



TATTENHALL & DISTRICT PARISH COUNCIL

Audit Information 2017-2018

Information Included

- Bank Reconciliation (below)
- Significant Variances Explanation
 - Year End Accounts
 - Register of Assets
 - Risk Assessment

Chairman for Year 2017-2018 & 2018-2019

Cllr Iain Keeping
Flacca Lodge, Burwardsley Road, Tattenhall, CH3 9QF
iain.keeping@btopenworld.com

Clerk for Year 2017-2018

Mrs Jean Dutton
Hill Farm, Burwardsley, Nr Tattenhall, CH3 9PF.

Clerk for Year 2018-2019

Mrs Ann Wright
62 Well Street, Malpas, Cheshire, SY14 8QH.
Tattenhallpc@outlook.com

S106 Limit for 2017-2018 £151,102

(£7.57 per elector x 1995 electors)
Total Spent £675

Bank Reconciliation 31st March 2018

CASH BOOK	Balance b/fwd	£67,492.31
	PLUS: Receipts	£146,116.46
	LESS: Payments	<u>£173,617.98</u>
		39,990.79

BANK	Treasurers Account (Current Account)	£10.00
	Business Saver Account (Deposit Account)	£40,289.79
	LESS: unpaid cheques	£309.00
		£39,990.79

Council minutes can be found at <http://tattenhallpc.co.uk/the-parish-council/archived-minutes/>
<http://tattenhallpc.co.uk/the-parish-council/minutes/>



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Matters to be addressed by the Council on Monday 4th June 2018

Incorrect recording of payment of £40 (Cheque 1837, issued 15/03/18 to Financial Conduct Authority for Community Land Trust membership) made in March 2017 included in the 2017-2018 accounts as such balance brought forward, Boxes 7 & 8 of 31-03-17 are incorrect, Box 1 of 31-03-18 has been adjusted by -£40.

Number of cheques found not to match invoices amounts, as such cheque signatories reminded to check totals on invoice, cheque and cheque counterfoil before signing.

Asset Register has not been maintained and a number of items had not been included e.g. George the War Horse, Council is therefore asked to pass a resolution to accept the asset register as included.

Review of Risk Assessment found Risk Assessment in adequate, Council asked to consider new risk assessment as circulated.

		31 03 17	31 03 18	VARIANCE %	SIGNIFICANT VARIANCES EXPLANATION	
1	Balance Brought Forward	52,535	67,492			
2	Annual Precept (plus)	34,650	36,530		Increase of £1880 due to the following: - Increase of 1.6% per band D property agreed at meeting on 24 th January 2017, resolution 16/4.	
3	Total Other Receipts (plus)	9,401	109,586	+1065%	Increase of £100,185 due to the following: - Increase in Allotments rent Increase in funding for Community Land Trust Increase in grants for refurbishment of play area Grant for Clock works Grant for Operation Shield Miscellaneous payments/reimbursements Tattenhall Book Sales VAT Rebate Less Decrease in council tax reduction grant Decrease in interest received Decrease church yard grant received Decrease Xmas money received	+57 +8,320 +90,298 +265 +1,000 +240 +81 +1,011 (101,272) -358 -14 -280 -435 (1,087)
4	Staff Costs (subtract)	10,014	10,332	+3.17%	Increase of £318	
5	Loan Repayments (subtract)	NIL	NIL			



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6	Total Other Payments (subtract)	19,040	163,285	+757%	Increase of £144,245 due to the following: - Increase money refurbishment of Play Area +118,549 Increase grants paid +615 Increase payments for website and IT +13 Increase Allotments & Glebe Meadow water +45 Increase Newsletter donation +50 Increase Training +375 Increase Insurance +150 Increase Park maintenance costs +145 Increase subscription payments +490 Increase Room Hire & Refreshments inc Office +815 Increase Audit costs +60 Increase Clock maintenance +570 Increase electricity costs +10 VAT +25,998 (147,885) Less Decrease in Clerk's expenses and stationary -428 Decrease in Community Safety Spend -20 Decrease general maintenance -164 Decrease in Tree maintenance -492 Decrease church yard maintenance -480 Decrease Community Pride Events & Xmas -1618 Decrease Millfield Mowing -350 Decrease Neighbourhood Plan spend -43 Decrease in Community Land Trust spend -45 (3640)	
7	Balances Carried Forward (Total)	67,532	39,991			
8	Total Cash	67,532	39,991			
9	Fixed Assets	62,033	106,514		Increase of £44,481 due to the following: - Purchase of new play area equipment +69,907 General corrections to asset register +2910 Inclusion of George the War Horse +6,622 Less (79,439) Disposal of old play area equipment -34,958	
10	Borrowings	NIL	NIL			



