

# CRINGLEFORD PARISH COUNCIL

## Income & Expenditure Account For the Year Ended 31st March 2012

Year Ended 31st March 2011		Year Ended 31st March 2012
	<b>INCOME</b>	
90,365.00	*Precept	108,017.00
	General Administration	
1,495.26	Miscellaneous/Grants	2,648.40
NIL	Jubilee Donations	110.00
	Neighbourhood Development Plan	3,324.96
3,209.67	*Agency Services reimbursed	3,358.49
2,500.00	*Loan/Capital Receipts (Section 106)	-
1,345.41	*Interest on Investments	2,355.40
	Pavilion	
10,160.00	Hirings	10,939.00
	Recreation Ground	
2,616.00	Cricket	2,568.83
3,204.00	Football	4,390.00
2,000.00	Tennis	2,000.00
NIL	*Sale of Assets	NIL
0.00	VAT	0.00
<b><u>116,895.34</u></b>	<b>*TOTAL INCOME</b>	<b><u>139,712.08</u></b>

Year Ended  
31st March 2011

Year Ended  
31st March 2012

**EXPENDITURE**

	<b>*General Administration</b>	
27,288.48	Clerk's Salary	30,781.77
1,936.68	Clerical Assistant's Salary	1,944.84
20,915.26	Groundsperson's Wages	20,511.21
9,215.59	P/T Groundsperson's Wages	9,521.24
7,630.39	Insurance	8,333.87
995.00	Audit Fee	675.00
4,576.45	Petty Cash/Stationery	6,433.05
447.23	Play-Area	3,712.28
935.12	Contributions/Subscriptions	979.44
NIL	Member's Allowances	NIL
NIL	Bank Charges	NIL
NIL	*Agency Services	NIL
NIL	*Section 137 Payments	NIL
NIL	*Capital Schemes –	NIL
16,370.00	Asset Purchase	200.00
	<b>Pavilion</b>	
3,247.88	Maintenance	1,450.46
2,411.35	Heat & Light	1,585.77
492.13	Water Rates	469.68
1,642.65	Cleaning & Materials	1,327.86
	<b>Recreation Ground</b>	
5,588.28	Equipment/Repairs	4,118.13
1,257.82	Fuel	1,471.51
704.23	Cricket	1,008.27
3,519.91	Football	3,035.14
347.45	Tennis	513.62
	<b>Street Lighting</b>	
3,181.92	Energy & Maintenance	3,496.56
4,760.80	Repairs & Replacements	8,770.67
NIL	*Provision for Doubtful Debts	NIL
1,848.46	Loan Repayment	1,935.42
1,045.06	*Interest on Long Term Debts	958.10
NIL	Committee Expenses	NIL
NIL	*VAT Adjustment	<u>NIL</u>
<b><u>120,358.14</u></b>	<b>*TOTAL EXPENDITURE</b>	<b><u>113,233.89</u></b>

196,370.54  
116,895.34  
 313,265.88  
120,358.14  
 192,907.74  
 2,500.00  
7,500.00  
187,907.74

**General Fund**

Balance at 1st April 2011 187,907.74  
**Add** Total Income 139,712.08  
 327,619.82  
**Deduct** Total Expenditure 113,233.89  
 214,385.93  
 Transfers from Reserves NIL  
 Transfers to Reserves 30,093.00  
 Balance at 31st March 2012 184,292.93

**CRINGLEFORD PARISH COUNCIL**  
**Balance Sheet as at 31st March 2012**

Year Ended 31st March 2011		Year Ended 31st March 2012
	<b>LONG TERM ASSETS</b>	
NIL	Investments	NIL
<u>NIL</u>	Long Term Debts	<u>NIL</u>
NIL		NIL
	<b>CURRENT ASSETS</b>	
NIL	Stocks and Stores	NIL
NIL	Work in Progress	NIL
519.50	Debtors	2095.62
NIL	Payments in Advance	NIL
2,302.86	VAT Recoverable	1,466.96
NIL	Temporary Lendings	NI
<u>210,037.69</u>	Cash in Hand	<u>235,199.46</u>
212,860.05	<b>TOTAL ASSETS</b>	<u>238,762.04</u>
	<b>CURRENT LIABILITIES</b>	
3,352.31	Creditors	2,776.11
NIL	Temporary Loans	NIL
NIL	Cash Overdrawn	NIL
<u>3,352.31</u>		<u>2,776.11</u>
209,507.74	<b>TOTAL ASSETS LESS</b>	235,985.93
	<b>CURRENT LIABILITIES</b>	
<u>NIL</u>	LONG TERM(PWLB)	<u>NIL</u>
<u>209,507.74</u>	<b>NET ASSETS</b>	<u>235,985.93</u>
	Represented by:-	
54,804.67	GENERAL FUND	59,129.38
NIL	PROVISIONS	NIL
NIL	Long Term Loan (PWLB)	NIL
	RESERVES:	
133,103.07	Section 106 Reserve	125,163.55
<u>21,600.00</u>	Asset Replacement Reserve	<u>51,693.00</u>
<u>209,507.74</u>		<u>235,985.93</u>

