

West Wittering Parish Council

Annual Financial Statements for the year ended 31 March 2011

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THESE FINANCIAL STATEMENTS HAVE BEEN PRODUCED FOR SUBMISSION TO THE COUNCIL AND FOR ITS APPROVAL.

THE ACCOUNTS AND AUDIT REGULATIONS 2003 (AS AMENDED) REQUIRE THE COUNCIL TO CONSIDER AND APPROVE THE FINANCIAL STATEMENTS, PRIOR TO AUDIT, BY 30 JUNE 2011.

West Wittering Parish Council

Councillors and Advisers

Mr R Shrubb (Chairman from 13 May 2011)
Mr R Hutton (Retired 13 May 2011) (Chairman to 13 May 2011)
Mr W Buckland
Mr S Colwell (Retired 9 May 2011)
Mr K Martin
Mrs C Megeney (Co-opted 13 May 2011)
Mr I Parker (Co-opted 13 May 2011)
Mr C Pine (Co-opted 13 May 2011)
Mr J Robertson (Retired 9 May 2011)
Mrs K Simmons (Co-opted 13 May 2011)
Mr K Smith (Retired 9 May 2011)
Mrs S Smith (Co-opted 13 May 2011)
Mr T Tupper (Retired 9 May 2011)
Mr D Wright

Clerk and Financial Officer to the Council

Mrs J Brown
Red House
100 Middleton Road
Middleton on Sea
Bognor Regis
West Sussex
PO22 6DL

Bankers

Barclays Bank plc
74-75 East Street
Chichester
West Sussex
PO19 1HT

West Wittering Parish Council

Statement of principal accounting policies

1 Accounting Convention

The financial statements have been prepared in accordance with the Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council. The financial statements have been prepared under the historical cost convention, and in accordance with the Accounts and Audit Regulations 2003.

2 Scope

The accounts include all activities carried out by the Parish Council.

3 Assets of the Council

The principal assets owned by the Council are:

An area of land designated as the Millennium Sportsfield which is used primarily by West Wittering Cricket Club under licence.

An area of land known as Snowhill which is designated as a Public Open Space.

An area of land known as the Village Green which is designated as a Village Green.

An area of frontage to the sea known as Marine Drive Bank.

An area of land off Ellanore Lane which is designated for use as allotments.

An area of land which is designated as a Sportsfield.

The Sportsfield contains a pavilion which is valued for insurance purposes at £442,696 exclusive of contents.

Within the Sportsfield there are items of playground equipment which are valued for insurance purposes at £34,072, exclusive of the safety surfaces.

44 street lamps, 23 public seats, 3 noticeboards and 3 bus shelters that are situated in various locations throughout the Parish.

Office equipment valued for insurance purposes at £4,539.

4 Taxation

As a local authority the Parish Council is not liable for Corporation Tax. The Council is not registered for the purposes of VAT and makes no taxable supplies. VAT charged on goods and services purchased by the Council for non-business activities is reclaimed from HM Revenue & Customs.

5 Borrowings

In accordance with CIPFA guidance, only temporary borrowings are included in the balance sheet.

6 Leases

The Council has no commitments under finance or operating leases.

West Wittering Parish Council

Income and expenditure account for the year ended 31 March 2011

	Notes	2011	2010
		£	£
Income			
Precept		62,111	59,154
Agency Services reimbursed		-	-
Loan/Capital Receipts		-	-
Allotment Rents receivable	2	1,181	1,333
Grants and donations	3	1,292	787
Interest received		27	31
Licence fees		1,313	1,363
Contributions to expenditure from others	3	1,470	1,475
Land sales		-	539
Other		10	-
		-----	-----
Total income		67,404	64,682
		-----	-----
Expenditure			
Administration	4	20,947	21,273
Loan repayment and interest	6	3,173	3,173
Agency Services		-	-
Section 137 Payments	5	2,400	2,250
Capital Expenditure	1	1,434	1,503
Allotments		1,439	1,778
Highways		5,985	5,266
Lighting		2,264	1,984
Parks and Open Spaces		7,660	10,202
Pavilion		8,113	7,930
Cycle route/path design and construction		38,340	22,265
Community Warden contribution		1,000	-
Provision for bad debts		-	-
Other Interest payable		-	-
		-----	-----
Total expenditure		92,755	77,624
		-----	-----
(Deficit)		(25,351)	(12,942)
		=====	=====

