**Settrington Parish Council**

**TRANSPARENCY STATEMENT 2018**

**Items of Expenditure above £100**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Purpose** | **Amount £** | **Non Recoverable VAT** |
|  |  |  |  |
| 12-Apr | YLCA | 122.00 | N/A |
| 23-May | Grass Cutting | 197.50 | N/A |
| 12-Jun | Zurich Insurance | 435.12 | N/A |
| 13-Jun | Village book | 600.00 | N/A |
| 14-Jun | Grass Cutting | 277.50 | N/A |
| 24-Jul | Clerk Salary & Expenses | 288.77 | N/A |
| 06-Sep | Grass Cutting | 327.50 | N/A |
| 22-Sep | Clerk Salary & Expenses | 264.57 | N/A |
| 25-Sep | VCC Cemetery Maintenance | 350.00 | N/A |
| 14-Dec | Grass Cutting | 455.00 | N/A |
| 03-Jan | Clerk Salary & Expenses | 256.31 | N/A |
| 30-Jan | GBL Timber-care of trees | 300.00 | N/A |
| 03-Apr | Clerk Salary & Expenses | 253.32 | N/A |

Back-up documentation is available for inspection by appointment with the Treasurer on 01944 768284.

See **Appendix 1** (presented separately on this website), which is a scan of selected pages of the duly signed Annual Return form.

* **Annual Governance Statement**See Section 1 (Page 5)
* **Accounting Statement**See Section 2 (Page 6)
* I**nternal Audit Report** (Page 4)

**End of year accounts**See Appendix 2 below - Bank Reconciliation and Variation Analysis

**List of Councillor or Member Responsibilities**

|  |  |
| --- | --- |
| John Harrison | Neighbourhood Watch (NHW) |
| Alan Mitchell | Malton & Norton Neighbourhood Plan YLCA Branch Representative |
| Philip Marwood | YLCA Branch Representative |
| Jane Ramsden | Malton & Norton Neighbourhood Plan  RDC & Parish Liaison Meeting |

**Details of Public Land and Building Assets**

|  |  |  |
| --- | --- | --- |
| Land | Owner/Custodian | Present use |
| Beckside/Village Green – greensward & beck | Primarily - Parish Council /Parish Council | Amenity |
| Chapel Garth - greensward | Birdsall Estates/Parish Council | Amenity |
| Bus shelter | Parish Council/Parish Council | Amenity |

