

Purpose

To approve the final accounts for the year ended 2021/22.

Considerations

The original revenue budget for 2021/22 was £314,270. The table below shows the revenue out-turn and variances from the original estimate.

Committee	Original Budget	Revenue Out-turn	Variance
	£	£	£
Amenities	199,130	164,218	(34,912)
Environment and Policy	103,140	89,090	(14,050)
Parish Council	12,000	11,098	(902)
Total	314,270	264,406	(49,864)
Less Precept	(314,270)	(314,270)	0
Net Expenditure	0	(49,864)	(49,864)
General Fund Reserve Opening Balance		72,780	
Add underspending		49,864	
Transfer to Major Projects Reserve		(23,496)	
Transfer to Car Parking Reserve		(12,128)	
Transfer to Energy Reserve		(14,240)	
General Fund Reserve Closing Balance		72,780	

The major variances from the original estimate are shown in the table below.

	£
Amenities	
Allotments - Less time spent on maintaining shared areas on paths and reduced charges for water	(2,210)
Village Hall - retail grant from RBC re Covid - 19 welcome back funds.	(8,000)
Increased income from bookings	(1,080)
St Peter's Rooms Savings on cleaning, grounds maintenance and administration due to grounds apprentice vacancy and Deputy Clerk delay in appointing full-time replacement and reduced running expenses.	(5,884)

Playing Fields – charges were waived to the Bowls Club.	3,390
Savings on grounds maintenance and administration and reduced running expenses.	(13,654)
Jubilee Club House.	
Rental of Car Parking spaces to My-Care and upturn in bookings	(3,566)
Savings on grounds maintenance and administration and reduced running expenses.	(1,784)
Health and Safety	
Savings on Grounds Maintenance	(2,303)
Other Amenities Variances	179
Environment and Policy	
Environment and Policy – Savings on Events and Twinning cancelled due to Covid – 19 and the Community Bus	(4,984)
Savings on photocopying due to not printing the newsletter for distribution due to Covid -19 and renewal date change for NALC subscription	(2,896)
Lower administration cost	(6,170)
Parish	
Other variances Grants and Chairman's Allowance	(902)
Total	(49,864)

Earmarked and General Reserves

Contributions of £23,150 were made to the Earmarked (Repair and Renewals) Funds from the General Fund for future planned expenditure; contributions of £500 have been received from the Brooksby Melton College to assist with training of the ground's maintenance apprentice, Community Infrastructure Levy (CIL) payment from Rushcliffe Borough Council (RBC) of £104,644; contribution from Ruddington Cricket Club towards Powerroll Roller £4,600, which included contributions from County and Rushcliffe Borough Councillors; a contribution from Ruddington Colts towards two roll on roll off goals of £1,895; sale of equipment - Ransome Mower £1,250 and a contribution towards a replacement flagpole at the War Memorial from the Royal British legion of £142.

An additional contribution of £23,496 has been made to the Major Projects Reserve as agreed by Parish Council, £12,128 to the Car Park Reserve (see minute C. 22/01/21) and a new earmarked reserve for energy has been created to mitigate the impact of future increases in prices for gas and electricity anticipated for 2023/2024. This amounts to £14,240 which represents an estimated increase of 74% on 2022/23 prices. An unused balance of £59 was transferred from Ruddington Village Centre Partnership match funding has been transferred to the Major Projects Reserve.

The total expenditure charged to the Earmarked Funds amounted to £72,253. The balance for Earmarked Funds now totals £496,214 for future planned expenditure.

The General Fund Reserve (GRF) has been retained at £72,780. This is to satisfy the requirement to provide for three months of Net Revenue Expenditure (NRE) less transfers to earmarked reserves for authorities with NRE of more than £200,000 recommended by the Joint Panel on Accountability and Governance (JPAG).

Internal Audit Annual Report

Longley and Co, the Parish Council internal auditors have prepared their Annual Report which is appendix A to this agenda item.

Annual Governance and Accountability Return (AGAR)

The Local Councils in England Annual Governance and Accountability Return is attached as appendix B and requires the signatures of the Responsible Financial Officer (the Parish Clerk) and the Chairman of the Parish Council for the accounts Section 2 Accounting Statements page 5.

The detailed final accounts for 2021/22 are enclosed separately.

Schedule of Payments

The payments made by Parish Council are required by law to be reported and published. These will be included as an appendix to the report. The payment schedule for May 2022 is attached.