The above statement represents fairly the financial position of the authority as at 31 March 2012 and reflects its income and expenditure during the year.

Signed

Chairman

Responsible Financial Officer

Date

Date

AUDIT OPINION

**CRINGLEFORD PARISH COUNCIL  
ACCOUNTS  
For the Year Ended 31st March 2012**

**Bank Reconciliation**

Balance at Bank as at 31st March 2012:

Barclays Bank PLC	12,504.88
Barclays Business Saver Account Closed 29 March 12	-
Barclays Bond 38 Closed 3 September 2011	-
Barclays Bond 51 Closed 4 February 2012	-
Barclays Bond 63 Opened 7 October 2011	50,000.00
Barclays Active Saver 1	24.74
Barclays Active Saver 2 (PWL B)	-
Deposit Account - National Savings	<u>174,660.87</u>
	237,190.49
Plus Outstanding credit	<u>19.00</u>
	237,209.49

Less: Un-presented cheques

	cheque number:	
Inner Wheel	100412	44.00
BMS Products Ltd	100424	43.14
NPTP	100426	35.00
Collier Turf Care Ltd	100427	1,451.89
Rigby Taylor Ltd	100428	<u>496.00</u>
		<u>2,070.03</u>

Add: Petty Cash	<u>60.00</u>
<b>Net Balances as at 31 March 2012</b>	<b><u>235,199.46</u></b>

**The net balances reconcile to the Cash Book for the year, as follows:**

**CASH BOOK**

Balance at Bank and In Hand at 31st March 2011:	210,037.69
Add:	
Income per Cashbook	145,333.31
Less:	
Expenditure per Cashbook	<u>(120,171.54)</u>
<b>Closing balance per cash book as at 31 March 12</b>	<b><u>235,199.46</u></b>

Prepared by: Clerk and RFO

Date:

# CRINGLEFORD PARISH COUNCIL ACCOUNTS

## Workings for Balance Sheet

<b>1. Debtors</b>		
Sure Start		57.00
Slimming World		190.00
Kiddycook		38.00
Cringleford Veterans FC		94.00
C. Stebbens		38.00
Doghouse FC		174.00
St Johns FC		348.00
M. Widdrington		95.00
Cringleford Tennis Club		154.60
D. Green		66.50
Cringleford Bridge Club		114.00
South Norfolk Council		726.52
HM Customs & Excise		<u>1,466.96</u>
		<b>3,562.58</b>
<b>2. Payments In Advance</b>		<b>NIL</b>
<b>3. Creditors</b>	<b>Cheque</b>	
Jewsons Ltd	100433	93.00
Bartram Mowers Ltd	100436	211.34
Ben Burgess	100434	927.44
T T Jones Electrical Ltd	100435	251.02
EON Energy	100437	293.76
Southern Electric	DD	613.58
Vat on Payments		<u>385.97</u>
		<b>2776.11</b>
<b>4. Receipts in Advance</b>		<b>NIL</b>

