

STAPLEHURST PARISH COUNCIL

STATEMENT OF ACCOUNTS

for the year ending
31st MARCH 2005

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

STAPLEHURST PARISH COUNCIL

Income and Expenditure Account for the year ended 31st March 2005

2003/2004		2004/2005
	INCOME	
56,600.00	Parish Precept	61,000.00
26,647.00	MBC Concurrent Functions Grant	27,134.00
8,000.00	MBC Concurrent Functions one-off Grants	23,200.00
5,476.00	MBC Street Sweeping Grant	0.00
47,942.61	Surrenden Project Grants & Interest	18,367.18
40.00	Allotment Rents	40.00
1,411.00	MBC Summer Activities Grant and fee income	1,338.00
328.10	Sales, miscellaneous fees & donations	616.21
3,167.61	Interest on investments	4,053.69
1,200.00	Insurance reclaim (Bus Shelter)	0.00
195.00	Christmas Lights Project donations	340.00
520.00	Jubilee Sports	352.00
0.00	Youth Forum & Skaters deposit	1,714.97
<u>151,527.32</u>	TOTAL INCOME	<u>138,156.05</u>
	EXPENDITURE	
33,183.00	General Administration (Salaries, Parish Office, Insurance, Subscriptions, etc.)	37,432.04
28,931.06	Capital Projects (04/05=SurrendenPlay £110,068.73, StreetLighting £1,237.80)	111,306.53
15,000.00	Loan repayment on behalf of Village Centre Trust	15,000.00
595.00	Donations	900.00
40.00	Allotments	40.00
3,492.49	Parish Street Lighting, Street Furniture and repairs	3,569.32
5,200.00	Street Sweeping (taken over by MBC 04/05)	0.00
2,875.73	Caretaker wages and equipment	2,030.10
981.50	Playscheme/Summer Activities Scheme	2,282.50
2,763.88	Jubilee Sports Field & Sports Project	1,244.34
1,440.00	Youth Club	1,205.10
1,493.88	Surrenden Playing Field	1,100.21
3,990.91	Churchyard (inc. £1,135.83 for new burial area project 04/05)	5,112.83
1,581.00	Christmas Light Project	1,916.48
175.00	Village Appraisal / Action Plan	12.00
<u>101,743.45</u>	TOTAL EXPENDITURE	<u>183,151.45</u>
49,783.87	Balance of Income over Expenditure	(44,995.40)
<u>160,501.41</u>	Balance brought forward from previous year	<u>210,285.28</u>
<u>210,285.28</u>		<u>165,289.88</u>

Balance Sheet as at 31st March 2005

2003/2004		2004/2005
	LONG TERM ASSETS	
	None	
	CURRENT ASSETS	
2,269.35	VAT Recoverable	411.95
208,050.93	Cash In Hand	169,385.99
210,320.28		169,797.94
210,320.28		
	CURRENT LIABILITIES	
(460.00)	Creditors (uncleared cheques)	(4,508.06)
425.00	Debtors	0.00
210,285.28		165,289.88
	REPRESENTED BY:-	
32,609.26	GENERAL FUND	32,895.15
	RESERVES	
14,917.42	Village Centre Contingency	15,184.52
	<u>Ongoing Project Funding:-</u>	
25,000.00	Burial Authority Provision	23,864.17
57,330.00	Jubilee Sports Project	57,330.00
1,300.00	Parish Light Upgrade/CCTV	3,500.00
24,990.00	Surrenden Projects	24,417.70
47,979.10	Surrenden Grants Reserve	0.00
6,159.50	Reserves/Underspends c/f	8,098.34
177,676.02		132,394.73
177,676.02		132,394.73
210,285.28		165,289.88

Supporting Statement to the accounts

ASSETS

The following assets were held:-

COMMUNITY ASSETS

Jubilee Field	Nil
Land north east of Bell Lane, Staplehurst	Nil

BUILDINGS

Pavilion/temporary changing rooms	6,200
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OTHER FIXED ASSETS

Surrenden Playground Equipment & safety surfaces	68,900
Office Furniture and equipment	6,800
Bus Shelters, Litter bins, benches, gates, notice boards	18,632

LIABILITIES

CREDITORS:- None (Uncleared cheques = £4,508.06)

LEASES - As at 31st March 2005 the following Leases were in operation:-

Lessor	Purpose	Annual Rent	Year of Expiry
Maidstone Borough Council	Allotments	40.00	2006
Village Centre Management Trust	Parish Office	1,200.00	2013
Maidstone Borough Council	Surrenden Playing Field	55.00	2019
Kent County Council	Youth Club Land	850.00	2049
Staplehurst Parish Council	Jubilee Field	5.00	2088
Jubilee Field Management	Underlease – Guide Hut	5.00	2088

BORROWINGS - Staplehurst Village Centre - The sum of £1,344.76 was added to the account during the year in respect of interest charges. At the close of business on 31st March 2005 the following borrowing was outstanding by the Village Centre Management Trust (for which the Council annually agrees to repay) for the purchase of the Village Centre.

Lender	Term	Amount outstanding
Lloyds TSB	25 years – October 1988-2013	20,804.69

EAR-MARKED RESERVES

- The Village Centre Contingency fund increased by £267.10 representing bank interest and stood at £15,184.52. Other than interest receipts there were no other financial movements during the year.
- Burial Authority Reserve expended £1,135.83 in respect of professional fees.
- The Jubilee Sports Project budget of £57,330 remained static with no expenditure incurred.
- Parish Light Upgrading project was completed in this financial year.
- For the next financial year 2005/2006 the Parish Council agreed to carry forward some of the 04/05 budget underspent funds and apply the remainder to the general reserve.

TENANCIES - All eight Allotments were let and cultivated at £5 per allotment.

SECTION 137 PAYMENTS - Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £3.50 per head of electorate for the benefit of people in the area, on activities or projects not specifically authorised by other powers. Electoral Roll total of 4554 resulted in an allowance of £15.939 but no such payments were made.

ADVERTISING AND PUBLICITY – The Parish Council Website was maintained at a total cost of £639.09 for Broadband, rental of domain name, webspace, bulletin board and technical support. Until January 2005 all maintenance and updating was provided free by a local resident, in consultation with the Parish Council, since then fees have been paid.

The Parish Council has produced a Quarterly Newsletter throughout the year and distributed this to every household in the Parish. The annual cost of this has been £851.42 for the printing plus some additional postage to outlying areas. The vast majority of Newsletters were delivered by volunteers free of charge.

PENSIONS - The Clerk joined the Kent County Council Local Government Pension Scheme on 1st January 1997. For the year ended 31st March 2005 the Council’s contributions equalled 160% of the Clerk’s 6% superannuable pay.

Signed.....
Chairman, Staplehurst Parish Council

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

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