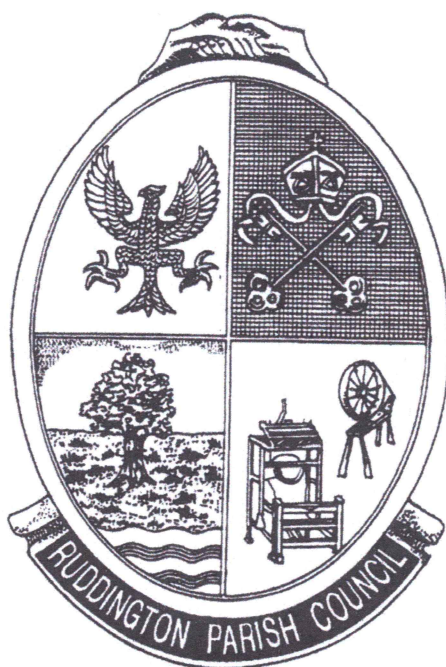
Month	Total Payment s £
May 2022	27446.47

Recommendations

- a) The Internal Auditor's Annual report is noted;
- b) The detailed final accounts for 2021/22 are accepted;

- c) Section 2 Accounting Statements of the Annual Governance and Accountability Return for the year ended 31 March 2022 is approved and signed by the Clerk and the Chairman of the Parish Council.
- d) The schedule of payments, attached, is noted:

Ruddington Parish Council



Final Accounts 2021 – 2022

Section 2 – Accounting Statements 2021/22 for

Ruddington Parish Council

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
1. Balances brought forward	38,664	75,202	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records. Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	310,470	314,274	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	71,229	184,607	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	208,121	212,966	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	137,040	172,123	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	75,202	188,994	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	79,839	197,951	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	3,245,223	3,249,844	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes ✓	No	N/A The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chairman of the meeting where the Accounting Statements were approved

Ruddington Parish Council Year End 31/03/2022		
Income and Expenditure Account for Year Ended 31st March 2022		
31/03/2021		31/03/2022
£		£
	Income	
1,874	Allotments	4,339
2,393	Village Hall	25,609
10,727	St Peter's Rooms	12,743
2,596	Playing Fields	8,550
16,542	Jubilee Club House	11,936
888	Car Park	888
8,180	Vicarage Lane Cemetery	9,242
583	Environment	750
36	Administration	30
10,000	Other Income	0
0	Playing Fields Plant	1,250
0	Playing Fields Equipment	1,895
0	Other Amenities	142
0	Community Infrastructure levy	104,644
500	General and Legal Fund	500
54,319		182,518
	Precept Parish Council	
310,470	Precept Parish Council	314,274
310,470		314,274
	Interest	
752	Interest PSDF	264
120	Interest Deposit Account	100
872		364
365,661		497,156
	Expenditure	
4,019	Allotments	7,229
14,186	Village Hall	21,469
28,074	St Peter's Rooms	31,209
113,413	Playing Fields	117,456
20,692	Jubilee Clubhouse	25,976
2,310	Car Park	14,509
13,093	Vicarage Lane Cemetery	15,419
3,229	St Peter's Churchyard	4,637
3,500	Amenities Projects	3,500
4,908	Health & Safety Management	3,507
4,640	Community Centre	4,742
16,126	Environment	15,266
14,335	Administration	14,798
13,777	Other Expenses	47,608
41,972	Democratic Expenses	45,365
13,058	Community Relations/ Publicity	14,115
1,000	S 137 expenditure	1,806
180	Chairman's Allowance	113
312,512		388,724

Ruddington Parish Council Year End 31/03/2022		
Income and Expenditure Account for Year Ended 31st March 2022		
	Earmarked Reserve	
19,304	Plant	15,969
3,275	Equipment	21,819
-2,435	Elms Park	535
0	Village Hall	0
-2,640	St Peter's Rooms	-106
-283	Jubilee Clubhouse	600
1,160	Other Amenities	4,809
-1,500	Car Park	-13,628
1,350	Tree Fund	158
-2,180	Major Projects	-39,286
3,206	RCVP	5,103
-600	Environmental Assets	-105
-300	Election Fund	-300
-482	ICT Fund	-655
-2,160	Wages Contingency	0
896	General & Legal Fund	-273
<u>16,611</u>		<u>-5,360</u>
<u>329,123</u>		<u>383,364</u>
	General Fund Analysis	
70,000	Opening Balance	72,780
365,661	Plus: Income for Year	497,156
<u>435,661</u>		<u>569,936</u>
329,123	Less: Expenditure for Year	383,364
<u>106,538</u>		<u>186,572</u>
33,758	Transfer To/From Reserves	113,792
<u>72,780</u>		<u>72,780</u>

Ruddington Parish Council Year End 31/03/2022
Balance Sheet as at 31st March 2022

