

Wickhambreaux Parish Council

Parish Clerk: Chenice Howard-Sparkes,
39 Larch Close, Hersden, Canterbury, CT3 4GE
Telephone: 07972 201687. Email: wickhambreauxpc@gmail.com

Littlejohn LLP
2nd Floor
1 Westferry Circus
Canary Wharf
London
E14 4HD

28 June 2019

Dear Sir/ Madam,

Wickhambreaux Parish Council – Annual Return 2018-2019

I am writing on behalf of Wickhambreaux Parish Council, enclosing a copy of our 'signed' 2018/2019 Annual Return and associated documentation.

For more information you may contact the Clerk and/or Chairman as follows:

Clerk – **Chenice Howard-Sparkes** - Details as per letter head above

Chairman – **Cllr Robin Treacher**

Flats 1 and 2 The Watermill, The Green, Wickhambreaux, CT3 1RQ
Telephone 01227 720135

Bank Reconciliation

I enclose a bank reconciliation as at 31st March 2019.

Financial Statement for the year explaining significant variances

A Financial Statement with explanations for the variances between this year's Return and last year's figures are detailed below:

Box 3 – "Total Other Receipts"

	Total 2017-2018	Total 2018-2019
Precept Tax Base Grant	119.18	45.29
Concurrent	5837.51	5234.15
Deposit Interest	1.54	13.67
VAT Refund	5054	485.87
Playing Field Committee	1400.00	0.00
RAMP Funding	0.00	1684.00
Totals	12,412.23	7462.00

The Playing Field Committee, a sub-committee of the Parish Council, undertook a variety of fundraising activities to raise money to replace all of the play equipment on the playing field. As owners of the playing field, the Parish Council purchased all of the items once funds became available during financial year 2017-2018. The main reason for the decrease in income during this financial year is due to a smaller VAT Refund as there was no purchasing of new play equipment as opposed to 2017-2018.

In addition, funding was received from RAMP amounting to £1684.00 consisting of £295.00 towards the cost of installing an electricity point on the village green and £1389.00 towards the cost of a replacement boiler for the village hall. No RAMP funding was received in the previous financial year 2017-2018.

Box 6 - "All Other Payments"

	All Other Payments 2017-2018	All Other Payments 2018-2019	" + or - " Difference
Precept			
Audit	290.00	290.00	0.00
Stationery and Postage	89.00	86.61	-2.39
Annual Parish Meeting	85.25	85.91	0.66
Councillor's Expenses	141.97	99.82	-42.15
Donations	660.00	835.00	175.00
Clerk Councillor Training	252.00	0.00	-252.00
Subscriptions	410.82	499.82	89.00
Village Hall	701.36	16092.59	15,391.23
Playing Field	226.40	0.00	-226.40
Noticeboard	334.57	93.55	-241.02
Defibrillator	71.94	0.00	-71.94
Electricity Point	0.00	540.97	540.97
Christmas Tree	331.99	241.89	-90.10
Remembrance Day Event	0.00	571.07	571.07
Stodmarsh Bench	0.00	755.00	755.00
Miscellaneous	27.75	226.12	198.37
Concurrent Function			
Ground Maintenance	285.00	2802.00	2517.00
Grass Cutting	840.00	1326.00	486.00
Trees & Shrubs	1585.50	288.00	-1297.50
RoSPA Inspection	96.60	105.00	8.40
Insurance	390.81	403.22	12.41
Repair of Fencing	855.00	1996.57	1141.57
	7676	27,339	19,663

The main difference in expenditure for the financial year 2018-2019 can be explained by the purchasing of improvements to the village hall including new hand dryers (£495.82), new LED lighting (£3579.27) replacement boiler (£2904.00), new kitchen worktops (1770.00) and 50% deposit towards new flooring in the main hall, kitchen and toilets (£4784.29).

In addition, there have been a number of one-off purchases during the financial year including the installation of an electricity point on the village green (£540.97), a new bench in Stodmarsh requested by residents (£755.00 including installation) and Remembrance Day Commemorations to celebrate 100 years since the end of WWI (£571.07).

In terms of ground maintenance and repair of fencing, the small village green was re-turfed following works by UK Power Networks amounting to £2112.00 and the white post and chain fencing on both village greens was replaced in places following a number of posts becoming rotten amounting to £1141.57 including installation.

Grass cutting has also increased as the company the Parish Council employ has become VAT registered increasing their prices from £40.00 per cut to £55.00 per cut. Additional cuts were also requested in June, July and October to accommodate events on the playing field including school sports day and to respond to weather conditions.

Publication of the Annual Return

I confirm that the Parish Council has published the Annual Return on the parish council noticeboard and also on it's website to meet the deadline of 30 June 2019.

Intermediate Review

Wickhambreaux Parish Council has been selected as part of the random sample of smaller authorities and I have enclosed copies of the agenda and minutes from the meeting held on 16 May 2018 where the risk management arrangements were discussed. If you wish to see a copy of the actual risk management documents, please let me know.

I also wish to confirm that there were no 'except for' matters highlighted by yourselves in the previous financial year requiring attention.

Best wishes

Chenice Howard-Sparkes

Clerk to the Council