

CHURCH MINSHULL PARISH COUNCIL

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ANNUAL AUDIT, Year ended 31 March 2013

I enclose the Annual Return for the above Parish Council.

Bank Reconciliation

Total cash and investments at year end (Box 8) £12,584 actually £12,583.62

Held in:

Current Account	£ 8,454.85	
Deposit Account	£ 4,355.34	£12,810.19
Less uncleared cheques	£ 226.57	£12,583.62

Significant Variances

Box 3 Other receipts

	2011-12	2012-13	change
Parish Compact	£ 1,150.00	£ 1,150.00	
Bank Interest	£ 3.06	£ 3.05	
Borough Council Grant	nil	£ 386.00	+ 386
VAT Refund	nil	£ 547.89	+ 548
Specific Grants (earmarked)	nil	£ 4,240.00	+4,240

Box 6 Other Payments

The significant increase in other payments were attributable to the following:

Specific Earmarked Grant paid	
on to Community Vision (Parish Plan Group)	£ 3,000
Parish Council contribution to Community Vision	£ 386
Additional litterpicking	£ 400

The net balance (c.£120) is the result of minor variations in various budget lines.

Other relevant information

Earmarked reserves – at 31 March 2013 the Council held an earmarked reserve for environmental work in the area, funded by a grant from the Borough Council, which shows a balance of £3,918.00. The Council anticipates spending this reserve (plus any further additional funding to be provided) over the coming years in the manner required by the agreement with the Borough Council.

The Council also holds an earmarked sum of £1,240.00 (from the Lottery Fund) which is to be used for upgrading the Council's website.

General reserves – the Council's general reserves are therefore in the sum of £7,650, similar to that at the previous year-end, and members consider this level reasonable in view of possible calls for assistance on behalf of local facilities and organisations. There was little change in the level of general reserves in the year under review.

Annual Business – the Council has carried out the following on at least an annual basis:

- Appointment of RFO

- Risk Assessment

- Review of effectiveness of Internal Audit

- Review of Standing Orders (if considered appropriate)

- Reappointment of Internal Auditor, and consideration of effectiveness of such audit.

- Review of level of general balances.

The Council has no fixed assets. No register is therefore required.

Section 137 Expenditure – During 2012-2013 there was no expenditure under Section 137 of the Local Government Act 1972 (2011-12: £170.00 - contributions to charitable organisations providing services to the local community).

The Council has considered its level of fidelity cover in light of the level of funds held and believes that the level held is appropriate in light of the Council's control of expenditure.

I hope this information is adequate.

Yours sincerely

Gwyn Griffiths
Clerk & RFO
Church Minshull Parish Council

Section 1 – Accounting statements 2012/13 for

CHURCH HULLSHILL PARISH COUNCIL

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

1	Balances brought forward	11,048	12,060	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	(+) Annual precept	2,500	2,500	Total amount of precept received or receivable in the year.
3	(+) Total other receipts	1,153	6,327	Total income or receipts as recorded in the cashbook less the precept received (line 2). Include any grants received here.
4	(-) Staff costs	999	999	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	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any).
6	(-) All other payments	2,642	6,314	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	11,060	12,584	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
8	Total cash and short term investments	11,060	12,584	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 other long term investments and assets	NIL	NIL	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March.
10	Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWT B).
11	(if applicable) Trust funds (including charitable) disclosure note	NIL		(if applicable) The council acts as sole trustee for and is responsible for managing trust funds or assets. (Readers should note that the figures in the accounting statements above do not include any trust transactions.)

I certify that for the year ended 31 March 2013 the accounting statements in this annual return present fairly the financial position of the council and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date

I confirm that these accounting statements were approved by the council on this date:

and recorded as minute reference:

Signed by Chair of the meeting approving these accounting statements.

Date