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Summary Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101	Parish Council General							
	Income	565,036	527,413	516,722	(10,691)			102.1%
	Expenditure	491,706	554,899	483,070	(71,829)		(71,829)	114.9%
	Net Income over Expenditure	<u>73,330</u>	<u>(27,486)</u>	<u>33,652</u>	<u>61,138</u>			
	plus Transfer from EMR	23,846	60,735					
	Movement to/(from) Gen Reserve	<u>97,176</u>	<u>33,249</u>					
102	Parish Office/Beeson House							
	Income	64,457	72,525	61,050	(11,475)			118.8%
	Expenditure	141,665	123,622	120,700	(2,922)	5,721	(8,643)	107.2%
	Net Income over Expenditure	<u>(77,208)</u>	<u>(51,098)</u>	<u>(59,650)</u>	<u>(8,552)</u>			
	plus Transfer from EMR	17,177	0					
	Movement to/(from) Gen Reserve	<u>(60,031)</u>	<u>(51,098)</u>					
110	Easteds Barn							
	Income	26,278	26,419	26,300	(119)			100.5%
	Expenditure	278	419	300	(119)		(119)	139.7%
	Movement to/(from) Gen Reserve	<u>26,000</u>	<u>26,000</u>					
130	Laurie Apted Building							
	Expenditure	0	0	1	1		1	0.0%
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
140	Church Lane Facilities							
	Income	303	421	300	(121)			140.4%
	Expenditure	303	421	301	(120)		(120)	140.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
901	Ringfenced							
	Income	106,350	79,071	0	(79,071)			0.0%
	Expenditure	83,568	143,951	0	(143,951)	18,999	(162,950)	0.0%
	Net Income over Expenditure	<u>22,781</u>	<u>(64,880)</u>	<u>0</u>	<u>64,880</u>			
	plus Transfer from EMR	49,518	76,157					
	less Transfer to EMR	72,262	11,250					
	Movement to/(from) Gen Reserve	<u>37</u>	<u>26</u>					
	Grand Totals:- Income	762,425	705,848	604,372	(101,476)			116.8%
	Expenditure	717,521	823,312	604,372	(218,940)	24,720	(243,661)	140.3%
	Net Income over Expenditure	<u>44,904</u>	<u>(117,464)</u>	<u>0</u>	<u>117,464</u>			
	plus Transfer from EMR	90,541	136,892					
	less Transfer to EMR	72,262	11,250					
	Movement to/(from) Gen Reserve	<u>63,182</u>	<u>8,178</u>					

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Parish Council General</u>								
1080 Allotment Lettings	1,360	1,360	1,400	40			97.1%	
1115 Water Recharge	441	396	400	4			99.0%	
1271 Christmas Contribution	3,500	3,500	3,500	0			100.0%	
1555 Legal Expences Reimbursement	2,390	0	500	500			0.0%	
1700 Grants Received HDC	17,917	19,709	18,100	(1,609)			108.9%	
1800 Miscellaneous Income	151	177	50	(127)			353.3%	
1870 Interest Received	1,754	16,499	7,000	(9,499)			235.7%	
1900 Precept Received	537,522	485,772	485,772	0			100.0%	
Parish Council General :- Income	565,036	527,413	516,722	(10,691)			102.1%	0
4000 Salaries	139,697	131,387	164,800	33,413		33,413	79.7%	
4001 Employers National Insurance	11,953	11,220	15,500	4,280		4,280	72.4%	
4002 Employers Pension Contribution	22,541	21,185	21,100	(85)		(85)	100.4%	
4003 Staff Mileage/Expenses	141	108	250	142		142	43.2%	
4004 Staff call outs	0	79	150	71		71	52.5%	
4030 Training/Courses	2,011	2,897	1,000	(1,897)		(1,897)	289.7%	1,726
4070 Uniform	287	79	250	171		171	31.6%	
4080 Health & Safety	1,219	562	500	(62)		(62)	112.5%	
4085 DBS Check	134	28	200	172		172	14.0%	
4115 Water & Sewage	441	396	400	4		4	99.0%	
