

STAPLEHURST PARISH COUNCIL

ADOPTED STATEMENT OF ACCOUNTS

for the year ending
31st MARCH 2009

Income and Expenditure Account
Balance Sheet and
Supporting Statement

Mrs J S Bassett
Parish Clerk & Responsible Financial Officer
Parish Office, Village Centre
High Street
Staplehurst
Kent
TN12 OBJ



QUALITY
PARISH
COUNCIL

STAPLEHURST PARISH COUNCIL
Income and Expenditure Account
for the year ended 31st March 2009

2007/2008

2008/2009

INCOME

67,000.00	Parish Precept	69,000.00
29,056.65	MBC Concurrent Functions Grant	29,280.00
27,625.00	Other Project Grants (Jubilee Changing Rooms Project 08/09)	222,739.00
40.00	Allotment Rents	0.00
3,629.89	MBC Playscheme, Summer Activities Grant & fees	3,532.76
783.11	Sales, miscellaneous fees & donations	5,014.50
5,107.96	Interest on investments	2,456.63
1,330.00	Christmas Lights Project donations	255.00
729.00	Jubilee Sports (pitch fees & rents)	492.00
154.84	Skaters fund-raising, deposit interest and donations	70.00
0.00	Village Centre Contingency (deposit & interest)	595.57
135,456.45	TOTAL INCOME	333,435.46

EXPENDITURE

52,320.08	General Administration (Salaries, Parish Office, equipment, insurance, subscriptions, training, meeting expenses, publicity and website maintenance,)	61,514.24
35,848.00	Capital Projects (07/08 Skaters Phase 2 - Churchyard extension & memorial seats 08/09)	4,563.00
6,924.32	Loan repayment on behalf of Village Centre Trust	0.00
4,132.26	Donations (CAB, Kenward Trust, Try Angle Awards, BTCV, RBL, Library)	2,100.63
0.00	Allotments	0.00
3,437.35	Parish Street Lighting, Street Furniture, CCTV and repairs	4794.91
2,604.30	Caretaker wages, equipment & maintenance	3,363.88
4,753.49	Playscheme & Youth Activities Project 08	6,135.00
17,889.18	Jubilee Sports Field & Sports Project	187,714.88
1,366.71	Youth Club	962.50
5,073.47	Surrenden Playing Field	4,742.84
4,457.82	Churchyard maintenance	4,719.40
4,527.95	Christmas Light Project (including upgrade 07/08)	2,144.75
79.25	Staplehurst Partnership	220.00
3.41	Speedwatch	0.00
143,417.59	TOTAL EXPENDITURE	282,976.03

(7,961.14)	Balance of Income over Expenditure	50,459.43
156,667.01	Balance brought forward from previous year	148,705.87
148,705.87		199,165.30

Balance Sheet as at 31st March 2009

2007/2008		2008/2009	
LONG TERM ASSETS			
4,507.00		Interest-free Loan to VCMC	0.00
CURRENT ASSETS			
2,627.67		VAT Recoverable	13,135.48
144,056.72	151,191.39	Cash In Hand	189,479.75
CURRENT LIABILITIES			
(2,485.52)		Creditors (uncleared cheques)	(3,449.93)
4,507.00	<u>148,705.87</u>		<u>199,165.30</u>
REPRESENTED BY:-			
	28,190.83	GENERAL FUND	28,225.35
Ongoing Project Budgets:-			
5,000.00		Youth Forum/Detached Project	7,500.00
1,500.00		Staplehurst Partnership Grant	1,200.75
5,927.18		Burial Authority Provision	0.00
54,150.73		Jubilee Sports Project	104,739.00
38,248.25		Underspends c/fwd	41,215.75
RESERVES			
15,688.88		Village Centre Contingency	16,284.45
	120,515.04		170,939.95
	<u>148,705.87</u>		<u>199,165.30</u>

Supporting Statement to the accounts

ASSETS

The following assets were held:-

COMMUNITY ASSETS

Jubilee Field	Nil
Land north east of Bell Lane, Staplehurst	Nil
Lease purchase of Youth Club land from KCC	5,400

BUILDINGS

Surrenden Pavilion (insured replacement value)	6,747.30
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OTHER FIXED ASSETS

As listed on Fixed Asset Register 31.03.2009 held at The Parish Office	161,581
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LEASES - As at 31st March 2009 the following Leases were in operation:-

Lessor	Purpose	Annual Rent	Year of Expiry
Maidstone Borough Council	Surrenden Playing Field	65.00	2019
Kent County Council	Youth Club Land Lease & Purchase	850.00	2050
Staplehurst Parish Council	Jubilee Field Management and Guide Centre at Jubilee Field	5.00	2088

The Lease from Kent County Council for the Youth Club Land includes an Option to Purchase at anytime within the term of the Lease. Each year £850 is paid to Kent County Council of which £250 represents rent and £600 represents capital towards the purchase of the land in 2050.

New Lease – Agreement has been reached for a new lease for the rental of Rooms 1, 2, 3 and 8 at Staplehurst Village Centre for a term of 3 years from 1st November 2007 at a combined annual rent of £4,200. Completion of the legal paperwork at 31.03.2009 remained outstanding.

EAR-MARKED RESERVES & ONGOING PROJECT BUDGETS

- The Youth Forum/Detached Youth Project now stands at £7,500 and represents funds held by the Parish Council specifically for youth work within the parish. This funding is likely to be called upon during the next financial year 2009/2010.
- The Staplehurst Partnership funding represents the balance of a repayable grant from KCC. The results of this work are likely to be published during the next financial year 2009/2010.
- Jubilee Sports Project – Following the Football Foundation Grant this project proceeded towards completion. The sum of £104,739 represents the balance of the budget and grants held at the year end. Final completion of the project and handover to the football Clubs is anticipated during May 2009.
- The Village Centre Contingency fund stood at £16,284.45 following receipt of £295.57 bank interest during the year and £300 from Village Centre Trust to top-up the contingency fund. The balance of the interest-free loan to VCMC was fully repaid during the year.

TENANCIES – None.

SECTION 137 PAYMENTS - Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £5.86 per electorate for the benefit of people in the area, on activities or projects not specifically authorised by other powers. Electoral Roll total of 4555 resulted in an allowance of £26,692.30 but no such expenditure was made.

ADVERTISING AND PUBLICITY – The Parish Council Website was maintained at a total cost of £1,068.07. A complete redesign of the Website was carried out during the year giving more flexible access and updating of information to a wider number of nominated persons. Postings on the forum continue to be monitored by the Parish Office and Website Committee.

The Parish Council continued to produce a Quarterly Newsletter throughout the year and distributed this to every household in the Parish. The fourth Annual Report of the Parish Council was also published and distributed to every household in the parish. The annual cost of these has been £1,177.00 for the printing plus some additional postage to outlying areas. The vast majority of Newsletters and Annual Reports were delivered by Councillors and other volunteers free of charge.

PENSIONS - The Clerk joined the Kent County Council Local Government Pension Scheme on 1st January 1997 and the Assistant Clerk joined on 1st September 2008. For the year ended 31st March 2009 the Council’s contributions equalled 16.9% of the payroll.

Signed.....
Chairman, Staplehurst Parish Council

Signed.....
Parish Clerk & Responsible Financial Officer

Signed.....
Mr T Kendrick, Internal Auditor