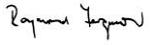


## Little Milton Parish Council

### Statement of Accounts Subject to Change

As the Responsible Financial Officer I have to declare the Statement of Accounts for the year ending 31<sup>st</sup> March 2018 are unaudited and may be subject to change.



Raymond Fergusson: Responsible Financial Officer

1<sup>st</sup> July 2018

**LITTLE MILTON PARISH COUNCIL**  
**ANNUAL RETURN**  
for year ended 31 March 2018

Year Ending  
31st March      31st March  
2017                      2018

Balances brought forward	1	17,208.61		20,820.66
Annual Precept	2	11,250.00		11,250.00
Total Other Receipts	3	22,104.05		80,928.88
	4	2,642.99		2,669.40
Loan Interest/Capital Repayments	5	3,524.02		3,408.56
Total Other payments	6	23,574.99		92,795.93
Balances carried forward	7	20,820.66		14,125.65

Total Cash & Investments	8	19,400.33		18,763.58
Total Fixed Assets & Long Term Assets	9	94,928.00		99,748.00
Total Borrowings	10	10,616.59		7,583.25

**Little Milton Parish Council  
Income & Expenditure Account  
For the year ended 31st March 2018**

<b><u>Year Ended 31-03-2017</u></b>		<b><u>Year Ended 31-03-2018</u></b>
	<b><u>INCOME</u></b>	
11,250.00	Precept	11,250.00
5,773.20	Newsletter Advertising	5,625.00
8.51	Interest on Clubs & Societies Account	6.86
11,042.80	Grants	73,405.04
2,709.37	Public Donations (Defib/Playground)	
2,570.17	Other Receipts	1,891.98
33,354.05		92,178.88
	<b><u>EXPENDITURE</u></b>	
10,622.32	General Administration ( Note 1)	10,038.70
4,595.25	Defibrillators	276.55
854.84	Playground Project	72,688.32
3,524.02	Loan Repayment	3,408.56
4,983.64	Village Hall & Recreation Ground (Note 2)	4,417.61
5,161.93	Neighbourhood Development Plan (Note 3)	8,044.15
29,742.00		98,873.89
	<b><u>GENERAL FUND</u></b>	
17,208.61	Balance brought forward	20,820.66
33,354.05	Add Total Income	92,178.88
50,562.66		112,999.54
29,742.00	Deduct Total Expenditure	98,873.89
20,820.66	Balance carried forward	14,125.65

**Balance Sheet as at 31st March 2018**

	<b><u>TOTAL CASH &amp; INVESTMENTS</u></b>	
	<b><u>Cash in Hand</u></b>	
695.45	Current Account	- 8,003.65
22,216.92	Deposit Account	26,767.23
22,912.37	<b>Total Cash &amp; Investments</b>	18,763.58
1,323.85	Debtors	707.98
3,415.56	Creditors	5,345.91
20,820.66	<b>Balance carried forward</b>	14,125.65
	<b><u>REPRESENTED BY:</u></b>	
5,063.35	Earmarked Reserves	1,588.10
14,543.61	General Fund	12,537.55
20,820.66	<b>Total Reserves</b>	14,125.65
	<b><u>FIXED ASSETS (Memo only)</u></b>	
14,500.00	Land	14,500.00
12,163.00	Play Area	12,163.00
4,595.00	Defibrillators	4,820.00
68,265.00	MUGA	68,265.00
99,523.00		99,748.00

