

Matterdale Parish Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	70,976.84	
Cash in Hand		
Salaries		1,584.00
Insurance		361.23
Audit Fees		100.00
Travel and Office expense		156.89
Office and Computer		15.98
Training		
Room Rental		124.00
Subscriptions		355.95
Bank Charges	100.00	70.00
Grass contract		740.00
Repairs and maintenance		112.90
Seats and Noticeboards		
Water Fees		70.46
SITU		
Website		1,105.00
Precept	5,000.00	
Grass Letting	600.00	
Payroll		174.00
Wayleaves	44.99	9.47
PAYE		
VAT		
Bank Interest	1,784.63	
Election costs		
VAT	343.18	343.18
	7,872.80	5,323.06
Closing Balances:		
Balances in Bank Account		73,526.58
Cash in Hand		
TOTAL	78,849.64	78,849.64

The above statement represents fairly the financial position of the council as at 31 Mar 2024

Signed _____
Responsible Financial Officer

Date _____

Matterdale Parish Council

3 April 2024 (2023 - 2024)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Payroll	01/04/2023	(2022-23) 35a	HSBC		Annual Payroll	Cumbria Payroll Services Lt	S	174.00	34.80	208.80
2	Salaries	28/04/2023	(2022-23) 35a	HSBC		Salary	Nick Phillips	E	150.00		150.00
3	Bank Charges	28/04/2023	13a	HSBC		Bank Charges	HSBC	E	7.80		7.80
4	Travel and Office expense	16/05/2023	13a	HSBC		Expenses	Nick Phillips	E	36.35		36.35
5	Salaries	31/05/2023	13a	HSBC		Salary	Nick Phillips	E	150.00		150.00
6	Grass contract	16/05/2023	13a	HSBC		Grounds care	Green Team	E	155.00		155.00
7	Water Fees	12/05/2023	13a	HSBC		Water bill	Water Plus	E	17.61		17.61
8	Audit Fees	16/05/2023	13a	HSBC		Annual Audit	Kate Beatty	E	100.00		100.00
9	Room Rental	16/05/2023	13a	HSBC		Room hire	Watermillock Village Hall	E	16.00		16.00
10	Salaries	30/06/2023	13a	HSBC		Salary	Nick Phillips	E	150.00		150.00
11	Subscriptions	16/05/2023	13a	HSBC		Annual Subscription	Cumbria Association of Loc	E	176.95		176.95
12	Repairs and maintenance	30/05/2023	13a	HSBC		Fence Posts for field	TW Relph and Sons LTD	S	112.90	22.58	135.48
13	Insurance	08/06/2023	27a	HSBC		Annual Insurance	BHIB Insurance	E	361.23		361.23
14	Bank Charges	24/05/2023	27a	HSBC		Bank Charges	HSBC	E	7.00		7.00
15	Travel and Office expense	31/07/2023	27a	HSBC		Expenses	Nick Phillips	E	19.64		19.64
16	Grass contract	05/06/2023	27a	HSBC		Grounds care	Green Team	E	65.00		65.00
17	Salaries	31/07/2023	27a	HSBC		Salary	Nick Phillips	E	150.00		150.00
18	Salaries	31/08/2023	27a	HSBC		Salary	Nick Phillips	E	150.00		150.00
19	Room Rental	04/07/2023	27a	HSBC		Room hire	Matterdale Church Room	E	20.00		20.00
20	Travel and Office expense	04/07/2023	27a	HSBC		Expenses	Hayton Parish Council	E	14.04		14.04
21	Subscriptions	14/07/2023	29	HSBC		Annual Subscription	Starboard Systems Limited	S	144.00	28.80	172.80
22	Grass contract	14/07/2023	45a	HSBC	365	Grounds care	Green Team	E	130.00		130.00
23	Bank Charges	24/06/2023	45a	HSBC	DD	Bank Charges	HSBC	E	9.00		9.00
24	Bank Charges	24/07/2023	45a	HSBC	DD	Bank Charges	HSBC	E	5.80		5.80
25	Salaries	01/04/2023		HSBC		PAYE	HMRC	E	-216.00		-216.00
26	Subscriptions	14/07/2023		HSBC	INV4370	Annual Subscription	Starboard Systems (Scribe)	S			
27	Bank Charges	24/08/2023	45a	HSBC	DD	Bank Charges	HSBC	E	5.40		5.40
28	Salaries	30/09/2023	45a	HSBC	SO	Salary	Nick Phillips	E	150.00		150.00
29	Salaries	31/10/2023	45a	HSBC	SO	Salary	Nick Phillips	E	150.00		150.00
30	Grass contract	23/07/2023	45a	HSBC	390	Grounds care	Green Team	E	90.00		90.00
31	Grass contract	24/08/2023	45a	HSBC	442	Grounds care	Green Team	E	145.00		145.00
32	Travel and Office expense	25/08/2023	45a	HSBC	Exp Aug	Expenses	Nick Phillips	E	2.95		2.95
33	Room Rental	25/08/2023	45a	HSBC		Room hire	Watermillock Village Hall	E	16.00		16.00

