

WOODHAM WALTER PARISH COUNCIL

Audit Commission
PFK Littlejohn LLP
Ref: SBA
15 Westferry Circus
Canary Wharf
London
E14 4HD

16th June 2023

Dear Sir

Audit Accounts of Woodham Walter Parish Council in the Maldon District of Essex for the year ended 31st March 2023.

Please find enclosed the Local Council's Annual Return for the year ended 31st March 2023. I can confirm that the relevant documents were published on our website and village noticeboard today, Friday 16th June 2023 and documents will be available for inspection from Monday 19th June 2023.

Statement of Accounts – Explanation as to Significant Variations:

	2021/ 2022	2022/ 2023	Variance £	Variance %	Detailed Explanation of variance (with amounts £)
Box 3 Total Other Receipts	£7,355	9,380	£2,475	33.65%	Please see the separate sheet. Explanation of Variances – Total Other Receipts
Box 6 All Other Payments	£48,789	£15,995	£-32,794	67.22%	Please see the separate sheet. Explanation of Variances – All Other Payments

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 James Rushton, Glengarriff, Little Baddow Road, Woodham Walter, Maldon, Essex CM9 6RP Telephone: 07768 263215
Email: james.rushton@woodhamwalter-pc.gov.uk
Please do not hesitate to contact me if you require any further information.

Yours faithfully



Mrs J Bannerman
Parish Clerk/RFO

WOODHAM WALTER PARISH COUNCIL

Bank Reconciliations

Name of smaller authority:	Woodham Walter Parish Council				
County area (local councils and parish meetings only):	Maldon, Essex				
Financial year ending 31 March 2023					
Prepared by (Name and Role):	Jacky Bannerman, Parish Clerk/RFO				
Date:	24/05/2023				
			£		£
Balance per bank statements as at 31/3/23:					
	Business Reserve			22255.51	
	Community Account			1535.95	
					23791.46
Petty cash float (if applicable)					0.00
Less: any un-presented payments as at 31/3/23 (enter these as negative numbers)					
	None				
					0.00
Add: any un-banked cash as at 31/3/23					
	None			0.00	
					0.00
Net balances as at 31/3/23 (Box 8)					23791.46

Woodham Walter Parish Council in the Maldon District of Essex
Explanation of variances - Total Other Receipts - Box 3

Item	2021/22	2022/23	Variance	Variance	Explanation Required?
	£	£	£	%	
Box 3 Total Other Receipts	7,355	9,830	2,475	33.64%	Please see below
INTEREST BUSINESS RESERVE	£4.66	£94.96	60	1293.99%	YES
VAT RECLAIMED	£1,494.43	£7,543.55	6,049	404.78%	YES
UK Power Networks	£6.90	£35.44	29	413.62%	YES
GRANTS RECEIVED	£401.25	£581.25	180	44.86%	YES
INCOME FROM PARTY TENT HIRE	£575.00	£650.00	75	13.04%	NO
INCOME FROM PLAYGROUND FUNDRAISING/GRANTS	£4,745.73	£0.00	-4,746	100.00%	YES
CANCELLED CHEQUES AND CORRECTIONS	£127.25	£128.01	1	0.60%	NO
DONATION	£0.00	£260.00	260	100.00%	YES
STREET PARTY DONATIONS AND MUG SALES	£0.00	£362.65	363	100.00%	YES
CORONATION TEA TOWEL SALES	£0.00	£204.00	204	100.00%	YES
Total Payments	7,355	9,830	2,475		

There was more interest received due to increased interest rates.
 There was more VAT to reclaim due to higher expenditure in 2021/22. Most significantly was a new Playground which was built in the previous year. VAT on the playground amounted to £6203 reclaimed during 2022/23.
 An additional credit was made by UK Power Networks.
 A grant was received for CILCA training.
 One additional booking increased the income.
 The playground project was concluded the previous year.
 A correction to the barclaycard was made. A refund from a the Nest Pension error was made.
 Donations of £260 were received (Allotments/OE).
 There was a village event to celebrate the Diamond Jubilee of Queen Elizabeth II. Donations were received and spare mugs (in excess of those required for gifts for children) were sold.
 Village coronation tea towels were produced for sale to raise money towards the Village Coronation celebrations.

Therese Maye
 15/6/23

Woodham Walter Parish Council in the Maldon District of Essex
Explanation of variances - All Other Payments - Box 6

2021/22 2022/23 Variance Variance Explanation
 £ £ £ % Required?

Box 6 All Other Payments

48,789

38,985

-32,794

67.22%

YES

Please see below

Payments

General Administration	1,442	1,778	336	23.31%		
Hire of Meeting Room	150	235	85	56.67%		There were general increases and additional payroll costs because we changed provider. There was less hall hire in 2021 due to meeting virtually during COVID.
Insurance	317	363	47	14.80%		An increase due to the new playground.
Lighting	647	1,600	952	147.10%		We have started a programme of replacing our street lights to LED.
Memberships and Subscriptions	499	551	52	10.50%		Small increase in membership costs
Training	1,570	45	-1,525	97.13%		During the previous year the Parish Clerk completed the CILCA qualification.
Audit	350	565	215	61.43%		We changed Internal Auditor after the previous one retired.
Annual Parish Report/Leaflets	288	438	150	52.11%		We printed some additional leaflets and a questionnaire.
Annual Community Grants	966	1,515	549	56.83%		We significantly increased our contribution to the Essex Wildlife Trust to better recognise the work they carry out maintaining Woodham Walter Common on our behalf.
Grass/Hedge cutting	1,990	2,107	117	5.88%		Some additional work was completed to remove some dead hedgerow.
Community Protection/Crime	1,503	1,742	238	15.85%		The team carried out additional hours to inspect the new playground
New Playground	30,889	1,139	-29,750	96.31%		The playground was completed in 2021/22. There was only expenditure for inspections, a bench and minor maintenance in 2022/23.
Misc	157	321	163	103.85%		This included expenditure for gritting which was not incurred the previous year.
Section 137	110	40	-70	63.60%		In 2021/22 we purchased Book of Condolence and picture frames in readiness for the death of the sovereign.
Repairs & Renewals	399	109	-290	72.65%		There was less requirement for repairs/renewals
National/Local Events	-	1,514	1,514	#DIV/0!		We held a Street party and purchased gifts for children in 2022 to celebrate the Queen's Platinum Jubile.
VAT	7,513	1,934	-5,579	74.26%		The VAT expenditure in 2021/22 included E6203 for the playground expenditure.
Total Payments	48,789	15,985	-32,795			

Osborne
15/6/23