31/03/2021		31/03/2022
Long Term Assets		
2,865,223	Fixed Assets	2,869,844
Long Term Investments		
380,000	Public Sector Deposit Fund	380,000
<u>3,245,223</u>		<u>3,249,844</u> Section 2 Note 9
Current Assets		
2,081	Trade Debtors	10,800
3,730	VAT Control	974
9,039	Prepayments	1,313
300	Petty Cash Account	300
16,481	Unity Current Account	31,532
62,389	Unity Deposit Account	165,577
329	Carter Charity Account	431
340	FairFX Debit Card	111
<u>94,689</u>		<u>211,038</u> Section 2 Note 7
3,339,912	Total Long Term and Current Assets	3,460,882
Long Term Liabilities		
0		0
<u>0</u>		<u>0</u>
Current Liabilities		
1	Trade Creditors	1
7,490	Accruals	8,892
2,820	PAYE/NIC Due	3,899
2,563	Superannuation Due	3,102
1,283	Receipts in Advance	
500	PF - Bonds	500
530	Key Deposits	905
0	Allotment Key Deposits	445
402	Suspense Key Deposits	402
3,898	NCC Covid Grant	3,898
<u>19,487</u>		<u>22,044</u>
19,487	Total Long Term and Current Liabilities	22,044 Section 2 Note 7
<u>3,320,425</u>	Total Assets Less Liabilities	<u>3,438,838</u> Section 2 Note 7 plus Note 9

Ruddington Parish Council Year End 31/03/2022
Balance Sheet as at 31st March 2022

31/03/2021

31/03/2022

Represented By:

72,780	General Reserve	72,780
0	Community Infrastructure Levy	104,644
30,042	Earmarked Reserve - Plant	5,329
58,250	Earmarked Reserve - Play Equipment	48,322
2,466	Earmarked Reserve - Village Hall	2,466
1,662	Earmarked Reserve - Election	1,962
3,072	Earmarked Reserve - ICT	3,727
6,103	Earmarked Reserve - Small Amenities Projects	3,936
21,872	Earmarked Reserve - Car Park	35,500
114,659	Earmarked Reserve - Major Projects	151,504
7,786	Earmarked Reserve - Trees	7,627
6,476	Earmarked Reserve - Guide/Website	6,476
5,834	Earmarked Reserve - Environmental Assets	5,940
6,792	Earmarked Reserve - Playing Fields Premises	6,257
77,075	Earmarked Reserve - St Peter's Rooms	77,181
2,618	Earmarked Reserve - Jubilee Clubhouse	2,018
6,794	Earmarked Reserve - RVCP	1,632
22,065	Earmarked Reserve - Wages Contingency	22,065
8,856	Earmarked Reserve - General & Legal	9,628
2,865,223	Unusable Reserves	2,869,844
3,320,425		3,438,838

**Section 2 Note 7
plus Note 9**

Ruddington Parish Council Year End 31/03/2022
Bank - Cash Reconciliation as at 31 March 2022

Bank Statement Balances	£	£
Account Description		
Wayte Charity Account	0.09	
Unity Current Account	31,366.75	
Unity Deposit Account	165,576.72	
Carter Charity Account	431.11	
FairFX Debit Card	111.29	
		197,485.96
Other Bank & Cash Balances		
Petty Cash	300.00	
		300.00
		197,785.96
Less Unpresented Cheques		
Wayte Charity Account	0.09	
Unity Current Account	107.10	
		107.19
		197,678.77
Add Receipts not on Bank Statement		
Unity Current Account	272.70	
		272.70
		197,951.47