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1	Precept	28/04/2023		HSBC		Precept	Westmorland and Furness	E	5,000.00		5,000.00
2	Grass Letting	19/05/2023		HSBC		Grass Letting	Scott Wilson	E	450.00		450.00
3	Grass Letting	19/05/2023		HSBC		Grass Letting	Jane Newport	E	150.00		150.00
4	Wayleaves	31/05/2023		HSBC		Wayleaves	Electricity Northwest	E	44.99		44.99
5	Bank Charges	05/06/2023		HSBC		Bank Charges	HSBC	E	100.00		100.00
6	VAT	25/09/2023		HSBC		VAT refund	HMRC	R		122.18	122.18
7	Bank Interest	01/11/2023		Skipton		Interest	Skipton Building Society	Z	1,784.63		1,784.63
8	VAT	26/02/2024		HSBC		VAT refund	HMRC	R		221.00	221.00
Total									7,529.62	343.18	7,872.80

Matterdale Parish Council
ANNUAL RETURN - Section 2 : Statement of Accounts

Explanation of variances

This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on a RECEIPTS and PAYMENTS basis.

Box No.	Description	31/03/2023 £	31/03/2024 £	Variance £	Variance %	Explanation Required?	Notes
1	Balances brought fwd	70613.84	70976.84				BALANCE B/F AGREES
2	Annual precept	4009.00	5000.00	991.00	25%	Yes	Agreed to increase precept to £5000 to include all costs and the contingency for having to pay for election costs,
3	Total other receipts	2240.00	2872.80	632.80	28%	Yes	Bank interest much higher at £1784 cf £405 in 2022-23
4	Staff Costs	3497.00	1584.00	-1913.00	55%	Yes	in 2022-23 D Brown claimed for 18 months salary as was paid back pay for 2021/22
5	Loan interest/capital repayments	0.00	0.00	0.00	0%	No	
6	Total other payments	2389.00	3739.06	1350.06	57%	Yes	Website was £1105 as a one off payment for redevelopment. Grass contract £740 vs £160 in 2022-23
7	Balances carried forward	70976.84	73526.58	2549.74	4%	No	
8	Total Cash and Short Term Investments	70976.84	73526.58	2549.74	4%	No	
9	Total Fixed Assets and Long Term Investments	993.00	993.00	0.00	0%	No	
10	Total Borrowings	0.00	0.00	0.00	0%	No	

This report is intended as a guide to the variances you may need to explain. The specific requirements vary between external auditors so please check the requirements shown on the pro forma provided to your council

Please note a breakdown of approved reserves will also be required if the total reserves (Box 7) figure is more than twice the annual precept value (Box 2)

Matterdale Parish Council
Annual Return

Accounts for Year from 01/04/2023 to 31/03/2024

This is prepared based on the information in "Governance and Accountability for Local Councils : a Practitioners' Guide"

Important note: These figures have been prepared on a RECEIPTS and PAYMENTS basis.

* Note :- An asterisk to the right of the box below indicates it is an item that has changed by more than 15% and £200 from the previous year and probably warrants a comment in your notes. This is only an indication and should not be considered exclusive. You will only see asterisks if this is the second year you have used the report .

Box No.	Description	Year ending		
		31/03/2023 £	31/03/2024 £	
1	Balances brought fwd	70,613.84	70,976.84	
2	Annual precept	4,009.00	5,000.00	*
3	Total other receipts	2,240.00	2,872.80	*
4	Staff Costs	3,497.00	1,584.00	*
5	Loan interest/capital repayment	0.00	0.00	
6	Total other payments	2,389.00	3,739.06	*
7	Balances carried forward	70,976.84	73,526.58	
8	Total Cash and Short Term Inve	70,976.84	73,526.58	
9	Total Fixed Assets and Long Ter	993.00	993.00	
10	Total Borrowings	0.00	0.00	