Section 1 – Accounting statements 2014/15 for

Enter name of reporting body here: FELSHAM PARISH

Council/~~Meeting~~

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

1	Balances brought forward	6437	7587	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2	(+) Annual precept	4875	5185	Total amount of precept received or receivable in the year. Excludes any grants received.
3	(+) Total other receipts	1574	1650	Total income or receipts as recorded in the cashbook less the precept received (line 2). Include any grants received here.
4	(-) Staff costs	1959	2141	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5	(-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any).
6	(-) All other payments	3340	3117	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7	(=) Balances carried forward	7587	9164	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8	Total cash and short term investments	7587	9164	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March - **to agree with bank reconciliation.**
9	Total fixed assets plus other long term investments and assets	5609	5724	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March
10	Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11	**Disclosure note** Trust funds (including charitable)		NO	The council acts as sole trustee for and is responsible for managing trust funds or assets. N.B. The figures in the accounting statements above do not include any trust transactions.

I certify that for the year ended 31 March 2015 the accounting statements in this annual return present fairly the financial position of the council and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date 14/04/2015

I confirm that these accounting statements were approved by the council on this date:

and recorded as minute reference:

Signed by Chair of the meeting approving these accounting statements.

Date

Section 2 – Annual governance statement 2014/15

We acknowledge as the members of:

FELSHAM PARISH Council/~~Meeting~~

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2015, that:

1	We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	prepared its accounting statements in the way prescribed by law.
2	We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3	We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.	has only done what it has the legal power to do and has complied with proper practices in doing so.
4	We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	during the year has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5	We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	considered the financial and other risks it faces and has dealt with them properly.
6	We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the council.
7	We took appropriate action on all matters raised in reports from internal and external audit.	responded to matters brought to its attention by internal and external audit.
8	We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the accounting statements.	disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9	Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by the council and recorded as minute reference

dated

Signed by:

Chair

dated

Signed by:

Clerk

dated

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how the council will address the weaknesses identified.

FELSHAM PARISH COUNCIL

Bank Reconciliation

Year ended 31 March 2015

Bank Accounts

Lloyds - Current Account	as at	31.03.15	**£2,510.48**
Lloyds - Deposit Account	as at	31.03.15	**£6,653.83**

Less unpresented cheques (list)

Cheque No	Amount	
		£0.00

Add uncleared payment (list)

Total	0	**0**

Add Petty Cash	**0**
Add Investments	**0**
TOTAL	**£9,164.31**
What is the figure in Box 8 in Section 1 of the Annual Return?	**£9,164**
Does the total equal Box 8 in Section 1 of the Annual Return?	**YES**

If NO there is an error in this statement.

Felsham Parish Council
Annual Return - Check for significant variances 2014/15

Box No	This year	Last Year	Diff £	Diff %	if >£100 or > 10%	Explanation	Amount
2	5185	4875	310	6.36%	YES	Budget process identified precept	
3	1650	1574	76	4.83%	NO		
4	2141	1959	182	9.29%	YES	Salary review and increase in clerks pay	£182.00
5	0	0	0		NO		
6	3117	3340	-223	-6.68%	YES	Maint costs 2014 - Pest control £100, tree work £90 fence repair £85	£275.00
						Increase in grass cutting costs in 2015	-£221.00
						Increase no. bins and cost to empty	-£70.00
						Grit bins purched in 2014	£267.08
9	5724	5609	115	2.05%	YES	Purchase of dog litter bin	£114.89
10		0	0		NO		

Felsham Parish Council year ending 31st March 2015

2014/2015

Reciepts

Precept	£	5,185.00
Donations Parish Plan Group - ringfenced	£	100.00
Grant	£	229.00
Donations	£	1,118.00
Bank Interest	£	3.29
Refund VAT	£	199.72
	£	6,835.01

Payments

Salaries	£	2,140.99
Expenses	£	324.98
Playingfield Grass	£	225.00
Grass Cutting	£	1,184.40
Grants S137	£	70.00
Subscriptions/Registration	£	297.00
Insurance	£	272.95
Village News	£	25.00
Hall Hire	£	122.00
Litter Bins	£	140.00
Street Lights	£	193.51
Equipment	£	95.74
CAB	£	35.00
Repairs & Maint		
Vat	£	130.84
	£	5,257.41

Net payments & Reciepts	£	1,577.60

Cash Reserves

Opening Reserves	£	7,586.71
Nett Movement	£	1,577.60
Closing Reserves	£	9,164.31

Represented by:

Cash at Bank - Current	£	2,510.48
- Deposit	£	6,653.83
Petty Cash	£	-
	£	9,164.31

As per Asset Register	**£**	**5,609.00**

Closing Reserves made up of:

Bus Shelter	£350.00
Street Lighting replacement	£4,000.00
Defibrillator	60.00
Elections	£400.00
Village Sign	£753.89
General	£3,600.42
	£9,164.31