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Allotments								
1181 ALLOTMENT RENTS	(1,517)	1,857	2,100	243			88.4%	
1182 SOCIAL PRESCRIBING GRANT	0	2,482	0	(2,482)			0.0%	
Allotments :- Income	(1,517)	4,339	2,100	(2,239)			206.6%	0
1101 GROUNDS SAL RECHARGE	103	539	1,530	991		991	35.2%	
1102 GROUNDS GEN RECHARGE	37	118	130	12		12	90.8%	
1103 ADMIN SAL RECHARGE	795	3,014	3,340	326		326	90.2%	
1122 WATER SUPPLY	358	43	630	587		587	6.9%	
1127 MAINTENANCE OF GROUNDS	295	3,515	1,570	(1,945)		(1,945)	223.9%	
Allotments :- Indirect Expenditure	1,587	7,229	7,200	(29)	0	(29)	100.4%	0
Net Income over Expenditure	(3,104)	(2,890)	(5,100)	(2,210)				
102 Village Hall								
1281 CHGS OCCASIONAL LEIS/EDUC	27	1,414	960	(454)			147.3%	
1282 CHGS REGULAR LEIS/EDUC	3,814	16,195	15,390	(805)			105.2%	
1295 Retail Grant RBC	0	8,000	0	(8,000)			0.0%	
Village Hall :- Income	3,841	25,609	16,350	(9,259)			156.6%	0
1201 GROUNDS SAL RECHARGE	1,573	7,236	6,380	(856)		(856)	113.4%	
1202 GROUNDS GEN RECHARGE	94	302	330	28		28	91.6%	
1203 ADMIN SAL RECHGE	1,590	6,028	6,680	652		652	90.2%	
1211 INSURANCE	0	576	570	(6)		(6)	101.0%	
1212 VALUATION OF BUILDING	0	0	50	50		50	0.0%	
1215 PERFORMING RIGHTS SOCIETY	0	782	350	(432)		(432)	223.5%	
1221 RATES	0	88	360	272		272	24.3%	
1222 WATER SUPPLY	(1,076)	1,445	460	(985)		(985)	314.1%	
1224 GAS	679	2,164	2,450	286		286	88.3%	
1225 ELECTRICITY	136	1,353	1,490	137		137	90.8%	
1226 REPAIRS & MAINTENANCE	0	683	790	107		107	86.4%	
1227 FURNITURE & FITTINGS	0	0	160	160		160	0.0%	
1229 CLEANING MATERIALS	0	336	490	154		154	68.5%	
1235 REPAIRS - VANDALISM	0	0	100	100		100	0.0%	
1251 CLEANING EQUIPT	0	0	80	80		80	0.0%	
1253 WINDOW CLEANING	32	92	170	78		78	54.1%	
1254 FIRE APPLIANCE MAINT.	237	237	240	3		3	98.7%	
1255 PROTECTIVE CLOTHING	0	0	50	50		50	0.0%	
1256 TRADE WASTE	55	147	0	(147)		(147)	0.0%	
1259 SUNDRY ITEMS	0	0	90	90		90	0.0%	
Village Hall :- Indirect Expenditure	3,320	21,469	21,290	(179)	0	(179)	100.8%	0
Net Income over Expenditure	521	4,140	(4,940)	(9,080)				

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
103 St Peter's Rooms								
1377 MUSEUM RENT/HEAT/PHONE	0	0	300	300			0.0%	
1381 CHGS OCCASIONAL LEIS/EDU	708	4,171	3,360	(811)			124.1%	
1382 CHGS REGULAR LEIS/EDUC	1,878	8,572	8,580	8			99.9%	
St Peter's Rooms :- Income	2,586	12,743	12,240	(503)			104.1%	0
1301 GROUNDS SAL RECHARGE	1,855	6,968	7,990	1,022		1,022	87.2%	
1302 GROUNDS GEN RECHARGE	142	457	500	43		43	91.3%	
1303 ADMIN SAL RECHGE	1,988	7,535	8,350	815		815	90.2%	
1311 INSURANCE	0	986	980	(6)		(6)	100.6%	
1312 VALUATION OF BUILDING	0	0	50	50		50	0.0%	
1315 PERF. RIGHTS SOCIETY	0	462	460	(2)		(2)	100.4%	
1321 RATES	0	2,085	2,160	75		75	96.5%	
1322 WATER SUPPLY	144	369	1,170	801		801	31.5%	
1324 GAS	1,083	4,204	4,800	596		596	87.6%	
1325 ELECTRICITY	138	1,404	1,730	326		326	81.1%	
1326 REPAIRS & MAINTENANCE	242	1,625	1,530	(95)		(95)	106.2%	
1327 FURNITURE & FITTINGS	0	0	340	340		340	0.0%	
1328 R & R FUND CONTRIBUTION	0	3,000	3,000	0		0	100.0%	
1329 CLEANING MATERIALS	142	486	530	44		44	91.6%	
1333 RENT	0	0	100	100		100	0.0%	
1335 REPAIRS - VANDALISM	0	0	200	200		200	0.0%	
1351 CLEANING EQUIPMENT	0	0	50	50		50	0.0%	
1353 WINDOW CLEANING	16	151	210	59		59	71.9%	
1354 FIRE APPLIANCE MAINT.	71	282	400	118		118	70.5%	
1355 PROTECTIVE CLOTHING	0	0	50	50		50	0.0%	
1356 TRADE WASTE	(107)	1,088	1,760	672		672	61.8%	
1359 SUNDRY ITEMS	51	106	230	124		124	46.2%	
St Peter's Rooms :- Indirect Expenditure	5,762	31,209	36,590	5,381	0	5,381	85.3%	0
Net Income over Expenditure	(3,176)	(18,466)	(24,350)	(5,884)				
104 Playing Fields								
1481 CHGS OCCASIONAL LEIS/EDUC	416	1,087	1,040	(47)			104.6%	
1482 CHGS SOCCER (SENIOR)	851	3,372	3,020	(352)			111.7%	
1483 CHGS CRICKET	0	2,452	2,150	(302)			114.1%	
1486 CHGS BOWLS	0	0	3,780	3,780			0.0%	
1488 CHGS THE GREEN	0	1,030	1,020	(10)			101.0%	
1489 CHGS OTHER	0	507	820	313			61.8%	
1491 CARTER INVESTMENT INCOME	0	102	110	8			92.6%	
Playing Fields :- Income	1,267	8,550	11,940	3,390			71.6%	0

