

Certificate of Exemption – AGAR 2021/22 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2022, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2022 and a completed Certificate of Exemption is submitted no later than **30 June 2022** notifying the external auditor.

BAYTON PARISH COUNCIL

certifies that during the financial year 2021/22, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2021/22: **£10,831**

Total annual gross expenditure for the authority 2021/22: **£16,934**

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority is **unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2018
- In relation to the preceding financial year (2020/21), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2022.

By signing this certificate you are also confirming that you are aware of this requirement.

Signed by the Responsible Financial Officer

Date

S REDACTED

10/05/2022

I confirm that this Certificate of Exemption was approved by this authority on this date:

10/05/2022

Signed by Chairman

Date

(REDACTED

10/05/2022

as recorded in minute reference:

10th May 2022 (16h)

Generic email address of Authority

bayton_pc08@btinternet.com

Telephone number

01299 832722

*Published web address

<http://e-services.worcestershire.gov.uk/myparish>

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2022. Reminder letters incur a charge of £40 +VAT

Annual Internal Audit Report 2021/22

BAYTON PARISH COUNCIL

<http://e-services.worcestershire.gov.uk/myparish>

During the financial year ended 31 March 2022, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2021/22 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2020/21, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")	✓		
L. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements	✓		
M. The authority, during the previous year (2020-21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2020/21 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

05/05/2022 06/05/2022

DIANE MALLEY

Signature of person who carried out the internal audit

D. REDFORD

Date 06/05/2022

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

BAYTON PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed		Yes' means that this authority:
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

10/05/2022

and recorded as minute reference:

16th May 2022 (161)

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

REDACTED

Clerk

REDACTED

Other information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has been published.

Yes	No
✓	

<http://e-services.worcestershire.gov.uk/myparish>

Section 2 – Accounting Statements 2021/22 for

BAYTON PARISH COUNCIL

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.	
1. Balances brought forward	22,059	24,704	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.	
2. (+) Precept or Rates and Levies	8,450	8,550	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3. (+) Total other receipts	3,750	2,281	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4. (-) Staff costs	3,170	3,248	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6. (-) All other payments	6,385	13,686	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).	
7. (=) Balances carried forward	24,704	18,601	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
8. Total value of cash and short term investments	24,704	18,601	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.	
9. Total fixed assets plus long term investments and assets	9,231	14,601	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.	
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A	The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets.
			✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

S REDACTED

Date 27/04/2022

I confirm that these Accounting Statements were approved by this authority on this date:

10/05/2022

as recorded in minute reference:

18th May 2022 (16X)

Signed by Chairman of the meeting where the Accounting Statements were approved

REDACTED

Bank Reconciliation Year ending 31st March 2022		BAYTON PARISH COUNCIL	
Worcestershire - Malvern Hills District Council			
Balance per bank statement 31st March 2022	£	£	
Current account	18601.27		
Petty cash	0.00		
		18601.27	
LESS unpresented cheques at 31st March 2022		0.00	
Add any unbanked cash	0.00	0.00	
Net bank balance 31st March 2021		18601.27	
The net balances reconcile to the Receipts and Payments account for the year as follows			
CASH BOOK (Receipts and Payments)			
Opening Balance per cash book 1st March 2021	24703.91		
Add receipts for period	10831.28		
Less payments for period	16933.92		
Closing balance per cash book 31st March 2022	18601.27		
Councillor	↑ REDACTED	Date	10/05/2022
RFO	↓ REDACTED	Date	10/05/2022

ANNUAL RETURN			BAYTON PARISH COUNCIL		
YEAR ENDING 31ST MARCH 2022					
	Last Year		This Year	Description of variance	
	31st March 2021		31st March 2022		
1 Balances brought forward	22058.81		24703.91		
2 (+) Annual Precept	8450		8550		
3 (+) Total other receipts	3750.42		2281.28	2019-2020 - Grants of £950.00 received, VAT Reclaimed £227.00	
4 (-) Staff costs	3169.92		3247.92		
5 (-) Loan interest/capital repayments	0		0		
6 (-) Total other payments	6385.4		13686	2021-2022 - New assets purchased = £6477.07	
7 (=) Balances carried forward	24703.91		18601.27	See attached Reserves Policy	
8 Total cash & investments	24703.91		18601.27		
9 Total fixed assets	9231.44		14600.91	New assets purchased, see box 6, old assets discarded	
10 Total Borrowings	0		0		
Chairman	REDACTED		Clerk/RFO	REDACTED	
Date	10/05/2022		Date	10/05/2022	

