

**Sunningdale Parish Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2020**

**Sunningdale Parish Council**

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**Sunningdale Parish Council**

**Council Information**

**31 March 2020**

( Information current at 18 August 2020 )

**Chairman**

Cllr A-C. Buxton

**Councillors**

Cllr Y. Jacklin (Vice Chairman)

Cllr R. Booth

Cllr A. Brindle (Resigned 19 June 20)

Cllr M. Burn

Cllr J. Chester (Co-opted 11 June 19)(Resigned 18 Nov 19)

Cllr L. Evans

Cllr M Penney

Cllr V. Pike

Cllr M. Sayer

**Clerk to the Council**

Mrs Ruth Davies

**Auditors**

PKF Littlejohn  
1 Westferry Circus  
Canary Wharf  
London  
E14 4HD

**Internal Auditors**

Auditing Solutions Limited  
Clackerbrook Farm  
46 The Common  
Bromham  
Chippenham  
Wiltshire  
SN15 2JJ

**Sunningdale Parish Council**  
**Statement of Accounting Policies**  
**31 March 2020**

**Accounting Convention**

The accounts have been prepared in accordance with the Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium-sized council. These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

All expenditure on the acquisition, creation or enhancement of fixed assets is reported in the notes to the accounts, provided that the fixed asset yields benefits to the authority and the services it provides for a period of more than one year. Fixed assets are valued on the basis recommended by CIPFA. The year end values are stated on the following basis:

land, operational properties and other operational assets are reported in notes to the accounts at cost (where known). If the cost is not known then the assets are reported at their earliest known insurance values which serves as a best estimate of value. This is in line with the requirements of the Accounts and Audit Regulations.

all other assets are included at historical cost except that certain community assets are the subject of restrictive covenants as to their use and/or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at a nominal value only

**Revenue Grants**

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

**Debtors and Creditors**

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 8

**Interest Income**

All interest receipts are credited initially to general funds.

**Pensions**

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31 March 2019 and any change in contribution rates as a result of that valuation will take effect from 1 April 2020.

**Sunningdale Parish Council**

**Receipts and Payments**

**31 March 2020**

	Notes	2020 £	2019 £
<b>RECEIPTS</b>			
Precept Income		184,214	136,118
Council Tax Support Grant		-	4,912
Capital Receipts and Grants		750	16,807
Interest and Investment Income	1	451	270
Recreation Ground & Open Spaces		13,090	9,712
Allotments		1,945	1,471
Cemetery		14,405	20,580
Christmas Celebration		-	227
Grants and Donations		64,078	30,450
Rent Received		28,270	23,719
Borough In Bloom		2,541	2,253
VAT on Receipts and VAT Refunds		14,256	14,228
		<u>324,000</u>	<u>260,747</u>
<b>PAYMENTS</b>			
Establishment/General Administration	3	76,631	71,149
Grants and Donations		1,009	529
Capital Expenditure	7	1,939	10,305
Operational Expenditure:			
Recreation Ground & Open Spaces		63,112	61,951
Allotments		1,877	971
Cemetery		10,713	4,907
Christmas Celebration		15,318	7,150
Civic		1,040	626
Borough In Bloom		7,970	7,509
VAT on Payments		14,593	14,046
		<u>194,202</u>	<u>179,143</u>
<b>General Fund</b>			
Balance at 01 April 2019		58,050	40,016
Add: Total Income		324,000	260,747
		<u>382,050</u>	<u>300,763</u>
Deduct: Total Expenditure		194,202	179,143
		<u>187,848</u>	<u>121,620</u>
Transfer (to) Earmarked Reserves	8	(105,074)	(63,570)
General Fund Balance at 31 March 2020		<u>82,774</u>	<u>58,050</u>
Other Earmarked Reserves		<u>227,771</u>	<u>122,697</u>
		<u>310,545</u>	<u>180,747</u>
<b>Cumulative Funds Represented by:</b>			
Bank Current Accounts		310,545	180,747
		<u>310,545</u>	<u>180,747</u>

*The notes on pages 6 to 8 form part of these accounts.*

## Sunningdale Parish Council

### Notes to the Accounts

31 March 2020

#### **1 Interest and Investment Income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	451	270
	<u>451</u>	<u>270</u>

