

West Wittering Parish Council

Annual Financial Statements for the year ended 31 March 2010

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THESE FINANCIAL STATEMENTS HAVE BEEN PRODUCED FOR SUBMISSION TO THE COUNCIL AND FOR ITS APPROVAL.

THE ACCOUNTS AND AUDIT REGULATIONS 2003 (AS AMENDED) REQUIRE THE COUNCIL TO CONSIDER AND APPROVE THE FINANCIAL STATEMENTS, PRIOR TO AUDIT, BY 30 JUNE 2010.

West Wittering Parish Council

Councillors and Advisers

Mr R Hutton (Chairman)
Mr W Buckland
Mr S Colwell
Mr D Hopson (Resigned 2 May 2009)
Mr K Martin
Mr J Robertson
Mr R Shrubb
Mr K Smith (Elected 10 September 2009)
Mr T Tupper
Mr D Wright

Clerk and Financial Officer to the Council

Mrs J Brown
Red House
100 Middleton Road
Middleton on Sea
Bognor Regis
West Sussex
PO22 6DL

Bankers

Barclays Bank plc
74-75 East Street
Chichester
West Sussex
PO19 1HT

West Wittering Parish Council

Statement of principal accounting policies

1 Accounting Convention

The financial statements 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. The financial statements have been prepared under the historical cost convention, and in accordance with the Accounts and Audit Regulations 2003.

2 Scope

The accounts include all activities carried out by the Parish Council.

3 Assets of the Council

The principal assets owned by the Council are:

An area of land designated as the Millennium Sportsfield which is used primarily by West Wittering Cricket Club under licence.

An area of land known as Snowhill which is designated as a Public Open Space.

An area of land known as the Village Green which is designated as a Village Green.

An area of frontage to the sea known as Marine Drive Bank.

An area of land off Ellanore Lane which is designated for use as allotments.

An area of land which is designated as a Sportsfield.

The Sportsfield contains a pavilion which is valued for insurance purposes at £434,016 exclusive of contents.

Within the Sportsfield there are items of playground equipment which are valued for insurance purposes at £33,610, exclusive of the safety surfaces.

44 street lamps, 20 public seats, 3 noticeboards and 3 bus shelters that are situated in various locations throughout the Parish.

Office equipment valued for insurance purposes at £4,451.

4 Taxation

As a local authority the Parish Council is not liable for Corporation Tax. The Council is not registered for the purposes of VAT and makes no taxable supplies. VAT charged on goods and services purchased by the Council for non-business activities is reclaimed from HM Revenue & Customs.

5 Borrowings

In accordance with CIPFA guidance, only temporary borrowings are included in the balance sheet.

6 Leases

The Council has no commitments under finance or operating leases.

West Wittering Parish Council

Income and expenditure account for the year ended 31 March 2010

	Notes	2010	2009
		£	£
Income			
Precept		59,154	58,886
Agency Services reimbursed		-	-
Loan/Capital Receipts		-	-
Allotment Rents receivable	2	1,333	1,209
Grants and donations	3	787	388
Interest received		31	1,572
Licence fees		1,363	1,268
Contributions to expenditure from others	3	1,475	2,130
Land sales	1	539	-
Other		-	-
		-----	-----
Total income		64,682	65,453
		-----	-----
Expenditure			
Administration	4	21,273	12,777
Loan repayment and interest	6	3,173	3,173
Agency Services		-	-
Section 137 Payments	5	2,250	2,160
Capital Expenditure	1	1,503	12,773
Allotments		1,778	1,008
Highways		5,266	5,952
Lighting		1,984	1,723
Parks and Open Spaces		10,202	10,360
Pavilion		7,930	15,880
Cycle route/path design		22,265	3,894
Provision for bad debts		-	-
Other Interest payable		-	119
		-----	-----
Total expenditure		77,624	69,819
		-----	-----
(Deficit)		(12,942)	(4,366)
		=====	=====

Cumulative Fund Balance

Balance brought forward at 1 April 2009	61,438	65,804
Add: Total income	64,682	65,453
	-----	-----
	126,120	131,257
Less: Total expenditure	77,624	69,819
	-----	-----
Balance carried forward as at 31 March 2010	48,496	61,438

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West Wittering Parish Council

