

WEAVERTHORPE PARISH COUNCIL ACCOUNTS

1st April 2021 to 31st March 2022

Payments received (Current Account)

Date	From	Amount	Cumulative
01/04/2021	Brought Forward	£5,927.83	£5,927.83
01/04/2021	Scoradale	£200.00	£6,127.83
16/04/2021	RDC Precept	£2,425.00	£8,552.83
26/05/2021	Luttons PC	£130.00	£8,682.83
27/05/2021	NYCC	£255.04	£8,937.87
07/07/2021	LuttonsPC	£109.99	£9,047.86
19/07/2021	Cheque 540 not cashed	£313.12	£9,360.98
23/09/2021	RDC Precept	£2,425.00	£11,785.98
12/11/2021	CIL from RDC	£453.90	£12,239.88
21/12/2021	VAT refund	£1,130.74	£13,370.62
Total Receipts to Current Account			£7,442.79
Reserve Account			
30/04/2021	Interest	£1,544.72	£1,544.72
28/05/2021	Interest	£0.01	£1,544.73
30/06/2021	Interest	£0.01	£1,544.74
31/07/2021	Interest	£0.01	£1,544.75
31/08/2021	Interest	£0.01	£1,544.76
30/09/2021	Interest	£0.01	£1,544.77
29/10/2021	Interest	£0.01	£1,544.78
30/11/2021	Interest	£0.01	£1,544.79
31/12/2021	Interest	£0.01	£1,544.80
	Interest	£0.01	£1,544.81

31/01/2022	Interest	£0.02	£1,544.83
28/02/2022	Interest	£0.03	£1,544.86
From Current Account		£3,000.00	£4,544.86
31/03/2022	Interest	£0.04	£4,544.90

Total received in Reserve Account this year ~~£3,000.18~~
Total Reserve Account this year ~~£4,544.90~~

Payments made (Current Account)

Incurring Date	Paid Date	Payment to	Method	Amount	Cumulative	V.A.T.
19/03/2021	01/04/2021	Autela (payroll)	Cheque 547	£37.57	£37.57	
18/01/2021	01/04/2021	MCR (play equipment)	Cheque 548	£1,330.00	£1,367.57	£6.26
18/03/2021	14/04/2021	VIAS (internal audit)	Cheque 549	£165.00	£1,532.57	
21/05/2021	14/04/2021	NYCC (footway lighting)	Cheque 550	£121.82	£1,654.39	£20.30
29/03/2021	17/05/2021	Zurich (Annual Premium)	Cheque 551	£364.03	£2,018.42	
10/01/2020	01/06/2021	NYCC (footway lighting)	Cheque 552	£55.31	£2,073.73	£9.22
17/05/2021	08/06/2021	Accessibilit y Audit	Cheque 553	£99.99	£2,173.72	
17/05/2021	27/06/2021	Rospa	Cheque 554	£474.00	£2,647.72	£79.00
17/05/2021	27/06/2021	HMRC	Cheque 555	£68.80	£2,716.52	
17/05/2021	28/06/2021	Clerks Wages	SO	£275.44	£2,991.96	
17/05/2021	28/06/2021	Honorarium	SO	£65.00	£3,056.96	
17/05/2021	19/07/2021	Voided	Cheque 556	£0.00	£3,056.96	
17/05/2021	19/07/2021	Autela (payroll)	Cheque 557	£30.00	£3,086.96	£5.00
19/07/2021	19/07/2021	Changes to website	Cheque 558	£120.00	£3,206.96	
13/09/2021	13/09/2021	HMRC	Cheque 559	£68.80	£3,275.76	
17/05/2021	28/09/2021	Clerk's wages	SO	£275.44	£3,551.20	
17/05/2021	28/09/2021	Honorarium	SO	£65.00	£3,616.20	
17/05/2021	13/10/2021	Autela (payroll)	Cheque 560	£30.00	£3,646.20	
17/05/2021	18/10/2021	Post for VAS	Cheque 561	£600.00	£4,246.20	£100.00

15/11/2021	15/11/2021 Spoilt cheque	Cheque 562	£0.00	£4,246.20	
15/11/2021	15/11/2021 Clerk's expenses	Cheque 563	£30.58	£4,276.78	
15/11/2021	15/11/2021 Village Hall hire	Cheque 564	£85.00	£4,361.78	
15/11/2021	15/11/2021 LPC	Cheque 565	£65.00	£4,426.78	
10/07/2021	15/11/2021 Swarco - VAS	Cheque 566	£4,298.40	£8,725.18	£716.40
17/05/2021	15/11/2021 J C Howe	Cheque 567	£313.12	£9,038.30	
13/09/2021	15/11/2021 S Taylor - Pads	Cheque 568	£42.20	£9,080.50	
17/05/2021	13/12/2021 Autela (payroll)	Cheque 569	£30.00	£9,110.50	£5.00
17/05/2021	28/12/2021 Clerks wages	SO	£275.44	£9,385.94	
17/05/2021	10/01/2022 HMRC	Cheque 570	£68.80	£9,454.74	
17/05/2021	21/03/2022 HMRC	Cheque 571	£68.80	£9,523.54	
17/05/2021	21/03/2022 Autela (payroll)	Cheque 572	£42.60	£9,566.14	
17/05/2021	28/03/2022 Clerk's wages	SO	£275.44	£9,841.58	
17/05/2021	21/03/2022 YLCA	Cheque 573	£135.00	£9,976.58	
	Balance in Current Account		£436.24	Total VAT	£934.92
	Balance in Reserve Account		£4,544.90		
	Total money in Bank		£4,981.14		

