
Notice Board  
Allotment water trough  
Grit bins  
Allotment Entrance

**Community Assets**

Telephone Kiosk  
Defibrillator and Cabinet

**Other Tangible Fixed Assets**

2017 £ Value	2016 £ Value
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-	-
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2,575	2,575
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830	830
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3,405	3,405
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6,329	6,329
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3,090	3,090
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2,545	2,545
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69	69
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339	339
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1,650	1,650
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14,022	14,022
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1	1
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899	-
-----	---

900	1
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-	-
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18,327	17,428
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The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

**Seend Parish Council**

**Notes to the Accounts**

**31 March 2017**

**7 Fixed Assets - Additions and Disposals**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
	<b>Cost</b>	<b>Cost</b>
During the year the following assets were purchased:		
Operational Land and Buildings	-	-
Vehicles and Equipment	-	830
Infrastructure Assets	-	-
Community Assets	899	-
Other Assets	-	-
	<u>899</u>	<u>830</u>

No assets were disposed of during the year.

**8 Debtors**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
VAT Recoverable	330	367
	<u>330</u>	<u>367</u>

**9 Creditors and Accrued Expenses**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Trade Creditors	-	1
Accruals	663	515
	<u>663</u>	<u>516</u>

**10 Capital Commitments**

The council had no other capital commitments at 31 March 2017 not otherwise provided for in these accounts.

**11 Contingent Liabilities**

The council is not aware of any contingent liabilities at the date of these accounts.

**Seend Parish Council****Notes to the Accounts****31st March 2017****Schedule of Other Earmarked Reserves**

	<u>Balance at</u> <u>01/04/2016</u> £	<u>Contribution</u> <u>to reserve</u> £	<u>Contribution</u> <u>from reserve</u> £	<u>Balance at</u> <u>01/04/2017</u> £
<b><u>Capital Project Reserves</u></b>	-	-		-
	-	-	-	-
<b><u>Other Earmarked Reserves</u></b>				
EMR Neighbourhood Plan	-	1,348	-	1,348
	-	-		-
	-	1,348	-	1,348
<b>TOTAL EARMARKED RESERVES</b>	-	<b>1,348</b>	-	<b>1,348</b>