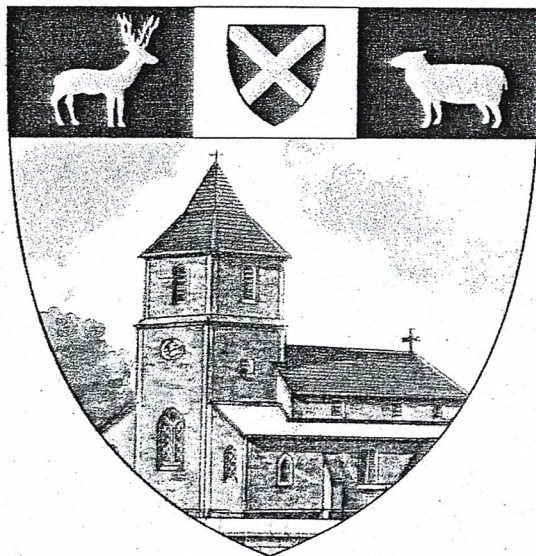


PARISH COUNCIL
OF ACCOUNTS

SANDRIDGE PARISH COUNCIL

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2019



SANDRIDGE PARISH COUNCIL

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FOR THE YEAR ENDED 31 MARCH 2019

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SANDRIDGE PARISH COUNCIL

COUNCIL INFORMATION

FOR THE YEAR ENDED 31 MARCH 2019

Janet Churchard

Chair

Cllr Janet Churchard

J Booth

Councillors

Cllr J. Booth

G. R. Churchard

Cllr G. R. Churchard

J. Churchard

Cllr J. Churchard

C. Duran

Cllr C. Duran

S. Estacchini

Cllr S. Estacchini

Cllr J. Foster

Cllr J. Hale

Cllr N. Harris

Cllr N. Kemp (Resigned 12th December 2018)

Cllr G. Leonard

Cllr J. Newton-Davies

Cllr J. Reid

Cllr B. Roberts

Cllr J. Roberts

Clerk to the council

Mr Simon Thwaites

Auditors

PKF Littlejohn LLP

SBA Team

1 Westferry Circus

Canary Wharf

London

E14 4HD

Internal Auditors

Green Biro Ltd

SANDRIDGE PARISH COUNCIL

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2019

	Notes	2019 £	2018 £
INCOME			
Precept (Council Tax)		259,871	247,614
Government Grant		-	-
Interest and Investment Income	1	818	650
Recreation Grounds		3,852	4,096
Grants and Donations		1,000	3,934
Jersey Farm Community Centre		23,310	25,368
Marshalswick Community Centre		27,228	26,843
		<u>316,078</u>	<u>308,505</u>
EXPENDITURE			
Administration		139,325	134,770
S137 Expenditure	3	11,868	9,791
Capital Expenditure	6	25,788	17,825
Operational Expenditure			
Parks and Open Spaces		50,474	61,002
Jersey Farm Woodland Park		14,206	7,651
Bus Service		5,355	5,265
Community Centres		61,729	60,503
		<u>308,745</u>	<u>296,808</u>
General Fund			
Balance at 1 April 2018		135,641	119,694
Add: Total Income		<u>316,078</u>	<u>308,505</u>
		451,720	428,199
Deduct: Total Expenditure		<u>308,745</u>	<u>296,808</u>
		142,975	131,391
Transfer from/(to) Earmarked Reserves	10	4,925	4,250
		<u>147,900</u>	<u>135,641</u>

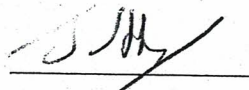
The notes on pages 7 to 10 form part of these accounts

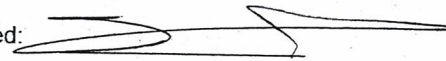
SANDRIDGE PARISH COUNCIL

STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2019

	Notes	2019		2018	
		£	£	£	£
Current assets					
Debtors	8	6,584		10,146	
Cash at bank and in hand		<u>256,110</u>		<u>238,345</u>	
		<u>262,693</u>		<u>248,491</u>	
Creditors					
Amounts falling due within one year	9	<u>(30,968)</u>		<u>(24,100)</u>	
Net Current Assets			<u>231,725</u>		<u>224,391</u>
Reserves					
Earmarked Reserves	10		83,825		88,750
General Reserve			<u>147,900</u>		<u>135,641</u>
Total reserves			<u>231,725</u>		<u>224,391</u>

The Statements of Accounts represent fairly the Financial Position of the Council as at 31 March 2019, and reflects its Income and Expenditure for the year.

