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24th May 2021

Dear Sir/Madam,

Please find enclosed the following audit documents for Church with Chapel Brampton Parish Council:

Bank Reconciliation for YE 31 March 2021

Current Account (Unity Trust, 20415701)	£5,155,45
Reserve Account (Unity Trust, 20145714)	£22,612.21
Petty Cash Held	£0
Unpresented Cheques as at 31/3/2021	£0
Un-banked cash as at 31/3/2021	£0
Net Balance as at 31/3/2021	£27,767.66 *

* Figure agrees to Box 8 in the column headed “Year ending 31 March 2021” in Section 2 of the AGAR – and to Box 7 as the accounts are prepared on a receipts and payments basis.

Internal Auditor’s Report

Please find attached a copy of internal auditor’s 2021 report. In accordance with the guidance from the internal audit report for YE March 2020 the council has continued its protocol for checking the payments and receipts against the bank reconciliations.

Annual Governance Statement

Please find attached a signed copy of the Annual Governance Statement. We have answer ‘No’ to box 4. We initially failed to make proper provision during the year 2020/21 for the exercise of public rights, since the period was less than 30 consecutive working days in length. To mitigate against a recurrence of this error the period for the exercise of public rights during the year 2021/22 has been set and approved by council and will start on 28th June 2021 and end 13th August (minute reference 2021/17).

Annual Accounting Statement

Below is an explanation of variances between YE March 2019/20 and YE March 2020/21. Exceptional costs have been itemised to account for the increased spending. General running costs increased from £13,775 at the end of 19/20 to £17,149 at the end of 20/21. There is no one large amount which explains this increase, rather an accumulation of smaller increases to running costs including grass cutting, rents and office running costs.

Year	YE Mar 2020	YE Mar 2021	Explanation of variations
Balance b/f	56,936	44,811	As per bank statements
Precept	26,000	26,000	As budgeted
Total other Receipts	3,211	20,613	<u>2019/20:</u> £2,264 VAT reclaim £844 Insurance claim £103 Interest <u>2020/21</u> £7,530 VAT Reclaim £10,901 DDC Capital Grant £2,135 Local Authority contribution for mowing/litter collection £46 interest
Staff Costs	6,322	6,070	<u>2019/20:</u> £4,626 Clerk salary (@ £370.15pm +OT) £710 PAYE rebate to SS, HMRC to refund. £985 litter pickers salary <u>2020/21:</u> £5,040 Clerk salary (@ £416 per month +OT) £1,030 litter pickers salary
Loan interest/capital repayment	0	0	
All Other Payments	35,014	57,586	<u>2019/20: (exceptional costs)</u> £ 6,432 PCSO Contribution £ 1,830 Repairs to car park £ 3,058 Mobile VAS unit £ 5,845 Tree works £ 1,275 Tracsis traffic survey £ 1,019 Repair to lamp post (£844 reclaimed) £ 900 Legal fees for Pocket Park lease renewal £ 880 Home working allowance to R Warn £13,775 Scheduled running costs <u>2020/21: (exceptional costs)</u> £ 6,610 PCSO Contribution £ 1,790 Tree works £5,951 Hedge laying £22,916 Buy & install new play equipment £2,210 Contribution to rural bus service £960 installation of defibrillator £17,149 Scheduled running costs
Balance b/f	44,811	27,768	As per bank statements
Total Value of cash and short-term investments	44,811	27,768	As per bank statements

Total Fixed Assets	128,752	145,443	<u>2020/21:</u>	
			Items removed:	
			*Wooden seat,	£ 585
			*Wood/concrete	£ 486
			1 x Column streetlight	£ 1,263
			Items added:	
			Defibrillator & Heated box	£ 1,125
			Trio Rotator Swing	£ 4,913
			Vesuvius Basket Swing	£ 1,934
			Grass tiles	£ 2,465
			Pentagon Play ship	£ 6,795
Metal WWI memorial bench	£ 896			
Metal WWI memorial bench	£ 896			
Wood park bench Playing Field	£ 545			
"Eddie the Truck" bench/table	£ 1,430			
Total borrowings	0	0	n/a	

