

**Bletchingley Parish Council
Receipts and Payments Account
for year ended 31 March 2012**

	Notes	2012	2011
RECEIPTS			
Precept		38,500.00	35,000
Interest Receivable		17.89	11
Allotment rents & key deposits		1,065.00	1,027
Field Rents	4	690.00	690
Cemetery		2,030.00	1,585
Website		500.00	475
CCTV		-	-
Grants/Donations	7	7,102.30	7,413
PWLB		9,975.00	-
General Administration		75.00	-
Outsourcing Clerk's Secretarial Fee		-	81
VAT Reclaimed	3	1,559.61	6,400
Insurance Claims (Misc)		344.99	-
Village Hall Rent	2	400.00	400
Bletchingley Village Fair		-	-
Total Receipts		62,259.79	53,082
PAYMENTS			
Parks & Opens Spaces		2,431.06	2,190
Allotments		1,155.74	6,914
Fields		-	-
Highways & Rights of Way	8	1,200.00	2,810
Grange Meadow Crossing		24,087.45	-
CCTV Costs		609.50	648
CCTV Call Out Charges		95.00	220
Cemetery		7,367.94	7,602
S137 Payments	5	288.55	204
Website		124.99	20
Village Hall	2	526.00	595
Subscriptions		1,122.94	1,018
Donations		200.00	250
Insurance		2,066.86	1,869
VAT	3	691.35	1,560
Parish Clerk Salary		8,690.96	8,326
Parish Clerk Expenses		417.43	464
Parish Clerk Employers NI and Tax		923.80	1,408
Stationery + Reference Books		258.23	414
Chairman's Allowance		560.00	500
Auditors Fees		678.00	708
Legal Costs	6	-	304
General Administration		542.17	642
Christmas Tree Lights		-	-
Training for Clerks and Councillors		457.00	205
Hog Roast		172.50	311
BT Kiosk Maintenance		-	589
PWLB	9	5,238.66	3,400
PWLB Interest	9	376.95	166
Total Payments		60,283.08	43,337
NET RECEIPTS/(PAYMENTS) for the year		1,976.71	9,745


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MOVEMENT IN FUNDS

GENERAL FUND

	2012	2011
Balance b/fwd @ 31.03.11	28,439	18,694
Receipts & (Payments) account	1,977	9,745
Balances c/fwd @ 31.03.12	30,416	28,439
REPRESENTED BY:		
Deposit Account	30,126	22,963
Current Account	288	5,411
	30,414	28,374
Cash held by Clerk	2	65
TOTAL RESERVES AT 31 MARCH 2012	30,416	28,439

The above Statement represents fairly the financial position of Bletchingley Parish Council as at 31 March 2012 and reflects its Income and Expenditure for the year then ended.

Signed 
 Chairman

Signed 
 Responsible Financial Officer

Date 16/04/12

Date 16/04/12

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NOTES TO THE ACCOUNTS

1 ASSETS

MOVEMENTS IN THE YEAR

There were no movements, only the replacement of a damaged bench.

Cost

At 31st March 2012, the following assets were held

Value

COMMUNITY ASSETS

Cemetery	1
Tilgate Common	1
Stychens Lane Playing Field	1
Whitepost Field	1
Stychens Field	1
Village Pound	1
War Memorial	51,330
Little Common Lane Allotments	1

STREET FURNITURE

Bus Shelter	10,379
Notice Board	1,087
6 Seats	3,911
1 Picnic Table	652
Village Sign	900
BT Telephone Kiosk	5,125
2 x Village Gateways and Signs	1,538

GATES & FENCES

Cemetery Gates (Small)	4,759
Cemetery Gates (Double)	1,795
Allotment Gate	53

OTHER FIXED ASSETS

Sundry Equipment	291
CCTV Systems	14,000
Christmas Tree Lights	2,250
	98,077

The valuation of these assets is based on the benchmark figure used for the insurance valuation replacement costs on the 2009/10 Annual Return. All land is valued at £1.

2 LEASE

At the year end the following Lease and Trust Deed was in operation

Lessor: Village Hall (Bletchingley Trust) **Lessee:** Bletchingley Parish Council; **Purpose:** Hall Management; **Annual Lease Payable:** £400; **Year of Expiry:** 2021

3 VAT PAYMENT

A claim to Customs and Excise for repayment of £1,560 was made and a claim for £691 will be made. All amounts stated in these accounts are excluding VAT.

4 TENANCIES

During the year, the following tenancies were entered into:

Council as Landlord

Tenant: Mr T Gosling; **Property:** Whitepost Field; **Rent p.a.:** £240

Tenant: Mr T Gosling; **Property:** Stychens Lane Field; **Rent p.a.:** £450

5 S. 137 PAYMENT

The limit for spending under S137 of the Local Government Act 1972 for this council in the year of account was £15,088.92 Based on £6.44 per elector and 2343 electors (as at 01/12/11). The amount of £289 was used under this category in respect of donations as a benefit to the Parish, namely contribution towards poppy wreath, Victim Support, St Catherine's Hospice, St Mary's Church Flower Fund - proceeds of which go towards the rebuilding of Church House and CPRE membership.

6 LITIGATION

No Legal fees were incurred in this financial year.

7 GRANTS/DONATIONS RECEIVED

Donations of £6902 were received from various individuals/organisations towards the Grange Meadow Crossing which was finally completed in the latter part of 2011. £200 was received from the Tandridge Local Committee to go towards the purchase of salt.

8 HIGHWAYS & RIGHTS OF WAY

This figure represented the costs incurred for the purchase of 50 x 25kg bags of road salt; cutting of a highway hedge; repairs to the wooden bus shelter and payment for a traffic survey undertaken on the A25 going through the village.

9 PWLB

A further 2 payments have been made on the loan of £16,975 from the PWLB for the purchase of the Little Common Lane Allotment Land and the creation of additional allotments in land already owned by the Parish Council and the subsequent PWLB loan of £9,975 for the Grange Meadow Crossing. Both loans taken out over a 5 year period with the last payment scheduled for December 2015.

10 RESERVED FUNDS

The following funds contained within the total reserves have been earmarked for use towards the new Skate Park:

Youth Club Donation - £2182

East Surrey Residents Association - £2386 - This is to be used towards Youth Facilities

Responsible Financial Officer

Date: *[Signature]* 10/04/12