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Tattenhall & District Parish Council Asset Register				
Asset	Column1	Column2	Column3	Column4
	Date Obtained	Purchase Price	Insurance Value	
George the War Horse	2014	6622		
Land				
Glebe Meadow	08-May-78	1.00		
Spinney	06-Jul-83	1.00		
Allotments - Gatesheath		1.00		
Boundary Signs				
Burwardsley Road	Jun-05		NI	
Bolesworth Road	Jun-05		NI	
Rocky Lane	Jun-05		NI	
Tattenhall Road	Jul-05		NI	
Frog Lane	Jul-05	1900.00	NI	
Other Signs/Notices				
Village Sign	Jun-05	2250.00		
Play area information sign	Jan-07	100.00		
Glebe Meadow Intrepretation Sign	Jan-07	1522.00		
Notice Boards				
Parish Council - Old School - High Street	Nov-08			
Community Notice Board - High Street	Nov-08	900.00		
Gatesheath Bus Shelter	Nov-08	630.00	NI	
Barbour Institute	1994		NI	
Beehive Bus Shelter			NI	
Bus Shelters				
Gatesheath Bus Shelter (Wooden)	over 25 years	3149.00	NI	
High Street by Allium	Aug-98	4022.00		
Tattenhall Road	Dec-98	3351.00		
Street Furniture				
5 Cast Iron Bollards - High Street	Jul-09	1500.00	NI	
12 Cast Iron Litter Bins	Dec-90	3750.00		
Dog Waste Bins				
Rookery Drive - footpath from Park	Aug-01		NI	
Church Gate - footpath (PROW) No. 6	Aug-01		NI	
Millfield - PROW by war memorial	Aug-01		NI	
Flacca Field - PROW to Millfield	Aug-01		NI	
Chester Road - junction with Tattenhall Road	Aug-01		NI	
Millennium Mile Footpath - end of PROW No 6	Aug-02		NI	
Millennium Mile Footpath - Ravens Court end	Aug-02		NI	
Keysbrook - Keysbrook Avenue junction	Apr-05		NI	
Tattenhall Road - across from Park Avenue	Apr-05		NI	



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Burwardsley Road - PROW to Flacca Court	Apr-05		NI
Tattenhall Road - by Keysbrook	Mar-08	3068.00	NI
Office Equipment			
Filing Cabinets			NI
Cupboard			NI
Photocopier			NI
Lenovo ideapad Laptop			NI
Miscellaneous Items			
Security Camera - Post Office - High Street			NI
Youth & Play Equipment			
Youth shelter - Glebe Meadow	Jul-07		NI
Jupiter Play - cantilever swing & nest swing	Sep-17	5661.00	
Jupiter Play - Cart & Horse	Sep-17	3301.00	
Jupiter Play - Robina Swings - 2 bay - cradle seats	Sep-17	3200.00	
Playdale - Timber junior swings - 2 bay	Sep-17	3474.80	
Playdale - Arial Runway with platform	Sep-17	7880.00	
Playdale - Jungle Climber Amazon play unit	Sep-17	11576.00	
Playdale - Loud speaker	Sep-17	1436.45	
Playdale - Trim Trail - Intertwine	Sep-17	1210.00	
Playdale - Trim Trail - Twin Balance Beam	Sep-17	600.00	
Playdale - Trim Trail - Rocking Log	Sep-17	925.00	
Playdale - Trim Trail - Zig Zag Stepper	Sep-17	788.05	
Playdale - Trim Trail - Zig Zag Stilts	Sep-17	968.05	
Playdale - Trim Trail - Swing steps with metal chain	Sep-17	1291.00	
Trim Trail - Log Walk	Sep-17	420.00	
Proludic - Gyro spiral Hip hop	Sep-17	4510.00	
Playquest - Playmaster timber & steel slide	Sep-17	9155.00	
Playquest - Toddler timber & steel slide	Sep-17	6710.00	
Russell Play - Bee & Sheep Springers	Sep-17	2760.65	
Talking Bob	pre Sep-17		
Cavendish Seat - Timber- x4	Sep-17	2600.00	
DDA Picnic Bench - Timber - x2	Sep-17	1440.00	69907.00
Benches			
Tattenhall Road Bus Stop (park side)			
Harding Avenue			
High Street	1995		
Park Path - Chester Road to Rookery Drive x2	Sep-05		
Park Avenue/Harding Avenue Junction	Aug-08		
Millennium Mile footpath (refurbished)	Nov-07	3840.00	
		106514.00	