

Little Clacton Parish Council

Statements of Accounts

For the year ended 31 March 2013

Little Clacton Parish Council

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31 March 2013

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Little Clacton Parish Council

Council Information

31 March 2013

(Information current at 3rd June 2013)

Chairman

Cllr Peter Watson

Councillors

Cllr Ray Bellamy (Vice Chairman)

Cllr Graham Bush

Cllr John Cutting

Cllr Mrs Mavis De-Vaux Balbirnie

Cllr Peter De-Vaux Balbirnie

Cllr John Dunnett

Cllr Miss Lyn Gray

Cllr Malcolm Joyce

Cllr Mrs Hazel Smith

Cllr Robert Smith

Cllr Mrs Eileen Ward

Cllr Mrs Audrey Wood

Clerk to the Council

Mrs Audrey Owens

Auditors

Littlejohn LLP

1 Westferry Circus

Canary Wharf

London

E14 4HD

Little Clacton Parish Council
Income and Expenditure Account
31 March 2013

	Notes	2013 £	2012 £
INCOME			
Precept on District Council		67,500	67,500
Agency Services	2	2,832	-
Capital Grants rec'd not deferred		-	9,295
Interest and Investment Income	1	12	7
Rent Receivable		600	1,200
Grants and Donations		673	180
Car Park		1,000	1,000
		72,617	79,182
EXPENDITURE			
Establishment/General Administration		19,772	21,509
Election Expenses		-	72
S137 Expenditure	4	4,667	12,433
Capital Expenditure	8	-	16,809
Operational Expenditure:			
Leisure and Recreation		20,639	17,107
Capital grant		-	9,301
Diamond Jubilee		3,135	-
		48,213	77,231
General Fund			
Balance at 01 April 2012		40,391	37,567
Add: Total Income		72,617	79,182
		113,008	116,749
Deduct: Total Expenditure		48,213	77,231
		64,795	39,518
Transfer (to)/from Earmarked Reserves	11	(10,381)	873
General Reserve Balance at 31 March 2013		54,414	40,391

The notes on pages 7 to 10 form part of these accounts.

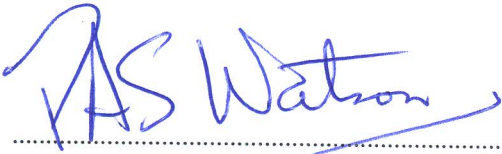
Little Clacton Parish Council


Balance Sheet

31 March 2013

	Notes	2013 £	2013 £	2012 £
Current Assets				
Debtors	9	5,450		10,179
Cash at bank and in hand		84,431		55,478
		<u>89,881</u>		<u>65,657</u>
Current Liabilities				
Creditors and accrued expenses	10	(840)		(1,020)
Total Assets Less Current Liabilities			89,041	64,637
			<u>89,041</u>	<u>64,637</u>
Capital and Reserves				
Earmarked Reserves	11		34,627	24,246
General Reserve			54,414	40,391
			<u>89,041</u>	<u>64,637</u>

The Statements of Accounts represent fairly the financial position of the Council as at 31 March 2013, and reflects its Income and Expenditure for the year.

Signed: 
Cllr Peter Watson
Chairman


Mrs Audrey Owens
Responsible Financial Officer

Date: 3 June 2013

3 June 2013

The notes on pages 7 to 10 form part of these accounts.

Little Clacton Parish Council
Statement of Accounting Policies
31 March 2013

Accounting Convention

The accounts have been prepared in accordance with the Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

As a consequence the latest accounting policies, as set out in the Guide and so far as they apply to this council, have been adopted for the council's statements of account.

Fixed Assets

All expenditure on the acquisition, creation or enhancement of fixed assets is reported in the notes to the accounts, provided that the fixed asset yields benefits to the authority and the services it provides for a period of more than one year. Fixed assets are valued on the basis recommended by CIPFA. The year end values are stated on the following basis:

land, operational properties and other operational assets are reported in notes to the accounts cost (where known) or at insurance values current when first reported as approximating to the lower of net replacement cost and net realisable value at that time (previously reported at current insurance values)

all other assets are included at historical cost except that certain community assets are the subject of restrictive covenants as to their; use and /or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at a nominal value only.

Debtors and Creditors

The revenue accounts of the council are maintained on an accruals basis in accordance with the guide. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of insurance premiums and regular quarterly accounts (e.g. telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's annual budget.

VAT

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 11.

Interest Income

All interest receipts are credited initially to general funds.

Little Clacton Parish Council

Notes to the Accounts

31 March 2013

1 Interest and Investment Income

	2013	2012
	£	£
Interest Income - General Funds	12	7
	<u>12</u>	<u>7</u>

2 Agency Work

During the year the Council undertook the following agency work on behalf of other authorities:

Commissioning Authority and Nature of Work

	2013	2012
	£	£
Essex County Council Grass Cutting	2,832	-
	<u>2,832</u>	<u>-</u>

A final claim for reimbursement to 31 March 2013 has been made.

During the year the Council commissioned no agency work to be performed by other authorities.

