

FINAL FOR
APPROVAL

WESTERLEIGH PARISH COUNCIL



**ANNUAL ACCOUNTS
OF
WESTERLEIGH PARISH COUNCIL
2022 – 2023**

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Prepared by S Simmons
Parish Clerk & RFO

Signed
Date


2/5/23

Signed as Approved by Chair to Parish Council

Signed
Date


9/5/23

Westerleigh Parish Council

Prepared by: S Simmons

Clerk & RFO

Date: 3/4/2023

Name and Role (Clerk/RFO etc)

Approved by:

Date:

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/03/2023

Cash in Hand 01/04/2022	209,595.81
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ADD

Receipts 01/04/2022 - 31/03/2023	228,911.10
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	438,506.91
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SUBTRACT

Payments 01/04/2022 - 31/03/2023	162,913.22
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A	Cash in Hand 31/03/2023 (per Cash Book)	275,593.69
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Cash in hand per Bank Statements

Petty Cash	31/03/2023	0.00
Unity trust Bank Instant Access S	31/03/2023	84,393.51
Redwood Bank 35 day notice Sav	31/03/2023	86,394.41
Deposit Protection Scheme (DPS	31/03/2023	836.00
Natwest Reserve	31/03/2023	43.20
Natwest Current	31/03/2023	103,926.57

	275,593.69
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Less unrepresented payments

	275,593.69
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Plus unrepresented receipts

B	Adjusted Bank Balance	275,593.69
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A = B Checks out OK

RM

Westerleigh Parish Council
STATEMENT OF ACCOUNTS

		RECEIPTS	PAYMENTS
Opening Balance			
Balance at Bank		209,595.81	
Cash in Hand			
Staff Costs (Line4 AGAR- PAYE Pension Salary)			42,597.32
Office Costs & clerk expenses			3,983.58
Cllr expenses/training			120.00
Chairmans allowance			
Subs/Publications/Tickets			1,350.74
Meeting room hire			298.50
Insurance			1,523.19
Advertising			
Office equipment			
Audit fees			640.00
GDPR			
Legal/Consultancy fees			
Election costs			
Manor Hall repairs			7,944.00
Website design/host			225.00
S137 grants			9,558.95
Remembrance Day wreaths			34.00
Westerleigh Playing Field Inspections			1,260.00
Westerleigh Playing Field repairs & maintenance			260.00
Newman Field inspections			1,260.00
Newman Field repairs & maintenance			510.00
Bins - Emptying & new bin costs			6,062.14
Bus shelter inspections & repairs			1,194.00
Public seat repairs & maintenance			
Pansy Vale works			
The Pound works			
Mayhill works			
Ivory Wood works			
Cenotaph works			
Grass cutting			10,915.44
Ash die-back & tree planting			2,078.08
Bitterwell Lake Disabled Loo			1,983.60
Bitterwell Lake Aerator electricity			277.24
Bitterwell Lake Chalet Maintenance & Repairs	3,524.83		5,839.65
Memorial Benches	599.00		639.00
Avon Wildlife Trust			5,500.00
Precept	92,438.00		
PWLB Loan Advance			
PWLB loan repayment			5,863.30
Bank interest	1,790.61		
Community Benefit Says Court Farm	39,600.00		20,242.10
CIL/S106 benefit	62,824.67		9,112.50
Fishing licence fees	4,583.37		
Rental of The Chalet	8,700.00		
Other income	784.38		
VAT Refund			
Angling Trust Grant			
BDAA Grant			
Technology requirements (eg MS365)			420.00
LNAP Local Nature Action Plan			195.47
BIN PROJECT			7,779.00
Deputy Clerk CILCA costs			450.00
Hire of football field	510.00		
WPF CIL refurb of toddler play equipment			
VAT	13,556.24		12,796.42
		228,911.10	162,913.22
Closing Balances:			
Balances in Bank Account			275,593.69
Cash in Hand			
Checking totals		438,506.91	438,506.91

The above statement represents fairly the financial position of the council as at 31 Mar 2023

Signed
Responsible Financial Officer

Date



WESTERLEIGH PARISH COUNCIL - BALANCE SHEET AS AT 31ST MARCH 2023

PREV YR			£
31.3.2022			
	13556.24	DEBTORS	£ 12,796.42
£ 209,595.81		CASH AT BANK	£ 275,593.69
	0.00	PREPAYMENTS	£ -
£ 223,152.05		TOTAL CASH ASSETS	£ 288,390.11
CURRENT LIABILITIES			
	69974.74	CREDITORS	
		PWLB Public Works Loan Board loan payment plan to 2035	£ 65,571.99
	69,974.74	TOTAL LIABILITIES	£ 65,571.99
£ 153,177.31		NET CASH ASSETS	£ 222,818.12

THE ABOVE STATEMENT REPRESENTS FAIRLY THE FINANCIAL POSITION OF THE AUTHORITY AS AT 31ST MARCH 2023 AND REFLECTS ITS RECEIPTS & PAYMENTS DURING THE YEAR.

