

Bitteswell with **Bittesby** **Parish Council**

Accounts and Financial Statement
to 31st March 2021

www.bitteswell.org.uk

Budget & Precept 2020-2021

INCOME CATEGORIES	Agreed Budget	Notes/Points to consider
Grants	-	
Bank Interest	40.00	
Other Income	-	
LCC Urban Grass Cutting Contribution	805.27	Urban Grass Cutting Contribution from LCC for 2020 season
UCB Grass Cutting Contribution	700.00	United Charities Bitteswell contribution
Recoverable VAT	2,060.00	Projected recoverable VAT paid in 2019/20
Neighbourhood Plan Grants	-	
TOTAL	3,605.27	

EXPENSE CATEGORIES	Agreed Budget	Notes
Core Staff Costs	6,000.00	
Neighbourhood Plan Staff Costs	1,000.00	
Clerk's Allowances	380.00	Using home as an office
Travel Expenses	100.00	
Office expenses	350.00	
Training	100.00	
Publications	50.00	
Subscriptions	300.00	LRALC & NALC, CPRE, LCR & ICO Registration
Hire of Hall for PC Meetings	100.00	
Parish Website	300.00	
Accountancy Fees	50.00	
Insurance	660.00	
Election Costs	-	Next Parish Elections in 2023.
Audit Fees	270.00	Not exempt from AGAR in 2019/20 as income exceeds £25k threshold (due to Neighbourhood Grant funding).
Street Lighting Consumption	1,000.00	Reduction expected due to LED conversion.
Street Lighting Maintenance	500.00	Reduction expected due to LED conversion and transfer to LCC for maintenance contract.
Street Lighting LED Conversion Project	1,984.22	£9,921.11 over 5 years. £1,984.22 a year. 1st installment paid in August 2019.
Grass Cutting & Maintenance	4,205.26	Increase to £200 per cut (Village Greens etc) x 17 = £3400. Urban grass cutting (verges) £134.21 per cut x 6 = £805.26
Village Maintenance/Improvements	1,000.00	
AED Consumables/Maintenance	300.00	Battery replacement date July 2023 and electrodes £70, replacement July 2021
Snow Warden Remuneration	150.00	
Grants & Donations	50.00	To CAB Leicestershire
British Legion Wreath	40.00	
Parish Strip	75.00	
Legal Fees	1,000.00	Associated with White Cottage
Neighbourhood Plan Expenditure	2,200.00	Potential costs not covered by grant funding
Earmarked Reserves	200.00	Replacing office equipment
General Reserves (Contingency)	2,000.00	NALC (the National Association of Local Councils) recommend that Parish Councils keep General Reserves at a level of between 3 and 12 month's precept. Therefore, to build up adequate financial reserves, the Council has allocated £2,000 under 'General Reserves'. This forms part of a contingency to cushion the impact of unexpected events or emergencies.
Total	24,364.48	
Total Expenditure - Income	20,759.21	Precept Requirement

Balance Sheet and Bank Reconciliation for year 01st April 2020 to 31st March 2021

**CLOSING BANK RECONCILIATION
Year ending 31.03.2021**

Opening Balance	1-Apr-20	£21,139.78
Receipts to	31-Mar-21	£33,767.38
Payments to	31-Mar-21	-£29,189.74
Closing Balance	31-Mar-21	£25,717.42

The balance carried forward is represented by these funds

Current Account	£3,488.80	
Business Reserve account	£22,780.62	
Add income received but not yet cleared	£0.00	
Less payments made but not yet presented	-£552.00	
Bank Reconciliation to	31-Mar-21	£25,717.42

Receipts and Payments Summary

At: 31/03/2021

2020-2021			
INCOME CATEGORIES			
	Actual Receipts	Budget-Actual	Agreed Budget
Precept	£ 20,759.00	£ -	£ 20,759.00
Grants	£ -	£ -	£ -
Bank Interest	£ 8.74	£ 31.26	£ 40.00
Other Income	£ -	£ -	£ -
LCC Urban Grass Cutting Contribution	£ 805.27	£ -	£ 805.27
UCB Grass Cutting Contribution	£ 700.00	£ -	£ 700.00
Recoverable VAT	£ 3,494.37	-£ 1,434.37	£ 2,060.00
Neighbourhood Plan Grants	£ 8,000.00	-£ 8,000.00	£ -
Total Receipts	£ 33,767.38		£ 24,364.27

