



PARISH COUNCIL

BALANCE SHEET AS AT 31ST MARCH 2013

	2013		2012
	£		£
Current Assets			
Bank and Cash in Hand	£2,827	Bank Rec	£5,499
Debtors and Prepayments	£1,050	Sched 2	£745
	<u>£3,876</u>		<u>£6,244</u>
Current Liabilities			
Sundry Creditors and Accruals	£537	Sched 1	£926
Tennis Court Reserve	£0		£674
	<u>£537</u>		<u>£1,600</u>
Net Current Assets	<u>£3,339</u>		<u>£4,644</u>
Financed by;			
Unrestricted Funds as at 1st April 2012	£4,644		£4,567
Excess of Income over Expenditure	-£1,305		£77
	<u>£3,339</u>		<u>£4,644</u>

Accounting Basis

The accounts have been prepared under the historical cost convention except that they exclude any Fixed Assets under the control of the Parish Council.



PARISH COUNCIL

INCOME AND SPEND FOR YEAR ENDED 31ST MARCH 2013

	2013		2012	
	£	£	£	£
Income				
1 24Acre Donations/Grants	£2,685		£0	
2 Cemetery (Burials and Memorials)	£447		£348	
3 Jubilee Party	£1,051		£0	
4 Moorings (GOBA + Others)	£347		£182	
5 Mowing (Woodland Trust)	£493		£275	
6 Precept	£7,150		£7,150	
7 Royal Wedding Celebration	£0		£1,124	
8 Tennis Donations/Grants	£647		£0	
9	£12,820		£9,079	
10 Excluding Projects (24Acre/Avenue of Limes/Tennis/Jubilee Party)	£8,437		£7,955	
Spend				
Cemetery				
11 Maintenance/Repairs	£0		£75	
12 Mowing	£804		£737	
13 Rates	£0		£0	
14	£804		£812	
Other				
15 24Acre	£4,869		£0	
16 Affiliation Fees	£119		£113	
17 Audit	£128		£152	
18 Avenue of Limes	£2,375		£0	
19 Electricity Supply (Street Lamps)	£316		£316	
20 Election Costs	£0		£646	
21 General Expenses	£240		£249	
22 Insurance	£754		£754	
23 Jubilee Party	£1,051		£0	
24 Mowing (Contractor)	£1,638		£1,078	
25 Playground Inspection Fees	£72		£72	
26 Playground Repairs	£100		£73	
27 Royal Wedding Celebration	£0		£1,124	
28 Salt Bins	£0		£0	
29 Street Lamps	£269		£257	
30 Tennis Court	-£1,111		£0	
31 Tree Cutting	£0		£1,000	
32 Other Costs	£145		£0	
33	£10,965		£5,834	
34 Total Expenditure excluding Salaries	£11,769		£6,646	
35 Excluding Projects (24Acre/Avenue of Limes/Tennis/Jubilee Party)	£4,585		£5,522	
Salaries				
36 Clerk	£2,356		£2,356	
37 Total Expenditure	£14,125		£9,002	
38 Excluding Projects (24Acre/Avenue of Limes/Tennis/Jubilee Party)	£6,941		£7,878	
39 Excess of Income over Expenditure	-£1,305		£77	
40 Excluding Projects (24Acre/Avenue of Limes/Tennis/Jubilee Party)	£1,496		£77	



PARISH COUNCIL

SCHEDULES FOR YEAR ENDED 31ST MARCH 2013

1 Sundry Creditors and Accruals

24Acres Re-Imbursement	£102
Audit	£100
Electricity	£335
	<u>£537</u>

2 Sundry Debtors

Insurance paid in advance	£754
Street Lamp Maintenance Advance Payment	£68
VAT to be reclaimed	£192
Wildlife Trust Subscription Advance Payment	£36
	<u>£1,050</u>

3 General Expenses

Poppy Appeal Wreath	£17
Postage/Stationary	£187
Wildlife Trust Subscription	£36
	<u>£223</u>

4 Other Expenses

Donation to SPPC	£100
Write-off of old VAT unrecovered	£45
	<u>£145</u>

5 Reconciliation of Balances Carried Forward and Total Cash and Short Term Investments

Balances Carried Forward	£3,339
Less Debtors (see Sched 2 above)	-£1,050
Plus Creditors (see Sched 1 above)	£537
Total Cash and Short Term Investments (as Bank Reconciliation)	<u>£2,827</u>



