ANNUAL RETURN - ENGLAND

FOR THE YEAR ENDED 31 MARCH 2019

Colney Heath PC Current Year

SECTION 2 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistant with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer	[signature]	Date	13/06/19
I confirm that these accounts are approved by the Council and recorded as council minute reference	19/21a) 13/6/19	Dated	13/06/19
Signed on behalf of the above Council (Chair)	[signature]	Date	13/06/19

		Last Year £	This Year £	General Notes for Guidance
1	Balances brought forward	**243,591**	**203,517**	Total balances & reserves at the beginning of the year as recorded in the Financial Records
2	Annual Precept	**173,250**	**178,500**	Total amount of Precept income received in the year
3	Total other receipts	**18,364**	**46,621**	Total income or receipts as recorded in the cashbook minus the Precept
4	Staff costs	**108,891**	**89,522**	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses
5	Loan interest/Capital repayments	**2,575**	**2,575**	Total expenditure or payments of capital and interest made during the year on borrowings
6	Total other payments	**120,222**	**206,279**	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)
7	Balances carried forwrd	**203,517**	**130,262**	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]
8	Total Cash & Investments	**230,311**	**157,411**	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March
9	Total Fixed Assets	**1,188,050**	**1,249,756**	The recorded current book value at 31 March of all tangible fixed assets as recorded in the asset register
10	Total Borrowings	**13,858**	**11,740**	The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB)

The following documents should accompany the accounts when submitted to the auditor:

* A brief explanation of significant variations from last year to this year in Section 2;
* Bank Reconciliation as at 31 March

Colney Heath PC Current Year

Working details for ANNUAL RETURN - Year ended 31 March 2019

		Last Year £	This Year £	Code	and Centre	Code Description
1		190,591	21,218	310	0	General Reserves
1		0	3,686	316	0	EMR S106 Roestock Park
1		14,000	14,000	320	0	EMR - Common Fund
1		13,000	13,000	321	0	EMR - Building Fund
1		19,000	19,000	322	0	EMR - Neighbourhood Plan Fund
1		7,000	3,500	323	0	EMR - Community Dev Fund
1		0	613	324	0	EMR - Historical papers
1		0	8,000	325	0	EMR - Youth Projects
1		0	25,000	326	0	EMR-Legal Fees
1		0	17,000	328	0	EMR Tyttenhanger Park
1		0	3,500	329	0	EMR-Extension (CMH)
1		0	10,000	330	0	EMR Recreation Works Fund
1		0	5,000	331	0	EMR Office Feasibility
1		0	35,000	332	0	EMR New Office Build
1		0	25,000	333	0	EMR Roestock Park
1	Balances brought forward	**243,591**	**203,517**	Total balances & reserves at the beginning of the year as recorded in the Financial Records		
2		173,250	178,500	1076	100	Precept
2	Annual Precept	**173,250**	**178,500**	Total amount of Precept income received in the year		
3		50	0	1000	410	Rent Received
3		4,920	6,180	1000	510	Rent Received
3		4,562	0	1015	240	Colney Heath Common Income
3		0	21,967	1030	100	Section 106 (Inc)
3		0	17,500	1030	410	Section 106 (Inc)
3		0	132	1045	220	Larks in the parks
3		18	0	1050	260	Allotment Fees
3		64	107	1080	100	Bank Interest
3		0	50	1085	100	Bank Compensation
3		6,893	0	1106	410	Section 106
3		755	0	1107	410	Roestock Park donation
3		1,101	685	1110	210	Community Bus (Inc)
3	Total other receipts	**18,364**	**46,621**	Total income or receipts as recorded in the cashbook minus the Precept		
4		43,018	40,571	4000	100	Wages
4		17,987	11,383	4000	230	Wages
4		3,785	3,767	4000	240	Wages
4		911	0	4000	250	Wages
4		10,413	6,415	4001	100	HMRC
4		10,404	10,061	4005	100	Employer National Insurance
4		20,560	17,027	4010	100	Employer Pension Contribution
4		80	0	4010	240	Employer Pension Contribution
4		394	0	4050	100	Staff Expenses
4		143	0	4050	250	Staff Expenses
4		1,194	298	4055	100	Staff Training

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Working details for ANNUAL RETURN - Year ended 31 March 2019

