

Our reference ST406 sjd/ZT  
Your reference  
Date 7 January, 2002

*Next Agenda  
Plus Budget*



DISTRICT AUDIT

delivering public audit  
for the Audit Commission

Mr R O Jenkins  
Clerk to St Peter the Great Parish Council  
Carey's Brook House  
Callow End  
Worcester  
WR2 4TZ

Dear Mr Jenkins

**St Peter the Great Parish Council Account 2000/2001**

Thank you for sending in your signed statements. I now enclose your certified accounts.

Yours sincerely

Sue Davidson  
Administrator

Block A  
Government Buildings  
Whittington Road  
Worcester  
WR5 2LE

Tel: 01905 357356  
Fax: 01905 767132



INVESTOR IN PEOPLE

2nd Floor  
No.1 Friarsgate  
1011 Stratford Road  
Solihull  
West Midlands  
B90 4EB

Tel 0121 733 7173  
Fax 0121 733 7183  
[www.district-audit.gov.uk](http://www.district-audit.gov.uk)

## **Auditor's Report to St Peter the GreatPC 2000/2001**

(Short Auditor's Report to a Medium Parish Council)

We certify that we have completed the audit of the statement of accounts and associated accounting notes on pages 1 to 7 which have been prepared by the Responsible Financial Officer in accordance with the Accounts and Audit Regulations 1996 and CIPFA Accounting Guidance Notes for Local Councils.

We carried out our audit in accordance with the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission, which requires compliance with the relevant auditing standards.

Our audit included examination, on a test basis, of evidence relevant to the amount and disclosures in the summary account and notes, sufficient to give reasonable assurance that the summary account and notes are free from material misstatement.

In our opinion the financial statements present fairly the financial position of St Peter the Great Parish Council at 31 March 2001 and its income and expenditure for the year then ended in accordance with the Accounts and Audit Regulations 1996 and CIPFA Accounting Guidance Notes for Local Councils.

Date

7<sup>th</sup> January 2002

Signature

Pik Ling Ho  
Pik Ling Ho  
Senior Auditor

For and on behalf of DISTRICT AUDIT

**Income and Expenditure Account for St Peter the Great Parish Council**  
**Year ended 31 March 2001**

	Year Ended 31.3.01	Year Ended 31.3.00
<b>Income</b>		
Precept	21,500	25,000
Bank Interest	1,418	1,112
Bond Interest	692	692
Hall Phone	24	55
<b>Total Receipts</b>	<b>23,634</b>	<b>26,859</b>
<b>Expenditure</b>		
<u>Running Costs</u>		
Audit Fee	464	250
Insurance	186	176
Telephone Line Rental and Calls	103	113
Clerks Contract	7,060	6,160
Parish Officer	1,279	1,248
Cllrs Exps	44	67
Other Admin Costs	121	715
Subscriptions and Publications	532	450
Advertising	-	-
Other expenses	10	173
Village Hall Rent	750	750
Newslink	1,616	1,754
<u>Specific non recurring Expense</u>		
Grants	3,235	497
Millennium Trees	526	211
<b>Total Payments</b>	<b>15,926</b>	<b>12,564</b>
Surplus	7,708	14,295
<b><u>Cumulative Fund Balance</u></b>		
Balance b/fwd	26,404	
Add: Total Income	23,634	
Less: Total expenditure	15,926	
Surplus of income over expenditure	7,708	
Transfers to Specific reserves	-25,000	
Balance c/fwd 31/3/2001	<u>9,112</u>	

Handwritten signatures and initials, including a large signature that appears to be 'Edwards' and another signature below it.