APPROVE BY COUNCIL

CHAIRMAN

RFO

RM

WESTERLEIGH PARISH COUNCIL - SUPPORTING STATEMENT AS AT 31ST MARCH 2023

CREDITORS		
Westerleigh Parish Council does not owe any money other than the PWLB loan detailed below.		

DEBTORS	(VAT refund)	£ 12,796.42
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Other Accounting notes

LEASES		
As at 31st March 2022 Council continue to lease the Manor Hall to a charitable trust known as The Management Committee of the Manor Hall at Coalpit Heath		
The lease commenced 15th May 2002 for a period of 99 years.		
The lessees shall pay the lessor the yearly rent of one peppercorn (if demanded)		
The Council owns & leases the new Chalet at Bitterwell Lake to the Lake Manager		

LOANS	WPC obtained a PWLB loan in 2020 over 15 years for £75000 to purchase the Chalet and cover all associated costs. Repayment started in Jan 2021.	
	At 31/3/2023 the outstanding balance was £65571.99	

LICENCES	The Lake Manager holds the Fishery Licence which was £5000 for 22/23 and will increase to £5250 per annum from 1st April 2023
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ASSETS (see Asset Register sheet)		
As at 31st March 2022 the Council held assets to the value of £1,585,029		
At 31st March 2023 this increased to £1,597,416.50 See Asset Register for list of 22/23 capital purchases.		

GRANTS AWARDED & COMMUNITY PROJECTS

S137 PAYMENTS 2022/2023

GRANT	GWAAC	£ 5,000.00
GRANT	Westerleigh Neighbourhood Watch	£ 100.00
GRANT	Green Community Travel	£ 500.00
GRANT	Yate Heritage Centre	£ 300.00
GRANT	St Peters Hospice	£ 2,123.00
GRANT	WNW Warm spaces project	£ 105.95
GRANT	Henfield Hall Management Committee	£ 1,330.00
GRANT	Edventure Project	£ 100.00
TOTAL		£ 9,558.95

SAYS COURT FARM COMMUNITY BENEFIT ITEMS 2022/2023

Childrens activity days	£ 9,400.00
Youth feasibility study	£ 1,696.00
Cricket pitch renovation at WPF	£ 839.60
Tench restocking at Bitterwell (part 1)	£ 3,000.00
Sleepers in lake car park	£ 1,520.00
Signage	£ 15.00
Lake audit	£ 895.00
Pit for fish	£ 154.00
New top path at Bitterwell Lake	£ 2,722.50
Avon Wildlife Trust activities 22/23	£ 5,500.00
LNAP (Local nature action plan)	£ 195.47
Total	£ 25,937.57

FROM S106/CIL BENEFIT 2022/2023

2 x picnic tables for WPF	£ 1,462.00	
Signage	£ 1,469.00	
Side path at Bitterwell Lake	£ 924.00	
New kissing gate at WPF	£ 1,440.00	
Defib at St Saviours church hall	£ 1,332.50	
Noticeboard for Blackberry Park	£ 1,735.00	+ £750 contribution from Barratts
BINS replacement project	£ 7,779.00	
Total	£ 16,141.50	

Total Grants & Community Benefits IN 2022/2023	£ 42,379.07
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earmarked BALANCES

At 31st March 2023 Council earmarked pots of £151905.31 to carry forward	
Tree works	£ 2,921.92
Election costs	£ -
Manor Hall Repairs	£ 1,406.00
Chalet repair fund	£ 5,036.71
CB Says Court solar benefit	£ 67,991.83
CIL/S106 monies	£ 25,838.32
CIL/S106 monies for new WPF play equipment	£ 40,000.00
CIL/S106 monies for BIN PROJECT	£ 4,221.00
LNAP	£ 4,489.53
TOTAL carry forward amount	£ 151,905.31