COST SUMMARIES

Staff Costs	£1,376.96
All other payments	£8,599.62
VAT Total	£941.18

Signed: 

Date: 16th May 2022

Parish Clerk

Signed: 

Chair

Date: 16th May 2022

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **mu** column headed "Year ending 31 March 2022" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be e figures.

Name of smaller authority: Weaverthorpe Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): Jeff House, Clerk and RFO to Weaverthorpe Parish Council

Date: 31/3/2022

	£	£
Balance per bank statements as at 31/3/xx:		
Current Account	£613.84	
Reserve Account	£4,544.90	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
	£5,158.74	
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/22 (enter these as negative numbers)		
Cheque 568	-£42.20	
Cheque 572	-£42.60	
Cheque 573	-£135.00	
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
	-£219.80	
Add: any un-banked cash as at 31/3/xx		
		-
Net balances as at 31/3/22 (Box 8)		£4,938.94

Explanation of variances

Name of smaller authority: **Weaverthorpe Parish Council**

County area (local councils and parish meetings only):

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- **New from 2020/21 onwards:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	9,833	7,475					
2 Precept or Rates and Levies	4,850	4,850	0	0.00%	NO		
3 Total Other Receipts	11,509	2,583	-8,916	77.47%	YES		
4 Staff Costs	1,377	1,377	0	0.00%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	12,015	8,600	-3,415	28.42%	YES		
7 Balances Carried Forward	12,800	4,941			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	7,475	4,881				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	7,707	7,707	0	0.00%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

WEAVERTHORPE PARISH COUNCIL

RISK ASSESSMENT AND MANAGEMENT 2022

AREA	RISK	LEVEL	CONTROL
Assets	Protection of physical assets	M	Playground equipment, Notice Board, Street Lights & VAS : Insured
	Security of physical assets	M	Playground equipment and N/Board: Robust equipment, fixed to ground
	Maintenance of physical assets	M	Playground equipment: Annual Inspection NYCC maintain lighting
Finance	Banking	L	All monies lodged with Nat West
	Consequential loss of income	L	Income via precept
	Loss of cash through theft or dishonesty	L	No cash held
	Financial controls and records	M	Bi monthly reconciliation by clerk presented and agreed by council. Two signatories on cheques. Internal and External audit.
	Sound budgetting to underlie annual precept.	M	Annual budget agreed with Council Precept request derived from this.
Liability	Risk to third party, property or individuals	M	Insurance in place. Grass cutting contractor has necessary insurance.
	Legal Liability as consequence of asset ownership	M	Insurance in place
Employer Liability	Comply with Employment Law	M	Membership of YLCA. Clerk has professional qualification in HR Management.
	Comply with HMRC requirements.	L	Refund of VAT is carried out annually. Payroll managed by third party.
Legal Liability	Ensure activities are within legal powers	M	Clerk would seek legal advice where necessary.
	Proper and timely reporting via the Minutes	M	Council meets bi monthly and approves Minutes. Minutes posted on village notice board and web site.
Councillor Propriety	Register of Interests in place	M	Review annually at AM

Smaller authority name: Weaverthorpe Parish Council

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF ANNUAL GOVERNANCE & ACCOUNTABILITY
RETURN (EXEMPT AUTHORITY)**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

**Local Audit and Accountability Act 2014 Sections 25, 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE	NOTES
<p>1. Date of announcement <u> Friday 10th June 2022 </u> (a)</p> <p>2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review. Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2022, these documents will be available on reasonable notice by application to:</p> <p>(b) <u> Jeff House, Clerk and RFO, Boltby Cottage Weaverthorpe Tel. 07901 661508, email; or weaverthorpeparishcouncil@gmail.com </u></p> <p>commencing on (c) <u> Monday 13 June 2022 </u></p> <p>and ending on (d) <u> Friday 22 July 2022 </u></p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none"> • The opportunity to question the appointed auditor about the accounting records; and • The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 15 Westferry Circus Canary Wharf London E14 4HD sba@pkf-l.com</p> <p>5. This announcement is made by (e) <u> Jeff House Clerk and RFO </u></p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and at least 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority</p>