PAYMENTS

BAYTON PC

Voucher	Date	Cheque	Minute	PAYMENTS 2021-2022	Payment	VAT
No	cheque written	number	reference	Details		element
1	6th April 2021	S/Order	9th March 2021 (10d)	Clerks Salary (14/04-11/05)	249.84	0.00
2	6th April	000144	27th April (21)	LM March 2021	170.40	28.40
3	6th April	000145	27th April (21)	Mr C Bunn (Maintenance Contractor March 2021)	210.00	0.00
4	4th May	S/Order	9th March 2021 (10d)	Clerks Salary (12/05-08/06)	249.84	0.00
5	11th May	000146	11th May 16d	Mrs S Burrows (Flower boxes/plants/compost - Burford House gardens)	200.00	33.34
6	11th May	000147	11th May 18d	Worcestershire CALC Subs 2021-2022	358.12	54.33
7	11th May	000148	11th May 18a	Worcestershire CALC Training 31/03/2021	80.00	0.00
8	11th May	000149	11th May 18a	Forest & Garden Machinery (1st Payment)	420.00	70.00
9	11th May	000150	11th May 18a	DM Payroll Ltd (Internal Audit)	75.00	0.00
10	27th May	000151	8th June 16	Came & Company (Insurance 2021-2022)	594.79	0.00
11	1st June	S/Order	9th March 2021 (10d)	Clerks Salary (09/06-06/07)	249.84	0.00
12	8th June	000152	8th June 10a	Mr D Nunn (LM April/May 2021)	231.00	0.00
13	29th June	S/Order	9th March 2021 (10d)	Clerks Salary (07/07-03/08)	249.84	0.00
14	13th July	000153	13th July 10a	KBS Depot Ltd (3 noticeboards)	2982.60	497.10
15	13th July	000154	13th July 10d	Mrs S Burrows (Clerks expenses 2020-2021)	118.15	0.00
16	13th July	000155	13th July 10a	Mrs S Burrows (photocopying Memorial Consultation papers)	15.00	0.00
17	13th July	000156	13th July 10a	Mr D Nunn (LM June 2021)	82.50	0.00
18	27th July	S/Order	9th March 2021 (10d)	Clerks Salary (04/08- 31/08)	249.84	0.00
19	16th August	000157	14th September	Mr D Nunn (LM Jul 2021)	66.00	0.00
20	16th August	000158	CANCELLED	Cancelled	0.00	0.00
21	16th August	000159	14th September (21)	Streetmaster Ltd (Two Wooden benches)	1303.20	217.20
22	24th August	S/Order	9th March 2021 (10d)	Clerks Salary (01/09 - 28/09)	249.84	0.00
23	14th September	000160	14th September (10a)	Mrs S Burrows (Microsoft fees 2021-2022)	59.99	10.00
24	14th September	000161	14th September (10a)	Mr D Nunn (LM August 2021)	66.00	0.00
25	14th September	000162	14th September (10a)	Mr D Tramontana (table/bench Coronation Corner)	275.00	0.00
				TOTAL C/F TO PAGE 2	8806.79	910.37

PAYMENTS

BAYTON PC

Other	Staff	Maintenance Contractor	LM	Grants	Grass	Training	Defib	New	Plants	Section	Voucher
Admin	Costs	Labour and Materials			cutting		expenses	Assets	wildflowers	137	No
	249.84										1
			142.00								2
		210.00									3
	249.84										4
								83.33	83.33		5
303.79											6
						80.00					7
					350.00						8
75.00											9
594.79											10
	249.84										11
			231.00								12
	249.84										13
								2485.50			14
118.15											15
15.00											16
			82.50								17
	249.84										18
			66.00								19
											20
								1086.00			21
	249.84										22
49.99											23
			66.00								24
								275.00			25
1156.72	1499.04	210.00	587.50	0.00	350.00	80.00	0.00	3929.83	83.33	0.00	7896.42

