

SANDRIDGE PARISH COUNCIL
STATEMENT OF ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2016

SANDRIDGE PARISH COUNCIL

COUNCIL INFORMATION

FOR THE YEAR ENDED 31 MARCH 2016

Chairman	Cllr Janet Churchard
Councillors	Cllr L. Bolton (Resigned May 2015) Cllr J. Booth Cllr G. R. Churchard Cllr J. Churchard Cllr C. Duran Cllr S. Estacchini Cllr J. Foster Cllr J. Hale Cllr J. Harmsworth (Resigned May 2015) Cllr N. Harris Cllr N. Kemp Cllr P. Kennedy (Resigned May 2015) Cllr G. Leonard Cllr T. Martindale (Resigned May 2015) Cllr J. Newton-Davies Cllr J. Reid Cllr M. Reid (Resigned May 2015) Cllr B. Roberts Cllr J. Roberts
Clerk to the council	Mr Simon Thwaites (Appointed 1st August 2015) Mrs Frances Grant (Acting until 31st July 2015)
Auditors	BDO Stoy Hayward LLP Arcadia House Maritime Walk Ocean Village Southampton SO14 3TL
Internal Auditors	Auditing Solutions Limited Clackerbrook Farm 46 The Common Bromham Chippenham Wiltshire SN15 2JJ

SANDRIDGE PARISH COUNCIL

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SANDRIDGE PARISH COUNCIL

BALANCE SHEET AS AT 31 MARCH 2016

	Notes	£	2016 £	£	2015 £
Current assets					
Debtors	9	13,023		12,500	
Cash at bank and in hand		<u>250,247</u>		<u>230,285</u>	
		263,270		242,785	
Creditors					
Amounts falling due within one year	10	<u>(22,100)</u>		<u>(17,876)</u>	
Net Current Assets			<u>241,170</u>		<u>224,909</u>
Total Assets Less Current Liabilities			241,170		224,909
			<u>241,170</u>		<u>224,909</u>
Reserves					
Earmarked Reserves	11		97,000		117,000
General Reserve			<u>144,170</u>		<u>107,909</u>
Total reserves			<u>241,170</u>		<u>224,909</u>

The Statements of Accounts represent fairly the financial position of the Council as at 31 March 2016, and reflects its Income and Expenditure for the year.

Signed: _____

Cllr Janet Churchard

Chairman

Signed: _____

Mr Simon Thwaites

Clerk to the council

The notes on pages 7 to 11 form part of these accounts.

SANDRIDGE PARISH COUNCIL

STATEMENT OF ACCOUNTING POLICIES FOR THE YEAR ENDED 31 MARCH 2016

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.

As a consequence the latest accounting policies, as set out in the Guide and so far as they apply to this council, have been adopted for the council's statements of accounts.

Fixed Assets

All expenditure on the acquisition, creation or enhancements 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:

- operational land and buildings and vehicles and equipment are reported in notes to the accounts at purchase cost or prior year values where actual cost is unknown.
- certain community assets are the subject of restrictive covenants as to their; use and/or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at nominal value only.

Debtors and Creditors

The revenue accounts of the council are maintained on an accruals basis in accordance with the guide. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of insurance premiums and regular quarterly accounts (e.g telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's budget.

External Loan Repayments

The council has no long term borrowing. Consequently, there were no external loan repayments made in the year.

Leases

The council has no commitments under finance leases. Rentals payable under operating leases are charged to revenue on an accruals basis.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 11.

Interest Income

All interest receipts are credited initially to general funds.

Pensions

The pension costs that are charged to the council's accounts in respect of employees are equal to the contributions paid to the funded pension scheme for these 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 2016 and any change in contribution rates as a result of that valuation will take effect from 1st April 2016.

SANDRIDGE PARISH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

1 Interest and Investment Income

	2016	2015
	£	£
Interest Income	<u>1,633</u>	<u>1,184</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 Publicity

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. During the year no such expenditure was incurred.

4 S.137 Expenditure and grants

Section 137 of the Local Government Act 1972 (as amended) enables the council to spend up to the product of £7.36 (year ended 31 March 2015 - £7.20) 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.