RM

**WESTERLEIGH PARISH COUNCIL -
EARMARKED CARRY FORWARD BALANCES AT 31ST MARCH 2023**

At 31st March 2023 the Parish Council earmarked pots of £151905.31 to carry forward				
Tree works		£ 2,921.92		
Election costs		£ -		
Manor Hall Repairs		£ 1,406.00		
Chalet repair fund		£ 5,036.71		
CB Says Court solar benefit		£ 67,991.83		
CIL/S106 monies		£ 25,838.32		
CIL/S106 monies for new WPF play equipment		£ 40,000.00		
CIL/S106 monies for BIN PROJECT		£ 4,221.00		
LNAP		£ 4,489.53		
TOTAL carry forward amount		£ 151,905.31		

Rm

Westerleigh Parish Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location	New in 22/23
Manor Hall & Headmasters Cottage		1,243,000.00			
Manor Hall outbuildings		130,000.00			
Bitterwell Chalet	27/10/2020	68,500.00		Bitterwell Lake	
Westerleigh playing field equipment		47,500.00			
Newman Field play equipment		18,600.00			
Bus shelters		15,000.00		Kendleshire/Westerleigh2	
Gates & Fencing pre 22/23		13,455.00			
Otter fencing	21/22	10,289.00		Round the lake	
Fishing platforms	21/22	8,000.00			
War Memorials		5,000.00		St Saviours churchyard & Westerleigh village green	
Dog & Litter bins pre 22/23		1,493.00		20/30 disposed of and replaced	
Noticeboards two @ Manor Hall and one Westerleigh		3,550.00			
Noticeboard at Blackberry Park	03/2023	1,885.00		Rowdell Avenue, Blackberry Park	Yes
Bitterwell Lake Memorial Benches		1,732.00		Bitterwell Lake	
2 laptops and projector	01/22 (laptops)	1,698.00			
Storage container for Bitterwell fishery		1,680.00			
Aerator at Bitterwell Lake	06/2020	1,645.00			
Bitterwell Lake picnic tables		1,500.00			
Public seats	21/22	678.00		Mill Crescent & WPF	
Chairmans regalia		600.00			
Newman field picnic benches		600.00			
Memorial bench at Newman field		314.00			
Signs	21/22	141.00			
Bat & Bird boxes		140.00			
Bug hotel at Newman Field	03/23	100.00			Yes
7 x parcels of land @ £1 each		7.00			
21/22 laminator & printer	01/2022	73.00			Yes
Memorial Bench	23/05/2022	379.00			Yes
Plaque for memorial bench	23/05/2022	40.00			Yes
3 defibrillators	21/22	6,000.00			
Tench for Bitterwell Lake restock part 1 of 2	12/12/2022	3,000.00			Yes
9 new bins	29/11/2022	2,889.00			Yes
7 new bins	30/03/2023	2,290.00			Yes
Sleepers in lake car park	17/08/2022	1,520.00			Yes
Defibrillator at St Saviours	25/07/2022	1,332.50			Yes
2 x picnic tables for WPF	25/07/2022	1,062.00			Yes
New kissing gate	04/07/2022	620.00			Yes
2 x bug hotels	21/22	500.00			
Signage	19/04/2022	389.00			Yes
Signage	06/09/2022	15.00			Yes
Grand Total:		£ 1,597,416.50			

Name of Smaller authority: WESTERLEIGH & COAL PIT HEATH PARISH COUNCIL

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF
UNAUDITED ANNUAL GOVERNANCE &
ACCOUNTABILITY RETURN**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

**Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE	NOTES
1. Date of announcement <u>FRIDAY JUNE 2ND 2023</u> ^(a) 2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review. Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2023, these documents will be available on reasonable notice by application to: (b) <u>MRS S SIMMONS PARISH CLERK</u> <u>E: westerleighpc@gmail.com</u> <u>T: 07530 312 700</u> commencing on (c) <u>MONDAY 5TH JUNE 2023</u> and ending on (d) <u>FRIDAY 14TH JULY 2023.</u> 3. Local government electors and their representatives also have: • The opportunity to question the appointed auditor about the accounting records; and • The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only. 4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is: BDO LLP Arcadia House Maritime Walk Ocean Village Southampton SO14 3TL ✉ councilaudits@bdo.co.uk 5. This announcement is made by (e) <u>RFO. S. SIMMONS</u>	(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below (b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts (c) Insert date, which must be at least 1 day after the date of announcement in (a) above and at least 30 working days before the date appointed in (d) below (d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July. (e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority