Harringworth Parish Council financial report for 2019/20

### Finance Report for Financial Year 2019/20

This financial report has been completed following the Accounts and Audit Regulations 2003 (SI 2003/533 reg. 9) as outlined in the Local Council Administration guidelines, that is to say

"Councils in the small council' band with budget income or expenditure up to £100,000 must base their accounts on receipts and payments."

These accounts have been prepared with the welcome assistance and patience of our internal auditor Bill Waterman, whose advice and assistance as a novice I am much indebted. As the internal audit has already been completed figures presented have been signed off by the internal auditor. I am proposing the Council submit the Annual Governance and Accountability Return Part 2 that is to say Harringworth Parish Council will certify themselves as exempt from a limited assurance review

The spreadsheet (Appendix 1) is familiar. Some items have been annotated with numbers shown in brackets, these relate to the relevant item numbers on the external audit submission form for AGAR form.

Top right-hand corner item No1 is our starting balance for the year of £9,407.31

Bottom left of the sheet shows our precept income of £6,180

Reading across this bottom line to item 3 which is £1970.54 made up of the bank interest of £8.17 plus £75 income from the burial ground, Other income this year is made up of the vat reclaim of £1,887.54 (bolstered by VAT on last years street light purchase)

This gives us an income for the year of £8151 as recorded on the balance sheet.(Appendix 2)

Moving on to the expenditure;

Item 4 shows staff costs of £1,141; these include the clerk's salary, PAYE paid by the employer and JP Jones payroll costs for payroll administration,

Item 6 is other expenditure, which is broken down into the items shown above it on the spread-sheet. This amounted to £3618.66

The total expenditure for the year was therefore £4759.66

Therefore the council started with £9407

Received income of £8151

Spent Uncashed cheques £4760

£246

Leaving a balance of

£ 12,798 (allowing for rounding errors)

Mh

this being the figure at item 7, bottom right corner of the spreadsheet.

This reconciles with the bank balance at the 31st March of

The numbers from the spreadsheet have been transferred across to the receipts and payments report Appendix 2

Page 1 of 2

### Finance Report for Financial Year 2019/20

The Council this year is showing an excess of receipts over payments of £3391 this being bolstered by the large VAT reclaim from the previous year.

Please note that at the bottom of the reconciliation table(Appendix 1) there is a small budgetary analysis for the year.

You will see at the bottom of the receipts and payments report that the final balance of £12798 is represented by a number of provisions that the Council need to approve.

The Burial Ground provision is to build the required capital required for the works to extend the burial ground to the full extent of the land gifted to the Parish Council. This provision has been increased by £75 to £4,618, this being the burial ground receipts for the year. The Council decided in July 2016 that its policy would be that all burial ground receipts within a given year would be used to add to this provision at the end of that year. Future election expenses have been left the same as the previous year at £1,500. Finally the Parish Council General funds have increased by £3316

As a general principle the Council is aiming to use burial ground income to grow the provision for the burial ground and precept income to fund regular bills such as street lighting and grass cutting.

In Appendix 3 there is a comparison of this year's expenditure with last years. Any variance greater than 10% has an explanation shown against it on the sheet.

Appendix 4 is a schedule of our assets and includes the revised insurance values attached to the items.

Turning to the AGAR submission form (Appendix 5)

The Council are also asked to confirm the governance statement shown on page 5 of the submission.

The numbers from the Income and Expenditure report have been transferred to page 6 and these have been approved by the internal auditor and I ask the council to confirm that the figures given on page 6 are approved?

Finally I ask Councillors to confirm that they approve submission of the AGAR Part 2 form certifying themselves as exempt from a limited assurance review.

I am happy to take any questions from Councillors on these accounts.

Returning to page 2 of the income and expenditure report, Councillors also need to approve the provisions shown at the bottom of the page;

For burial ground the figure increases by £75 to become £4,618 For election expenses the figure to remain at £1,500 Leaving £6680 in general funds

A D WHITE KHALOMAN

HARRINGWORTH PARISH COUNKIL

						5														1	10%	Carly.	2	14.46
,	Gate Winuteg	/ anti-	/3	hocepa	7	eipts	7 . 1	Name of the state	'Oht's	Mre	alo cip	Payme	ents	, y	sans	79.23	Mr	100	Bank a or	Account	Christophy	to to mary	a test participation	Chrys
	音片	52	8	ć	i i	di .	3	1 3	3	Š.	J	2	3	-	- 5	15	Reconciled substreets	with bank	2820	24	-		-	
01/04/2019			halance t/fg Precept payment 1 of 2														Systema	63,099.00	£9.407.31	£4,074.63		01/04/19	5332.68 £8.422.68	5332.4 £5.422.4
30/04/2019	100000	CR	Editoriani Primere	£3,090.00	-	-	-	-	-		-		-			<del> </del>		£1,099.00	0.00,407.34					
01/05/2019	May	dd	19(1103627590 Haven Polety					-	138.50		-			-			40/05		112,477.44				E8,402.81	
01/05/2019	May	at	IN1102627594	357, 199				_	510,97	_	-		-		-	-	65.52	26.41					£8,402.34	£5,402
03/05/2019	May	66	Int103648447						415.73		-		-				CP.93	619.56	(12,857.83		-		£5,383.20	18,383
04/05/2019		dd	In1103645636						63.45								35.67	1047	£12,457,36 £12,351,40				£8,382.73 £8,082.77	£8,382
09/05/2019	May Nove		Lighting loan Parish-Unline						£ 200 - 16	-	-		-		450,00		\$10.00	160 00	£12,007,40			14/05/19	\$2,022.77	£8,022
09-05/2019	Ray	190458	T.P. Jones Payroll					604.98									+12.26	J25.30	\$11,026.30 \$11,077.00	-		17/05/19	£7,949.57 £7,602.43	£7,949 £7,602
09/05/2019		100460	Zurich Ziraytänce ISCCC												893.50			183.90	Illand			26/05/15	£7,539.43	£7,539
09/85/2019 09/85/2019		100461	Leics Gardens 19/045 Leics Gardens 19/075					-					-			2 TER. 80		£588.90	\$10,804,06 \$10,824,06				£7,379.43 £5,799.43	
10/05/2019	March 20	Çk	VTRHHRC				61,887.27											£2,887.37	612,761,49			10/05/19	£8,646,00	\$8,686
27/05/2019	lube	106467						8100 00						A				1344.00	112,917.43			12/00/19	£3,542.80	E8,542
27/95/2019		100479	Powe Stopped as													1		60.60	132.517.43				EB.542.50	£8.542
01/86/2019		Cr	Interest SMM		£2.05													-	11261948	64,079-65		01/06/19		-
04/06/2019	July .	00	Haven Power In1103780235						138 92								\$9.95	21925	£12,599.61				60,523.93	16,522
04/05/2019	hdy	dd	In1103700236						76.45		1					1	59.60	1. BS	212,509,14			-	£0,522,46	-
09/07/2019	July	dd	Maven Pawer (n.1107788963						ED 115				300				181 Eg	59,47	C12,558,47			-	48,521.79	60,521
09/07/2019	July	da	Mayon Power M1203700966						Ec6.22								1875	110.00	(125793)			23/07/19	68,502.85	£8,502
11/07/2019	hilly	100463	Leics Gardens 19/109										-			F360,00		£166-96	612,439,53			02/06/19	£6,242.85 £6,182.85	FA,152
11/07/2019		100466	Leics Gardens 19/138 village half								1	3189 GE						£150 RS	£32,859,53		0.00	07/68/29	£8,042.85	28,082
07:08/2019	Segtember	dd	Heven Pawer Int103852859						296.90								05.55	0.837	0.03908			21/09/19	f3.062.35	\$8,063
07/01/2019	5000117,000	22	Havan Power tr/1103852943						[5: H]					10000			59.02	20.47	112,439,19			21/05/15	£8,062.51	(8,062
28/05/2019			Memorials of distinction (Mark Branstan)		1	£75 00			110.0									£75.00	212,214,19			29/08/19	#8,137.51	68.17
01/09/2019	DHM	C7			E2.08												Title Co	12.06	[12,316,35	(AUR. 74		01/09/19		-
05/09/2019	September	de	Haven Power in1103907669						410.00								\$21.595	179,87	\$12,596.38			19/09/19	28,117.64	£8,117
05/09/2019		dd	Haven Power Williago7586	(Z. 7)					20.45							1	X8-93		£12,570.75				£8.117.17	
