

**Ditton Parish Council**  
**Statement of Responsibilities**  
**31 March 2020**

**The Council's Responsibilities**

The council is required:

- to make arrangements for the proper administration of its financial affairs
- to secure that one of its officers (R.F.O.) has the responsibility for the administration of those affairs. At this council that officer is the Responsible Financial Officer, and
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

**The Responsible Financial Officer's Responsibilities**

The R.F.O. is responsible for the preparation of the council's Unaudited Financial Statements in accordance with Part 4 of the "Governance and Accountability for Local Councils – A Practitioners Guide (England) (as amended)" (the guide), so far as is applicable to this council, to present a true and fair view of the financial position of the council at 31 March 2020 and its income and expenditure for the year then ended.

In preparing the Unaudited Financial Statements, the R.F.O. has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent, and
- complied with the guide.

The R.F.O. has also:

- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

**Responsible Financial Officer's Certificate**

I further certify that the Unaudited Financial Statements present a true and fair view of the financial position of Ditton Parish Council at 31 March 2020, and its income and expenditure for the year ended 31 March 2020.

Signed: .....  .....

Mrs N. Greenaway CiLCA- Responsible Financial Officer

Date: ..... 25.06.2020 .....

**Ditton Parish Council**  
**Income and Expenditure Account**  
**31 March 2020**

	Notes	2020 £	2019 £
<b>Income</b>			
Precept on Principal Authority		269,287	267,880
Grants Receivable		-	898
Rents Receivable, Interest & Investment Income		14,201	17,724
Charges made for Services		306,060	290,895
Other Income		221	211
<b>Total Income</b>		<b>589,769</b>	<b>577,608</b>
<b>Expenditure</b>			
<b>Direct Service Costs:</b>			
Salaries & Wages		(261,276)	(258,137)
Grant-aid Expenditure		(400)	(1,247)
Other Costs	1	(283,958)	(280,019)
<b>Democratic, Management &amp; Civic Costs:</b>			
Salaries & Wages		(34,725)	(31,525)
Other Costs	1	(22,591)	(17,363)
<b>Total Expenditure</b>		<b>(602,950)</b>	<b>(588,291)</b>
<b>Excess of (Expenditure over Income) for the year:</b>		<b>(13,181)</b>	<b>(10,683)</b>
Investment Profits/(Losses)		63,994	-
<b>Net Operating Surplus/(Deficit) for Year</b>		<b>50,813</b>	<b>(10,683)</b>
<b>STATUTORY CHARGES &amp; REVERSALS</b>			
Capital Expenditure charged to revenue	11	(9,534)	(12,330)
Reverse (Profits)/Losses on investment disposals		(63,994)	-
Transfer from Earmarked Reserves	23	47,194	22,533
<b>(Deficit) for the Year (from) General Fund</b>		<b>24,479</b>	<b>(480)</b>
<b>Net (Deficit) for the Year</b>		<b>(22,715)</b>	<b>(23,013)</b>
The above (Deficit) for the Year has been (funded) for the Year (from) as follows:			
Transfer from Earmarked Reserves	23	(47,194)	(22,533)
Surplus/(Deficit) for the Year to/(from) General Fund		24,479	(480)
		<b>(22,715)</b>	<b>(23,013)</b>

The council had no other recognisable gains and/or losses during the year.

*The notes on pages 12 to 21 form part of these unaudited statements.*

**Ditton Parish Council**

**Balance Sheet**

**31 March 2020**

	Notes	2020 £	2020 £	2019 £
<b>Fixed Assets</b>				
Tangible Fixed Assets	10		438,090	442,597
<b>Long Term Assets</b>				
Investments Other Than Loans	13		523,043	457,526
<b>Current Assets</b>				
Stock	14	6,107		5,591
Debtors and prepayments	16	21,482		15,259
Investments	15	50,829		50,829
Cash at bank and in hand		96,864		155,038
		<u>175,282</u>		<u>226,717</u>
<b>Current Liabilities</b>				
Creditors and income in advance	17	<u>(31,092)</u>		<u>(50,179)</u>
<b>Net Current Assets</b>			144,190	176,538
<b>Total Assets Less Current Liabilities</b>				
			1,105,323	1,076,661
Deferred Grants	19		(13,017)	(15,944)
<b>Total Assets Less Liabilities</b>			<u>1,092,306</u>	<u>1,060,717</u>
<b>Capital and Reserves</b>				
Capital Financing Reserve	21		425,073	426,653
Investments Financing Reserve	20		-	457,526
Usable Capital Receipts Reserve	22		523,043	9,633
Earmarked Reserves	23		56,344	103,538
General Reserve			87,846	63,367
			<u>1,092,306</u>	<u>1,060,717</u>

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2020, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 7th June 2020 .

Signed: .....

Clr J. E. Lover  
Chairman

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Mrs N. Greenaway CILCA  
Responsible Financial Officer

Date: 25-6-2020

25.06.2020

*The notes on pages 12 to 21 form part of these unaudited statements.*