

STOCK & BRADLEY PARISH COUNCIL

Summary of Receipts & Payments Account for the Year Ended 31st March 2023

<u>2022</u>	<u>RECEIPTS</u>	<u>2023</u>
7,500.00	Precept	7,500.00
0.80	Interest	2.74
2,426.55	Parish Lengthsman	473.38
0.00	Miscellaneous Income	52.05
15,000.00	WDC Grant & WCC Cllr Donations	1,100.00
0.00	County Councillor Grant	0.00
<u>24,927.35</u>	TOTAL	<u>9,128.17</u>
<u>PAYMENTS</u>		
4,068.00	Clerk's Salary	4,590.00
127.50	PAYE	150.00
297.89	General Admin Costs	927.28
110.00	Hire of Village Hall PC	365.00
218.00	Insurance	620.67
15,850.00	Donations	675.00
327.64	Membership Subscriptions	362.56
0.00	Audit of Accounts	0.00
0.00	Election Fees	0.00
0.00	Training Courses	25.00
1,941.00	Parish Lengthsman	2,320.00
162.35	Vat Paid	153.21
0.00	Defibrillators & & VAS Accessories	7.95
569.70	Miscellaneous Expenses	592.38
14.25	P3 Footpaths payments	0.00
<u>23,686.33</u>	TOTAL	<u>10,789.05</u>

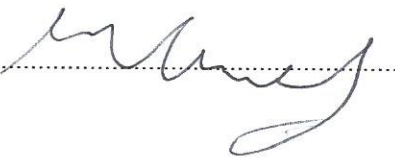
RECEIPTS & PAYMENTS SUMMARY

7,881.82	01.04.21 Balance B/F 01.04.22	9,122.84
<u>24,927.35</u>	Add Total Receipts	<u>9,128.17</u>
32,809.17		18,251.01
<u>23,686.33</u>	Less Total Payments	<u>10,789.05</u>
<u>9,122.84</u>	31.3.2022 BALANCE C/F 31.3.2023	<u>7,461.96</u>

BALANCE Represented by Santander Business Banking 31.3.2023

1,739.45	Current Account	75.83
<u>7,383.39</u>	Deposit Account	<u>7,386.13</u>
<u>9,122.84</u>		<u>7,461.96</u>

Signed
Chairman

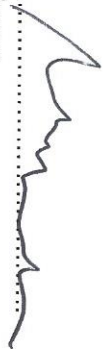


17th May 2023

Stock & Bradley Parish Council

ANNUAL RETURN - Year Ending 31st March 2023

		31st March 2022	31st March 2023	Description of variance >15%
1	Balances brought forward	£7,882	£9,123	
2	(+) Annual precept	£7,343	£7,343	
3	(+) Total other receipts	£17,584	£1,785	£15,000 grant from WDC, only one lengthsman payment received £474, donations for Jubilee & Kings coronation £1,100
4	(-) Staff costs	-£4,068	-£4,590	
5	(-) Loan interest/capital repayments	£0	£0	
6	(-) Total other payments	-£19,618	-£6,199	Payment of £15,000 for Kitchen & Toilet fund - Jubilee & Kings Coronation expenses £650, 2 donations of £259 to Hanbury Counctryside
7	(=) Balances carried forward	£9,123	£7,462	
8	Total cash & investments	£9,123	£7,462	
9	Total fixed assets	£12,173	£12,173	
10	Total Borrowings	£0	£0	

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 Chairman

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 Responsible Finance Officer

Date: 17th May 2023

Stock & Bradley Parish Council

Reconciliation for the period:

1st April 2022

to

31st March 2023

	Current a/c at 1st April 2022		1739.45
	Receipts		9125.43
	Transfers from Deposit a/c		0.00
	Transfers to Deposit a/c		0.00
	Payments		10789.05
	Current a/c at 31st March 2022	u	75.83
add	Deposit a/c at 1st April 2022		7383.39
	Receipts		2.74
	Transfers to Current a/c		0.00
	Transfers from Current a/c		0.00
	Deposit a/c at 31st March 2022	u	7386.13
	balance C/F	u	7461.96
add	Other a/c at end of period		0.00
less	cheques paid uncleared:		
	No		
	No		
	No		
	No		
	No		
add	cheques rec'd not paid in:		
	payee		
	payee		
	payee		
	payee		
equ	balance C/F		7461.96