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1401 GROUNDS SAL RECHARGE	12,296	50,812	59,710	8,898		8,898	85.1%	
1402 GROUNDS GEN RECHARGE	4,085	13,259	14,420	1,161		1,161	92.0%	
1403 ADMIN SAL RECHARGE	4,240	16,076	17,800	1,724		1,724	90.3%	
1411 INSURANCE	0	1,826	1,820	(6)		(6)	100.3%	
1412 TELEPHONES	94	2,414	2,280	(134)		(134)	105.9%	
1420 WATER CHGES THE GREEN	8	91	70	(21)		(21)	130.3%	
1422 WATER CARTER REC	233	2,627	2,250	(377)		(377)	116.8%	
1423 WATER SELLORS PF	6	108	30	(78)		(78)	359.3%	
1424 GAS	496	2,049	2,450	401		401	83.6%	
1425 ELECTRICITY PAVILION	109	1,260	1,020	(240)		(240)	123.5%	
1426 ELECTRICITY MAINT. UNIT	122	1,570	1,170	(400)		(400)	134.2%	
1427 ELECTRICITY SELLORS PF	14	174	250	76		76	69.7%	
1428 R&R FUND PREM. CONTRIB.	0	1,500	1,500	0		0	100.0%	
1429 CLEANING MAT. ELMS PK PAV	0	198	420	222		222	47.0%	
1430 FURNITURE & FITTINGS	0	0	160	160		160	0.0%	
1431 BUILD. MAINT. INC ALARM	131	2,770	2,280	(490)		(490)	121.5%	
1432 MAINTENANCE OF GROUNDS	1,196	12,792	12,400	(392)		(392)	103.2%	
1434 BOILER/WATER TESTING	0	0	50	50		50	0.0%	
1435 REPAIRS - VANDALISM	0	0	160	160		160	0.0%	
1437 CHILDRENS EQUIP MAINT.	202	546	1,100	554		554	49.6%	
1438 R&R FUND EQUIP. CONTRIB	0	2,000	2,000	0		0	100.0%	
1439 PROPERTY VALUATION PAV	0	0	50	50		50	0.0%	
1441 PROPERTY VALUATION M.U.	0	0	50	50		50	0.0%	
1445 CCTV MONITORING/MAINT.	0	156	100	(56)		(56)	156.1%	
1448 WAR MEMORIAL	0	45	290	245		245	15.5%	
1449 ELECTRICITY THE GREEN	41	459	310	(149)		(149)	148.0%	
1454 FIRE APPLIANCE MAINT.	207	207	200	(7)		(7)	103.6%	
1456 DISPOSAL OF WASTE	612	3,457	3,570	113		113	96.8%	
1457 DISPOSAL OF DOG WASTE	536	536	2,270	1,734		1,734	23.6%	
1458 CLEANING EQUIPMENT	0	0	100	100		100	0.0%	
1459 SUNDRY ITEMS	343	523	830	307		307	63.0%	

Playing Fields :- Indirect Expenditure	24,973	117,456	131,110	13,654	0	13,654	89.6%	0
--	--------	---------	---------	--------	---	--------	-------	---

Net Income over Expenditure	(23,706)	(108,906)	(119,170)	(10,264)
-----------------------------	----------	-----------	-----------	----------

105 Jubilee Clubhouse

1582 SOCCER (JUNIOR)	1,251	6,203	2,970	(3,233)	208.9%
1584 CHGS REGULAR LEIS/EDUC	445	1,753	4,290	2,537	40.9%
1589 OTHER (INCLUD. CORE USE)	288	3,980	1,110	(2,870)	358.6%

Jubilee Clubhouse :- Income	1,985	11,936	8,370	(3,566)	142.6%	0
-----------------------------	-------	--------	-------	---------	--------	---