Signed: 
Cllr John Hale
Chair

Signed: 
Mr Simon Thwaites
Clerk to the council

The notes on pages 7 to 10 form part of these accounts.

SANDRIDGE PARISH COUNCIL

STATEMENT OF ACCOUNTING POLICIES FOR THE YEAR ENDED 31 MARCH 2019

Accounting Convention

The accounts have been prepared in accordance with the Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

As a consequence the latest accounting policies, as set out in the Guide and so far as they apply to this council, have been adopted for the council's statements of accounts.

Fixed Assets

All expenditure on the acquisition, creation or enhancements of fixed assets is reported in the notes to the accounts, provided that the fixed asset yields benefits to the authority and the services it provides for a period of more than one year. Fixed assets are valued on the basis recommended by CIPFA. The year end values are stated on the following basis:

- operational land and buildings and vehicles and equipment are reported in notes to the accounts at purchase cost or prior year values where actual cost is unknown.
- certain community assets are the subject of restrictive covenants as to their use and/or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at nominal value only.

Debtors and Creditors

The revenue accounts of the council are maintained on an accruals basis in accordance with the guide. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of insurance premiums and regular quarterly accounts (e.g telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's budget.

External Loan Repayments

The council has no long term borrowing. Consequently, there were no external loan repayments made in the year.

Leases

The council has no commitments under finance leases. Rentals payable under operating leases are charged to revenue on an accruals basis.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 10.

Interest Income

All interest receipts are credited initially to general funds.

Pensions

The pension costs that are charged to the council's accounts in respect of employees are equal to the contributions paid to the funded pension scheme for these employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31st March 2020 and any change in contribution rates as a result of that valuation will take effect from 1st April 2020.

SANDRIDGE PARISH COUNCIL

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019**

1 Interest and Investment Income

	2019	2018
	£	£
Interest Income	<u>818</u>	<u>650</u>

2 Publicity

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. The Parish Council publishes a quarterly magazine, Neighbourhood News. In 2018/19 the cost of printing and distribution was £10,884. No advertising revenue is received.

3 S.137 Expenditure and grants

Section 137 of the Local Government Act 1972 (as amended) enables the council to spend up to the product of £7.86 (year ended 31 March 2018 - £7.57) per head on the electoral roll in any one year for the benefit of people in its area on activities or projects not specifically authorised by other powers.

	2019	2018
	£	£
The maximum amount allowable under S137	<u>69,129</u>	<u>67,184</u>
Expenditure was incurred for the following purposes:		
Sandridge Silver Threads Club	GPC	500
Jersey Farm Day Centre	GPC	1,800
St Leonards PCC	GPC	2,000
Sandridge Cricket Club	GPC	1,025
St Mary's PCC	GPC	1,200
Marshalswick Youth Project	GPC	2,450
Sandridge Cemetary Water Supply	GPC	43
Elizabethan Club	GPC	300
Sustainable St Albans	GPC	500
Save Symondshyde	GPC	500
Marshalswick Baptist Church	GPC	3,000
Camera Club	GPC	500
SYSCA	1,000	
	<u>11,868</u>	<u>9,791</u>

SANDRIDGE PARISH COUNCIL

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019

4 Tenancies

During the year the following tenancies were held:

Council as landlord

Tenant	Property	Rent p.a.	Repairing/ Non repairing
Sandridge Cricket Club	Cricket Pitch	587	N/A
Sandridge Rovers Football Club	Football Pitch	731	N/A
SYSCA	Spencer Hall - ground rent	25	N/A

Council as tenant

Landlord	Property	Rent p.a.	Repairing/ Non repairing
St Albans District Council	Jersey Farm Woodland Park	100	Repairing

5 Pensions

For the year of account the council's contributions equal 23.8% of employees' pensionable pay.

