



PUCKLECHURCH PARISH COUNCIL

ACCOUNTS FOR YEAR ENDING 31ST MARCH 2022

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PUCKLECHURCH PARISH COUNCIL
INFORMATION FOR THE YEAR ENDING 31st March 2022

COUNCILLORS

Chair

Cllr. Gail Boyle

Vice chair

Cllr. Lynne English

Councillors

Cllr. Richard Dunning

Cllr. Caroline Phillips

Cllr Nathan Anscombe

Cllr Andy Hemmings

Cllr L Alford (until July 2021)

Cllr Dan Molloy (from 19th January 2022)

Clerk and Responsible Financial Officer

Daphne Dunning

PUCKLECHURCH PARISH COUNCIL INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

Table 1 Financial account for year ending 31st March 2022

	£	2022	£	2021	£
Income					
Precept	84476			73500	
Interest Received	3.02			12.27	
LTC Grants	0			0	
Cemetery	2300			1350	
Allotments	530			420	
Misc	15.51			162.85	
Rec Hire	375			0	
Hall/Scout rent	6			0	
Wayleave	92.95			92.95	
CIL	0			0	
S106 monies	3005.55			0	
			90804		75538
Expenditure					
Staff Costs	19970			17934	
home working/expenses	295			312	
Payroll Administration	127			120	
Audit Fees	1095			745	
Consultancy fees	0			1635	
Election costs	0			0	
Insurance	677			670	
Print/Stationery/post	555			243	
Broadband	184			163	
Pucklechurch News	882			427	
office equipment & Software	1423			106	
Subscriptions	1114			500	
Advertising	0			0	
Telephone	149			176	
Training	70			505	
Dog bins/ waste / litter	9229			9237	
Rent Shortwood	360			360	
Defibs	91			0	
Room Hire	300			0	
Planned / capitol work	2982			0	
Donations	3008			1500	
Electricity defibs and lights	782			551	
Ground Maintenance	8826			1159	
Grass cutting / gardening	5935			6706	
Play area maintenance	3699			2698	
sundry				0	
Maintenance contract	17450			16550	

	79203	62297
SURPLUS (DEFICIT) FOR THE YEAR	11601	13241

**PUCKLECHURCH PARISH COUNCIL
BALANCE SHEET AS AT 31.03.22**

	2022	2021
	£	£
CURRENT ASSETS		
Natwest current account	89177.13	79323.96
Natwest savings account	30147.77	30144.75
Petty cash	0.00	0.00
Debtors	3961.7	2305.68
	123286.60	111774.39
CURRENT LIABILITIES (Creditors)		
Amounts falling due within one year	1249	1338
CURRENT NET ASSETS	122038	110437
TOTAL ASSETS LESS CURRENT LIABILITIES		
REPRESENTED BY		
Income & Expenditure a/c Bal, B/fwd	110437	97196
Add surplus (Deficit) for 21/22	11601	13241
	122038	110437
RESERVES		
Earmarked reserves	118772	71272
Income and Expenditure account	3266	39165
	122038	110437

These statements of accounts represent fairly the financial position of the Council as at 31 March 2022 and reflects its income and expenditure for the year

The accounts have been approved by the Council on



Cllr Gail Boyle
Chair

Date: 18/05/2022



Daphne Dunning
Responsible Financial Officer

Date: 18/05/22

These notes form part of these financial statements

PUCKLECHURCH PARISH COUNCIL BANK RECONCILIATION

Table 2 Bank reconciliation to 31st March 2022

Name of smaller authority: PUCKLECHURCH PARISH COUNCIL

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

Financial year ending 31 March 2022

Prepared by (Name and Role): DAPHNE DUNNING CLERK AND RFO

Date: 30/04/2022

	£	£
Balance per bank statements as at 31/3/22		
Natwest	93,647.12	
Natwest business reserve	30,147.77	
		123,794.89
 Petty cash float (if applicable)		 -
 Less: any un-presented cheques as at 31/3/22 (enter these as negative numbers)		
3014	(50.00)	
3022	(50.00)	
3042	(200.00)	
3061	(334.05)	
3075	(50.00)	
3081	(500.00)	
3082	(500.00)	
3083	(200.00)	
3084	(720.00)	
3087	(22.50)	
3088	(172.80)	
3091	(473.48)	
3095	(383.95)	
3096	(39.96)	
3097	(650.00)	
3098	(20.00)	
3099	(35.45)	
3100	(37.80)	
3101	(30.00)	
		(4,469.99)
 Add: any un-banked cash as at 31/3/22	-	 -
 Net balances as at 31/3/22 (Box 8)		 119,324.90

Reconciliation between Box 7 and Box 8 in Section 2 - pro forma

Table 3 reconciliation between box 7 and box 8 in section 2

Name of smaller authority:

PUCKLECHURCH PARISH COUNCIL

County area (local councils and parish meetings only):

AVON

There should only be a difference between Box 7 and Box 8 where the Accounting Statements (Section 2 of the AGAR) have been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net difference between them is equal to the difference between Boxes 7 and 8.