		Last Year £	This Year £	Code	Centre	Code Description
4	Staff costs	**108,891**	**89,522**	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses		
5		2,575	2,575	4650	260	Loan Repayment
5	Loan interest/Capital repayments	**2,575**	**2,575**	Total expenditure or payments of capital and interest made during the year on borrowings		
6		171	54	4035	230	Clothing
6		0	122	4035	240	Clothing
6		189	60	4045	100	Mileage
6		762	215	4045	230	Mileage
6		450	90	4060	100	Members Training
6		340	13	4070	100	Members Expenses
6		1,040	708	4080	100	Stationery
6		851	864	4085	100	Office Equipment
6		0	19	4086	100	Office Cleaning
6		112	220	4090	100	Postage
6		8,595	10,801	4095	100	Rent
6		1,432	1,405	4100	100	Subscriptions/Membership
6		2,720	2,025	4105	100	Audit Fees
6		0	10,840	4106	120	Section 106
6		3,208	52,368	4106	410	Section 106
6		0	27,739	4106	425	Section 106
6		204	190	4110	100	Bank Charges
6		1,479	1,979	4115	100	Broadband/Phone
6		1,404	333	4125	100	Website
6		3,839	1,864	4130	100	IT Support & Maintenance
6		4,085	413	4135	100	Photocopier
6		100	0	4137	100	section 137 expenditure
6		743	298	4140	100	Hire of Community Hall
6		418	90	4140	270	Hire of Community Hall
6		839	864	4145	100	Business Rates (Parish Office)
6		35	0	4150	100	Data Protection
6		48	109	4155	100	Refreshments
6		0	54	4200	100	Repairs & Maintenance
6		2,132	588	4200	230	Repairs & Maintenance
6		722	259	4200	240	Repairs & Maintenance
6		0	846	4200	250	Repairs & Maintenance
6		0	1,200	4200	260	Repairs & Maintenance
6		12	0	4200	400	Repairs & Maintenance
6		44	8,198	4200	410	Repairs & Maintenance
6		0	1,450	4200	415	Repairs & Maintenance
6		5,754	160	4200	435	Repairs & Maintenance
6		295	220	4200	440	Repairs & Maintenance
6		133	215	4205	410	Electricity
6		587	0	4205	500	Electricity

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Working details for ANNUAL RETURN - Year ended 31 March 2019

		Last Year £	This Year £	Code	Centre	Code Description
6		89	0	4205	520	Electricity
6		255	0	4210	500	Water
6		450	0	4220	100	Legal Fees
6		0	1,394	4220	230	Legal Fees
6		3,693	5,486	4220	410	Legal Fees
6		500	1,431	4220	510	Legal Fees
6		600	0	4220	520	Legal Fees
6		9,132	17,278	4220	600	Legal Fees
6		1,852	3,395	4225	100	Insurance
6		2,783	4,150	4250	100	HR Consultancy
6		545	414	4255	100	Payroll Services
6		5,676	5,954	4305	120	Grants Made
6		942	1,111	4400	210	Hire of Mini Bus
6		1,090	580	4405	210	Community Bus (Expenditure)
6		475	1,661	4450	220	Larks in the Park
6		26	492	4455	220	Christmas Activities
6		65	112	4460	220	Community Activities
6		66	0	4470	220	Beating the Bounds
6		2,390	2,150	4500	240	Grass Cutting
6		1,040	1,040	4500	400	Grass Cutting
6		1,170	1,170	4500	410	Grass Cutting
6		1,040	1,080	4500	415	Grass Cutting
6		250	300	4500	420	Grass Cutting
6		1,300	1,560	4500	425	Grass Cutting
6		980	720	4500	430	Grass Cutting
6		585	495	4500	435	Grass Cutting
6		2,600	3,200	4500	510	Grass Cutting
6		1,755	1,620	4510	230	Bus Shelter Expenditure
6		595	372	4515	230	Garden Expenditure
6		550	0	4517	230	Winter Salt Storage - R Paxton
6		3,484	1,671	4520	230	Dog Waste
6		1,492	1,904	4521	230	Waste Collection
6		600	0	4522	240	Incursions
6		333	333	4525	230	Inspections
6		7,292	10,980	4550	240	The Common Expenditure
6		1,500	0	4560	240	Common Incursion
6		1,830	1,958	4600	270	Neighbourhood Plan
6		18,213	5,395	4805	600	Legal Fees Tyttenhanger/Ent SI
6		243	0	4820	100	Shredding
6	Total other payments	**120,222**	**206,279**	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)		
7	Balances carried forwrd	**203,517**	**130,262**	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]		
8		3,938	10,188	200	0	Nat West Current Bank A/C

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Working details for ANNUAL RETURN - Year ended 31 March 2019

		Last Year £	This Year £	Code	and Centre	Code Description
8		141,374	62,223	210	0	Business Direct Reserve A/C
8		85,000	85,000	215	0	Metro Bank
8	Total Cash & Investments	**230,311**	**157,411**	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March		
9		1,188,050	1,249,756	9	0	Total Fixed Assets
9	Total Fixed Assets	**1,188,050**	**1,249,756**	The recorded current book value at 31 March of all tangible fixed assets as recorded in the asset register		
10		13,858	11,740	10	0	Total Borrowings
10	Total Borrowings	**13,858**	**11,740**	The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB)		