#### **2 Agency Work**

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

#### **3 Publicity**

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Newsletter	1,085	1,202
Recruitment Advertising	-	32
	<u>1,085</u>	<u>1,234</u>

#### **4 Tenancies**

During the year the following tenancies were held:

##### **Council as landlord**

<b>Tenant</b>	<b>Property</b>	<b>Rent p.a.</b>	<b>Repairing / Non-Repairing</b>
		<b>£</b>	
D Hazelton & D Appleby	Flat at The Pavilion – Broomhall Lane	15,000	Non-Repairing
Trustees of Sunningdale Village Hall	Sunningdale Village Hall	1	Repairing

##### **Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a.</b>	<b>Repairing / Non-Repairing</b>
		<b>£</b>	
None			

#### **5 Pensions**

For the year of account the council's contributions was 27.20% of employees' pensionable pay from 1 April 2019 to 30 November 2019 and 8.00% from 1 December 2019 to 31 March 2020.

**Sunningdale Parish Council**

**Notes to the Accounts**

**31 March 2020**

**6 Fixed Assets**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
	<b>Value</b>	<b>Value</b>
At 31 March the following assets were held:		
<b><u>Freehold Land and Buildings</u></b>		
Village Hall	291,320	291,320
Pavilion (Offices and Flat)	297,282	297,282
Refreshment Chalet	11,119	11,119
Recreation Ground Drainage Works	10,323	10,323
Garage and Carport	16,788	16,788
	<u>626,832</u>	<u>626,832</u>
<b><u>Vehicles and Equipment</u></b>		
Office Equipment	9,251	7,312
Grounds Maintenance Equipment	9,899	9,899
Play Equipment	195,312	195,312
Sports Equipment	1,124	1,124
Van	5,800	5,800
Christmas Lights	27,208	27,208
In Bloom flower furniture	1,299	1,299
Re-cycling Bins (x3)	1,036	1,036
John Deere Mower	7,800	7,800
	<u>258,729</u>	<u>256,790</u>
<b><u>Infrastructure Assets</u></b>		
Cemetery Gates	1,500	1,500
Gates and Fences	5,455	5,455
Notice Boards and Bus Shelter	16,914	16,914
Benches tables and chairs	18,505	18,505
Flag Pole and Drinking Fountain	1,243	1,243
Cemetery Paths	12,500	12,500
Community Garden	8,527	8,527
Planters	3,070	3,070
Surface For Rocking Horse	1,242	1,242
Tennis Courts: Lighting and Floodlights	56,863	56,863
Defibrillator	1,775	1,775
Path across field	6,250	6,250
Bridge across brook	4,182	4,182
	<u>138,026</u>	<u>138,026</u>
<b><u>Community Assets</u></b>		
War Memorial	1	1
Chairman's Badge of Office	580	580
Cemetery	1	1
Allotments	1	1
Recreation Ground	1	1
	<u>584</u>	<u>584</u>
	<u>1,024,171</u>	<u>1,022,232</u>

The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

## Sunningdale Parish Council

### Notes to the Accounts

31 March 2020

#### **7 Fixed Assets - Additions and Disposals**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
	<b>Cost</b>	<b>Cost</b>
During the year the following assets were purchased:		
Operational Land and Buildings	-	-
Vehicles and Equipment	1,939	7,850
Infrastructure Assets	-	2,455
Community Assets	-	-
	<u>1,939</u>	<u>10,305</u>

No assets were disposed of during the year.

#### **8 Earmarked Reserves**

	<b>Balance at</b>	<b>Contribution</b>	<b>Contribution</b>	<b>Balance at</b>
	<b>01/04/2019</b>	<b>to reserve</b>	<b>from reserve</b>	<b>31/03/2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Capital Projects Reserves	-	-	-	-
Asset Renewal Reserves	-	-	-	-
Other Earmarked Reserves	122,697	128,263	(23,189)	227,771
Total Earmarked Reserves	<u>122,697</u>	<u>128,263</u>	<u>(23,189)</u>	<u>227,771</u>

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2020 are set out in detail at Appendix A.

#### **9 Capital Commitments**

The council had no other capital commitments at 31 March 2020 not otherwise provided for in these accounts.

#### **10 Contingent Liabilities**

The council is not aware of any contingent liabilities at the date of these accounts.