

WOODHAM WALTER PARISH COUNCIL

Audit Commission
PFK Littlejohn LLP
Ref: SBA
2nd Floor
1 Westferry Circus
Canary Wharf
London
E14 4HD

21st May 2015

Dear Sir

Audit Accounts of Woodham Walter Parish Council for the year ended 31st March 2015

Please find enclosed the Local Council's Annual Return for the year ended 31st March 2015.

The 2014 figures in Section 1 on the form have been duly corrected to reflect the External Auditor Report which informed that the Council Tax Support Grant had been incorrectly reported in Box 2 instead of Box 3. This is the reason that the figures for 2013/14 do not match with last year's form.

Statement of Accounts – Explanation as to Significant Variations:

Woodham Walter Parish Council - Explanation of variances 2014/15

	2013/ 14	2014/ 15	Variance £	Variance %	Detailed Explanation of variance (with amounts £)
Box 2 Precept	8257	9739	1482	17.95%	We had additional budgeted expenditure for general increases plus expenditure for the Village Design Statement and the major tree work at Bell Meadow. It was also decided that having reduced the precept (inc.LCTS) from £10449 in 2011/12 to £8882 in 2012/13 and 2013/14 that the reserves were now a little low and the precept should be raised in order to allow the reserves to recover to a more acceptable level. The increase to the precept was calculated 15% when the LCTS figure was not known. When the LCTS element is taken into account the increase equates to 17.95%
Box 3 Other Receipts	2264	1906	-358	-15.81%	There was less Party Tent rental Income, down from £745 in 2013/14 to £390 in 2014/15. Less VAT reclaimed, down from £472 in 2013/14 to £238 in 2014/15, this was due to reduced expenditure in this year. In 2012/13 we had higher expenditure due to the Diamond Jubilee which resulted in the higher VAT reclaim received in 2013/14.

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Box 4 Staff Costs	4938	4982	44	0.89%	n/a
Box 5 Loan interest/ capital repayments	0	0	0	0.00%	n/a
Box 6 Other payments	4939	6397	1458	29.52%	There were general small increases overall and significant increases of £47 more on street lighting, £36 more on printing of the Annual Parish Report as we decided to use colour printing for the front cover. We spent an additional £538 on Park & Open which included additional grass cutting and £450 on major tree work at Bell Meadow. We have also spent £98 on printing costs of a questionnaire for our Village Design Statement. Plus we have paid £400 towards annual maintenance at the Community Playground - the previous year the figure was £50.
Box 9 Fixed assets & long term assets	44658	44493	-165	-0.37%	n/a
Box 10 Borrowings	0	0	0	0.00%	n/a
Explanation for 'high' reserves.	Box 7 is more than twice Box 2 because...				n/a

Bank Account Reconciliation Please see attached sheet.

Contact Details: The Parish Clerk/RFO is contactable at the address below. For your records and information the Chairman of Woodham Walter Parish Council is Councillor Peter Warren, Woodham Mead, Rectory Road, Woodham Walter CM9 6RF

Please do not hesitate to contact me if you require any further information.

Yours faithfully

Mrs J Bannerman
Parish Clerk/RFO

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Bank Reconciliations

Financial Year ending: 31 March 2015

Prepared and Approved by: Jacky Bannerman (Parish Clerk/RFO)

Balance per bank statements as at 31 March 2015

Date	Detail	Actual Figure	Rounded Figure
31-Mar-15	Business Reserve Account	4861.64	4862
31-Mar-15	Community Account	543.54	544
31-Mar-15	Petty Cash Float (No Petty Cash Float)	Nil	Nil
31-Mar-15	Unbanked Cash	Nil	Nil
31-Mar-15	Unpresented Cheques	Nil	Nil
31-Mar-15	Total Balance (Box 8)	5405.18	5405

Balance per accounts book at 31 March 2015

Detail	Actual Figure	Rounded Figure
Opening Balance 1 April 2014 (Prior Year Box 8)	5138.56	5139
Add: Receipts in the year	11645.27	11645
Less: Payments in the year	(11378.65)	(11379)
Closing Balance as at 31 March 2015 (Box 8)	5405.18	5405