

Section 2 – Accounting Statements 2018/19 for

FLAUNDEN PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2018 £	31 March 2019 £	
1. Balances brought forward	18,873	17,403	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	5,240	5,280	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	3,974	3,924	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	0	0	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	10,684	8,880	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	17,403	17,727	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	21,607	18,785	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	13,308	13,311	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

Date

30/04/2019

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

30/04/2019

as recorded in minute reference:

7.4

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

Vivienne J Adams

Explanation of variances

FLAUNDEN PARISH COUNCIL

County area (local councils and parish meetings only): HERTFORDSHIRE

Please provide **full explanations, including numerical values**, for the following:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- a breakdown of approved reserves if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

Section 2	2017/18 £	2018/19 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)																
Box 2 <i>Precept or Rates and Levies</i>	5,240	5,280	40	1%	No material variance																
Box 3 <i>Total other receipts</i>	3,974	3,924	50	-1%	No material variance																
Box 4 <i>Staff costs</i>	NA																				
Box 5 <i>Loan interest/ capital repayments</i>	NA																				
Box 6 <i>All other payments</i>	10,684	8,880	1,704	-16%	As Schedule attached																
Box 9 <i>Total fixed assets & long term investments & assets</i>	13,308	13,311	3	0%	No material variance																
Box 10 <i>Total borrowings</i>	None	None																			
Explanation for 'high' reserves	Box 7 is more than twice Box 2 because the authority held earmarked reserves at the year end as follows <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Cash Flow requirement</td> <td style="text-align: right;">£ 1,400</td> </tr> <tr> <td>Working funds of Flaunden Flyer Committee</td> <td style="text-align: right;">£ 764.</td> </tr> <tr> <td>Provision for cost of Parish Elections</td> <td style="text-align: right;">£ 1,600</td> </tr> <tr> <td>Village Gates Replacement Sinking Fund</td> <td style="text-align: right;">£ 6,600</td> </tr> <tr> <td>Planning Advice Reserves</td> <td style="text-align: right;">£ 3,100</td> </tr> <tr> <td>Total Earmarked Reserves</td> <td style="text-align: right;">£ 13,464</td> </tr> <tr> <td>Balance – unallocated Reserves</td> <td style="text-align: right;">£ 4,263</td> </tr> <tr> <td>Total Reserves</td> <td style="text-align: right;">£ 17,727</td> </tr> </table>					Cash Flow requirement	£ 1,400	Working funds of Flaunden Flyer Committee	£ 764.	Provision for cost of Parish Elections	£ 1,600	Village Gates Replacement Sinking Fund	£ 6,600	Planning Advice Reserves	£ 3,100	Total Earmarked Reserves	£ 13,464	Balance – unallocated Reserves	£ 4,263	Total Reserves	£ 17,727
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Difference between boxes 7 and 8	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Box 8</td> <td style="text-align: right;">£ 18,785</td> </tr> <tr> <td>Add: Debtors</td> <td style="text-align: right;">£ 131</td> </tr> <tr> <td>Deduct: Creditors and Prepayments</td> <td style="text-align: right;">£ 1,189</td> </tr> <tr> <td>Box 7</td> <td style="text-align: right;"><u>£ 17,727</u></td> </tr> </table>					Box 8	£ 18,785	Add: Debtors	£ 131	Deduct: Creditors and Prepayments	£ 1,189	Box 7	<u>£ 17,727</u>								
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Flauden Parish Council

Income & Expenditure Account with Differences Explained

Year ended 31 March 2019

Significant differences (over 10% and over £100)

	This Year	Last Year
	£	£
Income		
Precept	5,280.38	5,239.99
DBC Concurrent Services	1,027.54	1,027.49
DBC Warden	1,575.11	1,559.47
Grants received	5.00	5.00
Interest	0.00	0.00
Events Income	20.74	26.68
PPP	1,000.00	1,000.00
Millennium Book	30.00	70.00
Flyer surplus	265.18	285.20
	<u>9,203.95</u>	<u>9,213.83</u>

Expenditure

Council & Officer Admin expenses	249.21	306.34	
Audit fees	250.00	220.00	
Subs	366.52	458.86	
Courses and training	7.42	40.00	
Venues	170.00	140.00	
Insurance	361.95	311.96	
Web and IT Support	15.98	0.00	
Bank charges	72.00	72.00	
Grants & One-off costs	392.90	0.00	393 Church Room £312.50 and Badminton Group £80.40
Highways	0.00	0.00	
Donations Baldwins Charity	15.00	0.00	
Footpaths general	1,200.00	730.00	470 Work on B1 and F14
Hedge and grass cutting	790.33	612.54	178 Additional cost of Birch Lane hedge cutting
Village Warden	2,400.00	2,340.00	
Planning Advice	1,800.00	600.00	1,200 Advice re Old Oak
Sundries	223.97	231.66	
Village Hall	0.00	3,665.00	-3,665 No grants this year after high cost of electrics work last year
Asset Additions & Maintenance	487.04	845.46	-358 Defibrillator Service £305 plus general maintenance
Events	77.98	109.66	
	<u>8,880.30</u>	<u>10,683.48</u>	

Surplus (deficit)

Reserves at beginning of year	17,403.33	18,872.98
Reserves at end of year	<u>17,726.98</u>	<u>£17,403.33</u>

Earmarked funds of £13,464 and free reserves of £4,263