Cumulative Fund Balance

Balance brought forward at 1 April 2010	48,496	61,438
Add: Total income	67,404	64,682
	-----	-----
	115,900	126,120
Less: Total expenditure	92,755	77,624
	-----	-----
Balance carried forward as at 31 March 2011	23,145	48,496
	=====	=====

West Wittering Parish Council

Balance sheet as at 31 March 2011

	Notes	2011 £	2010 £
Long Term Assets			
Investments		-	-
Long Term Debts		-	-
Current assets			
Stocks and Stores		-	-
Work in progress		-	-
Debtors	7	727	936
VAT recoverable	7	2,809	2,550
Payments in advance		15	-
Temporary lendings		-	-
Cash on deposit, at bank and in hand		30,717	77,331
		-----	-----
Total Assets		34,268	80,817
Current liabilities			
Creditors: Amounts falling due within one year	8	11,123	32,321
Temporary Loans		-	-
Cash Overdrawn		-	-
		-----	-----
TOTAL ASSETS LESS CURRENT LIABILITIES		23,145	48,496
LONG TERM LIABILITIES		-	-
		-----	-----
TOTAL NET ASSETS		23,145	48,496
		=====	=====
Represented by:			
General Fund balance		23,145	48,496
		-----	-----
TOTAL FUNDS		23,145	48,496
		=====	=====

The above statement represents fairly the financial position of the authority as at 31 March 2011 and reflects its income and expenditure during the year.

Approved by the Council 2 June 2011

Chairman.....

Clerk and Financial Officer.....

West Wittering Parish Council

Notes to the accounts for the year ended 31 March 2011

1 Assets

	2011
	£
a. Assets acquired during the year were (at cost)	
Three public seats	1,317
Computer monitor	117

	1,434
	=====
b. Asset disposals during the year	
None.	
c. At 31 March 2011 the following assets were held	
	£
COMMUNITY ASSETS	
Sportsfields and Public Open Spaces	1
Allotments	1
Pavilion including contents	453,352
Timber shed	5,177
Public Open Space and Playground Equipment	34,072
Street Lights	44
Public Seats, Bus Shelters and Noticeboards	18,546
Office Equipment	4,539
Sportsfield gates and lighting	1,783
Sportsfield fencing	12,416
Millennium Meadow fencing	8,999

	538,930
	=====

The basis of valuation of these assets is insured or estimated replacement value, with the exception of the Community Land and Allotments which each have a nominal value of £1, and the Street Lights which have a nominal value of £1 per column.

2 Tenancies - Rents receivable

The allotment holders have tenancy agreements with the Council.

West Wittering Parish Council

Notes to the accounts for the year ended 31 March 2011

3 Grants and contributions towards expenditure

Contributions totalling £1,180 were made by members of the public towards the cost of provision of additional public seats.

A contribution of £112 was made by West Wittering Sailing Club towards the cost of maintaining Snowhill.

Three contributions, totalling £1,470, were made towards the costs of operating the Pavilion.

4 Administration

	£
Employment costs	13,143
Administrative expenses	4,848
Insurances	2,956

	20,947
	=====

Administrative expenses include the sum of £306 for the printing of a newsletter.

5 Section 137 Payments

Section 137 of the Local Government Act 1972 (as amended) enables the Council to spend up to the product of £6.15 per head on the electoral register for the benefit of people in its area on activities and projects not specifically authorised by other powers. The total amount available for this purpose in 2010-11 was £14,347.95.

The payments made were:

	£
Witterings Twinning Association	300
Manhood Mobility Volunteer Service	300
Samaritans	300
West Wittering Parochial Church Council	600
Home Start Chichester	300
4Sight	300
Victim Support	300

	2,400
	=====

West Wittering Parish Council

Notes to the accounts for the year ended 31 March 2011

6 Loan repayment

The Council has a loan from the Public Works Loan Board that is repayable by annual instalments until the year 2040. The loan was originally taken out to purchase the Millennium Meadow in the year 2000. The amount outstanding at 31 March 2011 was £33,208.12.

7 Debtors and VAT recoverable

	£
Other Local Authorities	-
HM Revenue & Customs	2,809
Other	727

None of the debts was more than three months old.

8 Creditors

	£
Other Local Authorities	1,714
Sundry Creditors	9,409

	11,123
	=====

9 Contingent liabilities

As at the balance sheet date the Council had no contingent liabilities.

10 Agency Work

No work was carried out for the Council on an agency basis nor did the Council act as an agent for any other local authority.

11 Pensions

The Council made no contributions in respect of pensions for its employee.

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for the year ended 31 March 2011