	2016	2015
	£	£
The total amount available for this purpose was	<u>65,107</u>	<u>64,390</u>
Expenditure was incurred for the following purposes:		
Sandridge Silver Threads Club S.19	700	700
Jersey Farm Day Centre S.19	1,800	1,800
Sandridge Carpet Bowls S.19		350
Jersey Farm Carpet Bowls S.19		540
Harvesters F.C S.19		2,000
St Leonards PCC GPC	5,500	2,000
Sandridge Cricket Club GPC	1,220	1,200
St Mary's PCC GPC	1,500	1,000
Sandridge School PTA GPC	100	
Marshalswick Youth Project GPC	2,450	2,400
Bentsley Spinney S.19		1,100
St Albans Duplicate Bridge Club S.19		2,000

Sandridge Cemetary Water Supply	S.215	43	44
Poppy Wreath	S.137		75
D Winn Poppy recharge	S.137		75
Elizabethan Club	GPC	625	625
Sandridge Village Hall	S.19	<u>3,500</u>	
		<u>17,438</u>	<u>15,909</u>

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

SANDRIDGE PARISH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

5 Tenancies

During the year the following tenancies were held:

Council as landlord

Tenant	Property	Rent p.a.	Repairing/ Non repairing
Sandridge Cricket Club	Cricket Pitch	587	N/A
Sandridge Rovers Football Club	Football Pitch	731	N/A

Council as tenant

Landlord	Property	Rent p.a.	Repairing/ Non repairing
St Albans District Council	Jersey Farm Woodlands Park	100	Repairing
St Albans District Council	Sherwood Avenue Recreation Ground	50	Repairing
St Albans District Council	William Bell Recreation Ground	50	Repairing
St Albans District Council	Sherwood Car Park	50	Repairing

6 Pensions

For the year of account the council's contributions equal 24.8% of employees' pensionable pay.

Approved by: Hymans Robertson
(Actuaries to the Pensions Fund)

7 Fixed Assets - Additions and Disposals

	2016 £ Cost	2015 £ Cost
During the year the following assets were purchased		
Operational Land and Buildings	-	-
Vehicles and Equipment	24,899	2,004
Infrastructure Assets	1,772	2,500
Community Assets	-	-
	<u>26,671</u>	<u>4,504</u>

During the year the following assets were disposed off

Operational Land and Buildings	-	-
Vehicles and Equipment	-	185
Infrastructure Assets	-	380
Community Assets	-	-
	<u>-</u>	<u>565</u>

SANDRIDGE PARISH COUNCIL

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2016**

8 Fixed Assets

	2016	2015
	£	£
	Value	Value
At 31 March the following assets were held		
<u>Freehold Land and Buildings</u>		
Jersey Farm Community Centre (revalued)	644,205	644,205
Marshalswick Community Centre (revalued)	725,807	725,807
	<u>1,370,012</u>	<u>1,370,012</u>
<u>Vehicles and Equipment</u>		
Grounds Maintenance Equipment	6,545	6,545
Office Furniture and Equipment	46,114	40,215
Play Equipment - Jersey Farm	43,108	43,108
Play Equipment - William Bell	55,771	55,771
Play Equipment - Damson Way	39,267	39,267
Play Equipment - Sherwood Avenue	47,305	42,305
Play Equipment - Spencer Meadow	50,302	50,302
Play Equipment - St Leonards	48,487	48,487
Play Equipment - Harness Way	64,247	50,247
Multi-Sports Courts - Spencer Meadow	80,000	80,000
Fitness Equipment - Sherwood Avenue	6,577	6,577
Sports Courts - Sherwood Avenue	15,000	15,000
	<u>502,723</u>	<u>477,824</u>
<u>Infrastructure Assets</u>		
Bus Shelters (2)	11,740	11,740
Seats/Benches/Notice Boards (16)	28,492	26,720
CCTV Lighting	9,381	9,381
Gates and fences	25,315	25,315
	<u>74,928</u>	<u>73,156</u>
<u>Community Assets</u>		
Spencer Meadow Recreation Ground	1	1
Damson Way Open Space	1	1
Chairman's Badge of Office	539	539
	<u>541</u>	<u>541</u>
	<u>1,948,204</u>	<u>1,921,533</u>

The basis of valuation of the above assets is set out in the Statement of Accounting Policies. In certain instances current insurance values have been used as approximate current replacement cost. During 2015/2016 the council has reviewed the fixed assets held and the above valuations for 2016 reflect the outcome of that exercise.