PAYMENTS

BAYTON PC

Voucher No	Cheq written	Cheque number	Minute reference	Details	Payment	VAT element
				TOTAL C/F FROM PAGE 1	8806.79	910.37
26	14th September	000163	14th September (10a)	Mr C Bunn (maintenance work Augaut 2021)	114.00	0.00
27	14th September	00164	14th September (13a/b)	David Ogilvie Engineering Ltd (Memorial Seat + soldiers Coronation Corner)	2504.40	417.40
28	14th September	000165	14th September (14)	Clows Top Victory Hall (donation to 21/08/2021 Community Event)	600.00	0.00
29	21st September	S/O	9th March 2021 (10d)	Clerks Salary (29/09-26/10)	249.84	0.00
30	12th October	000166	12th October (10a)	Mrs J Kemp (Bulbs/plants for parish)	116.77	19.46
31	12th October	000167	12th October (10a)	Worcestershire CALC (Clerks training 21/09/2021)	36.00	6.00
32	12th Qctober	000168	12th October (10a)	Forest & Garden Machinery (2nd payment)	420.00	70.00
33	12th October	000169	12th October (10a)	Mr D Nunn (LM Sept 2021)	140.25	0.00
34	12th October	000170	CANCELLED	CANCELLED	0.00	0.00
35	19th October	S/O	9th March 2021 (10d)	Clerks Salary (27/10-23/11)	249.84	0.00
36	9th November	000171	9th November (10a)	Mr C Bunn (maintenance work October 2021)	560.00	0.00
37	9th November	000172	9th November (10a)	Mrs S Burrows (4 defib pads)	172.80	28.80
38	9th November	000173	9th November (13a)	Poppy Appeal (wreath + 20 wooden crosses)	50.00	0.00
39	16th November	S/O	9th March 2021 (10d)	Clerks Salary (24/11-21/12)	249.84	0.00
40	14th December	S/O	9th March 2021 (10d)	Clerks Salary (22/12-18/01/2022)	249.84	0.00
41	14th December	000174	14th December (10a)	Mr D Nunn (LM Oct/Nov 2021)	231.00	0.00
42	11th January 2022	S/O	9th March 2021 (10d)	Clerks Salary (19/01-15/02)	249.84	0.00
43	11th January	000175	11th January (7a)	Mr C Bunn (Maintenance work December 2021)	79.00	0.00
44	11th January	000176	11th January (16)	Mamble cum Bayton PCC (donation for use of Church)	105.00	0.00
45	11th January	000177	11th January (13)	Adrian Hope Tree Services (Coronation Corner Tree survey)	114.00	19.00
46	11th January	000178	11th Janaury (7d)	CANCELLED	0.00	0.00
47	11th January	000179	11th January (7d)	Mr R Lawrence (flower tubs)	70.00	11.66
48	21st January	DD	11th January (9c)	Information Commissioners Office	35.00	0.00
49	8th February	S/O	9th March 2021 (10d)	Clerks Salary (16/02-15/03)	249.84	0.00
50	8th February	000180	8th February (7a)	Mr C Bunn (maintenance work January 2022)	28.00	0.00
				TOTAL	15682.05	1482.69

PAYMENTS

BAYTON PC

Other Admin	Staff costs	M/Contractor	LM	Grants Donations	Grass cutting	Training Clerk	Defib costs	New Assets	Plants wildflowers	Section 137	
1156.72	1499.04	210.00	587.50	0.00	350.00	80.00	0.00	3929.83	83.33	0.00	7896.42
		114.00									26
								1113.00		974.00	27
				600.00							28
	249.84										29
									97.31		30
						30.00					31
					350.00						32
			140.25								33
											34
	249.84										35
		560.00									36
							144.00				37
				50.00							38
	249.84										39
	249.84										40
			231.00								41
	249.84										42
		79.00									43
105.00											44
95.00											45
											46
								58.34			47
35.00											48
	249.84										49
		28.00									50
1391.72	2998.08	991.00	958.75	650.00	700.00	110.00	144.00	5101.17	180.64	974.00	14199.36

PAYMENTS

BAYTON PC

Voucher No	Cheq written	Cheque number	Minute reference	Details	Payment	VAT element
				TOTAL C/F FROM PAGE 1	15682.05	1482.69
51	8th February	000181	8th February (9a)	Mr D Nunn (LM December 2021/January 2022	321.75	0.00
52	8th March	000182	8th March (7d)	David Ogilvie Engineering Ltd (plaques for stones)	209.94	34.99
53	8th March	000183	8th March (7)	Earth Anchors Ltd (post bins)	272.34	45.39
54	8th March	000184	8th March (9a)	Mr D Nunn (LM February 2022)	198.00	0.00
55	8th March	S/O	9th March 2021 (10d)	Clerks Salary (16/03-12/04)	249.84	0.00
				TOTAL	16933.92	1563.07