<u>Trial Balance</u> <u>Year ended 31/3/01</u>	Opening Debtors	creditors	Payments	Receipts	Closing creditors	debtors	<u>I &amp; E</u>	<u>Balance</u> <u>Sheet</u>
<b>Income</b>								
Precept				21500			-21500	
Bank Interest	612.54			1862.14		168.68	-1418.28	168.68
Bond Interest				691.94			-691.94	
Hall Phone				23.8			-23.8	
<b>Total Receipts</b>							<b>-23634</b>	
<b>Expenditure</b>								
<u>Running Costs</u>								
Audit Fee		400	413.56		450		463.56	-450
Insurance	13.6		187.95			15.8	185.75	15.8
Telephone Line Rental and Calls			103.26				103.26	
Clerks Contract	455.24		6874.14	455.24	186		7060.14	-186
Parish Officer			1279.2				1279.2	
Cllrs Exps			44.42				44.42	
Other Admin Costs			121.12				121.12	
Subscriptions and Publications			531.92				531.92	
Advertising							0	
Other expenses			9.8				9.8	
Village Hall Rent	562.5				187.5		750	
Newslink	180		4931.06	3495			1616.06	
VAT							0	
<u>Specific non recurring Expense</u>								
Grants			3810.59	576			3234.59	
Millennium Trees		36.05	562				525.95	
Road Crossing							0	
<b>Total Payments</b>							<b>15925.77</b>	
Surplus							-7708.25	
<b>Cumulative Fund Balance</b>								
Balance b/fwd		26404						-26404
Add: Total Income								
Less: Total expenditure								
Surplus of income over expenditure								-7708.25
Transfers to Specific reserves								25000
Balance c/fwd 31/3/2001								-9112.25
Specific reserves		14150						-39150
Prov for liab and charges		1294						-1480
Investments	10000							10000
VAT	173.25		492.72	173.25				492.72
Money Market Deposits	27000							27764.81
Cash at bank	3287							11937.55
	42284.13	42284.1			823.5	184.48		1.31

## St. Peter the Great Parish Council Annual Budget

The Clerk has prepared the foregoing from the 1999/2000 financial year actual figures and the projected current year figures, with recommended figures for the year 2001/2002.

Head £	99/2000	Current Year	2001/2002
Subscriptions	430	615	650
Councillors expenses (98/99 285)	66	50	150
Grants etc, sect. 137	2297	775	2000
Hire of Hall	750	750	750
Insurance	158	168	200
Audit fee (98/99 142)	150	200	200
Newslink	1767	2000	2500
Publications	35	40	50
Staff salaries and expenses	8450	8700	9000
Exceptional administration	350	500	750
Hall telephone costs	112	115	125
<b>Totals</b>	<b>14,565</b>	<b>13,913</b>	<b>16,375</b>

### Other items which may require funding at the Council's discretion;

Dry Play Area; from reserves but may be partially funded from 2001/2002

Community Centre; further Architects or Legal fees may be funded by this Council

Dog Bins; allow £225 per each additional bin if agreed by Council

Cllr/Staff Training/Seminars; Government legislation could put in place stricter requirements

Tree Warden Budget; if further planting, or pruning of existing trees is deemed necessary

Street Signs/Bus Shelters; signs 140 x £15 each = £2,100; shelters; £200 each our share

Parish Meetings/Poll/Elections; Community Centre may trigger Parish Meetings at £250 each:

Parish Polls; (if demanded) allow £1,000, Casual vacancy election £750 each.

Specific Youth Club Grants; as per WPC. Dodd activities.

Further government legislation could increase overheads

**Any item that individual Councillors may propose.**

**St Peter the Great Parish Council**  
**Balance Sheet as at 31 March 2001**

		31.3.01	31.3.00
	Note		
<b>LONG TERM ASSETS</b>			
Investment	1	10,000	10,000
<b>CURRENT ASSETS</b>			
Debtors	2	661	966
Payments in advance		16	1,031
Money Market Deposits		27,765	27,000
Cash in hand and at bank		11,938	3,287
		<u>40,380</u>	<u>32,284</u>
<b>TOTAL ASSETS</b>		<b>50,380</b>	<b>42,284</b>
<b>CURRENT LIABILITIES</b>			
Creditors	3	188	36
Accruals		450	400
Provisions for liabilities and charges	4	1,480	1,294
		<u>2,118</u>	<u>1,730</u>
<b>NET ASSETS</b>		<u><u>48,262</u></u>	<u><u>40,554</u></u>
Represented by			
Fund Balance		9,112	26,404
Specific Reserves	5	39,150	14,150
		<u>48,262</u>	<u>40,554</u>

The above statement represents fairly the financial position of the authority as at 31st March 2001 and reflects its income and expenditure during the year.

Approved by Council

  
Chairman

  
Responsible Financial Officer