**Little Milton Parish Council**  
**Notes to Accounts**  
**For the year ended 31st March 2018**

**Note 1**

**General Administration**

**Year Ended**  
**31-03-2017**

**Year Ended**  
**31-03-2018**

	<u>Newsletter</u>	
2,854.27	Printing	2,789.21
1,275.84	Editor Remuneration	1,288.68
63.50	Postage & Stationery	77.08
<u>4,193.61</u>		<u>4,154.97</u>
	<u>Administration</u>	
2,642.99	Clerk Salary	2,669.40
95.00	Training	75.00
67.00	Society of Local Council Clerks	72.00
	Recruitment of Clerk	279.64
-28.40	Accounting Services	
15.75	Publications	64.60
66.47	Postage, Stationery	68.46
<u>2,858.81</u>		<u>3,229.10</u>
	<u>Sundries</u>	
100.00	Audit Fee	400.00
110.89	OALC Subscription	110.89
163.00	Clock Maintenance	171.42
300.00	Election Costs	300.00
244.35	Parish Council Insurance	253.43
245.00	Donations	175.00
146.00	Subscriptions	196.00
80.00	Three Villages Hospital Car Scheme	56.00
900.00	Verge Maintenance	900.00
38.99	Website	10.00
1,241.67	Miscellaneous	81.89
<u>3,569.90</u>		<u>2,654.63</u>
<u>10,622.32</u>	<b>TOTAL ADMINISTRATION</b>	<u>10,038.70</u>

**Note 2**

**Village Hall & Recreation Ground**

**Year Ended**  
**31-03-2017**

**Year Ended**  
**31-03-2018**

	Recreation Ground	
3,497.62	MUGA	4,189.02
1486.02		228.59
<u>4,983.64</u>		<u>4,417.61</u>

**Note 3**

**Neighbourhood Development Plan**

**Year Ended**  
**31-03-2017**

**Year Ended**  
**31-03-2018**

	Consultancy	
3000.00	Village Survey	7194.00
1700.00	Other	850.15
461.93		
<u>5161.93</u>		<u>8044.15</u>

**LITTLE MILTON PARISH COUNCIL  
BANK RECONCILIATION AT 31st MARCH 2018**

<u>Reconciliation of Current Account</u>	£
<b>Balance per Bank Statement sheet 396 at 31st March 2018</b>	215.00
<b><u>Less Unpresented cheque</u></b>	
Kompan Ltd	-8245.25
<b>Add Uncleared lodgements</b>	
Norman west	57.60
<b>Differences due to incorrect amount on cheque</b>	
Community First Oxfordshire	-30.00
R Fergusson (Parish Clerk)	-1.00
 <b>Balance per Cash Book at 31st March 2018</b>	 <b><u><u>-8003.65</u></u></b>

<u>Reconciliation of Reserve Account</u>	
<b>Balance per Bank Statement sheet 396 at 31st March 2018</b>	26,767.23
 <b>Balance per Cash Book at 31st March 2018</b>	 <b><u><u>26,767.23</u></u></b>
<b>Total Cash Balance</b>	<b><u><u>18763.58</u></u></b>

<u>Reconciliation between Boxes 7 &amp; 8</u>	£
Total Cash & Investments	<b>18,764</b>
Add Debtors	708
Less Creditors	-5,346
roundings	-4,638
 <b>Total Balance carried forward</b>	 <b><u><u>14,126</u></u></b>

**LITTLE MILTON PARISH COUNCIL**  
**Section 1 The Statement of Accounts**  
For the Year Ended 31st March 2018

**DETAILS OF SIGNIFICANT VARIANCES**

	31-03-17	31-03-18	Var		<b>Comment</b>
<b>2. Annual Precept</b>	<b>11,250</b>	<b>11250</b>	<b>0</b>		Increased level of precept in anticipation of taking on more frontline services
<b>3.Total Other Receipts</b>	<b>22104</b>	<b>80,929</b>	<b>58,825</b>	Fav	
Newsletter Advertising	5773	5,625	(148)	Adv	Change of mix between colour and b/w adverts
Bank Interest	9	7	(2)	Adv	
Grants	11043	73,405	62,362	Fav	Grants re Neighbourhood Development Plan £8003;Defibrillator £2298; OCC re verge cutting £529; SODC re Queens 90th Birthday £213
Income from MUGA	1643	903	(740)	Adv	Lower level of hire
Public Donations	2709	0	(2,709)	Adv	No public donations in 2017-18. The donations in 2016-17 was for the ne playground
Other	927	989	62	Fav	
			<b>58825</b>	<b>Adv</b>	
<b>4. Staff Costs</b>	<b>2,643</b>	<b>2,669</b>	<b>(26)</b>	Adv	
<b>6. Total Other Payments</b>	<b>23,575</b>	<b>92,796</b>	<b>(69,221)</b>	Adv	
Recreation Ground maintenance (incl verges)	2855	4226	(1,371)	Adv	Tree pruning £290, Weed & Feed £595; Painting of fencing £585 in 2017-18
MUGA maintenance	1284		1,284	Fav	No maintenace in 2017-18
MUGA Service Charge	44		44	Fav	New process to collect the hire income has eliminated the service cost part way through 2016-17
Playarea	1437	641	796	Fav	Lower level of maintenance cost following Annual Inspection as new playground planned
Recruitment of Clerk		280	(280)	Adv	Recruitment in 2017-18
Audit Fee	100	400	(300)	Adv	Increased level of Income in 2017-18 Vs 2016-17
Replacement of memorial benches	775		775	Fav	One off replacement cost in 2016-17
Defibrillators	4595	277	4,319	Fav	Purchase of 3 defibrillators in 2016-17
Playground project	855	72688	(71,833)	Adv	Project started in 2016-17 and reflect phasing of expenditure
Neighbourhood Development Plan	5162	8044	(2,882)	Adv	Project phasing
Other Costs	6,468	6,240	228	Fav	
			<b>(69,221)</b>	<b>Adv</b>	
<b>9. Total Fixed assets plus long term investments</b>	<b>94928</b>	<b>99748</b>	<b>4820</b>		Three defibrillators not included in 2016-17 return £4595 plus fitting costs of £225 in 2017-18