PARISH COUNCIL

VAT ACCOUNT FOR YEAR ENDED 31ST MARCH 2013

Movement in the year to 31st March 2013

Balance as at 1st April 2011 per Balance Sheet	£680
Unrefunded VAT Prior to April 2010 written off (Other Expenses)	-£45
Reclaimable VAT to YE 31st March 2013	£1,177
VAT refunded during YE 31st March 2013	£1,620
Balance as at 31st March 2012 per Balance Sheet	<u>£192</u>



PARISH COUNCIL

BANK RECONCILIATION AS AT 31ST MARCH 2013

Current Account

Balance at 31st March 2013 as per bank statement	£5,907.24
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Less cheques unpresented at 31st March 2013

101056 Suffolk ACRE - Insurance	£754.23
101058 Prospects Trust - Avenue of Limes	£172.00
101059 Clerk - General Expenses	£62.85
101060 Bury Turfcare - 24Acres Cricket	£1,090.80
101061 Clerk - 24Acres Orchard Costs Reclaim	£147.00
101062 Clerk Salary Q4 YE 2013	£589.00
101063 Amenity Fund - Refund on Jubilee Product Sales	£114.57
101064 Hawkins - 24Acres Cricket	£150.00
	<u>£3,080.45</u>

Balance as at 31st March 2012, per accounts	<u>£2,826.79</u>
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Prepared by Roger Smith - Internal Auditor
4th June 2013



PARISH COUNCIL

EXPLANATION OF VARIANCES

Box No.	Explanation (where needed)	YE 2012	YE 2013	Variance £K	Variance %	Description
1		£4,567	£4,644	£77	2%	Balances Brought Forward
2		£7,150	£7,150	£0	0%	Annual Precept
3	Please see Income and Spend Statement within the accounts. YE 2013 income included the exceptional line items (1) 24Acres Donations/Grants £2,685, (3) Jubilee Party £1,051, (4) Moorings (extra due to new charges) £165, (5) Mowing (extra work being done by us for the Woodland Trust) and (8) Tennis Court Grants/Donations of £647. Without these exceptions income would have been £904 (2013) and £805 (2012). Items (1), (3) and (4) will reoccur in our YE 2014 numbers.	£1,929	£5,670	£3,741	194%	Total Other Income
4		£2,356	£2,356	£0	0%	Staff Costs
5		£0	£0	£0	0%	Loan Interest/Capital Repayments
6	Please see Income and Spend Statement within the accounts. Line 35 shows our "normal" spend during the year which is £4,585 against the YE 2012 number of £5,522 with the difference being, in the main, the £1,000 spent on tree cutting (line 31) in YE 2012. The other spends are exceptional items shown in green and reflects the Council funding the 24Acres and Avenue of Limes projects until the grant funding (promised) has been received. The tennis court negative expenditure of £1,111 (line 30) is due to a spend of £13 being offset by reversing an accrual of £450 from YE 2012 and the balance sheet transfer of £674. In future we will not have separate reserves on the Balance Sheet, we will simply earmark our total reserve.	£6,646	£11,769	£5,123	77%	All Other Payments
7	Please see Income and Spend Statement within the accounts. The items in green are the exceptional projects items and without those items there would have been a surplus of £1,496 (line 40). With them included, there is a loss of £1,305 (line 39). All projects are funded but grant money has yet to be received.	£4,644	£3,339	-£1,305	-28%	Balances Carried Forward
8	Please see Income and Spend Statement within the accounts. During YE 2013 the Council received funding for the 24Acres and Avenue of Limes projects of £2,685 however expenditure (lines 15 and 18) was £7,244 so an "overspend" of £4,559. This was offset by overall tennis court income of £1,758 (lines 8 and 30) leaving £2,801 which equals lines 39 minus 40. Where 24Acres projects are underway, they are funded by grants and donations and these payments will be seen in our YE 2014 numbers.	£5,499	£2,826	-£2,673	-49%	Cash and short term investments
9		£48,300	£48,300	£0	0%	Assets
10		£0	£0	£0	0%	Borrowings
Check (Lines 1+2+3 minus Lines 4+5+6)		£4,644	£3,339			Should be as Line 7



PARISH COUNCIL

AMENITY FUND FOR YEAR ENDED 31ST MARCH 2013

Movement in the year to 31st March 2013

Balance as at 1st April 2012	£4,175
Income from Reach Fair 2012	£849
	<u>£5,024</u>
Less Donations	
Jubilee Party	£387
Swaffham Prior Scouts (for tents)	£750
Sports Day 2012	£266
	<u>£1,403</u>
Balance as at 31st March 2012	<u>£3,621</u>