Approved by: Hymans Robertson
(Actuaries to the Pensions Fund)

6 Fixed Assets - Additions and Disposals

	2019 £ Cost	2018 £ Cost
During the year the following assets were purchased		
Operational Land and Buildings	-	-
Vehicles and Equipment	25,788	13,933
Infrastructure Assets	-	3,890
Community Assets	-	2
	<u>25,788</u>	<u>17,825</u>

During the year the following assets were disposed off

Operational Land and Buildings	-	-
Vehicles and Equipment	(15,780)	-
Infrastructure Assets	-	-
Community Assets	-	-
	<u>(15,780)</u>	<u>-</u>

SANDRIDGE PARISH COUNCIL

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019

7 Fixed Assets

	2019 £ Value	2018 £ Value
At 31 March the following assets were held		
<u>Freehold Land and Buildings</u>		
Jersey Farm Community Centre (revalued)	644,205	644,205
Marshalswick Community Centre (revalued)	725,807	725,807
	<u>1,370,012</u>	<u>1,370,012</u>
<u>Vehicles and Equipment</u>		
Grounds Maintenance Equipment	6,545	6,545
Office Furniture and Equipment	48,762	46,114
Play Equipment - Jersey Farm	56,974	56,974
Play Equipment - William Bell	71,771	71,771
Play Equipment - Damson Way	39,267	39,267
Play Equipment - Sherwood Avenue	43,305	47,305
Play Equipment - Spencer Meadow	50,736	50,736
Play Equipment - St Leonards	59,541	48,487
Play Equipment - Harness Way	70,381	70,075
Multi-Sports Courts - Spencer Meadow	80,000	80,000
Fitness Equipment - Sherwood Avenue	6,577	6,577
Sports Courts - Sherwood Avenue	15,000	15,000
	<u>548,859</u>	<u>538,851</u>
<u>Infrastructure Assets</u>		
Bus Shelters (2)	11,740	11,740
Seats/Benches/Notice Boards (16)	32,382	31,970
Oak Finger post		412
CCTV Lighting	9,381	9,381
Gates and fences	25,315	25,315
	<u>78,818</u>	<u>78,818</u>
<u>Community Assets</u>		
Spencer Meadow Recreation Ground	1	1
Damson Way Open Space	1	1
Harness Way Open Space	1	1
Sherwood Park	1	1
William Bell Open Space	1	1
Chairman's Badge of Office	539	539
	<u>544</u>	<u>544</u>
	<u>1,998,233</u>	<u>1,988,225</u>

The basis of valuation of the above assets is set out in the Statement of Accounting Policies. In certain instances current insurance values have been used as approximate current replacement cost. During 2018/2019 the council has reviewed the fixed assets held and the above valuations for 2019 reflect the outcome of that exercise.

8 Debtors

	2019 £	2018 £
Prepayments	-	-
VAT Recoverable	6,304	8,813
Other debtors	280	1,334
	<u>6,584</u>	<u>10,146</u>

SANDRIDGE PARISH COUNCIL

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019**

9 Creditors and Accrued Expenses

	2019	2018	2019 £	2018 £
Trade Creditors	9,801	10,075	9,801	10,075
Accruals	20,125	13,521	20,125	13,521
Income in Advance	1,042	504	1,042	504
	<u>30,968</u>	<u>24,100</u>	<u>30,968</u>	<u>24,100</u>

10 Earmarked Reserves

	Balance at 1-Apr-18 £	Contribution to reserve £	Contribution from reserve £	Balance at 31-Mar-19 £
Earmarked Reserves				
Equipment for Parish Office	3,000		(2,378)	622
CCTV Cameras	1,250		(997)	253
Refurbishment of Play Areas	7,500			7,500
Traffic Calming	25,000		(2,550)	22,450
Spencer Meadow	20,000			20,000
Elections	2,000	1,000		3,000
Jersey Farm Community Centre	7,500			7,500
Marshalswick Community Centre	22,500			22,500
Total Earmarked Reserves	<u>88,750</u>	<u>1,000</u>	<u>(5,925)</u>	<u>83,825</u>

The Earmarked Reserves are credited with amounts set aside from revenue to fund future capital works and initiatives.

11 Capital Commitments

The council had no capital commitments at 31 March 2019 not otherwise provided for in these accounts.

12 Contingent Liabilities

The Parish Council's triennial pension valuation as at 31st March 2016 showed a future requirement for additional contributions of approximately £98,000. This matter was formally reported to the Finance Committee on 30th May 2017 after which a proposal was made to Hertfordshire County Council, where it was agreed to pay £20,000 per year. Therefore the additional contributions now amount to £58,000.