**CRINGLEFORD PARISH COUNCIL  
ACCOUNTS  
For the Year Ended 31st March 2012  
Supporting Statement**

**Assets (Included below)**

a)	Movements in the Year	
	During the year the following assets were purchased:	<b>Cost</b>
	Hedgecutter (Section 106 Reserve)	200.00
b)	The following assets were disposed of:	<b>Receipt</b>
		NIL
c)	At 31st March 2012 the following assets were held:	<b>Value</b>
	<b>COMMUNITY ASSETS</b>	
	Village Green	1.00
	Playing Field	1.00
	Land at Armitage Close	1.00
	Land at Dragonfly Lane	1.00
	Land at Lobelia Lane	1.00
	Land at Oriole Drive	1.00
	1. Tennis Courts	50,686.00
	2. Pavilion Building	310,189.00
	3. Nissen Hut & Shed Buildings	34,119.00
	<b>OTHER FIXED ASSETS</b>	
	4. Equipment: Recreation Ground	4,615.00
	5. Pavilion Contents	7,175.00
	6. Nissen Hut & Shed Contents	10,468.00
	7. Children's Play Area – Oakfields Rd	55,262.00
	8. Cricket	3,269.00
	9. Tennis	19,079.00
	10. Office	3,577.00
	11. Misc. Items around village	6,293.00
	12. Tractors (3)	29,583.00
	13. Street Lights (130)	120,804.00
	14. Outdoor Gym	18,000.00
	15. Children's Play-Area Equipment – Dragonfly Lane	<u>38,136.00</u>
		<u>711,261.00</u>

The basis of valuation of these assets is replacement value, with the exception of Community Land, which is valued at £6.00.

**Borrowings**

At the close of business on 31st March 2012 the following loans to the Council were outstanding (New loan 14 January 2005 - Original Loan Period 15 years):

Lender	Loan period remaining	Amount
Public Works Loan Board	8 years	£19,147.29

**CRINGLEFORD PARISH COUNCIL**  
**Accounts**  
**For the Year Ended 31st March 2012**  
**Supporting Statement**

**Leases**

At 31 March 2012 the following Leases were in operation:

<b>Lessor</b>	<b>Purpose</b>	<b>Annual Rent Payable</b>	<b>Year of Expiry</b>
There were no leases in operation.		NIL	

**Debts Outstanding**

At 31st March 2012 debts of £2095.62 plus VAT £1466.96 were outstanding and due to the Council. The ages of the debts were:

	<b>NO.</b>	<b>Value</b>
Less than 3 months old	13	£3562.58

**Tenancies**

During the year the following tenancies were held:

**Council as Landlord**

<b>Tenant</b>	<b>Property</b>	<b>Rent p.a.</b>	<b>Repairing/Non Repairing</b>
1. 38th Norwich/1st Cringleford Scouts (30 year Lease to 01.01.2032)	Land for Scout Hut	£1.00	Repairing
2. Cringleford Tennis Club (25 years Lease to 19.06.2033)	Land for 6 Tennis Courts	£1.00	Repairing Plus Annual Maintenance Fee
3. Mrs Fairless-Price (Lifetime Lease)	Access to Recreation Ground	£0.10	Repairing

The leases are paid annually.

**Council as Tenant - None**

NIL

**Section 137 Payments**

Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £6.44 per head of electorate (2145) for the benefit of people in the area on activities and projects not specifically authorised by other powers.

The limit for this Council in the year ended 31st March 2012 was £13,813.80 and the payments made were:

<b>Payee</b>	<b>Nature of Payment</b>	<b>£</b>
NIL		

**CRINGLEFORD PARISH COUNCIL**  
**Accounts**  
**For the Year Ended 31st March 2012**  
**Supporting Statement**

**Agency Work**

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

<b>Commissioning Authority</b>	<b>Nature of Works</b>	<b>Amount</b>
Norfolk County Council	Grasscutting	3,358.49

**Advertising and Publicity**

The following costs were incurred during the year: NIL

**Contingent Liabilities**

There are no Contingent Liabilities. NIL

**Pensions**

For the year ended 31st March 2012 the Council's contributions equal 18.5% of the employee's superannuable pay. These contributions will increase in 2012/2013 to 19% as notified by Norfolk County Council Pension Fund, so as to provide adequately for known liabilities.

Approved by R.S. Bowie Hymans Robertson & Co. (Actuaries to the Pension Fund)

**Capital Reserve**

	<b>Community Centre Fund</b>	<b>Asset Replacement Reserve Fund</b>
Balance B/F from 2010/11	£16,000	£5,600
Added 2011/12	£28,093	£2,000
Transfer from 2011/12	-	-
Balance C/F to 2012/13	£44,093	£7,600