EXPENDITURE CATEGORIES			
	Actual Expenditure	Budget-Actual	Agreed Budget
Core Staff Costs	£ 7,058.63	-£ 1,058.63	£ 6,000.00
Neighbourhood Plan Staff Costs	£ 1,112.18	-£ 112.18	£ 1,000.00
Clerk's Allowances	£ 348.37	£ 31.63	£ 380.00
Travel Expenses	£ 12.29	£ 87.71	£ 100.00
Office expenses	£ 899.65	-£ 549.65	£ 350.00
Training	£ 42.00	£ 58.00	£ 100.00
Publications	£ -	£ 50.00	£ 50.00
Subscriptions	£ 482.34	-£ 182.34	£ 300.00
Hire of Hall for PC Meetings	£ -	£ 100.00	£ 100.00
Parish Website	£ 460.00	-£ 160.00	£ 300.00
Accountancy Fees	£ 51.00	-£ 1.00	£ 50.00
Insurance	£ 671.75	-£ 11.75	£ 660.00
Election Costs	£ -	£ -	£ -
Audit Fees	£ 260.00	£ 10.00	£ 270.00
Street Lighting Energy	£ 836.66	£ 163.34	£ 1,000.00
Street Lighting Maintenance	£ 508.40	-£ 8.40	£ 500.00
Street Lighting LED Conversion Project	£ 2,172.37	-£ 188.15	£ 1,984.22
Grass Cutting & Maintenance	£ 3,471.05	£ 734.21	£ 4,205.26
Village Maintenance/Improvements	£ -	£ 1,000.00	£ 1,000.00
AED Consumables/Maintenance	£ -	£ 300.00	£ 300.00
Snow Warden Remuneration	£ -	£ 150.00	£ 150.00
Grants & Donations	£ 50.00	£ -	£ 50.00
British Legion Wreath	£ 40.00	£ -	£ 40.00
Parish Strip	£ -	£ 75.00	£ 75.00
Legal Fees	£ -	£ 1,000.00	£ 1,000.00
Neighbourhood Plan Expenditure	£ 8,078.49	-£ 5,878.49	£ 2,200.00
VAT Paid	£ 2,634.56	-£ 2,634.56	£ -
Earmarked Reserves (office equipment)	£ -	£ 200.00	£ 200.00
General Reserves	£ -	£ 2,000.00	£ 2,000.00
Total payments	£ 29,189.74	-£ 4,825.26	£ 24,364.48

ASSETS

Assets are defined as land, buildings, vehicles, plant and equipment with a significant value in relation to the Council's activities.

At 31st March 2021 the following assets were held

Asset	Date acquired if known	Purchase price if	Estimated or Insured
27 Lamp Posts (inc the column Ullesthorpe Road)			£26,029.00
Bus shelter			£1,064.00
Bench outside Tilt House & nr The Knoll (£293 each)			£586.00
Bench - Pinfold			£219.00
Noticeboard/Display cabinet			£73.00
Wooden noticeboard outside the Village Hall	Oct 2004	£502.50	£496.00
Litter bins, nr AED kiosk, The Knoll & Pinfold (£73 each)			£219.00
HP 24-f0054na Full-HD All-in-One PC	July 2020	£582.50	£582.50
AED and steel cabinet	Jan 2015	£1,750.00	£1,750.00
Telephone kiosk	Nov 2014		£2,000.00
Bench - Village Green	Apr 2016	£501.24	£501.24
Copperfield Victoriana Litter Bin	Aug 2016	£206.35	£206.35
Battery powered Mobile Sign MVAS2	Nov 2017	£2,572.55	£2,572.55
WWI Centenary Bench @ the Pinfold	Jan 2019	£354.16	£354.16
Salt grit bin	Mar 2019	£136.00	£136.00
Epson Ecotank ET-3700 Colour Inkjet Printer	Nov 2019	£247.00	£247.00
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			£37,035.80

Bitteswell with Bittesby Parish Council

Notes to the Accounts for Year Ended 31st March 2021

Receipts

Total receipts during the year amounted to **£33,767.38**

Total expenditure during the year amounted to **£29,189.74**

Precept & Budget Requirement

The Precept and Budget was set at **£20,759**

The Tax Base Figure based on the number of Band D equivalent properties for 2020-2021 is **£242.60**.

The budgeted Parish Precept is **£85.57** per Band D property. This is a 45.8% or **£26.89** increase in Council Tax.

Main reasons for Precept Increase:

General & Earmarked Reserves

Neighbourhood Plan expenditure

Grass Cutting

Street Lighting LED Conversion project

Grants & Receipts

Grants Received

The Parish Council received grant funding of **£8,000.00** from Groundwork UK towards the production of Bitteswell with Bittesby's Neighbourhood Plan.

Leicestershire County Council contributed **£805.27** towards the cost of urban grass cutting.

The United Charities Bitteswell provided grant funding of **£700** towards the cost of cutting the grass on the Village Greens.

Grants Paid

A grant of **£50.00** was given to Citizens Advice Leicestershire to support their services.

Assets

Assets Held as of 31st March 2021: Total Value - £36,683.29

(Assets are here defined as land, buildings and equipment with a significant value in relation to the Parish's financial activities).

During 2020-2021 the following changes were made to the Asset Register:

Added: HP 24-f0054na Full-HD All-in-One PC, £582.50, purchased in July 2020.

Removed: Toshiba laptop, £229.99.

Section 137 Payments

The Ministry of Housing, Communities and Local Government has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2020-21 is **£8.32**.

Recoverable VAT

A total of **£2,634.56** in VAT was paid during the year. This amount is still to be recovered from HMRC.

The Council received a VAT refund of **£3,494.37** for year ending 31st March 2020.

Balances held

Total balance held and carried forward to 01st April 2021 is **£25,717.42**.

Signed (Chair):

Print Name:

Signed (RFO):

Print Name:

Date: