

# CHURCH MINSHULL PARISH COUNCIL

Clerk –Gwyn Griffiths  
18 Holly Mount  
Basford  
CREWE  
CW2 5AZ  
Tel 01270 663832  
griffiths725@btinternet.com

Audit Commission  
Aspinall House  
Aspinall Close  
Middlebrook  
Horwich  
BOLTON  
BL6 6QQ

## ANNUAL AUDIT, Year ended 31 March 2012

I enclose the Annual Return for the above Parish Council.

### Bank Reconciliation

Total cash and investments at year end (Box 8)	£11,060 actually	£11,059.86
Held in:		
Current Account	£ 6,735.83	
Deposit Account	£ 4,352.29	£11,088.12
Less uncleared cheque of £28.26	=	£11,059.86

### Significant Variances

Box 3 Other receipts Decrease of £772 due to absence of VAT reclaim (£350) and absence of Borough Council Grant (£422)

Box 6 Other Costs The Parish Council's expenditure increased significantly for the following reasons:

Increase in costs of litterpicking	£ 421.00
Increase in donations to outside charities	£ 170.00
Increase in admin/ expenses	£ 170.00
Increase insurance costs	£ 30.00
Miscellaneous changes (reduction overall)	£ 68.00

### **Other relevant information**

Earmarked reserves – at 31 March 2012 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 £3,338.85 . 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.

General reserves – the Council has reviewed its level of general reserves of approximately £7,700 and considers them reasonable in view of possible calls for assistance on behalf of local facilities and organisations. The level of general reserves increased in the year under review, but only by some £200.

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 2011-2012 expenditure under Section 137 was £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