

Bank Account Reconciled Statement

Current Account

20414359

60-83-01

Statement Number	115	Bank Statement No.	115
Statement Opening Balance	£29,348.68	Opening Date	01/10/20
Statement Closing Balance	£25,391.13	Closing Date	31/10/20
True/ Cashbook Closing Balance	£25,391.13		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/10/20	DD201001WB	WATER BUSINESS	7.50	0.00	29,341.18
06/10/20	DD201007NEST	NEST	52.55	0.00	29,288.63
07/10/20	DD201007OETH	Octopus Energy	16.61	0.00	29,272.02
12/10/20	BACS201007AM	ANNETTE MACKIE	52.40	0.00	29,219.62
12/10/20	BACS201007MT	M Trull	62.50	0.00	29,157.12
12/10/20	BACS201007MT2	M Trull	250.00	0.00	28,907.12
12/10/20	BACS201007PCCW	PCC of Wickwar	20.00	0.00	28,887.12
12/10/20	BACS201007PG	PRESTIGE GROUNDS	1,638.00	0.00	27,249.12
12/10/20	BACS201007RD	R E DAVIS	1,137.57	0.00	26,111.55
12/10/20	BACS201007SLCC	SLCC Enterprises Ltd	36.00	0.00	26,075.55
12/10/20	BACS201007SLCC 2	SLCC Enterprises Ltd	36.00	0.00	26,039.55
12/10/20	BACS201007TD	Toolbox Digital Services	72.91	0.00	25,966.64
12/10/20	BACS201007TG	TONY GARDNER PROPERTY MAINTENANCE	320.00	0.00	25,646.64
12/10/20	BACS201007Z	ZOOM VIDEO COMMUNICATIONS INC	14.39	0.00	25,632.25
12/10/20	DD201012PN	PLUS NET	21.60	0.00	25,610.65
13/10/20	000009	RANSOME MEMORIALS LTD	0.00	150.00	25,760.65
15/10/20	BACS201007HMRC	HMRC	190.62	0.00	25,570.03
20/10/20	DD201020OEPAV	Octopus Energy	125.13	0.00	25,444.90
21/10/20	DD201021OEPAV	Octopus Energy	21.07	0.00	25,423.83
22/10/20	BACS201021CCC	Cumbria Clock Company	156.00	0.00	25,267.83
22/10/20	DD201022TM	TESCO MOBILE	10.00	0.00	25,257.83
23/10/20	DD201023OETH	Octopus Energy	16.70	0.00	25,241.13
27/10/20	000010	Abbey Memorials	0.00	150.00	25,391.13

Uncleared and unpresented effects

Total

Bank Account Reconciled Statement

Reconciled by Rachel Davis

Signed _____
Clerk / Responsible Financial Officer

Chair

Bank Account Reconciled Statement

Reserve account		20414362	60-83-01		
Statement Number		7	Bank Statement No.	7	
Statement Opening Balance		£40,556.59	Opening Date	01/10/20	
Statement Closing Balance		£40,556.59	Closing Date	31/10/20	
True/ Cashbook Closing Balance		£40,556.59			
Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
	No activity		0.00	0.00	40,556.59

Uncleared and unpresented effects

Total

Reconciled by Rachel Davis

Signed
Clerk / Responsible Financial Officer

Chair

Bank Account Reconciled Statement

Capital Reserve		20414375	60-83-01		
Statement Number		91	Bank Statement No.	91	
Statement Opening Balance		£5,211.73	Opening Date	01/10/20	
Statement Closing Balance		£5,211.73	Closing Date	31/10/20	
True/ Cashbook Closing Balance		£5,211.73			
Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
	No activity		0.00	0.00	5,211.73

Uncleared and unrepresented effects

Total

Reconciled by Rachel Davis

Signed
Clerk / Responsible Financial Officer

Chair

Bank Account Reconciled Statement

Savings Account (Redwood)		80063517	60-83-83		
Statement Number		3	Bank Statement No.	3	
Statement Opening Balance	£40,166.36		Opening Date	01/10/20	
Statement Closing Balance	£40,207.07		Closing Date	31/10/20	
True/ Cashbook Closing Balance	£40,207.07				
Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
31/10/20		Redwood Bank	0.00	40.71	40,207.07

Uncleared and unpresented effects

Total

Reconciled by Rachel Davis

Signed
Clerk / Responsible Financial Officer

Chair

Financial Budget Comparison

Comparison between 01/04/20 and 31/10/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		Previous Year's Net	2020/21	Revised	Actual Net	Balance
INCOME						
Council						
100	Precept	£37,000.00	£45,720.00	£45,720.00	£45,720.00	£0.00
105	Burial Ground	£1,525.00	£2,375.00	£2,375.00	£1,900.00	-£475.00
115	VAT	£6,955.15	£0.00	£0.00	£978.40	£978.40
120	Bromford lease	£0.00	£1,000.00	£1,000.00	£1,000.00	£0.00
125	Business Reserve Interest	£63.49	£0.00	£0.00	£48.68	£48.68
130	Capital Interest	£12.44	£0.00	£0.00	£5.19	£5.19
131	Savings Interest (Redwood)	£0.00	£0.00	£0.00	£166.36	£166.36
135	Miscellaneous income	£103.00	£0.00	£0.00	£10,003.60	£10,003.60
Total Council		£45,659.08	£49,095.00	£49,095.00	£59,822.23	£10,727.23
Playing Fields						
110	King George V Playing Fields	£2,974.24	£950.00	£950.00	£792.41	-£157.59
Total Playing Fields		£2,974.24	£950.00	£950.00	£792.41	-£157.59
Community Infrastructure Levy						
140	Community Infrastructure Levy	£18,018.59	£48,115.00	£48,115.00	£48,115.15	£0.15
Total Community Infrastructure Levy		£18,018.59	£48,115.00	£48,115.00	£48,115.15	£0.15
Total Income		£66,651.91	£98,160.00	£98,160.00	£108,729.79	£10,569.79