PAYMENTS

BAYTON PC

Other Admin	Staff costs	M/Contractor	LM	Grants Donations	Grass cutting	Training Clerk	Defib costs	New Assets	Plants wildflowers	Section 137	
1391.72	2998.08	991.00	958.75	650.00	700.00	110.00	144.00	5101.17	180.64	974.00	14199.36
			321.75								51
								174.95			52
								226.95			53
			198.00								54
	249.84										55
1391.72	3247.92	991.00	1478.50	650.00	700.00	110.00	144.00	5503.07	180.64	974.00	15370.85

BAYTON PARISH COUNCIL

RECEIPTS

Receipts Bayton Parish Council 2021-2022							
Voucher No.	Date Rec'd	Details	Receipt	Precept	LM	Misc.	VAT Repaid
	B/F	Balance 01/04/2021	24703.91				
1	28th April 2021	MHDC Precept	4275.00	4275.00			
2	18th June	WCC LM February/March 2021	321.60		321.60		
3	9th July	WCC LM April/May 2021	231.00		231.00		
4	12th July	HMRC VAT Repayment 2020-2021	853.18				853.18
5	6th August	WCC LM June 2021	82.50		82.50		
6	24th September	WCC LM July 2021	66.00		66.00		
7	27th September	MHDC Precept	4275.00	4275.00			
8	6th October	LM August 2021	66.00		66.00		
9	21st December	LM October 2021	132.00		132.00		
10	24th December	Dist Cllr Grant (Wall Project)	100.00			100.00	
11	4th February 2022	WCC LM November 2021	99.00		99.00		
12	9th February	WCC LM September 2021	140.25		140.25		
13	16th March	WCC LM December 2021	189.75		189.75		
		TOTALS	35535.19	8550.00	1328.10	100.00	853.18
							10831.28

Revised March 2022					
SCHEDULE OF FIXED ASSETS					
	Description	Ref/serial No	Date Acquired	Value	Disposal
1	Bayton Village Hall/Recreation Ground - (DY14 9LG) Insured by Trustees	WR125388	1947	£1.00	Trustees removed Bayton PC as Custodian Trustees September 2018
2	Waste Bin Bayton, BT Box		April 2022	£113.48	
3	Waste Bin Bayton (Coronation Corner)		April 2022	£113.48	Minus £39.00, old bin damaged
4	Waste Bin Clows Top (by Mission Room)		March 06	£39.00	
5	Waste Bin Clows Top (Summit Road junction)		March 06	£39.00	
6	1 Metal WWI Seat Bayton (Coronation Corner)		October 2021	£1,113.00	May 2021 minus £230.00 old seat damaged
7	Seat on Colliers Hill Bayton (Clows Top Road, Bayton)		N/K	£100.00	
8	Bins for storage x 3		2003	£15.00	
9	External Harddrive		March 08	£65.00	
10	Metal Noticeboard Clows Top (Summit Road)		July 2021	£828.50	old board given away
11	Metal Noticeboard Bayton (Coronation Corner)		July 2021	£828.50	old board given away
12	Metal Noticeboard BT Box Bayton Common		July 2021	£828.50	old board thrown away
13	3 sign posts in Bayton for School, Church, Vill Hall - shared costs		March 03	£100.00	
14	Coronation Corner, Bayton (Land/stonewall - garden/seating area)	WR 134089	Jan 2011	£1.00	
15	Epson Printer/Copier/Scanner (50% paid by Eastham PC also on their Asset Register)		Feb 2012	£0.00	minus £29.99 (Clerk using own printer)
16	Cleobury Country Ltd One Share		2008	£1.00	
17	Jubilee Seat donated for Coronation Corner		June 2012	£500.00	
18	Grit bins Ninevah Rd x 2 (Ninevah turning/below Holly Cottage)		April 2013	£300.00	
19	BT Box x 3 Bayton, Clows Top, Bayton Common		March 2014	£3.00	
20	Defibrillator machines x 2 Bayton, Clows Top		July 2015	£800.00	
21	Defibrillator boxes x 2 Bayton, Clows Top		July 2015	£1,944.00	
22	Defibrillator machine for Bayton Common		January 2017	£400.00	
23	Defibrillator box for Bayton Common		January 2017	£625.50	
24	2 Bookcases Bayton Church Library		July 2017	£59.98	
25	Computer and software for Clerk to PC		July 2017	£542.48	
26	Metal dustbin Recreation Ground top carpark		February 2019	£22.00	minus £22.00 one bin removed May 2021
27	Training Defibrillator (stored at Clerks address)		March 2020	£431.94	
28	Glasdon Double Recycle metal bins x 2 (Beach Hay/Bayton Common)		March 2020	£1,007.88	
29	Village Gates x 2 (B4202 by 40mph signs Cleobury side)		March 2021	£1,120.06	
30	Wooden Seat in storage, final site to be agreed		August 2021	£546.00	
31	Wooden Seat Summit Road, Clows Top DY14 9HN		August 2021	£546.00	
32	Wooden table/bench - Coronation Corner		September 2021	£275.00	
33	Metal Silent Single Soldier x 2		October 2021	£974.00	
34	Flower boxes x 2 Summit Road, Clows Top DY14 9HN		May 2021	£41.66	
35	Flower boxes x 2 - B4202 by village gates - see above		May 2021	£41.66	
36	Flower Tubs x 2 - Bayton Church Lyche Gate		December 2021	£58.34	
37	Plaques x 2 by Soldiers Coronation Corner		October 2021	£174.95	
			TOTAL	£14,600.91	