12/09/2019	September	100468	Leics Gergeny 19/166 Oerk pay									-	-	-		17721.00	-	£282.00	£11,875.91 £11,867.91				£7,797.17 £7,509.17	
12/09/2019			Paye Stopped as			-		1					1					20 AA	£19.587.91				£2,509.17	67,509
12/09/2015	1	100470	tenceshed Not precept 2nd			-	-		_	-	-		-			-		£3,090.00				24.00.110	£10,599.17	-
19/09/2019		CR	payment Haveo Power	£3,090.00	-	-	-	-			-		+	-	-	-			COURT OF		-		£10,590.03	4
23/10/2019	November	83	8%1103995141 Haven		-	_		-	228.23	_	-		-			-	60:91	£20,1A	E34.658.72		_			
23/10/2015	November	dd	PowerIN1103995137 Public works have						2885 AR	-	-		-			-	19:50	4393.95	£14,659,10 638,158,58		-	06/11/19	£10,579.56 £10,279.60	£10,579
98/11/2019		99	Inaven Power			-		1	£16.92	-							70.05	7.50 A	514.1W.5				£10,259.73	1
28/11/2029		at	IN1104046776 Haren Power IN1104046733			-			1		1-		1			1	20.02	100	434,184,00				£10.259.26	
28/11/2019	January AMM	dd cr	Interest 5MH		62.53	-	-	-	68,43	-	-	-	-	Name and		-	100,092	£2.03	ES4,340.03	54.580 77		61/12/19		250,250
22/12/2019		dd	Mayen Power 181194110125						12637								48193	675.14	\$18,310.WE			27/12/19	£10,240.1Z	£10,240
27/12/2019	7 1 1		Haven Fower						20.14								10.02	89.45	114,529,47			27/12/19	£10,239.65	£18.231
- COMMAN		101171	Leicestershire Gardens 19/219													0,005.00		E-1983 385	110,933.42			23/01/20	£9,054.05	£9,654
28/12/2019				-	-	-	-	1	-	-	1	-	1		-				611895-32			2////	£9.814.65	1
28/12/2019		100472	for Pappy wreaths payment for midit	-	-		1	-	-	-	-	-	250.00	4789-00				(52.50	113,949,42			23/01/20	E9 764 65	69,764
16/01/2019		186474	Clerks pay Paye Stopped ac.					-0.15-01								-		E235 96	63.5.929.42			1775	£9.548.55	1
16/01/2029	Isnubry	100475	Connethed		1						1							£0.00	(13,628,47				£9,548.65	
16/01/2019	Incusty	100476	andy white de fits reimbursemont											£8.55				679.50	(11.9924)			21/01/20	£9,477,15 £9,397.15	69,472
16/01/2019	January	100477	Virtage half Leicestgrafting Gardelis				-	-	-		-	155.0				-	-	1,538	£12,672.92					-
15/01/2019	Larmenry	100478	(19/258 Program Parect							-	-	_	-			1 165-10	-	£186.00	433,317,92	-			69.237.15	29,137
24/01/2020	inquary	62	JH4164158816						£18.92		-					-	22.95	- C1597	(1),296,05	-		200	19,217,08	29,217
24/61/2026	lancemy	45	Haven Fower TN11041688G8						10.6	1						-	18 N	15:47	(1),297.56				£9,216.81	19,711
02/2020Ma	March	dd	Mauen Power 2N1104233596						85.47								95.00	48 A5	61,277.25			-	£9,216.34	69,215
28/07/2026		dd	Haven Power IN1104233596	200		-		-	£18.93								28.95	139.87	613,277,26			28/02/20	19,196 47	69,19
01/03/2020	BAN	cr	Interest 6MM		12.03						-				720.4		-	£2:03	613,279,27	EK.082,80	0.00 00	61/63/20	£9,166.47	£9,19
11/03/2020	March	199481 199482	ssi Certificate website Clerks salaty	-				12231.04			1							1715.60	113,021,27			18/03/20	£8,950.47	18,99
11/03/2020			Bays shopped as uncoshed			1												€0.00	£12,000/22		£0.06		£8,990.47	£8,90
25/93/2020	May	as .	Hauen Power Me1504297059						15 In								A0.90	20.47	6110030			25/03/20	£8,950.00	£8,55
15/03/2020		44	Haven Power	-		-			T I JEAN								85,50	128.60	\$15,034,00			Secretary and the second	€5,931.40	£8,96
	1109		Introductions Introductions Incashed chaptes			1	1					7.5						E235.66	632,798,20		6736 BH	100	£0,715.40	
30/43/2020	March	100494	inicached cheques					1735.07					1					1,525,00	250000				1	-
										-	-		-								Total of.			
	-				1								1	1		1				1	THE PARTY	-	-	-

