



NORTH HINKSEY PARISH COUNCIL



Alan Stone, Clerk to the Council

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North Hinksey Parish Council

Accounts

For the year ended 31st March 2010

North Hinksey Parish Council

These accounts have been audited by Arrow Accounting in their capacity as Independent Internal Auditor to the Parish Council. They were prepared from the accounting records of the North Hinksey Parish Council for the year ended 31st March 2010.

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A.J. Stone IPFA,
Clerk to North Hinksey Parish Council,
27, Long Close,
Eynsham Road,
Botley,
Oxford
OX2 9SG

14th June 2010

North Hinksey Parish Council

Income and Expenditure Account for the year ended 31st March 2010

	<u>£</u>	<u>2010</u>	<u>£</u>	<u>2009</u>	<u>£</u>
Precepts	62,580			58,045	
Bank Deposit Interest	54			1,704	
Insurance Claims	1,230			0	
Allotments - Rents	1,030			881	
- Grants	0			500	
Specific Grants	1,650			0	
Other Receipts	5			0	
HM R&C-'File on Line' & Tax Refund	204			0	
			<u>66,753</u>		<u>61,130</u>

Expenses

General Administration	31,549			33,744	
Section 137 Payments	980			960	
Remembrance Day (Section 137)	390			415	
NH Garden Scheme	375			375	
Other Grants	200			200	
Allotments	2,367			4,393	
Highways	1,063			1,146	
NH Nature Reserve	1,001			2,185	
Pavilion	1,519			1,541	
Playing Fields	16,555			12,467	
Churchyard	472			528	
NH Village Green	400			440	
			<u>56,871</u>		<u>58,394</u>

General Fund Summary

Balance B/fd. 1st April		25,560		24,954
ADD Total Income		<u>66,753</u>		<u>61,130</u>
		92,313		86,084
LESS Total Expenditure		-56,871		-58,394
Transfer to(-)/from Reserves/Provisions		<u>-11,680</u>		<u>-2,130</u>
Balance C/fwd. 31st March		<u>23,762</u>		<u>25,560</u>

North Hinksey Parish Council
Balance Sheet as at 31st March 2010

	Ref.	<u>2010</u>		<u>2009</u>	
		£	£	£	£
Current Assets					
Debtors	5	3,582		1,910	
Payments in Advance	8	0		0	
Cash at Bank and in hand		<u>93,687</u>		<u>86,114</u>	
Total Assets			97,269		88,024
Less Current Liabilities					
Trade Creditors	6	911		1,014	
Parish Plan Funding	6	680		1,474	
Receipts in Advance	7	<u>260</u>	<u>-1,851</u>	<u>0</u>	<u>-2,488</u>
Total Assets less Current Liabilities			<u>£95,418</u>		<u>£85,536</u>
 Represented by: -					
General Fund			23,762		25,560
Earmarked Provisions					
Pension Provision (Pre April 2006)			780		776
Pension Provision (Post April 2006)			3,215		2,409
Earmarked Reserves					
Emergency and Non-Regular Highways Expenditure			2,600		2,600
Legal Expenses			4,000		0
Playing Fields and Pavilion Development Fund			60,417		52,917
Parish Noticeboards			644		1,274
			<u>£95,418</u>		<u>£85,536</u>

The above statement represents fairly the financial position of the authority as at 31st March 2010 and reflects Parish Council income and expenditure during the year.

Chairman *B. Newport*

Responsible Finance Officer
(Parish Clerk)

A.J. Stone

Date *24.6.10*

Date *17/6/2010*

6 CREDITORS

At the end of the year creditors of £910.85 were outstanding as follows:

	£
BDO Stoy Hayward - External audit fee 2009-2010	450.00
B. R. Consulting - Internal audit fee 2009-2010	150.00
O.N.C.F. – Consultation advice – 29 th February 2010	180.00
V.W.H.D.C. – emptying dog bins January 2010 – March 2010	130.85
	<u>£ 910.85</u>

The Council is acting as an ORCC administrator for a £2,000 grant to cover expenditure to be incurred by the independent Parish Plan Steering Committee. The unspent balance continues to be shown as a current liability in the balance sheet. (£2,000 - £1,320 (spend) = £680 remaining)

7 RECEIPTS IN ADVANCE

The Allotment rent period has been changed from January to December. As a result the rent collected in October 2009 covered a 15 month period (October 2009 – December 2011). As a result there is a 3 months rent payment in advance amounting to £260.00.

8 PAYMENTS IN ADVANCE

The practice of apportioning 1/6th of the Insurance Premium in the final accounts has been discontinued.

9 SECTION 137 PAYMENTS

The estimated number of electors was 3,596 (Electoral register in force at 1st January 2010), so the maximum spending under Section 137 of the Local Government Act 1972 for this Council in the year was £22,115.00 and the following payments were made:

Grant Aid

<i>Payee</i>	<i>Nature of payment</i>	<i>£</i>
North Hinksey/Botley Over 60's Club	Grant	200.00
North Hinksey Festival 2009	Grant	200.00
Oxfordshire Association for the Blind	Grant	180.00
South and Vale Carers Centre	Grant	200.00
Botley Evening Townswomen's Guild	Grant	100.00
St. John Ambulance	Grant	100.00
		<u>£ 980.00</u>

Remembrance Day Service: Expenditure of £389.84 was incurred on the annual Remembrance Day Service at the Commonwealth War Graves Section of Botley Cemetery.

North Hinksey Garden Scheme: Expenditure of £374.78 was incurred on arranging and judging the annual parish garden competition.