**Trust Funds**

The Council does not administer any trust funds. NIL

Signed

Signed

Chairman

Responsible Financial Officer

Date

Date



**CRINGLEFORD PARISH COUNCIL  
COMPARISON OF ESTIMATES WITH ACTUAL  
RECEIPTS AND PAYMENTS**

	Actual 20010/11	Budget 2011/12	Actual 2011/12	Explanation for Differences
<b>RECEIPTS</b>				
*Precept	90,365	108,017	108,017.00	
General Administration				
Miscellaneous	1,495.26	NIL	2,603.80	Donation/Ins Claims
NDP Grant	NIL	NIL	2,712.76	New SNDC Grant
*Agency Services reimbursed	3,209.67	3,245	3,358.49	
*Loan/Capital Receipts	NIL	NIL	NIL	
Section 106 Payments	2,500.00	NIL	NIL	
Transfer from Earmarked Funds		6,535		Used S106
Interest on Investments	1,345.41	2,000	2,355.40	Interest on Bond
Pavilion				
Hirings	9,979.50	8,837	10,597.00	New Hirers
Recreation Ground				
Cricket	2,616.00	2,222	2,568.83	Extra games
Football	3,090.00	3,535	4,037.00	Extra games
Tennis	2,000.00	2,000	2,000.00	
*Sale of Assets	NIL	NIL	NIL	
*VAT Refunds	5,948.68	NIL	6,915.75	
*VAT on Income	NIL	NIL	167.28	
<b>*TOTAL RECEIPT</b>	<b><u>122,549.52</u></b>	<b><u>136,391</u></b>	<b><u>145,333.31</u></b>	

Surplus Income Over Budget	8942.31
Plus Expenditure Under Budget	<u>16219.46</u>
Surplus	<u>25161.77</u>

# CRINGLEFORD PARISH COUNCIL

## COMPARISON OF ESTIMATES WITH ACTUAL RECEIPTS AND PAYMENTS

	Actual 2010/11	Budget 2011/12	Actual 2011/12	Explanation For Differences
<b>PAYMENTS</b>				
*General Administration				
Clerk's Salary	27,288.48	27,398	30,781.77	NDP
Clerical Assistant Sal	1,936.68	1,945	1,944.84	
Groundsperson's Wages	20,915.26	21,082	20,511.21	
P/T Groundsperson's Wages	9,215.59	9,780	9,521.24	
Insurance	7,630.39	7,860	8,333.87	Increased fee
Audit Fee	995.00	995	675.00	Lower Bracket
Petty Cash & Stationery	4,584.31	4,895	6,545.19	NDP Costs
Children's Play Area	447.23	2,000	3,712.28	Play-Area repair
Subscriptions	935.12	898	979.44	
Member's Allowances	NIL	NIL	NIL	
Contingency Fund	NIL	1,000	NIL	
*Agency Services	NIL	NIL	NIL	
*Section 137 Payments	NIL	NIL	NIL	
*Capital Schemes				
Community Centre	NIL	28,093	NIL	
Equipment Repairs	16,370.00	2,000	200.00	Hedgecutter
Pavilion				
Maintenance	3,247.88	1,000	1,450.46	Plumbing
Heat & Light	2,092.13	2,725	1,698.35	3 quarters
Water Rates	492.13	520	469.68	
Cleaning & Materials	1,642.65	1,745	1,444.86	
Recreation Ground				
Equipment/Repairs	4,549.85	3,000	4,475.08	Repairs
Fuel	1,257.82	1,695	1,471.51	
Cricket	954.36	1,000	1,002.02	
Football	4,044.91	3,090	3,035.14	
Tennis	365.58	500	507.37	
Street Lighting				
Energy & Maintenance	3,181.90	3,277	3,467.96	
Repairs & Replacements	4,693.95	7,000	8,626.83	Repairs
*Provision for Doubtful Debts	NIL	NIL	NIL	
Loan Repayment	1,848.46	1,827	1,935.42	
*Interest Long Term Debts	1,045.06	1,066	958.10	
Committee Expenses	NIL	NIL	NIL	
*VAT on payments	<u>7,248.25</u>	<u>NIL</u>	<u>6,423.92</u>	
<b>*TOTAL PAYMENTS</b>	<b><u>126,983.01</u></b>	<b><u>136,391</u></b>	<b><u>120,171.54</u></b>	
<b>Balance in Reserves</b>	<b>214,471.18</b>		<b>210,037.69</b>	
<b>Plus Surplus/Deficit</b>	<b>-4,433.49</b>		<b>25,161.77</b>	
<b><u>YEAR END BALANCE</u></b>	<b><u>210,037.69</u></b>		<b><u>235,199.46</u></b>	