3 Publicity

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	2013	2012
	£	£
Website	1,100	1,528
	<u>1,100</u>	<u>1,528</u>

4 S.137 Expenditure

Section 137 of the Local Government Act 1972 (as amended) enables the council to spend up to the product of £6.80 (year ended 31 March 2012 - £6.44) per head on the electoral roll in any one year for the benefit of people in its area on activities or projects not specifically authorised by other powers.

	2013	2012
	£	£
The total amount of available for this purpose was	<u>16,028</u>	<u>15,173</u>
Expenditure was incurred for the following purposes:		
Royal British Legion	17	18
Lt Clacton Village Hall Trust	500	8,500
Little Clacton Methodist Church	-	40
Family Support	1,150	1,375
Lt Clacton Parochial Church Council	3,000	2,500
	<u>4,667</u>	<u>12,433</u>

It should be noted that grants to bodies such as the Citizen's Advice Bureau are made under other specific legal powers and so are not included in the above figures.

Little Clacton Parish Council

Notes to the Accounts

31 March 2013

5 Tenancies

During the year the following tenancies were held:

Council as landlord

Tenant	Property	Rent p.a. £	Repairing / Non-Repairing
A.T.C	Youth Club & Community Building	600	Non-repairing

Council as tenant

Landlord	Property	Rent p.a. £	Repairing / Non-Repairing
NONE			

6 Pensions

During the year the Council set aside £381 as a transfer to Earmarked Reserve towards a Clerks gratuity fund.

Little Clacton Parish Council

Notes to the Accounts

31 March 2013

7 Fixed Assets

	2013	2012
	£	£
	Value	Value
At 31 March the following assets were held:		
<u>Freehold Land and Buildings</u>		
Wooden Shed	1,725	1,725
Youth Club & Community Building	241,500	241,500
Sports Complex	519,350	519,350
Equipment Store	1,800	1,800
Parish Fields Complex	89,025	89,025
	<u>853,400</u>	<u>853,400</u>
<u>Vehicles and Equipment</u>		
Grounds Maintenance Equipment	46,480	46,480
Office Furniture and Equipment	3,500	3,500
	<u>49,980</u>	<u>49,980</u>
<u>Infrastructure Assets</u>		
Bus Shelters (5)	24,200	24,200
Lamp Posts (105)	46,400	46,400
Litter Bins (16)	4,300	4,300
Seats (8)	5,130	5,130
Jubilee Oak Seating	2,770	2,770
Notice Boards (5)	3,800	3,800
Village Sign	4,000	4,000
Street Bollards	2,480	2,480
Gates	15,760	15,760
	<u>108,840</u>	<u>108,840</u>
<u>Community Assets</u>		
Playing Field	1	1
War Memorial	5,130	5,130
Silver Cup and plaque	300	300
	<u>5,431</u>	<u>5,431</u>
	<u>1,017,651</u>	<u>1,017,651</u>

The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

Little Clacton Parish Council

Notes to the Accounts

31 March 2013

8 Fixed Assets - Additions and Disposals

	2013	2012
	£	£
	Cost	Cost
During the year the following assets were purchased:		
Operational Land and Buildings	-	16,809
Vehicles and Equipment	-	-
Infrastructure Assets	-	-
Community Assets	-	-
	<u>-</u>	<u>16,809</u>

No assets were disposed of during the year.

9 Debtors

	2013	2012
	£	£
VAT Recoverable	3,158	7,274
Loan Debtors	2,292	2,292
Prepayments and Accrued Income	-	613
	<u>5,450</u>	<u>10,179</u>

10 Creditors and Accrued Expenses

	2013	2012
	£	£
Accruals	840	1,020
	<u>840</u>	<u>1,020</u>

11 Earmarked Reserves

	Balance at	Contribution	Contribution	Balance at
	01/04/2012	to reserve	from reserve	31/03/2013
	£	£	£	£
Capital Projects Reserves	-	-	-	-
Asset Renewal Reserves	-	-	-	-
Other Earmarked Reserves	24,246	10,381	-	34,627
Total Earmarked Reserves	<u>24,246</u>	<u>10,381</u>	<u>-</u>	<u>34,627</u>

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2013 are set out in detail at Appendix A.

12 Contingent Liabilities

The council is not aware of any contingent liabilities at the date of these accounts.

Little Clacton Parish CouncilNotes to the Accounts31st March 2013Schedule of Other Earmarked Reserves

	<u>Balance at</u> <u>01/04/2012</u> £	<u>Contribution</u> <u>to reserve</u> £	<u>Contribution</u> <u>from reserve</u> £	<u>Balance at</u> <u>31/03/2013</u> £
<u>Other Earmarked Reserves</u>				
Street Furniture	83			83
Village Green Restoration	71			71
E-mail and Internet	1,283			1,283
Street Lighting	3,000			3,000
Memorial Garden	3,300			3,300
Computer	1,000			1,000
Village Gateways	2,600			2,600
Clerks Gratuity	1,750	381		2,131
Elections	659			659
War Memorial	500			500
Building Extension	10,000	10,000		20,000
TOTAL EARMARKED RESERVES	24,246	10,381	0	34,627