10 OTHER GRANTS

A grant of £200.00 was paid to Abingdon and District Citizens Advice Bureau.

11 AGENCY WORK

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

12 ADVERTISING AND PUBLICITY

During the year, the Council spent no money on advertising and £460.00 on publicity in the form of the Parish Newsletter (including delivery).

13 CONTINGENT LIABILITIES

During September 2009, the Louie Memorial Playing Fields Skatebowl suffered a serious arson attack and is subject to an outstanding insurance claim. If the settlement offered by the insurance company is insufficient to repair or replace the bowl, then the Parish Council will have to incur further expenditure. The Parish Council has agreed that further reasonable costs falling in 2010/2011 should be met from General Fund balances.

14 EARMARKED RESERVES AND PROVISIONS

Fund	Bal b/fwd.	Receipts/Transfers	Payments/Transfers	Bal c/fwd.
	£	£	£	£
Highways-Exceptional	2,600	0	0	2,600
Legal Fees	0	+ 4,000	0	4,000
Noticeboards	1,274	0	-630	644
PF & Pavilion Fund	52,917	+10,000	-2,500	60,417
	56,791	+14,000	-3,130	67,661
Pension Fund (Pre)	776	+ 4	0	780
Pension Fund (Post)	2,409	+ 806	0	3,215
	59,976	+14,810	-3,130	71,656

Net Movement 2009/2010 + £11,680

NORTH HINKSEY PARISH COUNCIL

SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2010

SUPPORTING WORKING PAPERS

- a) External and Internal Audit fees for 2009/2010, estimated as £600.00 will be paid in 2010//2011 and are therefore creditors. The total creditors raised under the administrative heading amount to £600.00.
- b) Expenditure of £180.00 to O.N.C.F. for attendance at a public consultation meeting on 20th February 2010 and expenditure of £130.85 to the V.W.H.D.C. for dog bin clearing (January 2010-March 2010), will be paid in 2010/2011 and are therefore creditors. The total cost of creditors under the playing fields heading is £310.85.
- c) Only unrecoverable VAT should be shown in the accounts. VAT that is recoverable is a debtor as it offsets the expenditure incurred on VAT. As such, both the income and expenditure is taken out of the accounts to reflect this fact. VAT of £1,352.47 is re-imbursable for 2009/2010 and is shown in the balance sheet as a debtor. There is an outstanding insurance refund of £1,230.00 for the removal of toxic waste from the arsoned skatebowl. It has been claimed but payment is still awaited. There is also an outstanding grant from TOE of £1,000 to part re-imburseme the cost of specialist environmental reports.
- d) **Schedule of Creditors:**
- | | £ | Note |
|--|-----------------|------|
| BDO Stoy Hayward - External audit fee 2009-2010 | 450.00 | a). |
| Arrow Accounting - Internal audit fee 2009-2010 | 150.00 | a). |
| Oxon Nature Conservation Forum -- February 2010 | 180.00 | b). |
| V.W.H.D.C. – emptying dog bins January 2010 – March 2010 | 130.85 | b). |
| | <u>£ 910.85</u> | |
- e) **Schedule of Debtors:**
- | | | |
|-----------------------------------|------------------|-----|
| Allianz Insurance | £1,230.00 | c). |
| HM Revenue & Customs - VAT refund | £1,352.47 | c). |
| TOE Grant | £1,000.00 | c). |
| | <u>£3,582.47</u> | |
- f) **Payments in Advance:**
The practice of apportioning 1/6th of the Insurance Premium in the final accounts has been discontinued.
- g) **Receipts in Advance**
The Allotment rent period has been changed from January to December. As a result the rent collected in October 2009 covered a 15 month period (October 2009 – December 2011). As a result there is a 3 months rent payment in advance amounting to £260.00.

m). <u>North Hinksey Nature Reserve Expenses</u>	
Maintenance and Improvements	323.00
Grass Cutting	435.00
Hedge Cutting	150.00
Plants	26.99
Pond Inspection	66.00
	<u>£1,000.99</u>
n). <u>Breakdown of Pavillion Expenses</u>	
Caretaking	697.41
Electrical Testing etc.	436.00
Maintenance and Improvements	194.00
N.N.D. Rates	185.51
Running Expenses	6.25
	<u>£1,519.17</u>
o). <u>Breakdown of Playing Fields Expenses</u>	
Caretaking	697.41
Copse Maintenance, inspection	2,428.65
LM Playing Fields/Copse/Fenland Development	4,775.17
Dog Bins –V.W.H.D.C.	523.40
Grass Cutting/Weed Clearance/Tree Cutting etc.	2,564.27
Football Equipment/Line Marking/Rolling Pitch	596.19
Waste Removal	45.00
Inspection of Play Equipment	556.42
Litter Clearance	1,116.24
Playground Equipment – Repair/Renewal/Maintenance	212.95
Repair Fencing/Gates/seats/Dog Bins	635.50
Redevelopment Costs (Car Park Bollards)	0.00
D.D.A. Works	0.00
Skatebowl Maintenance including Cleaning	2,404.38
	<u>£16,555.58</u>
p). <u>St. Lawrence Churchyard, North Hinksey, Expenses</u>	
Grass Cutting	<u>£472.00</u>
q). <u>North Hinksey Village Green Expenses</u>	
Grass Cutting	<u>£400.00</u>
r). <u>Remembrance Day (Section 137)</u>	
Hire of Band and Public Address System	225.00
Organisational Costs	22.84
Printing Service Sheets	72.00
Provision of Refreshments	50.00
Purchase of Wreaths	20.00
	<u>£389.84</u>