

BDO
Arcadia House
Maritime Walk
Ocean Village
Southampton
SO14 3TL

Dear Sirs,

ANNUAL AUDIT, Year ended 31st of March 2014.

I enclose the Annual Return for Church Minshull Parish Council.

Bank Reconciliation.

Total cash and investments at year end (Box 8) £11,236 actually
£11,236.26

Held in:

Current Account	£6,877.87	
Deposit Account	£4,358.39	£11,236.26
Less uncleared cheques	£ 145.96	= £11,090.30

Significant Variances.

Box 3 Other Receipts.

	<u>2012-13</u>	<u>2013-14</u>	<u>Change</u>
Parish Compact	£1,150.00	£1,150.00	
Bank Interest	£ 3.05	£ 3.05	
Borough Council support Grant	£ 386.00	£ 186.00	- 200.00
VAT Refund	£ 547.89	£ 316.65	- 231.24
Specific Grants (earmarked)	£ 4,240.00	Nil	-4,240.00

Box 6 Other Payments.

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

Specific earmarked grant paid to Then Media for upgrade the council's website- £1,240
The Council held the earmarked sum of £1,240 .00, from the lottery fund. This specific grant paid out was for the sum of £1,230.56 which has been used for its purpose of an upgrade the council website. The balance of £9.44 is earmarked as a contribution to the yearly maintenance cost for the running of the upgraded website.

Other relevant information.

Earmarked reserves:

At 31st of March 2014 the Council continued to hold earmarked reserve for environmental work in the area, funded by a grant from the Borough Council. The council expect to spend these reserves of £3,918.00 on a number of environmental projects in the coming years under the agreements in which funder provided the monies.

General reserves:

The Councils general reserves are the sum of £7,318.26, these reserves are lower than the previous review in 2013. Members consider this level of general reserves to be reasonable

given that some costs have risen and the potential requests for assistance on behalf of local organisations and facilities. During the period under review there was a small change in the level of general reserves.

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 (when considered appropriate)

Reappointment of Internal Auditor, and considered the effectiveness of the audit

Reviewed the level of general balances

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

Section 137 Expenditure:

During 2013-14 the council spent £1,000.00 under the Open Spaces Act 1906 section 9 and 10. The Council spent £100.00 under the Local Government Act 1972 section 142.

The Council has considered the level of fidelity cover taking into consideration the level of funds held and is of the view that the level held is appropriate given the Councils control of expenditure.

I hope that this information is sufficient.

Yours Sincerely,

Mrs L. Hassall
Clerk and RFO
On behalf of Church Minshull Parish Council