

**Croxley Green Parish Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2020**

**Croxley Green Parish Council**

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**31 March 2020**

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**Croxley Green Parish Council**

**Council Information**

**31 March 2020**

**( Information current at 30th July 2020 )**

**Chairman**

Cllr A. Gallagher

**Councillors**

Cllr N. Cole (Vice Chairman)

Cllr E. Benner

Cllr A. Birch

Cllr S. Hughes

Cllr M. Jacob

Cllr H. Kyriakou

Cllr C. Mitchell

Cllr D. Montague

Cllr K. Taylor

Cllr D. Tobin

Cllr C. Vassiliou

Cllr T. Walker

Cllr D. Wallington

Cllr A. Yeung

**Clerk to the Council**

Mr R. Bennett, CiLCA

**Auditors**

PKF Littlejohn

SBA Team

1 Westferry Circus

Canary Wharf

London

E14 4HD

**Internal Auditors**

Auditing Solutions Limited

Clackerbrook Farm

46 The Common

Bromham

Chippenham

Wiltshire

SN15 2JJ

**Croxley Green Parish Council**  
**Statement of Accounting Policies**  
**31 March 2020**

**Auditors**

The name and address of the External Auditors is provided for information only.

These Statements are not subject to audit and the External Auditors have no responsibility for them.

**Accounting Convention**

The accounts have been prepared in accordance with the Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

All expenditure on the acquisition, creation or enhancement of fixed assets is reported in the notes to the accounts, provided that the fixed asset yields benefits to the authority and the services it provides for a period of more than one year. Fixed assets are valued on the basis recommended by CIPFA. The year end values are stated on the following basis:

land, operational properties and other operational assets are reported in notes to the accounts at historical cost  
previous years are at then current insurance values (previously required)

**Revenue Grants**

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

**Debtors and Creditors**

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

**Leases**

The council is not required by the Guide to incorporate Hire Purchase and/or Finance Lease obligations in its Balance Sheet. Details are shown at note 11.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 12.

**Interest Income**

**Croxley Green Parish Council**

**Statement of Accounting Policies**

**31 March 2020**

All interest receipts are credited initially to general funds.

**Pensions**

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31st March 2022 and any change in contribution rates as a result of that valuation will take effect from 1st April 2020.

**Croxley Green Parish Council**  
**Income and Expenditure Account**  
**31 March 2020**

	Notes	2020 £	2019 £
<b>INCOME</b>			
Precept on Principal Authority		304,663	302,160
Capital Receipts		282	44,053
Interest and Investment Income	1	552	485
Miscellaneous		2,085	1,279
Chairmans Charity		388	428
		307,970	348,405
 <b>EXPENDITURE</b>			
Establishment/General Administration		111,424	104,350
Election Expenses		7,987	-
S137 Expenditure	3	11,999	1,170
Capital Expenditure	8	-	7,893
HP/Lease Interest and Capital Repayments			
Operational Expenditure:			
Groundwork		97,424	102,933
Police Community Support Officers		29,500	28,500
Roads and Street Furniture		-	257
Environment and Amenities		48,275	35,826
Community Centres		9,700	9,700
Civic & Democratic		8,265	11,053
Grants and Donations		-	7,000
Community Bus		6,840	7,085
Chairmans Charity		541	-
		331,955	315,767
 <b>General Fund</b>			
Balance at 01 April 2019		168,609	158,149
Add: Total Income		307,970	348,405
		476,579	506,554
Deduct: Total Expenditure		331,955	315,767
		144,624	190,787
Transfer from/(to) Earmarked Reserves	12	7,916	(22,178)
General Reserve Balance at 31 March 2020		152,540	168,609

*The notes on pages 8 to 12 form part of these unaudited statements.*

**Croxley Green Parish Council**

**Balance Sheet**

**31 March 2020**

	Notes	2020 £	2020 £	2019 £
<b>Current Assets</b>				
Debtors and prepayments	9	9,053		8,532
Cash at bank and in hand		394,054		423,200
		<u>403,107</u>		<u>431,732</u>
<b>Current Liabilities</b>				
Creditors and income in advance	10	<u>(16,051)</u>		<u>(20,691)</u>
<b>Net Current Assets</b>			<u>387,056</u>	<u>411,041</u>
<b>Total Assets Less Current Liabilities</b>			<u>387,056</u>	<u>411,041</u>
<b>Total Assets Less Liabilities</b>				
			<u>387,056</u>	<u>411,041</u>
<b>Capital and Reserves</b>				
Earmarked Reserves	12		234,516	242,432
General Reserve			<u>152,540</u>	<u>168,609</u>
			<u>387,056</u>	<u>411,041</u>

Signed: KAGallagher  
Cllr A. Gallagher  
Chairman

Ryan L. Bennett  
Mr R. Bennett, CiLCA  
Responsible Financial Officer

Date: 26 May 2020.

26 May 2020.

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*The notes on pages 8 to 12 form part of these unaudited statements.*

**Croxley Green Parish Council**

**Notes to the Accounts**

**31 March 2020**

**1 Interest and Investment Income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	552	485
	<u>552</u>	<u>485</u>

**2 Agency Work**

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

**3 S.137 Expenditure**

Section 137 of the Local Government Act 1972 (as amended) enabled the council to spend up to the product of £8.12 (year ended 31 March 2019 - £7.86) per head on the electoral roll in any one year for the benefit of people in its area on activities or projects not specifically authorised by other powers.

