

West Wittering Parish Council

Annual Financial Statements

for the year ended 31 March 2015

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

THE ACCOUNTS AND AUDIT (ENGLAND) REGULATIONS 2011 REQUIRE THE COUNCIL TO CONSIDER AND APPROVE THE FINANCIAL STATEMENTS, PRIOR TO AUDIT, BY 30 JUNE 2015.

West Wittering Parish Council

Councillors and Advisers

Mr R Shrubb (Chairman from 21 May 2015)
Mr K Martin (Chairman to 21 May 2015)
Mrs J Barrett
Mr W Buckland
Mrs H Codrai (Co-opted 5 June 2014)
Mr R Hutton (Elected 11 May 2015)
Mr R Lewis (Elected 11 May 2015)
Mr I Parker
Mr C Pine (Retired 11 May 2015)
Mr D Sadler
Mr D Wright (Resigned 2 October 2014)

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 (England) Regulations 2011.

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 Meadow 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 £546,363 exclusive of contents.

Within the Sportsfield there are items of playground equipment which are valued for insurance purposes at £37,829, exclusive of the safety surfaces.

At the Sportsfield, Millennium Meadow and Snowhill there are barriers to prevent unauthorised access by vehicles. The barriers have a combined insurance value of £7,196.

46 street lamps, 26 public seats, 3 noticeboards and 3 bus shelters that are situated in various locations throughout the Parish.

Office equipment valued for insurance purposes at £3,616.

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

On 31 March 2014 the Council entered into a lease with Chichester District Council to operate and maintain the public toilets in Pound Road. The lease is for ten years and the annual rental is £1 (if requested). The costs of operating and maintaining the facility will be met by the Parish Council.

West Wittering Parish Council

Income and expenditure account for the year ended 31 March 2015

	Notes	2015	2014
		£	£
Income			
Precept		87,921	85,115
CDC Support Grant		1,526	2,578
Agency Services reimbursed		-	-
Loan/Capital Receipts		-	-
Allotment Rents receivable	2	1,324	1,611
Grants and donations	3	12,967	1,640
Interest received		238	149
Licence fees		1,524	1,482
Contributions to expenditure from others	3	10,252	4,032
Sale of Assets		-	-
Other		-	-
		-----	-----
Total income		115,752	96,607
		-----	-----
Expenditure			
Administration	4	25,642	19,928
Loan repayment and interest	6	3,173	3,173
Agency Services		-	-
Section 137 Payments	5	2,100	1,400
Capital Expenditure	1	1,952	5,397
Allotments		1,023	1,742
Highways and Footpaths		7,317	10,493
Lighting		4,509	2,464
Parks and Open Spaces		11,882	14,317
Pavilion		12,540	10,111
Flooding Alleviation – Operation Watershed		12,967	1,640
Community Warden contribution		3,200	3,200
Traveller Protection		-	636
Public Toilets		4,723	2,000
East/West Path - fencing		8,034	-
Provision for bad debts		-	-
Other Interest payable		-	-
		-----	-----
Total expenditure		99,062	76,501
		-----	-----
Surplus		16,690	20,106
		=====	=====

Cumulative Fund Balance

Balance brought forward at 1 April 2014		67,410	47,304
Add: Total income		115,752	96,607
		-----	-----
		183,162	143,911
Less: Total expenditure		99,062	76,501
		-----	-----
Balance carried forward as at 31 March 2015		84,100	67,410
		=====	=====

West Wittering Parish Council

Balance sheet as at 31 March 2015

	Notes	2015 £	2014 £
Long Term Assets			
Investments		-	-
Long Term Debts		-	-
Current assets			
Stocks and Stores		-	-
Work in progress		-	-
Debtors	7	228	55
VAT recoverable	7	7,948	5,720
Payments in advance		-	-
Temporary lendings		-	-
Cash on deposit, at bank and in hand		111,138	82,629
		-----	-----
Total Assets		119,314	88,404
Current liabilities			
Creditors: Amounts falling due within one year	8	35,214	20,994
Temporary Loans		-	-
Cash Overdrawn		-	-
		-----	-----
TOTAL ASSETS LESS CURRENT LIABILITIES		84,100	67,410
LONG TERM LIABILITIES		-	-
		-----	-----
TOTAL NET ASSETS		84,100	67,410
		=====	=====
Represented by:			
General Fund balance		84,100	67,410
		-----	-----
TOTAL FUNDS		84,100	67,410
		=====	=====

The above statement represents fairly the financial position of the authority as at 31 March 2015 and reflects its income and expenditure during the year.

Approved by the Council 4 June 2015

Chairman.....

Clerk and Financial Officer.....

West Wittering Parish Council

Notes to the accounts for the year ended 31 March 2015

1 Assets

2015

a.	During the year the following assets were purchased	
	Two public seats including installation	1,952
b.	Asset disposals during the year	
	Public seat scrapped.	(276)
c.	At 31 March 2015 the following assets were held	
		£
	COMMUNITY ASSETS	
	Sportsfields and Public Open Spaces	1
	Allotments	1
	Pavilion including contents	515,000
	Public Open Space and Playground Equipment	34,619
	Street Lights	46
	Public Seats, Bus Shelters and Noticeboards	22,345
	Office Equipment	4,018
	Sportsfield gates and lighting	2,282
	Sportsfield fencing	12,416
	Millennium Meadow fencing	8,999

		599,727
		=====

With the exception of the assets acquired since 1 April 2012, which are valued at cost, 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, the basis of valuation of these assets is insured value as at 31 March 2012.

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 2015

3 Grants and contributions towards expenditure

A contribution of £173 was made by West Wittering Sailing Club towards the cost of shingle at Snowhill.

A contribution of £8,034 was made by the F G Woodger Trust to meet the cost of repairs and renewals to the fencing on the East/West path.

A grant of £12,967 was made by West Sussex County Council to meet the costs of Operation Watershed.

Five contributions, totalling £1,495, were made towards the costs of operating the Pavilion.

A donation of £550 was made by a member of the public for the provision of a public seat.

4 Administration

	£
Employment costs	12,499
Administrative expenses	7,803
Insurances	1,627
Contribution to Traffic Report commissioned by Earnley Parish Council	3,713

	25,642
	=====

Administrative expenses include the sum of £1,215 for the printing and distribution 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 £7.20 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 2014-15 was £16,891.

The payments made were:

	£
4Sight	200
West Manhood Venturers	400
Manhood Mobility Volunteer Service	400
West Wittering Parochial Church Council	1,000
The Samaritans	100

	2,100
	=====

West Wittering Parish Council

Notes to the accounts for the year ended 31 March 2015

6 Loan repayment

The Council has a loan from the Public Works Loan Board that is repayable by annual instalments until the year 2025. The loan was originally taken out to purchase the Millennium Meadow in the year 2000. The amount outstanding at 31 March 2015 was £26,600.05.

7 Debtors and VAT recoverable

	£
Other Local Authorities	-
HM Revenue & Customs	7,948
Other	228

None of the debts was more than three months old.

8 Creditors

	£
Other Local Authorities	2,015
Sundry Creditors	13,130
Deferred grant income	20,069

	35,214
	=====

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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