

Section 2 – Accounting statements 2015/16 for

Enter name of smaller authority here:

Otterhampton Parish Council

	Year ending		Notes and guidance
	31 March 2015 £	31 March 2016 £	
			Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.
1. Balances brought forward	7868	14580	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	16672	16586	Total amount of precept or (for IDBs) rates and levies received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	4372	4332	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	3587	3146	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	10745	11432	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	14580	20920	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	14580	20920	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	20222	23696	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the smaller authority as at 31 March
10. Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		No	

I certify that for the year ended 31 March 2016 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

A Brown

Date 03/05/2016

I confirm that these accounting statements were approved by this smaller authority on this date:

03/05/2016

and recorded as minute reference:

8/16/4

Signed by Chair of the meeting approving these accounting statements.

JH/SO

Date 3.05.2016

**OTTERHAMPTON PARISH COUNCIL
ANNUAL AUDIT RETURN**

YEAR ENDED 31 MARCH 2016

BANK RECONCILIATION

		£
Balance per bank statement at 31 March 2016:		
Business Account - Current		976.75
Business Account - Deposit		12902.51
Business Account - Reserve		7401.38
	Sub Total	21280.64
Outstanding Items		
Less unrepresented cheque nos:		
	759 280.53	
	760 80.00	
	<u>360.53</u>	-360.53
Plus uncleared payments into bank		0.00
Plus any petty cash balance held at 31.3.16		0.00
Balance per cash book at 31 March 2016		20920.11

EXPLANATIONS FOR VARIANCES (Identify which figures need explanation)

BOX	2014/15	2015/16	VARIANCE	%	YES/NO
2	16672.00	16586.00	-86.00	-0.52	N
3	4372.00	4332.00	-40.00	-0.91	N
4	3587.00	3146.00	-441.00	-12.29	N
5	0.00	0.00	0.00	Nil	N
6	10745.00	11432.00	687.00	6.39	N
9	20222.00	23696.00	3474.00	17.18	Y

EXPLANATION OF VARIANCES

BOX 9		£
Figure in 2015 Column		20222.00
Figure in 2016 Column		23696.00
Variance		3474.00
Reason1 Purchases and write offs during the year as below:		£
Village Buoy refurbishment		2332.00
Additional bench in play area		238.00
Additional memorial bench		890.00
Old lap top computer written off		-200.00
New lawn mower		214.00
		3474.00
Unexplained		0.00
TOTAL		3474.00
Unexplained amount is less than 15% of 2015 Figure (Yes/No)		Y

SECTION 5 - EARMARKED RESERVES

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EARMARKED RESERVES	
At 31.3.16	PURPOSE OF RESERVE
250.00	Village Buoy maintenance (year 1)
250.00	Election costs 2019 (year 1)
1200.00	Combwich Track Repair
5000.00	Combwich Track Repair (long term solution)
400.00	Wharf Rd maintenance & vegetation clearance
1000.00	Play area maintenance/replacement (year 1)
1000.00	Replacement notice board
3803.00	Replacement/refurbishment bus shelter
12903.00	TOTAL

RESTRICTED RESERVES

RESTRICTED RESERVES	
At 31.3.16	PURPOSE OF RESERVE
150.00	Somerset County Council grant (bike rack for new play area)
307.00	Chat and Chill balance (for shelter in new play area)
2500.00	Parish Council grant (new play area)
300.00	Parish Council Grant (Community Car Scheme - start up costs)
250.00	Somerset County Council grant (Community Car Scheme start up costs)
3894.00	Parish Council Match Funding CIM Grants
7401.00	TOTAL