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1501 GROUNDS SAL RECHARGE	2,661	10,752	11,930	1,178		1,178	90.1%	
1502 GROUNDS GEN RECHARGE	113	365	400	35		35	91.2%	
1503 ADMIN SAL RECHARGE	398	1,507	1,670	163		163	90.2%	
1511 INSURANCE	0	631	20	(611)		(611)	3155.3%	
1512 TELEPHONE (ALARM)	25	359	360	1		1	99.7%	
1520 WATER	41	263	340	77		77	77.3%	
1521 RATES	0	3,792	3,870	78		78	98.0%	
1522 ALARM & CCTV MAINT.	0	162	250	88		88	64.6%	
1524 GAS	439	1,681	2,130	449		449	78.9%	
1525 ELECTRICITY	227	2,144	1,820	(324)		(324)	117.8%	
1526 REPAIRS & MAINTENANCE	0	1,394	1,020	(374)		(374)	136.7%	
1528 R & R FUND CONTRIBUTION	0	2,000	2,000	0		0	100.0%	
1529 CLEANING MATERIALS	0	389	510	121		121	76.2%	
1530 FURNITURE & FITTINGS	0	75	160	85		85	46.9%	
1534 BOILER/WATER TESTING	0	0	50	50		50	0.0%	
1535 VANDALISM	0	0	100	100		100	0.0%	
1542 FIRE APPLIANCE MAINT.	148	148	250	102		102	59.1%	
1544 VALUATION OF BUILDING	0	0	50	50		50	0.0%	
1546 DISPOSAL OF WASTE	47	301	430	129		129	70.0%	
1555 PROTECTIVE CLOTHING	0	0	50	50		50	0.0%	
1558 CLEANING EQUIPMENT	0	0	200	200		200	0.0%	
1559 SUNDRIES	14	14	150	137		137	9.0%	

Jubilee Clubhouse :- Indirect Expenditure	4,112	25,976	27,760	1,784	0	1,784	93.6%	0
---	-------	--------	--------	-------	---	-------	-------	---

Net Income over Expenditure	(2,127)	(14,040)	(19,390)	(5,350)
-----------------------------	---------	----------	----------	---------

106 Car Park

1688 INCOME FROM LETTING	0	888	890	2			99.8%	
Car Park :- Income	0	888	890	2			99.8%	0
1629 CAR PARK - QUARTERLY CLEAN	1,266	520	520	0		0	100.0%	

Car Park :- Direct Expenditure	1,266	520	520	0	0	0	100.0%	0
--------------------------------	-------	-----	-----	---	---	---	--------	---

1601 GROUNDS SAL RECHARGE	0	40	0	(40)		(40)	0.0%	
1602 GROUNDS GEN RECHARGE	6	19	20	1		1	95.5%	
1603 ADMIN SAL RECHARGE	80	301	330	29		29	91.3%	
1628 R&R FUND CONTRIBUTION	0	1,500	1,500	0		0	100.0%	
1641 CONTINGENCY	0	0	280	280		280	0.0%	

Car Park :- Indirect Expenditure	85	1,861	2,130	269	0	269	87.4%	0
----------------------------------	----	-------	-------	-----	---	-----	-------	---

Net Income over Expenditure	(1,352)	(1,493)	(1,760)	(267)
-----------------------------	---------	---------	---------	-------

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
107 Vicarage Lane Cemetery								
1781 INTER. FEES (VLC/GOR)	0	1,889	2,080	191			90.8%	
1782 MEMORIAL FEES	0	1,339	820	(519)			163.3%	
1784 GRAVE SPACE SALE VLC	0	4,491	2,200	(2,291)			204.1%	
1786 MEMORIAL BOULDER SALE	0	458	50	(408)			916.0%	
1787 ASH VAULT SALE GOR	35	1,065	1,430	365			74.5%	
Vicarage Lane Cemetery :- Income	35	9,242	6,580	(2,662)			140.5%	0
1701 GROUNDS SAL RECHARGE	1,287	7,045	6,350	(695)		(695)	110.9%	
1702 GROUNDS GEN RECHARGE	343	1,106	1,210	104		104	91.4%	
1703 ADMIN SAL RECHARGE	663	2,512	2,780	268		268	90.4%	
1722 WATER SUPPLY	17	388	50	(338)		(338)	775.7%	
1727 GROUNDS MAINT INCLUD WASTE	542	1,095	720	(375)		(375)	152.0%	
1728 ADMIN & MAPPING SYSTEMS	0	298	310	12		12	96.1%	
1729 ASH VAULT PURCHASE	0	2,240	1,060	(1,180)		(1,180)	211.3%	
1730 BOULDER/PLQ/TREE PURCH.	520	736	200	(536)		(536)	368.0%	
Vicarage Lane Cemetery :- Indirect Expenditure	3,371	15,419	12,680	(2,739)	0	(2,739)	121.6%	0
Net Income over Expenditure	(3,336)	(6,178)	(6,100)	78				
108 St Peter's Churchyard								
1801 GROUNDS SAL RECHARGE	354	3,861	3,300	(561)		(561)	117.0%	
1802 GROUNDS GEN RECHARGE	178	575	630	55		55	91.2%	
1803 ADMIN SAL RECHARGE	53	201	220	19		19	91.3%	
St Peter's Churchyard :- Indirect Expenditure	586	4,637	4,150	(487)	0	(487)	111.7%	0
Net Expenditure	(586)	(4,637)	(4,150)	487				
109 Amenities Projects								
1929 R&R OTHER AMENITIES	0	2,500	2,500	0		0	100.0%	
1930 R&R TREE FUND CONTRIB.	0	1,000	1,000	0		0	100.0%	
Amenities Projects :- Indirect Expenditure	0	3,500	3,500	0	0	0	100.0%	0
Net Expenditure	0	(3,500)	(3,500)	0				
110 Health & Safety Management								
11001 H&S - GROUNDS SAL RECHARGE	522	3,206	5,480	2,274		2,274	58.5%	
11003 H&S - ADMIN SAL RECHARGE	80	301	330	29		29	91.3%	
Health & Safety Management :- Indirect Expenditure	602	3,507	5,810	2,303	0	2,303	60.4%	0
Net Expenditure	(602)	(3,507)	(5,810)	(2,303)				

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
200 Community Centre								
2011 CC - INSURANCE	0	399	400	1		1	99.8%	
2021 CC - Rates	0	4,142	4,220	78		78	98.1%	
2024 CC - GAS	32	201	240	39		39	83.7%	
Community Centre :- Direct Expenditure	32	4,742	4,860	118	0	118	97.6%	0
Net Expenditure	(32)	(4,742)	(4,860)	(118)				
201 Environment								
2178 NEWSLETTER SPONSORSHIP	0	0	720	720			0.0%	
2183 XMAS TREE DONATION	0	750	800	50			93.8%	
Environment :- Income	0	750	1,520	770			49.3%	0
2164 EVENT EXPENDITURE	186	267	2,250	1,983		1,983	11.9%	
2166 DEFIBRILLATOR MAINTENANCE	0	0	310	310		310	0.0%	
Environment :- Direct Expenditure	186	267	2,560	2,293	0	2,293	10.4%	0
2101 GROUNDS SAL RECHARGE	1,548	2,856	2,350	(506)		(506)	121.5%	
2102 GROUNDS GEN RECHARGE	388	1,252	1,370	118		118	91.4%	
2103 ADMIN SAL RECHARGE	530	2,009	2,230	221		221	90.1%	
2110 COMMUNITY BUS	0	0	1,170	1,170		1,170	0.0%	
2111 INSURANCE	0	166	160	(6)		(6)	103.8%	
2134 OPEN FORUM (BUSINESSES)	0	0	50	50		50	0.0%	
2143 R&R FUND ENV. ASS. CONT.	0	600	600	0		0	100.0%	
2144 PRODUCTION OF NEWSLETTER	510	6,110	6,120	10		10	99.8%	
2146 TWINNING	0	0	1,530	1,530		1,530	0.0%	
2147 TOURISM	0	0	510	510		510	0.0%	
2152 PARISH PATHS - CONT'RS CHARGES	0	964	970	6		6	99.4%	
2155 GUIDE/WEBSITE GEN. COSTS	0	425	440	15		15	96.6%	
2162 XMAS TREES & WINDOW COMP	0	617	960	344		344	64.2%	
Environment :- Indirect Expenditure	2,976	15,000	18,460	3,460	0	3,460	81.3%	0
Net Income over Expenditure	(3,162)	(14,516)	(19,500)	(4,984)				
301 Administration								
3177 PHOTOCOPY CHARGES	0	30	50	20			60.0%	
3180 HIRE OF PROJECTOR	0	0	20	20			0.0%	
Administration :- Income	0	30	70	40			42.9%	0
3111 INSURANCES	0	1,573	1,100	(473)		(473)	143.0%	
3112 TELEPHONES/INTERNET	79	951	970	19		19	98.0%	
3113 PRINTING & STATIONERY	73	552	870	318		318	63.5%	

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
3114 POSTAGE	158	959	860	(99)		(99)	111.5%	
3116 BOOKS, PERIODICALS ETC	0	0	120	120		120	0.0%	
3117 AUDIT FEE	2,100	1,600	2,250	650		650	71.1%	
3118 DATA REGISTER	0	35	40	5		5	87.5%	
3119 GENERAL OFFICE EXPENSES	0	461	200	(261)		(261)	230.3%	
3131 PHOTOCOPIES	377	1,171	2,800	1,629		1,629	41.8%	
3132 PHOTOCOPIER LEASE	209	845	860	15		15	98.2%	
3133 COMPUTER MAINTENANCE	968	4,489	4,240	(249)		(249)	105.9%	
3134 R&R ICT FUND CONTRIB.	0	1,500	1,500	0		0	100.0%	
3161 SUBSCRIPTIONS	0	662	1,850	1,188		1,188	35.8%	
Administration :- Indirect Expenditure	3,965	14,798	17,660	2,862	0	2,862	83.8%	0
Net Income over Expenditure	(3,965)	(14,768)	(17,590)	(2,822)				
302 Other Expenses								
3230 NEIGHBOURHOOD PLAN	0	320	0	(320)		(320)	0.0%	
Other Expenses :- Direct Expenditure	0	320	0	(320)	0	(320)		0
1903 ADMIN SAL RECHARGE	398	1,507	1,670	163		163	90.2%	
3211 CONTRBN TO R&R GENERAL & LEGAL	0	1,000	1,000	0		0	100.0%	
3220 SUPERANN - ADDITIONAL CONTBN	503	6,025	6,030	5		5	99.9%	
3271 ELECTN EQ. FUND CONT	0	300	300	0		0	100.0%	
Other Expenses :- Indirect Expenditure	901	8,832	9,000	168	0	168	98.1%	0
Net Expenditure	(901)	(9,152)	(9,000)	152				
303 Other Income								
3395 INTEREST PSDF	96	264	750	486			35.3%	
3396 BANK INTEREST - DEPOSIT A/C	90	100	0	(100)			0.0%	
Other Income :- Income	186	364	750	386			48.6%	0
3270 BANK CHARGES WORLD PAY	169	720	800	80		80	90.1%	
Other Income :- Indirect Expenditure	169	720	800	80	0	80	90.1%	0
Net Income over Expenditure	17	(356)	(50)	306				
304 Democratic Expenses								
3403 ADMIN SAL RECHARGE	11,979	45,365	50,070	4,705		4,705	90.6%	
Democratic Expenses :- Indirect Expenditure	11,979	45,365	50,070	4,705	0	4,705	90.6%	0
Net Expenditure	(11,979)	(45,365)	(50,070)	(4,705)				

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>305 Community Relations/Pub</u>								
3503 ADMIN SAL RECHGE	3,710	14,115	15,580	1,465		1,465	90.6%	
Community Relations/Pub :- Indirect Expenditure	3,710	14,115	15,580	1,465	0	1,465	90.6%	0
Net Expenditure	(3,710)	(14,115)	(15,580)	(1,465)				
<u>306 Primary Funding</u>								
3676 PRECEPT	0	314,274	314,274	0			100.0%	
Primary Funding :- Income	0	314,274	314,274	0			100.0%	0
Net Income	0	314,274	314,274	0				
<u>307 Adm S137 Expenditure</u>								
3703 S137 - ADMIN SAL RECHARGE	0	0	220	220		220	0.0%	
3742 S137 - BOUQUETS\WREATH	0	0	130	130		130	0.0%	
3755 S137 - UNALLOC BUDGET	475	1,806	2,500	694		694	72.2%	
Adm S137 Expenditure :- Indirect Expenditure	475	1,806	2,850	1,044	0	1,044	63.4%	0
Net Expenditure	(475)	(1,806)	(2,850)	(1,044)				
<u>310 Chairman's Allowance</u>								
3411 CHAIRMANS ALLOWANCE	32	113	500	387		387	22.7%	
Chairman's Allowance :- Indirect Expenditure	32	113	500	387	0	387	22.7%	0
Net Expenditure	(32)	(113)	(500)	(387)				
Grand Totals:- Income	8,382	388,725	375,084	(13,641)			103.6%	
Expenditure	70,087	338,861	375,080	36,219	0	36,219	90.3%	
Net Income over Expenditure	(61,706)	49,864	4	(49,860)				
Movement to/(from) Gen Reserve	(61,706)	49,864						

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

Ruddington Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed		'Yes' means that this authority:	
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>	
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>	
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>	
7. We took appropriate action on all matters raised in reports from internal and external audit.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>responded to matters brought to its attention by internal and external audit.</i>	
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

28/06/22

and recorded as minute reference:

C.22/06/23

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

 REQUIRED

Clerk

 REQUIRED

<https://ruddingtonparishcouncil.gov.uk/>

AVAILABLE WEBSITE/WEBPAGE ADDRESS

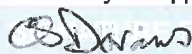
Section 2 – Accounting Statements 2021/22 for

Ruddington Parish Council

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.	
1. Balances brought forward	38,664	75,202	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.	
2. (+) Precept or Rates and Levies	310,470	314,274	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3. (+) Total other receipts	71,229	184,607	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4. (-) Staff costs	208,121	212,966	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6. (-) All other payments	137,040	172,123	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).	
7. (=) Balances carried forward	75,202	188,994	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
8. Total value of cash and short term investments	79,839	197,951	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.	
9. Total fixed assets plus long term investments and assets	3,245,223	3,249,844	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.	
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
	✓			N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

28/06/22

I confirm that these Accounting Statements were approved by this authority on this date:

28/06/22

as recorded in minute reference:

C.22/06/24

Signed by Chairman of the meeting where the Accounting Statements were approved

 REQUIRED