

STAPLEHURST PARISH COUNCIL

STATEMENT OF ACCOUNTS

for the year ending
31st MARCH 2008

Income and Expenditure Account
Balance Sheet and
Supporting Statement

Mrs J S Bassett
Parish Clerk & Responsible Financial Officer
Parish Office, Village Centre
High Street
Staplehurst
Kent
TN12 OBJ



QUALITY
PARISH
COUNCIL

STAPLEHURST PARISH COUNCIL
Income and Expenditure Account
for the year ended 31st March 2008

2006/2007

2007/2008

INCOME

65,350.00	Parish Precept	67,000.00
28,410.96	MBC Concurrent Functions Grant	29,056.65
30,000.00	Other Project Grants (Skaters 06/07)	27,625.00
40.00	Allotment Rents	40.00
3,658.68	MBC Playscheme, Summer Activities Grant & fees	3,629.89
237.95	Sales, miscellaneous fees & donations	783.11
3,610.08	Interest on investments	5,107.96
475.00	Christmas Lights Project donations	1,330.00
619.02	Jubilee Sports (pitch fees & rents)	729.00
6,430.11	Skaters fund-raising, deposit interest and donations	154.84
<u>138,831.80</u>	TOTAL INCOME	<u>135,456.45</u>

EXPENDITURE

48,138.20	General Administration (Salaries, Parish Office, equipment, insurance, subscriptions, training, meeting expenses, publicity and website maintenance,)	52,320.08
34,345.00	Capital Projects (06/07 Skaters Phase 1 - 07/08 Phase 2)	35,848.00
16,500.00	Loan repayment on behalf of Village Centre Trust	6,924.32
729.46	Donations (CAB, Kenward Trust, Try Angle Awards, BTCV, RBL, Library)	4,132.26
40.00	Allotments	0.00
3,164.34	Parish Street Lighting, Street Furniture, CCTV and repairs	3,437.35
2,090.84	Caretaker wages and equipment	2,604.30
4,490.72	Playscheme	4,753.49
7,745.13	Jubilee Sports Field & Sports Project	17,889.18
1,225.09	Youth Club	1,366.71
10,469.87	Surrenden Playing Field	5,073.47
7,695.54	Churchyard	4,457.82
1,728.28	Christmas Light Project (maintenance 06/07 but including upgrade 07/08)	4,527.95
474.55	Staplehurst Partnership	79.25
1,946.50	Speedwatch	3.41
<u>140,783.52</u>	TOTAL EXPENDITURE	<u>143,417.59</u>

(1,951.72)	Balance of Expenditure over Income	(7,961.14)
<u>158,618.73</u>	Balance brought forward from previous year	<u>156,667.01</u>
<u>156,667.01</u>		<u>148,705.87</u>

Balance Sheet as at 31st March 2008

	2006/2007			2007/2008
		LONG TERM ASSETS		
4,507.00		Interest-free Loan to VCMC	4,507.00	
		CURRENT ASSETS		
595.20		VAT Recoverable	2,627.67	
153,579.73	158,681.93	Cash In Hand	144,056.72	151,191.39
		CURRENT LIABILITIES		
	(2,014.92)	Creditors (uncleared cheques)	(2,485.52)	
	<u>156,667.01</u>			<u>148,705.87</u>
		REPRESENTED BY:-		
	36,276.80	GENERAL FUND		28,190.83
		<u>Ongoing Project Budgets:-</u>		
1,500.00		Youth Forum/Detached Project	5,000.00	
1,500.00		Staplehurst Partnership Grant	1,500.00	
6,000.00		Burial Authority Provision	5,927.18	
57,632.50		Jubilee Sports Project	54,150.73	
4,500.00		Village Centre Loan	0.00	
29,277.38		Underspends c/fwd	38,248.25	
		RESERVES		
15,463.46		Village Centre Contingency	15,688.88	
4,516.87	120,390.21	Skaters Deposit <small>(project completed 07/08)</small>	0.00	120,515.04
	<u>156,667.01</u>			<u>148,705.87</u>