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
The total amount of available for this purpose was	<u>83,019</u>	<u>81,492</u>
Expenditure was incurred for the following purposes:		
Grants (Permitted & Section 137)	<u>11,999</u>	<u>1,170</u>
	<u>11,999</u>	<u>1,170</u>

It should be noted that grants to bodies such as the Citizens Advice Bureau are made under other specific legal powers and so are not included in the above figures.

**4 Publicity**

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
CPZ Informational Leaflet	686	-
Recruitment Advertising	1,669	1,669
Publicity	-	148
Parish Pump Newsletter	-	1,770
	<u>2,355</u>	<u>3,587</u>



**Croxley Green Parish Council**

**Notes to the Accounts**

**31 March 2020**

**5 Tenancies**

During the year the following tenancies were held:

**Council as landlord**

<b>Tenant</b>	<b>Property</b>	<b>Rent p.a. £</b>	<b>Repairing / Non-Repairing</b>
NONE			

**Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a. £</b>	<b>Repairing / Non-Repairing</b>
TRDC	Council Offices	100	Repairing

**6 Pensions**

For the year of account the council's contributions equal 24.80% of employees' pensionable pay. These contributions will remain at 24.80% in future years.

**Croxley Green Parish Council**

**Notes to the Accounts**

**31 March 2020**

**7 Fixed Assets**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
	<b>Value</b>	<b>Value</b>
At 31 March the following assets were held:		
<b><u>Freehold Land and Buildings</u></b>		
Main Office	48,539	48,539
Depot	68,675	68,675
	<u>117,214</u>	<u>117,214</u>
<b><u>Vehicles and Equipment</u></b>		
Office Furniture	8,783	8,783
Office Equipment	13,303	13,303
Vehicles	49,429	49,429
Tools & Equipment	17,480	17,480
Defibrillators	8,718	8,718
	<u>97,713</u>	<u>97,713</u>
<b><u>Infrastructure Assets</u></b>		
Bus Shelters	7,144	7,144
Benches and Picnic Tables	5,231	5,231
Dog Litter and Salt Bins	8,055	8,055
Signs and Noticeboards	5,170	5,170
Flagpole	1,046	1,046
Gates and Fences	3,492	3,492
Flower Troughs and Planters	1,320	1,320
Play area	15,000	15,000
Bat Boxes	323	323
	<u>46,781</u>	<u>46,781</u>
<b><u>Community Assets</u></b>		
Weston Wood	27,384	27,384
	<u>27,384</u>	<u>27,384</u>
	<u>289,092</u>	<u>289,092</u>

The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

**Croxley Green Parish Council**

**Notes to the Accounts**

**31 March 2020**

**8 Fixed Assets - Additions and Disposals**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
	<b>Cost</b>	<b>Cost</b>
During the year the following assets were purchased:		
Vehicles and Equipment	-	7,150
Infrastructure Assets	-	755
Community Assets	-	(12)
	<u>-</u>	<u>7,893</u>
	<b>Proceeds</b>	<b>Proceeds</b>
During the year the following assets were disposed of:		
Vehicles and Equipment	-	27,274
	<u>-</u>	<u>27,274</u>

No assets were disposed of during the year.

**9 Debtors**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade Debtors	-	352
VAT Recoverable	8,915	8,027
Prepayments	100	100
Accrued Interest Income	38	53
	<u>9,053</u>	<u>8,532</u>

**10 Creditors and Accrued Expenses**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade Creditors	5,776	10,395
Accruals	10,275	10,296
	<u>16,051</u>	<u>20,691</u>

**11 Hire Purchase and Lease Obligations**

At 31 March the following hire purchase agreement(s) and lease(s) were in operation:

<b>Hire/Lessor</b>	<b>Purpose</b>	<b>Annual Lease/Hire Payable</b>	<b>Year of Expiry</b>
		<b>£</b>	
Canon UK Ltd	Photocopier Lease	542	2022
Kubota Finance	Ride on Mower	4,152	2021
Kubota Finance	Trimax Roller	1,317	2021
Kubota Finance	Kubota Tractor	4,947	2021

**Croxley Green Parish Council**

**Notes to the Accounts**

**31 March 2020**

**12 Earmarked Reserves**

	<b>Balance at 01/04/2019</b>	<b>Contribution to reserve</b>	<b>Contribution from reserve</b>	<b>Balance at 31/03/2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Capital Projects Reserves	81,007	282	(2,050)	79,239
Asset Renewal Reserves	97,212	7,150	(10,416)	93,946
Other Earmarked Reserves	64,213	1,000	(3,882)	61,331
Total Earmarked Reserves	<u>242,432</u>	<u>8,432</u>	<u>(16,348)</u>	<u>234,516</u>

The Capital Projects Reserves are credited with amounts set aside from revenue to part finance specific projects which are part of the council's capital programme.

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2020 are set out in detail at Appendix A.

**13 Capital Commitments**

The council had no other capital commitments at 31 March 2020 not otherwise provided for in these accounts.

**14 Contingent Liabilities**

The council is not aware of any contingent liabilities at the date of these accounts.