BAYTON PC - BUDGET 31/03/2022			
	ACTUAL	ACTUAL	AGREED
	2020-2021	2021-2022	BUDGET
			2022-2023
INCOME			
Precept MHDC	8450	8550	8800
SCC bus subsidy 50% to Mamble	250	0	0
Lengthsman WCC payments	1620	1328.1	1950
Wayleaves	0	0	0
Grants County and Dist Cllr	800	100	0
TOTAL	11120	9978.1	10750
RESERVES IN CURRENT ACC			
Contingency			
New projects	0	0	100
Footpaths	1000	100	100
VE Day celebrations May 2020 (postponed due to covid)	1154.45	0	0
Maintenance contractor	1811	820	820
Computer PC/lessons for residents	1000	0	0
Transparency Fund Grant (R)	540.05	540.05	540.05
Defib balance (R)	933.58	933.58	933.58
Unexpected costs	8450	8550	8650
Tree work/survey due 2021	500	500	500
Grit bin/rock salt	500	300	300
Noticeboards/seats/bins maintenance	2000	14.5	100
Election fees	1500	1500	1500
Additional Audit fees	1000	1000	1000
Cover for staff for sick periods/extra hours	400	400	400
Training budget	500	500	500
Reserved funds	21289.08	15158.13	15343.63

BAYTON PC

BUDGET

31/03/2022 BUDGET (Ex VAT)	ACTUAL	ACTUAL BUDGET	AGREED BUDGET
EXPENDITURE	2020-21	2021-2022	2022-2023
Staff costs	3169.92	3247.92	3300
Mowing Severne Green	690	700	700
CALC subs yearly April	300.28	303.79	318
Audit - internal/external (R)	75	75	80
Training Clerk + Cllrs (R)	30	110	200
Insurances	378.57	594.79	650
Grants (see attached)	106.67	650	500
Rent for meetings	0	105	300
Holland's Coaches	193	0	0
LM	1800	1478.5	1950
Clerks Mileage Allowance	30	0	0
Post/stationery	5.38	4.15	20
Photocopying	40	25	100
Home for Office	69.33	104	312
Section 137 payments	0	974	0
Notice Boards/Seats/flower boxes purchase/maintenance (R)	57.8	5503.07	200
Data Protection Registry yearly Jan	35	35	40
Defib machines/BT Boxes (R)	133.33	144	200
Tree survey 2019 (R)	95	95	110
Computer	169.98	49.99	170
Training Defibrillator	0	0	0
Recycling bins (2019) Village Gates (2020)	933.38	0	0
WiFi Bayton Village Hall (R)	25.5	0	0
Maintenance person LABOUR (R)	259	991	1000
Signs for Assets	105	0	50
Flowers/bulbs/compost	0	180.64	100
Footpath Gate	0	0	0
New projects	0	0	450
TOTAL PAYMENTS	8702.14	15370.85	10750
BALANCE B/F 31st March	22511	24929	19536
ADD TOTAL INCOME	11120	9978	10750
LESS TOTAL EXPENDITURE	8702	15371	10750
Balance	24929	19536	19536

BAYTON PARISH COUNCIL

Declaration of Status of Published Accounts For the Year ended 31st March 2022

The statement of accounts will not be audited on account of Bayton Parish Councils self-certified status as exempt, unless either a request for an opportunity to question the auditor about the authority's accounting records under section 26(2), or an objection under section 27(1) of the Act, results in the involvement of the local auditor.

Sue Burrows

Sue Burrows
Responsible Financial Officer to Bayton Parish Council