### Schedule of Creditors as at 31/3/2018

#### Accruals

BDO :Audit Fee 2017-18	300.00
Clock maintenance	89.42
Grass cutting	79.50
Mole eradication	200.00
Defibrillator labels	30.00
Community First Oxfordshire NDP consultancy	1194.00
Election	600.00
MUGA - Income	-42.50
	<hr/>
	2450.42

**Advertising Debtors - payments re 2018-19** 1958.40

**Accounts Payable** 541.09

#### **Other Creditors**

HMRC - PAYE 396.00

**Total Creditors at 31/3/2018** 5345.91

### Schedule of Debtors as at 31/3/2018

#### Prepayments

Insurance - P Council	42.50
Insurance - Playarea	29.12
Insurance - MUGA	30.52
Web Domain	17.00
	<hr/>
	119.14

Advertising Debtors Morgan Associates 60.00

Other Debtors 36.61

#### VAT

Brought Forward 2017-2018	1,115.85
Output Tax owing 2017 - 2018	15,766.21
Input Tax due 2017-18	-1253.69
Net payment from HMRC 2017-18	-15,136.14

VAT due from HMRC 31/03/2018 492.23

**Total Debtor at 31/3/2018** 707.98

**Summary of Fixed Assets/Leases as at 31 3 2018**

Reference	Description	Identification	Date Acquired	Value £	Custodian	Basis of Current Value
LM/01	Land - Recreation Ground	Title Number ON21538	+	14,500	Clerk	Historic Cost
LM/02	Lawnmower	Reg No Q679JJO	Sunday, June 1, 2003		Clerk	Sold
LM/03	Playground Equipment		1998		Clerk	Historic Cost
	Swings		1112			1111.923
	Cradle swings		1114			1113.79
	Multi Activity Area		6678			6678.073
	Activity Unit		1908			1908.288
	Springers		795			795.4311
	Wooden See-Saw		555			
			<u>12163</u>			555.4947
	Scapping of playground		0			
	Installation of new playground		0			
			<u>12163</u>	12,163		
LM/04	Multi Use Games Area		Tuesday, June 1, 2004	68,265	Clerk	Historic Cost
	Excavation & preparation and foundation base		23,486			
	Tenniturf synthetic grass surface		7,387			
	Perimeter & divide fencing with timber rebound boarding		21,212			
	Floodlighting		15,500			
	Sports equipment		680			
			<u>68,265</u>			
LM/05	Three Defibrillators (3)		Sept/Dec. 2016			Historic Cost
	Three Defibrillators	2016-17	4595			
	Fitting 3rd Defibrillaror	2017-18	225	4,820		
				<u>99,748</u>		

DEFIBRILLATORS CORRECTION £4595.25 2016-17

CHECK ASSET ADDITIONS 2017-18

**Summary of Leases**

	Date of Lease	Term	
Village Hall	Monday, June 10, 2002	99 years	Morgan Cole
Little Milton Village Shop	Thursday, March 19, 2009	99 Years	Morgan Cole
The Orchard Pre-School	Friday, September 11, 2015	15 Years	Lightfoots Thame