Balance sheet as at 31 March 2010

	Notes	2010 £	2009 £
Long Term Assets			
Investments		-	-
Long Term Debts		-	-
Current assets			
Stocks and Stores		-	-
Work in progress		-	-
Debtors	7	936	3
VAT recoverable	7	2,550	4,832
Payments in advance		-	-
Temporary lendings		-	-
Cash on deposit, at bank and in hand		77,331	67,653
		-----	-----
Total Assets		80,817	72,488
Current liabilities			
Creditors: Amounts falling due within one year	8	32,321	11,050
Temporary Loans		-	-
Cash Overdrawn		-	-
		-----	-----
TOTAL ASSETS LESS CURRENT LIABILITIES		48,496	61,438
LONG TERM LIABILITIES		-	-
		-----	-----
TOTAL NET ASSETS		48,496	61,438
		=====	=====
Represented by:			
General Fund balance		48,496	61,438
		-----	-----
TOTAL FUNDS		48,496	61,438
		=====	=====

The above statement represents fairly the financial position of the authority as at 31 March 2010 and reflects its income and expenditure during the year.

Approved by the Council 3 June 2010

Chairman.....

Clerk and Financial Officer.....

West Wittering Parish Council

Notes to the accounts for the year ended 31 March 2010

1 Assets

	2010
	£
a. Assets acquired during the year were (at cost)	
One public seat	493
Timber gate	680
Replacement computer	330

	1,503
	=====
b. Asset disposals during the year	
Two parcels of land at the Millennium Meadow were sold for a total of £539.	
c. At 31 March 2010 the following assets were held	
	£
COMMUNITY ASSETS	
Sportsfields and Public Open Spaces	1
Allotments	1
Pavilion including contents	444,463
Timber shed	5,075
Public Open Space and Playground Equipment	33,610
Street Lights	44
Public Seats, Bus Shelters and Noticeboards	17,229
Office Equipment	4,451
Sportsfield gates and lighting	1,748
Sportsfield fencing	12,416
Millennium Meadow fencing	8,999

	528,037
	=====

The basis of valuation of these assets is insured or estimated replacement value, with the exception of the Community Land and Allotments which each have a nominal value of £1, and the Street Lights which have a nominal value of £1 per column.

2 Tenancies - Rents receivable

The allotment holders have tenancy agreements with the Council.

West Wittering Parish Council

Notes to the accounts for the year ended 31 March 2010

3 Grants and contributions towards expenditure

A contribution of £525 was made by a member of the public towards the cost of provision of an additional public seat.

A contribution of £262 was made by West Wittering Sailing Club towards the cost of maintaining Snowhill.

Three contributions, totalling £1,475, were made towards the costs of operating the Pavilion.

4 Administration

	£
Employment costs	10,860
Election costs	2,369
Administrative expenses	5,252
Insurances	2,792

	21,273
	=====

Administrative expenses include the sum of £351 for the printing of a newsletter.

5 Section 137 Payments

Section 137 of the Local Government Act 1972 (as amended) enables the Council to spend up to the product of £6.15 per head on the electoral register for the benefit of people in its area on activities and projects not specifically authorised by other powers. The total amount available for this purpose in 2009-10 was £14,507.85.

The payments made were:

	£
Witterings Twinning Association	300
Manhood Mobility Volunteer Service	500
Samaritans	200
West Wittering Parochial Church Council	600
Voluntary and Community Action Chichester District (Carers Support)	200
4Sight	250
Victim Support	200

	2,250
	=====

West Wittering Parish Council

Notes to the accounts for the year ended 31 March 2010

6 Loan repayment

The Council has a loan from the Public Works Loan Board that is repayable by annual instalments until the year 2040. The loan was originally taken out to purchase the Millennium Meadow in 2000. The amount outstanding at 31 March 2010 was £34,666.04.

7 Debtors and VAT recoverable

	£
Other Local Authorities	-
HM Revenue & Customs	2,550
Other	936

None of the debts was more than three months old.

8 Creditors

	£
Other Local Authorities	22,829
Sundry Creditors	9,492

	32,321
	=====

9 Contingent liabilities

As at the balance sheet date the Council had no contingent liabilities.

10 Agency Work

No work was carried out for the Council on an agency basis nor did the Council act as an agent for any other local authority.

11 Pensions

The Council made no contributions in respect of pensions for its employee.

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for the year ended 31 March 2010