	£	£
Box 7: Balances carried forward		122,038
Deduct: Debtors (enter these as negative numbers)		
VAT	(3,961.70)	
	<u>(3,961.70)</u>	
Deduct: Payments made in advance (prepayments) (enter these as negative numbers)		
None		
	<u>-</u>	
Total deductions		(3,961.70)
Add: Creditors (must not include community infrastructure levy (CIL) receipts)		
Ensign Print	£ 234.00	
C Hall	£ 180.00	
A S Hall	£ 444.00	
EDF	£ 176.52	
NEST	£ 94.34	
	<u>1,128.86</u>	
Add: Receipts in advance (must not include deferred grants/loans received)		
Allotment plot 18a 22/23 rent	£ 20.00	
Allotment plot 10 22/23 rent	£ 20.00	
Allotment plot 15 22/23 rent	£ 20.00	
Allotment plot 13 22/23 rent	£ 20.00	
Allotment plot 4 22/23 rent	£ 20.00	
Allotment plot 11 22/23 rent	£ 20.00	
	<u>£ 120.00</u>	
Total additions		£ 1,248.86
Box 8: Total cash and short term investments		£ 119,325

EXPLANATION OF VARIANCES

Table 4 Explanation of variances

Explanation of variances – pro forma

Name of smaller authority: **PUCKLEHURCH PARISH COUNCIL**

County area (local councils and parishes): **AVON**

Insert figures from Section 2 of the AGAR in all blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- **New from 2020/21 onwards:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2020/21	2021/22	Variance	Variance	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
	£	£	£	%			
1 Balances Brought Forward	97,196	110,437					
2 Precept or Rates and Levies	73,500	84,476	10,976	14.93%	NO		Increase in precept due to costs associated with ash die back. Based on tax base increase amounted to 22p/week
3 Total Other Receipts	2,038	6,328	4,290	210.50%	YES		Cemetery income increased by £1950, £3005 S106 monies received and reconfiguration of allotments resulted in rental up by £110
4 Staff Costs	17,934	19,970	2,036	11.35%	NO		Evaluation and re-grading of clerk's role
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	44,363	59,233	14,870	33.52%	YES		£3000 spending on allotment improvements using S106 monies, extensive tree works including safety action on ash die back £7667, donations up by £ 1500, play area maintenance up £1012, costs of new website and email hosting £1280
7 Balances Carried Forward	110,437	122,038			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	109,469	119,325				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	96,315	97,244	929	0.96%	NO		new playground signage
10 Total Borrowings	0	0	0	0.00%	NO		

EXPLANATION FOR 'HIGH' RESERVES

Table 5 Explanation of high reserve

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked reserves:			
Mobile SID	5000		
CIL	8900		
Play equipment	40000		
Neighbourhood plan	7872		
Village hall project	5000		
Woodland tree work	5000		
Rebekka's garden	2500		
Professional/legal fees	5000		
Additional funding for maintenance contract	1500		
Turning circle Parkfield	5000		
Tree inspections/work	3000		
Financia contingency	30000		
		<hr/>	
		118772	
General reserve	3266		
		<hr/>	
		3247	
Total reserves (must agree to Box 7)			<hr/> <hr/>
			122038

PUCKLECHURCH PARISH COUNCILLOR ATTENDANCE AT MEETING BETWEEN 01/04/21 – 31/03/22

Table 6 councillor attendance

A = advisory		<i>In attendance</i>		<i>Absent apologies accepted</i>	<i>Absent</i>			
Date	Cllr G Boyle	Cllr L English	Cllr R Dunning	Cllr C Phillips	Cllr N Anscombe	Cllr A Hemmings	Cllr L Alford	Cllr D Molloy
7/04/21								
22/04/21								
5/05/21								
A 7/07/21								
21/07/21							Resigned	
A 4/08/21								
18/08/21								
15/09/21								
20/10/21								
17/11/21								
A 1/12/21								
19/01/22								
A 19/01/22								
16/02/25								
16/03/22								

GENERAL INFORMATION FOR 2020-2021

INTEREST AND INVESTMENT INTEREST

	2021	2022
	£	£
Interest income – general funds	12.27	3.02

TENANCIES

During the year the Council did not hold any tenancies

PUBLICITY

Under section 5 of the Local Government Act 1986 the council did not incur any expenditure for publicity.

PENSION

	2021	2022
	£	£
Contributions made on behalf of employees	309.27	351.39

FREEDOM OF INFORMATION

The Council received no requests under the freedom of information for the period 01/04/21 – 31/03/22.

STAFFING COSTS

The total staffing costs for the year amounted to £19970 (2021: £17,934)

GRANTS AND DONATIONS FOR THE YEAR ENDING 31/03/22

Table 7 Breakdown of grants and donations as at 31/03/22

Grants made under S137 2021/22.		
Royal British Legion	Donation for wreath	£34.00
1st Pucklechurch Guides	craft materials	£20.00
Pucklechurch Sports Football club	Roller aerator	£200.00
Pucklechurch Playgroup	New play equipment	£500.00
Tower playgroup	Storage and equipment	£500.00
Pucklechurch Cricket Club	Nets	£720.00
1st Pucklechurch Guides	Materials and shelter	£383.95
	Total under S137	£2,357.95
Donations under LGA 1972 S142		
Citizens Advice	advice and support	£650.00
	Total under S142	£650.00
	Total grants	£3,007.95

Bank statements as at year end 31/03/22:

General account

Table 8 copy of bank account

00679316 00871 0002/0003		NatWest		Current Account			
Date	Details	Withdrawn	Paid in	Balance			
				93,987.12			
30 Mar 2022	BROUGHT FORWARD Automated Credit PLOT 15 FP 30/03/22 1455 40000000916220248	22/23	20.00				
	Automated Credit PLOT 13 FP 30/03/22 1436 810695416341033001	22/23	20.00	94,027.12			
31 Mar	Automated Credit PLOT 4 FP 30/03/22 2012 40000000916379481	22/23	20.00				
	Automated Credit PLOT 11 FP 31/03/22 0730 20000000907884257 003086	22/23	20.00				
1 Apr	Cheque Automated Credit ALLOTMENT PLOT 3 FP 01/04/22 0945 *****0913011737	420.00 22/23	20.00	93,647.12		31/3/22	

Savings account

Table 9 copy of savings account

01108121 02018 0001/0001		NatWest		Business Reserve Account			
Date	Details	Withdrawn	Paid in	Balance			
2 Apr 2021	BROUGHT FORWARD			30,144.75			
30 Apr	Interest	30APR GRS 25234021	0.25	30,145.00			
28 May	Interest	28MAY GRS 25234021	0.23	30,145.23			
30 Jun	Interest	30JUN GRS 25234021	0.27	30,145.50			
30 Jul	Interest	30JUL GRS 25234021	0.25	30,145.75			
31 Aug	Interest	31AUG GRS 25234021	0.26	30,146.01			
30 Sep	Interest	30SEP GRS 25234021	0.25	30,146.26			
29 Oct	Interest	29OCT GRS 25234021	0.24	30,146.50			
30 Nov	Interest	30NOV GRS 25234021	0.26	30,146.76			
31 Dec	Interest	31DEC GRS 25234021	0.26	30,147.02			
	022						
31 Jan	Interest	31JAN GRS 25234021	0.26	30,147.28			
28 Feb	Interest	28FEB GRS 25234021	0.23	30,147.51			
31 Mar	Interest	31MAR GRS 25234021	0.26	30,147.77			

Fixed Assets owned by Pucklechurch Parish Council as at 31.03.22

Table 10 list of fixed assets

Date Acquired	Description	Value at time of purchase	Value for Insurance purposes	Land	Allocated for agreed reserve
11.12.1998	St Aldam's Drive land Received from HM Prison Services	1.00		1.00	
09.07.1968	Burial Ground Purchased from Vicarage	2150.00		2150.00	
17.07.1958	Parkfield Rank Land used for play area date and value taken from only Registration documents found on file	50.00		50.00	
18.08.1936	Recreation Field	945.00		945.00	
	Scout Hut (No deeds found)	1.00			Valued By leaseholder
	Village Hall (no deeds found)	1.00			Valued By leaseholder
07.07.1980	Land Received from Secretary of Defence Eagle Crescent	1500.00		1500.00	
01.12.1895	Allotments & Woodlands (no deeds found)	1.00		1.00	
	2 planters		582.80		
	Bus shelter Abson Road O/S Church		5540.55		
	Bus shelter Oaktree Avenue South Side		5540.55		
	Bus shelter Abson Road O/S Village hall		5320.48		
	Bus shelter Oaktree Avenue North Side		5320.48		
	Bus shelter Shortwood Road		2640.89		
	Bus shelter Shortwood Road		2640.89		
	Bus shelter Main Road Shortwood		2640.89		
	Bus shelter Goldfinch Way		4913.50		
	Bus shelter Kestrel Drive/Merlin		4492.16		
	Community Defibrillator & Box-Village hall		2286.60		
	Community Defibrillator & Box Village Café		2286.60		
	Community Defibrillator & box Pucklechurch Social Club		2286.60		
	Community Defibrillator, stand & box Eagle Crescent		3286.60		
	Community Defibrillator & Box Shortwood Road		2286.60		
	Community Defibrillator, stand & box Parkfield Rank		3286.60		
	Telephone Box purchased for £1.00		1.00		
	Play Equipment Shortwood see below		1.00		

	Play equipment St Aldams see below		1.00		
	Play equipment Recreation field see below		1.00		
	Play equipment Becket Court see below		1.00		
	Concrete shed		3700.34		
	Memorials Millennium stone		1.00		
	Trees		1.00		
	Other ground surfaces was insured for and play equipment		22495.08		
	Natural Sports Surface		2575.00		
22.01.15	Community Centre and Shortwood Noticeboards		6645.48		
05.09.18	Tree seat Recreation ground		890.00		
27/08/2021	Playground signage		927.75		

	4649.00	92593.44
Total Assets	97242.44	