

**MORSTON**

**PARISH COUNCIL**

**FINANCIAL**

**STATEMENTS**

**March 2018**

# INDEX

## PAGE

1	Notes to the accounts
2	Receipts & Payments Account
3	Further analysis of payments (Appendix A & B)
4	Bank Balances & Reconciliation
5	Statement of Accounts for External Auditors
6	Annual Governance Statement for External Auditors

## **Notes to Accounts for the year ended 31<sup>st</sup> March 2018.**

### General:

1. The Accounts have been prepared for councillors and parishioners.
2. The Annual Returns, meeting the External Auditors requirements, make simple comparisons between last years figures and this years figures under a few general headings, and do not provide complete information as do the attached accounts.
3. These Accounts are subject to approval by the Parish Council and External Audit.  
(PKF Littlejohn)
4. All the figures on the Receipts & Payments Account exclude VAT.
5. No Debtors, Prepayments and Creditors are included in the Accounts. This is a simple Receipts & Payments Account.

**MORSTON PARISH COUNCIL**  
**RECEIPTS & PAYMENTS ACCOUNT - Year to 31<sup>st</sup> March 2018**

**INCOME**

	£
National Trust Car Park	15,436.36
Caravan Rents	11,100.00
Electricity costs recovered	565.24
Precept & Grant	1,020.00
Hire of Hall (including donations)	1,000.00
Bottle Bank	619.14
Bank Interest	8.58
Expenses recovered :-	
Copying, computer & subs (from other PCs)	17.53
Donation (re marquee)	25.00
VAT Refund	438.18
	<b>£30,230.03</b>

# MORSTON PARISH COUNCIL

## PAYMENTS 31/3/18

### Administration:

Printing, Post, Staty, Computer	230.34	
Telephone/Broadband	154.00	
Travelling	269.10	
Insurance	1239.64	
Audit	275.00	
Salaries	4115.43	
Bank Charges (incl.storage)	-	
Subscriptions	197.45	
Other (inc. training & website)	462.74	
		6,943.70

### Street Lighting:

Maintenance	33.29	
Electricity	247.03	280.32

### Caravan Site & Village Hall

Water Charges	275.32	
Electricity	951.41	
Emptying waste bins	958.00	
Cleaning (incl.materials)	1175.00	
Repairs/Maintenance (see appendix A)	9728.30 (A)	13,088.03

Grass cutting		
- contractors charges	1900.00	1,900.00

Other Exps (see appendix B)		7,696.01
-----------------------------	--	----------

VAT paid		1,288.64
----------	--	----------

**£31,196.70**

# MORSTON PARISH COUNCIL

## Additional Analysis of Expenditure (31/3/18)

### Appendix A

#### Caravan Site & Village Hall - Repairs & Maintenance

	£
Fire Risk Asses. & work, Extinguisher Inspectn/work	
Defibrillator Installation	1,618.30
Refurbishment of cupboard	360.00
Kitchen/Internal Improvements + Decoration	7,750.00
	<b>9,728.30</b>

### Appendix B

#### Other Expenses

Donations/Section 137.	250.00
Regatta exps	1160.00
Glass collection	117.00
Work on Grass Area (east of church)	1835.00
Repairs to bench on Green + trim tree	389.87
Pond maintenance & mole catching	1945.00
Defibrillator	1661.78
Kitchen Equipment	279.86
Sundries (first aid kit + Churchyard sign)	57.50
	<b>7,696.01</b>

# MORSTON PARISH COUNCIL

## BANK & CASH BOOK RECONCILIATION as at 31/3/18

Opening Balances: 2017	47,666.66
Plus Receipts	30,230.03
Less Payments	(31,196.70)
Closing Balance as at 31/3/18	46,699.99 ***

=====

### Balance as per Bank Statements :-

Morston Parish Council (a/c 10561738) (Business Saver)	12,736.72
Morston Parish Council (a/c 40652903) (Community)	
Balance 31/3/18	35,453.88
Less unpresented cheques	
200756 248.89	
761 36.29	
765 248.69	
765 62.20	
766 20.00	
767 6.30	
768 23.82	
770 693.00	
771 36.00	
772 37.18	
773 78.24	
	(1,490.61)
	46,699.99 ***

## **MORSTON PARISH COUNCIL**

### **ANNUAL GOVERNANCE STATEMENT – 2018**

1. We have approved the Statement of Accounts
2. We have maintained an adequate system of internal control
3. We have taken all reasonable steps to assure ourselves that we have complied with the law, regulations and codes of practice
4. We provide proper opportunity for the exercise of electors rights
5. We have adequate external insurance and take appropriate steps to manage risks
6. We have taken appropriate action on all matters raised in reports from Audit
7. We have considered whether any litigation, commitments, events or transactions have a financial impact on the Council and where appropriate have included them in the accounts.