Financial Budget Comparison

Comparison between 01/04/20 and 31/10/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		Previous Year's Net	2020/21	Revised	Actual Net	Balance
EXPENDITURE						
Council						
2000	Wages	£16,771.84	£17,862.56	£17,862.56	£9,431.08	£8,431.48
2001	Wages (Village Warden/ Handyperson)	£0.00	£2,900.00	£2,900.00	£0.00	£2,900.00
2010	Council expenditure	£2,930.35	£2,037.00	£2,037.00	£1,020.04	£1,016.96
2011	Website development	£0.00	£1,000.00	£1,000.00	£889.98	£110.02
2020	Insurances	£1,639.74	£1,604.21	£1,604.21	£1,730.76	-£126.55
2030	Town Hall Running Costs	£4,704.28	£2,101.65	£2,101.65	£1,032.38	£1,069.27
2031	Town Hall Capital Improvements	£0.00	£250.00	£250.00	£5.47	£244.53
2040	Donations	£5,289.00	£5,200.00	£5,200.00	£3,511.99	£1,688.01
2050	Subscriptions/Courses	£1,938.00	£2,615.00	£2,615.00	£621.01	£1,993.99
2060	Burial Ground	£1,511.56	£1,705.00	£1,705.00	£241.22	£1,463.78
2061	Burial Ground wall repair fund	£0.00	£500.00	£500.00	£0.00	£500.00
2070	Loan Repayments	£2,389.60	£2,389.60	£2,389.60	£1,169.60	£1,220.00
2080	Miscellaneous South Glos Services	£958.82	£1,296.56	£1,296.56	£375.72	£920.84
2090	Councillors expenses	£33.50	£100.00	£100.00	£0.00	£100.00
2100	Audit Fees	£529.50	£555.00	£555.00	£235.00	£320.00
2110	Clerk home working allowance	£24.00	£200.00	£200.00	£200.00	£0.00
Total Council		£38,720.19	£42,316.58	£42,316.58	£20,464.25	£21,852.33
Playing Fields						
3000	King George V Playing Fields	£15,403.02	£6,228.42	£16,391.02	£15,086.23	£1,304.79
3010	Playing Fields capital replacement fund	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00
3020	Playing Fields Pavilion Capital Improvements	£0.00	£500.00	£500.00	£34.61	£465.39
Total Playing Fields		£15,403.02	£7,728.42	£17,891.02	£15,120.84	£2,770.18

Financial Budget Comparison

Comparison between 01/04/20 and 31/10/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

	Previous Year's Net	2020/21	Revised	Actual Net	Balance
Community Infrastructure Levy					
4000 Community Infrastructure Levy	£3,555.70	£0.00	£40,888.31	£16,366.51	£24,521.80
Total Community Infrastructure Levy	£3,555.70	£0.00	£40,888.31	£16,366.51	£24,521.80
Total Expenditure	£57,678.91	£50,045.00	£101,095.91	£51,951.60	£49,144.31
Total Income	£66,651.91	£98,160.00	£98,160.00	£108,729.79	£10,569.79
Total Expenditure	£57,678.91	£50,045.00	£101,095.91	£51,951.60	£49,144.31
Total Net Balance	£8,973.00	£48,115.00	-£2,935.91	£56,778.19	

Section 3 – External Auditor Report and Certificate 2019/20

In respect of

WICKWAR PARISH COUNCIL – AV0129

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2019/20

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

We note that Sections 1 and 2 of the Annual Governance and Accountability Return were approved on 01/07/2020 but that the public rights period did not commence until 10/08/2020. The period set is not strictly in contravention of the timing permitted under the legislation introduced as a result of Covid-19, but it should be noted that this year's extension to allow later public inspection was intended to allow for authorities who were not able to approve their AGAR until as late as the statutory deadline of 31 August 2020.

Regulation 12 (3) of the Accounts and Audit Regs 2015 (signing and approval of the statement of accounts for Category 2 authorities) requires the Responsible Financial Officer, as soon as practicable after the date on which the authority complies with regulation 12 (2c) (re. accounts approved and signed following meeting), to do the following on behalf of the smaller authority:

- a) commence the period for the exercise of public rights in accordance with regulation 14 and regulation 15; and
- b) notify the local auditor of the date on which that period was so commenced.

We fully appreciate the difficulties arising as a result of coronavirus restrictions; however, please consider the requirements of the Accounts and Audit Regulations 2015, when setting the date for the approval of the AGAR in relation to the public rights period in future years.

3 External auditor certificate 2019/20

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature



Date

10/11/2020

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2019/20 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Wickwar Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2020

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404)

	Notes
1. The audit of accounts for Wickwar Parish Council for the year ended 31 March 2020 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 November. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Wickwar Parish Council on application to:	
(a) <u>RACHEL DAVIS - PARISH CLERK</u> <u>WICKWAR PARISH COUNCIL C/O</u> <u>22 INGLESTONE ROAD, WICKWAR</u> <u>GLOS GL12 8NH</u>	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b) <u>10AM - 3PM</u>	(b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any person on payment of £ <u>1</u> (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) <u>RACHEL DAVIS - PARISH CLERK</u>	(d) Insert the name and position of person placing the notice
Date of announcement: (e) <u>17/11/20</u>	(e) Insert the date of placing of the notice