Supporting Statement to the accounts

ASSETS

The following assets were held:-

COMMUNITY ASSETS

Jubilee Field	Nil
Land north east of Bell Lane, Staplehurst	Nil
Lease purchase of Youth Club land from KCC	4,800

BUILDINGS

Surrenden Pavilion (replacement value)	6,000
--	-------

OTHER FIXED ASSETS

As listed on Fixed Asset Register 31.03.2008 held at The Parish Office	167,294
--	---------

LEASES - As at 31st March 2008 the following Leases were in operation:-

Lessor	Purpose	Annual Rent	Year of Expiry
Maidstone Borough Council	Surrenden Playing Field	55.00	2019
Kent County Council	Youth Club Land Lease & Purchase	850.00	2050
Staplehurst Parish Council	Guide Centre at Jubilee Field	5.00	2088

The Lease from Kent County Council for the Youth Club Land includes an Option to Purchase at anytime within the term of the Lease. Each year £850 is paid to Kent County Council of which £250 represents rent and £600 represents capital towards the purchase of the land.

New Lease – Agreement was reached for a new lease for the rental of Rooms 1, 2, 3 and 8 at Staplehurst Village Centre for a term of 3 years from 1st November 2007 at a combined annual rent of £4,200. Completion of the legal paperwork at 31.03.2008 was outstanding.

BORROWINGS – At the beginning of the financial year, the loan from Lloyds TSB to Staplehurst Village Centre was discharged in full by donation from Staplehurst Parish Council in the sum of £6,924.32. Interest of £210.36 had been added to the account from 01/04/2008 until the date of discharge of the loan.

EAR-MARKED RESERVES & ONGOING PROJECT BUDGETS

- The Youth Forum/Detached Youth Project now stands at £5,000 and represents funds held by the Parish Council specifically for youth work within the parish. This funding is likely to be called upon during the next financial year 2008/2009.
- The Staplehurst Partnership funding of £1,500 represents a repayable grant to KCC should this project not progress. Survey work is ongoing and this funding is likely to be called upon during the next financial year 2008/2009.
- Burial Authority Provision – The sum of £5,927.18 represents the balance of the budget set aside specifically to establish the new burial area. Pathway works are likely to proceed in the next financial year, following which the provision will become an additional part of the Churchyard Agreement. Maintenance will then be carried out through the Churchyard Liaison Committee.
- Jubilee Sports Project – The sum of £54,150.73 represents the balance of the sum set aside by Staplehurst Parish Council towards the new changing room building project. Subject to a successful grant application to the Football Foundation it is hoped this project will proceed in the next financial year.
- The Village Centre Contingency fund stood at £11,181.11 following receipt of £225.42 bank interest during the year. The balance of the interest-free loan to VCMC remained outstanding at £4,507.
- The Skaters Deposit was exhausted on completion of Phase 2 of the Skatepark Project.

TENANCIES – None. The allotment Lease was not renewed by Maidstone Housing Trust.

SECTION 137 PAYMENTS - Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £5.64 per electorate for the benefit of people in the area, on activities or projects not specifically authorised by other powers. Electoral Roll total of 4548 resulted in an allowance of £25,650.72 but no such expenditure was made.

ADVERTISING AND PUBLICITY – The Parish Council Website was maintained at a total cost of £1,125.48 for Broadband, rental of domain name, webspace, forum and technical support. The Forum is now automatically archived on a weekly basis for a further month. Postings are monitored by the Parish Office and Website Committee.

The Parish Council continued to produce a Quarterly Newsletter throughout the year and distributed this to every household in the Parish. The third Annual Report of the Parish Council was also published and distributed to every household in the parish. The annual cost of these has been £1,340 for the printing plus some additional postage to outlying areas. The vast majority of Newsletters and Annual Reports were delivered by Councillors and other volunteers free of charge.

PENSIONS - The Clerk joined the Kent County Council Local Government Pension Scheme on 1st January 1997. For the year ended 31st March 2008 the Council's contributions equalled 230% of the Clerk's 6% superannuable pay.

Signed.....
Chairman, Staplehurst Parish Council

Signed.....
Parish Clerk & Responsible Financial Officer

Signed.....
Mr T Kendrick, Internal Auditor