9 Debtors

	2016	2015
	£	£
Prepayments	-	-
VAT Recoverable	8,954	9,027
Other debtors	4,069	3,473
	<u>13,023</u>	<u>12,500</u>

SANDRIDGE PARISH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

10 Creditors and Accrued Expenses

	2016 £	2015 £
Trade Creditors	12,482	10,514
Accruals	9,156	6,789
Income in Advance	462	573
	<u>22,100</u>	<u>17,876</u>

11 Earmarked Reserves

	Balance at 1-Apr-15 £	Contribution to reserve £	Contribution from reserve £	Balance at 31-Mar-16 £
Capital Projects Reserves	-	-	-	-
Asset Renewal Reserves	-	-	-	-
Other Earmarked Reserves	117,000	-	(20,000)	97,000
Total Earmarked Reserves	<u>117,000</u>	-	<u>(20,000)</u>	<u>97,000</u>

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 31/03/2016 are set out in detail at Appendix A.

12 Capital Commitments

The council had no capital commitments at 31 March 2016 not otherwise provided for in these accounts.

13 Contingent Liabilities

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

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2016

Schedule of Earmarked Reserves

	Balance at 1-Apr-15 £	Contribution to reserve £	Contribution from reserve £	Balance at 31-Mar-16 £
<u>Other Earmarked Reserves</u>				
Equipment for Parish Office	5,000		(2,000)	3,000
CCTV Cameras	4,000			4,000
Elections	3,000		(3,000)	-
Refurbishment of Play Areas	20,000			20,000
Vehicle Activated Signs	25,000			25,000
Sandridge 900th Anniversary	-			-
Spencer Meadow	20,000			20,000
	<u>77,000</u>	-	<u>(5,000)</u>	<u>72,000</u>
<u>Community Centre General Funds</u>				
Jersey Farm Community Centre	20,000		(10,000)	10,000
Marshalswick Community Centre	20,000		(5,000)	15,000
	<u>40,000</u>	-	<u>(15,000)</u>	<u>25,000</u>
TOTAL EARMARKED RESERVES	<u>117,000</u>	-	<u>(20,000)</u>	<u>97,000</u>

SANDRIDGE PARISH COUNCIL

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2016

	Notes	2016 £	2015 £
INCOME			
Precept on District Council		224,700	212,571
Government Grant		14,950	16,429
Interest and Investment Income	1	1,633	1,184
Recreation Grounds		3,527	4,195
Grants and Donations		4,174	4,751
Jersey Farm Community Centre		25,327	25,294
Marshalswick Community Centre		23,012	21,912
		<u>297,323</u>	<u>286,336</u>
EXPENDITURE			
Establishment/General Administration	3	94,693	129,217
S137 Expenditure	4	17,438	15,909
Capital Expenditure	7	26,671	4,504
Operational Expenditure			
Parks and Open Spaces		55,552	63,139
Jersey Farm Woodlands Park		8,894	15,599
Bus Service		5,300	5,200
Community Centres		72,514	52,710
		<u>281,062</u>	<u>286,277</u>
General Fund			
Balance at 1 April 2015		107,909	121,150
Add: Total Income		297,323	286,336
		<u>405,232</u>	<u>407,486</u>
Deduct: Total Expenditure		281,062	286,277
		<u>124,170</u>	<u>121,209</u>
Transfer from/(to) Earmarked Reserves	11	20,000	(13,300)
		<u>144,170</u>	<u>107,909</u>

The notes on pages 7 to 11 form part of these accounts