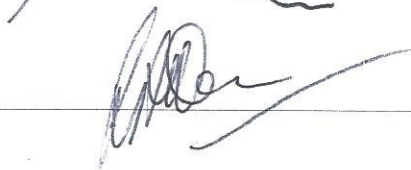
Opening Balance 1st April 2021	u	9122.84
Add receipts for period	u	9128.17
Less payments for period	u	10,789.05
Closing balance	u	7461.96

Chairman



Date 17th May 2023

RFO



Date 17th May 2023

Stock & Bradley Parish Council Risk Analysis – 17th May 2023

Item	Frequency	Last Reviewed	Comments / Actions
Parish Council Insurance – renewal 1st June		May 23	
Including:			
Public & Employers Liability	Annual	May 23	
Volunteers	Annual	May 23	
Money & Fidelity Guarantee	Annual	May 23	
Personal Accident	Annual	May 23	
War Memorial	Annual	N/A	
Buildings cover for:	Annual	N/A	
Parish Owned Property	Annual	N/A	
and Assets such as:	Annual	N/A	
Playground Equipment	Annual	N/A	
Seats & Benches	Annual	N/A	
Defibrillators	Annual	April 23	
Parish Notice Boards	Annual	April 23	
Bus shelters	Annual	N/A	
VAS	Annual	April 23	
Check Village Hall insured by	Annual	April 23	
Village Hall Management Committee		N/A	
Inspection of Playground equipment by qualified inspector	Quarterly	N/A	
Gas Safety Check & Certificate on Parish owned properties	Annual	N/A	
Other Inspections/Maintenance:			
Tree Maintenance on Recreation Ground	Quarterly	N/A	
Goalpost bar-bolts fitted to make secure	Quarterly	N/A	
Tree Maintenance at properties owned	Quarterly	N/A	
Tree Maintenance in memorial Gardens	Quarterly	N/A	
Playground equipment inspection by PC	Weekly	N/A	
Tree inspection by PC	Weekly	April 23	
Property & assets	Quarterly	April 23	
Policies & Procedures			
Freedom of Information publication scheme	Annual	January 23	

Stock & Bradley Risk Assessment - 17th May 2023 – page 2

Standing orders	Annual	January 23	
Financial Regulations	Annual	January 23	
Reserves policy	Annual	January 23	
Appointed Internal Auditor	Annual	May 22	
Financial Matters:			
Banking Arrangements	Annual	May 23	
Insurance Providers	Annual	May 23	
VAT return completed and submitted	Annual	June 22	
Contingency fund for:	Annual		
additional audit fee	Annual	N/A	
annual salary review	Annual	January 23	
Cover for staff sick periods		April 23	
bye-elections	Annual	May 23	
Budget agreed, monitored & reported	Quarterly	Jan 23	
Precept requested	Annual	Jan 23	
Payment's approval procedure	Annual	April 23	
Bank Reconciliations overseen by Councillors	Quarterly	May 23	
Clerks' salary reviewed & documented	Annual	January 23	
Chairman's allowance reviewed & agreed	Annual	N/A	
Internal Audit	Annual	May 23	
External Audit	Annual	underway	
Internal check of financial records	Annual	May 23	
Annual return completed & posted	Annual	underway	
Record Keeping:			
Minutes properly numbered etc	On-going	April 23	
Asset Register available/updated	On-going	April 23	
Financial Regulations available/updated	On-going	January 23	
Standing Orders available/updated	On-going	January 23	
Backups taken of computer records	Weekly	May 23	
Archived computer records	monthly	May 23	
Employees & Contractors:			
Contracts of employment	Annual	January 23	
Contractors' indemnity insurance Checked	On-going	May 23	
Written arrangements with contractors	On-going	May 23	
New Code of Conduct adopted	Once	January 23	
Register of Interests completed and updated	On-going	May 23	
Gift / Hospitality	On-going	April 23	
Declarations of Interests minuted	On-going	July 23	

The Information given above was agreed at the Annual Meeting held on Wednesday 17th May 2023 as being a correct record.

Signed Chairman: 