**Minutes, Agendas and Meeting papers of formal meetings**  
These are separately presented elsewhere on this website

**Appendix 1**

**2018 ANNUAL RETURN**

Refer to separate feature on website

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Appendix 2**  **Bank Reconciliation** | | | | | | | | | | |
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|  | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | |  | **Settrington Parish Council** | | | | | | |  |  |  |  |  |  |  | |  | Financial Year ending | | **31st March 2018** | |  |  | |  |  |  |  |  |  |  | |  | Prepared by | Pauline Durant - RFO | | | 27/04/2018 |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  | Balance per bank statement as at | | | 31/03/2018 |  |  | |  |  |  |  |  |  |  | |  |  | Yorkshire Bank A/c No. 35382622 | | |  | 4,165.56 | |  | Less:- |  |  |  |  |  | |  |  | Cheques not presented | |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  | 0.00 | |  |  |  |  |  |  |  | |  | Barclays Community Bank | | |  |  | 3.00 | |  |  |  |  |  |  |  | |  | Net bank balances as at | | | 31st March 2018 | | 4,168.56 | |  |  |  |  |  |  |  | |  | Skipton Building Society | | | 986406747 | 2,323.28 |  | |  | Fixed rate bonds | |  | 986406680 | 2,414.91 |  | |  |  |  |  |  |  | 4,738.19 | |  |  |  |  |  |  |  | |  |  | Total net balances as at | | 31st March 2018 | | 8,906.75 | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  | Balance carried forward (box 7) | | |  | 8,906.75 | |  |  |  |  |  |  |  | | **The net balances reconcile to the Cash Book (receipts and payments account)** | | | | | | | | **for the year as follows:** | | |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | | **Cash Book** | |  |  |  |  |  | |  | Opening balance | |  |  |  | 9,432.13 | |  | Add:- |  |  |  |  |  | |  | Receipts in year | |  |  |  | 4,701.37 | |  | Less:- |  |  |  |  |  | |  | Payments in year | |  |  |  | -5,226.75 | |  |  |  |  |  |  | 8,906.75 | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  | | |  | |  | |  | |
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|  | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | |  | Financial Year ending | | **31st March 2018** | |  |  | |  |  |  |  |  |  |  | |  | Prepared by | Pauline Durant - RFO | | | 27/04/2018 |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | | Movement in fixed assets & long-term investments | | | | |  |  | |  |  | Balance brought forward | |  |  | 10,553.00 | |  |  |  |  |  |  |  | |  | Add:- | Increase in fixed assets per updated F.A.R. | | | |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  | Net investment balances as at | | | 31st March 2018 | | 10,553.00 | |  |  |  |  |  |  |  | | Represented by | |  |  |  |  |  | |  |  | Fixed assets per register | |  |  | 10,553.00 | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  | Total fixed assets & other long term investments (Box 9) | | | | | 10,553.00 | |  |  |  |  |  |  |  | |  |  | | |  | |  | |  | |
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|  | |  |  | | --- | --- | |  | Bond growth | | 2,018 | 4,738.19 | | 2017 | -4,728.63 | | Growth | 9.56 | |  | | | | | |  | |  | |
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|  | **Variance Analysis** |  |  | | |  | |  | |  | |
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|  | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Settrington Parish Council** | | | | | | |  |  | | **Financial Year ending** |  | **31st March 2018** | | | | |  |  | |  |  | **2017** |  | **2018** |  | **Variance** |  |  | | **Receipts & payments report** |  |  |  |  |  |  |  |  | | **Receipts** |  |  |  |  |  |  |  |  | | Precept Box 2 |  | **3,650.00** |  | **3,650.00** |  | **0.00** |  |  | |  |  |  |  |  |  |  |  |  | | VAT Reclaim |  |  |  | 477.67 |  | 477.67 |  |  | | Grascutting - NYCC |  | 0.00 |  | 201.84 |  | 201.84 |  |  | | Chestnut Cottage |  | 1.00 |  | 0.00 |  | -1.00 |  |  | | BEDK |  | 2.30 |  | 2.30 |  | 0.00 |  |  | | Grant - Transparency fund |  | 0.00 |  | 360.00 |  | 360.00 |  | 'one off' income | | Skipton Fixed Rate bonds |  | 11.06 |  | 9.56 |  | -1.50 |  |  | |  |  |  |  |  |  | 0.00 |  |  | | Total Box 3 |  | **14.36** |  | **1,051.37** |  | **1,037.01** |  |  | |  |  |  |  |  |  |  |  |  | | Total Income |  | **3,664.36** |  | **4,701.37** |  | **1,037.01** | 28.30% |  | |  |  |  |  |  |  |  |  |  | | Clerk's salary |  | 967.08 |  | 1,012.88 |  | -45.80 | -4.74% |  | |  |  |  |  |  |  |  |  |  | | Totals - Box 4 |  | **967.08** |  | **1,012.88** |  | **-45.80** | -4.74% |  | |  |  |  |  |  |  |  |  |  | | YLCA Membership |  | 119.00 |  | 122.00 |  | -3.00 | -2.52% |  | | Street Lighting Maintenance |  | 378.00 |  | 0.00 |  | 378.00 | 100.00% | Bi-annual inspection | | Street light energy |  | 681.40 |  | 682.41 |  | -1.01 | -0.15% |  | | Bus shelter seat |  | 50.00 |  |  |  | 50.00 |  | 'one off' expenditure | | Village Hall Rent |  | 55.00 |  | 132.00 |  | -77.00 |  | 2 x years-2016-17 | | Zurich Insurance |  | 423.43 |  | 435.12 |  | -11.69 |  |  | | Audit fees |  | 0.00 |  |  |  | 0.00 |  |  | | Printing & Stationary |  | 87.96 |  | 50.09 |  | 37.87 |  |  | | Grasscutting |  | 1,293.00 |  | 1,257.50 |  | 35.50 |  |  | | Care of village trees |  |  |  | 300.00 |  | -300.00 |  | No work undertaken in prior year | | Miscellaneous |  | 599.99 |  | 600.00 |  | -0.01 |  |  | | YLCA Course fees |  |  |  | 284.75 |  |  |  | 'one off' expenditure | | Settrington Cemetery fund |  | 350.00 |  | 350.00 |  | 0.00 |  |  | |  |  |  |  |  |  |  |  |  | | Totals - Box 6 |  | **4,037.78** |  | **4,213.87** |  | **108.66** | 2.69% |  | |  |  |  |  |  |  |  |  |  | | Total - Expenses |  | **5,004.86** |  | **5,226.75** |  | **62.86** | 1.26% |  | |  |  |  |  |  |  |  |  |  | | **Movement in cash and short term** |  | **-1,340.50** |  | **-525.38** |  |  |  |  | | **investments Per Statement of Account** | | |  |  |  |  |  |  | | Box 2 |  | 3,650.00 |  | 3,650.00 |  |  |  |  | | Box 3 |  | 14.36 |  | 1,051.37 |  |  |  |  | |  |  | **3,664.36** |  | **4,701.37** |  |  |  |  | |  |  |  |  |  |  |  |  |  | | Box 4 |  | 967.08 |  | 1,012.88 |  |  |  |  | | Box 6 |  | 4,037.78 |  | 4,213.87 |  |  |  |  | |  |  | **5,004.86** |  | **5,226.75** |  |  |  |  | |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  | | **Explanation for 'high' reserves.** |  |  |  |  |  |  |  |  | | 1 |  | Skipton Bonds £4,738 + £1,966 inc. in current account = £6,704 | | | | | | | |  |  | is capital fund from sale of village land about 17 years ago retained | | | | | | | |  |  | to provide:- | |  |  |  |  |  | |  | a) | income towards on-going cost of street lighting | | | | | |  | |  | b) | capital available for renewal of street lighting as and when necessary | | | | | | | |  |  | | |  | |  | |  | |
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|  | | | |  | 336.40 | |  | | 0.00 | |  | -336.40 |  | Reduction of allowance |
|  | | | |  | 2.00 | |  | | 1.00 | |  | -1.00 |  |  |
|  | | | |  | 2.30 | |  | | 2.30 | |  | 0.00 |  |  |
|  | | | |  | 615.83 | |  | | 0.00 | |  | -615.83 |  | 'one off' income |
|  | | | |  | 8.52 | |  | | 11.06 | |  | 2.54 |  |  |
|  | | | |  |  | |  | |  | |  | 0.00 |  |  |
|  | | | |  | **965.05** | |  | | **14.36** | |  | **-950.69** |  |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | **4,535.05** | |  | | **3,664.36** | |  | **-870.69** | -19.20% |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | 1,173.79 | |  | | 967.08 | |  | 206.71 | 17.61% | 2016 = 5 x quarters |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | **1,173.79** | |  | | **967.08** | |  | **206.71** | 17.61% |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | 115.00 | |  | | 119.00 | |  | -4.00 | -3.48% |  |
|  | | | |  | 222.00 | |  | | 378.00 | |  | -156.00 | -70.27% | Bi-annual inspection |
|  | | | |  | 677.42 | |  | | 681.40 | |  | -3.98 | -0.59% |  |
|  | | | |  |  | |  | | 50.00 | |  | -50.00 |  | 'one off' expenditure |
|  | | | |  |  | |  | | 55.00 | |  | -55.00 |  | See notes |
|  | | | |  | 409.26 | |  | | 423.43 | |  | -14.17 |  |  |
|  | | | |  | 0.00 | |  | | 0.00 | |  | 0.00 |  |  |
|  | | | |  | 71.17 | |  | | 87.96 | |  | -16.79 |  |  |
|  | | | |  | 1,320.00 | |  | | 1,293.00 | |  | 27.00 |  |  |
|  | | | |  | 400.00 | |  | |  | |  | 400.00 |  | No expenditure needed in current year. |
|  | | | |  | 3.50 | |  | | 599.99 | |  | -596.49 |  | 'one off' expenditure |
|  | | | |  | 350.00 | |  | | 350.00 | |  | 0.00 |  |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | **3,568.35** | |  | | **4,037.78** | |  | **-469.43** | -13.16% |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | **4,742.14** | |  | | **5,004.86** | |  | **-262.72** | -5.54% |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | **-207.09** | |  | | **-1,340.50** | |  |  |  |  |
|  | | | | | | |  | |  | |  |  |  |  |
|  | | | |  | 3,570.00 | |  | | 3,650.00 | |  |  |  |  |
|  | | | |  | 965.05 | |  | | 14.36 | |  |  |  |  |
|  | | | |  | **4,535.05** | |  | | **3,664.36** | |  |  |  |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | 1,173.79 | |  | | 967.08 | |  |  |  |  |
|  | | | |  | 3,568.35 | |  | | 4,037.78 | |  |  |  |  |
|  | | | |  | **4,742.14** | |  | | **5,004.86** | |  |  |  |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
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|  | | | |  | Skipton Bonds £4,729 + £1,966 inc. in current account = £6,695 | | | | | | | | | |
|  | | | |  | is capital fund from sale of village land about 16 years ago retained | | | | | | | | | |
|  | | | |  | to provide:- | | | |  | |  |  |  |  |
|  | | | | a) | income towards on-going cost of street lighting | | | | | | | | |  |
|  | | | | b) | capital available for renewal of street lighting as and when necessary | | | | | | | | | |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | Village hall rent for 2016-17 - £66 - not yet paid | | | | | | | | |  |
|  | | | |  | - £55 relates to prior year. | | | | | | |  |  |  |
|  | | | |  |  | |  | |  | |  |  |  |  |
|  | | | |  | Planned expenditure for current year - care of trees - | | | | | | | | |  |
|  | | | |  | not yet used. | | | |  | |  |  |  |  |