Kind Regards

Sarah Stock
Clerk for Church with Chapel Brampton Parish Council

Church with Chapel Brampton Parish Council
2020/21 Asset Register

Item	Date of Purchase	Cost Price	Notes
Items removed during 2020/21 register:			
*Wooden seat, Church B, Crossroads	Donation	£ 585	Duplicate item
*Wood/concrete seat Harlestone Rd	Donation	£ 486	replaced
1 x Column streetlight		£ 1,263	replaced due to damage
		<u>£ 2,334</u>	
No change to valuation			
Memorial seat in Chapel B bus shelter	01-Apr-14	£ 900	
43 folding chairs	Not Known	£ 245	
6 x card tables	Not Known	£ 159	
6 x small folding tables	Not Known	£ 391	
9 x large folding tables	Not Known	£ 745	
Crockery & cutlery	Not Known	£ 265	
Lantern at entrance to Church yard	Not Known	£ 500	
War Memorial	Not Known	£ 1	
Laptop	01-Jun-19	£ 400	
Mobile VAS Laptop	15-Jan-18	£ 236	
*Wooden seat, Church B, The Green	Donation	£ 584	
*Wooden Jubilee seat Harlestone Rd	Not Known	£ 625	
*Wooden Wayside bench, Harlestone Rd	Donation	£ 90	
*Wooden seat, Chapel B, Crossroads	Donation	£ 584	
*Wood and metal bench Playing field	Not Known	£ 363	
2 x Toddler swings with frame	Not Known	£ 605	
3 stage set of balance beams	Not Known	£ 658	
3 x Child swing with frame	Not Known	£ 726	
Basketball stand & net	Not Known	£ 1,500	
Climbing Frame	Not Known	£ 543	
Litter bin, Playing field	Not Known	£ 250	
Metal bench, playing field	01-Apr-09	£ 383	
Picnic table, Playing field	01-Apr-09	£ 946	
Pig ball game	Not Known	£ 658	
Playing field entrance gate/carpark	12-Apr-17	£ 503	
Playing field notice board	Not Known	£ 120	
Roundabout	01-Apr-09	£ 4,537	
Slide	Not Known	£ 908	
Spring mobile	Not Known	£ 1,170	
Toddler seesaw	Not Known	£ 726	
*3 x wooden benches, Pocket Park	Donation	£ 370	
Pocket park field gate & pedestrian gate	Not Known	£ 665	
Pocket park stone wall & solid entrance gate	Not Known	£ 6,632	
Wooden bridge in pocket park	01-Apr-01	£ 750	
*Wooden seat Chapel B, Spencer Close	Donation	£ 584	

4 x Column Street Lights with PLL lanterns	18-Oct-13	£ 4,736
1 x Column Street Light with PLL lanterns (Cedar Hythe)	02-May-18	£ 1,882
LLP Street Light Lanterns x 32 (upgraded lanterns)	18-Oct-18	£ 4,249
25 x Bracket streetlights on wooden poles (Chap)	Not Known	£ 39,075
26 Column Street lights with PLL lanterns (@ £1262.5 each)	Not Known	£ 31,322
*Wooden seat, Crawan Bank	Donation	£ 584
4 x Merlin litter bins	Not Known	£ 837
Mobile VAS units	15-Jan-18	£ 2,663
Mobile VAS units	01-Feb-20	£ 2,558
NHW & ANPR Signs	19-Apr-18	£ 178
Stone bus shelter Chapel B	01-Apr-08	£ 8,650
Wooden Notice Board Chapel B	Not Known	£ 181
Wooden Notice Board Church B	Not Known	£ 181

£ 126,419

Items added during 20/21:

Defibrillator & Heated box (Items donated)	06-Jun-20	£ 1,125
Trio Rotator Swing	25-Aug-20	£ 4,913
Vesuvius Basket Swing	25-Aug-20	£ 1,934
Grass tiles surrounding play equipment	25-Aug-20	£ 2,465
Pentagon Play ship	03-Nov-20	£ 6,795
Metal WWI memorial bench Harlestone Rd (op PF)	16-Feb-21	£ 896
Metal WWI memorial bench Playing Field	16-Feb-21	£ 896
Wood bench Playing Field	18-Mar-21	£ 545
"Eddie the Truck" bench/table Playing Field	16-Feb-21	£ 1,430

£ 19,024

Total Value of Assets as at 31st March 2021

£ 145,443