

Withersfield Parish Council

DRAFT Annual Accounts for 2022-23

This report summarises the income and expenditure for the year ending 31 March 2023. It outlines how the Parish Council has used the money entrusted to it for the benefit of residents of the parish.

It also outlines how the Parish Council intends to use the funds available to it during the current year.

Background:

The annual accounts of the Parish Council should be approved at the first Parish Council meeting following the end of the Financial Year. For Withersfield this is our meeting on 16th May.

The income from Council Tax precept available to the Parish Council remains broadly similar to previous years and will remain at this level unless there are significant changes to the numbers of inhabited homes in the parish.

Graveyard income decreased from £1,440 in 2021-22 to £810 last year. Income from this source is not predictable, and relates to the numbers of interments that take place during the year.

Neighbourhood Plan grant

We received a grant of £8,150 from "Locality" to support the continuation of work on our Neighbourhood Plan. A total of £9,019 was spent less £1,804 VAT which was reclaimed.

The grant of £2000 received from Friends of Withersfield towards costs associated with implementing the 20mph zone in the village in 2021-2 remains unspent and is held within our earmarked reserve until such time as it is required.

There was no major item of expenditure under "Parish Projects" as we are still awaiting a go-ahead on implementation of our approved 20mph zone. We did though contribute towards the costs of a Parish jubilee celebration.

The draft accounts will be passed to our internal auditor (SALC) and any comments or observations will be reported to a Parish Council meeting.

Balances:

Balances at the end of 2022/23 have increased from £20,461.61 to £23,211.52. These balances include £7,000 of earmarked reserves for the purposes of supporting implementation of traffic calming schemes including the approved 20mph scheme in the village..

We remain able to fulfil the advice previously given by auditors that our balances should be at a level of around twice the annual expenditure of the Council.



Terry Rich

Chairman
10th May 2023

DRAFT SUMMARY OF ACCOUNTS FOR 2022-2023

Income		
Precept from West Suffolk Borough Council	9440.00	
Income from Graveyard	810.00	
Bank Interest	46.00	
VAT reclaim	1990.00	
Grants - Locality	8660.00	1a.
Grants & Donations – Jubilee celebrations	750.00	2a.
Total Income in 2022-23	£21,696.00	
		£21,696.00
Expenditure		
Clerk's salary	£3003.00	
Clerk expenses	£148.00	
Payroll	£108.00	
Training	£000.00	
Grass cutting - village greens & graveyard	£4000.00	
Subs/memberships	£385.00	
Donations	£20.00	
Bank/audit	£244.00	
Insurance - Parish Council	£410.00	
Insurance - Sports Pavilion	£308.00	
Website	£60.00	
Village Green lease	£10.00	
Parish Projects & events	£787.00	2b.
Hall rental	30.00	
Graveyard maintenance	176.00	
Maintenance of Parish Assets	198.00	
Neighbourhood Plan	9019.00	1b.
Speedwatch support	0	
Litter & waste management	0	
Election costs	0	
Data Protection	40.00	
Total Expenditure in 2022-23	£18,946.00	
		£ 18,946.00
Total surplus/deficit for year		£2,795

Notes to the draft accounts

1a	Grant from Locality towards costs of producing a Neighbourhood Plan
1b	Costs incurred towards neighbourhood plan, including consultant costs and consultation materials (includes VAT which has been reclaimed)
2a	Jubilee celebrations donation and grant from West Suffolk District Councillor
2b	Jubilee celebrations costs

BUDGET for 2023 - 24

Income		
Precept from West Suffolk Borough Council	£9,440.00	
Income from Graveyard	£1,500.00	1.
Bank interest	5.00	
VAT reclaim	£1,000.00	
Grants	0	2a.
Contribution towards Insurance of Sports Pavilion	150.00	3a.
Income from parking and use of village green	100.00	4.
Funding from reserves	1,000.00	5.
Total Budgeted Income for 2023-2024	£13,195.00	
		£13,195.00
Expenditure		
Clerk's salary	£3,300.00	
Clerk expenses	£120.00	
Payroll	£120.00	
Training	£500.00	
Grass cutting - village greens & graveyard	£5,500.00	6.
Subs/memberships	£400.00	
Donations (SARS/EAAA/Red Cross)	£180.00	
Bank/audit	£260.00	
Insurance - Parish Council	£430.00	
Insurance - Sports Pavilion	£330.00	3b
Hall rental	£60.00	
Website	£60.00	
Village Green lease	£10.00	
Maintenance budget	£300.00	
Graveyard maintenance	£100.00	
Speedwatch support	£100.00	
Parish Projects	£1000.00	7.
Litter & waste management	£120.00	
Withersfield News - contribution	0	
Neighbourhood Plan – provision for final costs	300.00	2b.
Election costs	1000.00	
Uncontested election – reduced cost	-950.00	
Data Protection	50.00	
Total Expenditure in 2023-2024	£13,290.00	

£13,290.00

Projected surplus/deficit for year

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Notes to 2023-24 budget

1	Estimate only – varies from year to year. However, fees increased by 10% in 2023 and plan to increase number by targeting not Withersfield-resident interments
2a.	No further funding available from Locality in 2023-4.
2b.	Provision for any final costs of completion and referendum and publication of Neighbourhood Plan
3a/b	Sports & Recreation Committee have contributed £150 towards cost of Sports Pavilion insurance.
4.	Parish Council has decided to seek contributions for parking and for organised events on the village green
5.	A contribution towards reserves to support expenditure and achieve a balanced budget.
6.	Contract for grass cutting has increased exponentially over previous years and is set to increase annually for the life of the 3 year contract. In the current year it has increased from £4,000 to £5,500.
7.	A provision of £1,000 has been included to fund "Parish Projects" during the course of the year. This may include a range of items from supporting the Coronation celebrations to investment in traffic calming measures, subject to prior agreement of the Parish Council.