Dated:

	dgetary contro	N
Scoper Category	Rementage spend of category (budget	Persentage spent of facul budget
Pulli-1	3,6%	10%
Lights	95%	159
Insum	9396	55
Capital expenditure	956	0.5
Service Control	1175	2-
Anitist .	100%	15
Miles et al.	179	28
5055	125%	100000
sh #95	70.74	34%
STati	2500	R4-95

[IM

## Harringworth Parish Council 2019/20

Receipts & Payments Account				
for the year ending :-	2019/20	2018/19		
Receipts			£	
Precept	61	80	6000	
Interest		8	5	
Burial fees		75	380	
Street light Loan		0	7500	
other		0	384	
VAT recovered	18	88	550	
	81!	51	14819	
	2019/20	2018/19		
Payments	£	£		
Administration	1141	1396		
Street lights	829	9648		
Insurance	347	364		
Audit	50	250		
Grass cutting	1925	1760		
Rent of Hall	175	200		
Subscriptions	138	109		
Miscellaneous expenses	104	34		
VAT paid	51	1888		
	4760	15649		
		A		
Excess of Receipts over Payments	33	91	-830	
Balance Sheet				
as at 31st March 2020				
	2019/20	1	2018/19	
Cash at Bank	£		£	
Business account	40	83	4074	
Current account	89	61	5333	
uncashed cheques	-2	46	0	
	127	98	9407	
Represented by:-				
Parish Council General Funds	.66	80	3364	
Provision for burial ground	46	18	4543	
Provision for future Election Expenses	15	00	1500	
Funds at 31st March 2020	127	98	9407	



# Explanation of variances - pro forma

Name of smaller authority: Harringworth Parish Council County area (local councils and parish meetings only: Northamptonshire

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	2018/19 £	2019/20 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)
Box 2 Precept or Rates and Levies	6,000	6180	180	3%	
Box 3 Total other receipts	8,819	1,971	(-6,848)	(-78%)	2018/9 other receipts includes a one off loan from PWLB of £7,500
Box 4 Staff costs	1,396	1141	(-255)	(18%)	The 2018/19 figure included pay for previous financial year (£320)
Box 5 Loan interest/ capital repayments	300	600	300	100%	Repayments to PWLB are paid twice yearly, 2018/19 had only one repayment as the loan was taken out mid year.
Box 6 All other payments	13,953	3,019	(-10,934)	(-78%)	Year 2018/19 included One off payment of £10,830 (inc. vat) for installation of new street lights
Box 9 Total fixed assets & long term investments & assets	18,110	21,296	3,186	18%	£3280 Increase in insurance value of led lighting
Box 10 Total borrowings	7,315	6887	(-£428)	(-6.0%)	Continuing payments for 12 more years to PWLB for street lamp replacement.
Explanation for 'high' reserves	reserves at General fur Burial grou	the year end	£6680 £4618	use the auth	ority held the following breakdown of



### HARRINGWORTH PARISH COUNCIL

**CHAIRMAN** 

From the Parish Clerk's office

Andrew White

Stable Cottage 17, Wakerley Road

**CLERK** 

Harringworth

Mr. Harold Maxfield

Northants

3AH

**NN17** 

075253964

97

harringworthparishcouncil@gmail.co

## Schedule of Assets - 1st April 2020

Ref	Asset Description	Location	Date	Value at	Insurance	Date of
No.			Acquired	time of acquisition	Cover Value	disposal/ discharge
001	Jubilee bench	O/S Harringworth stables, Wakerley Road	2000	£400 (estimated)	£673	
002	Arthurs bench	Wakerley Road	2008	£400 (estimated)	£673	
003	Notice board	Corner of Seaton Rd and Wakerley Rd	2000	£140	£1,277	
004	Salt bin	Shotley, Wakerley Rd	2013	£40	£40	
005	Millennium arch & lamp	Above St John the Baptist Church gate on Seaton Road	2000	Donated	£2,938	
006	Telephone Kiosk	Gretton Road	Jan 2017	£1	Public liability only	
007	Public access Defibrillator	Telephone Kiosk Gretton Road	Jan 2017	£1,744	£1,545	
800	18 x LED Street lights	Various	Mar – May 2018	£10,830	£14,110	
009	Salt bin –	Gretton Road by defibrillator	Oct 2018	£40	£40	

Harold Maxfield Clerk to Harringworth Parish

Scedule of assets may 2020.docx