4123 Street Lighting	3,622	4,206	3,500	(706)		(706)	120.2%	
4130 Insurance	11,482	11,283	11,500	217		217	98.1%	
4156 Litter Equipment	182	109	100	(9)		(9)	109.3%	
4165 Small Contracted Works	4,855	8,713	2,000	(6,713)		(6,713)	435.6%	6,713
4167 Play Area Improvements & Maint	4,150	2,600	2,000	(600)		(600)	130.0%	
4235 War Memorial Maintenance	234	49	250	201		201	19.6%	
4237 Operation Bridges	15	0	0	0		0	0.0%	
4240 Grounds Maintenance / Grass Cu	14,400	27,322	27,327	5		5	100.0%	
4245 Allotments Costs	1,147	572	500	(72)		(72)	114.4%	
4270 Litter Bins	3,057	3,475	3,850	375		375	90.3%	
4275 Dog Bins	1,389	1,943	1,800	(143)		(143)	107.9%	184
4400 Stationery	982	600	600	0		0	100.0%	
4405 Photocopier Costs	1,231	1,109	1,500	391		391	73.9%	
4407 Office Equipment	250	0	0	0		0	0.0%	
4408 Miscellaneous Expenditure	0	0	100	100		100	0.0%	
4415 Marketing	1,000	168	1,000	832		832	16.8%	
4417 Finger Posts	5,904	0	0	0		0	0.0%	
4420 Newsletter	1,117	1,168	1,200	32		32	97.3%	
4424 Payroll Service	551	541	600	59		59	90.1%	
4425 Communications & IT	5,842	6,546	7,850	1,304		1,304	83.4%	

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4426 Admin Contract Support	0	4,812	0	(4,812)		(4,812)	0.0%	
4427 Consultancy	3,300	8,685	0	(8,685)		(8,685)	0.0%	8,685
4428 HR	11,709	9,124	8,700	(424)		(424)	104.9%	
4440 Telephone	1,348	1,862	1,800	(62)		(62)	103.5%	
4455 Postage	2	147	150	3		3	97.8%	
4460 Subscriptions	3,421	2,810	3,900	1,090		1,090	72.0%	
4480 Computer Costs	1,758	129	150	21		21	86.3%	
4500 Chairmans Allowance	300	300	300	0		0	100.0%	
4501 Councillors Allowances	120	240	1,800	1,560		1,560	13.3%	
4520 Councillors Travel & Expenses	0	18	150	132		132	12.0%	
4534 Southwater Youth Project	2,883	0	0	0		0	0.0%	
4550 Bank Charges	1,161	1,330	1,500	170		170	88.7%	
4555 Legal Expenses	1,797	5,710	5,000	(710)		(710)	114.2%	
4556 Residents Legal Challenges	1,044	0	1,500	1,500		1,500	0.0%	
4557 S106 Related Legal Expences	2,115	0	500	500		500	0.0%	
4570 Internal Audit	404	383	500	117		117	76.6%	
4580 External Audit	2,000	1,680	1,600	(80)		(80)	105.0%	
4600 Christmas Expenses	1,114	1,377	1,500	123		123	91.8%	
4601 Christmas Lights	3,500	3,856	3,500	(356)		(356)	110.2%	
4605 Christmas Lights Hangmans Hill	0	4,357	0	(4,357)		(4,357)	0.0%	
4730 Licences	159	159	160	1		1	99.4%	
4750 Functions	996	1,101	1,000	(101)		(101)	110.1%	
4795 Grant to Southwater Ghyll CIO	65,030	58,583	58,583	0		0	100.0%	
4796 Grant to SGCIO - Heating Works	0	48,088	0	(48,088)		(48,088)	0.0%	
4800 Grants - Community	2,500	2,200	2,000	(200)		(200)	110.0%	200
4801 Grants - Southwater Youth proj	19,000	18,000	18,000	0		0	100.0%	
4803 Donations for Local Voluntary	360	160	500	340		340	32.0%	
4805 Queen's Platinum Jubilee	3,544	0	0	0		0	0.0%	
4850 Museum Artefacts Storage	3,296	3,520	4,150	630		630	84.8%	
4904 Public Open Space / Woodland	40,986	47,956	20,000	(27,956)		(27,956)	239.8%	27,956
4906 Skateboard Park - BEN'S FIELD	143	329	4,000	3,671		3,671	8.2%	
4910 Neighbourhood Plan	7,883	3,387	0	(3,387)		(3,387)	0.0%	2,771
4925 Bus Shelter	2,040	1,360	1,400	40		40	97.1%	
4930 Neighbourhood Wardens	67,959	84,894	70,900	(13,994)		(13,994)	119.7%	12,500
Parish Council General :- Indirect Expenditure	491,706	554,899	483,070	(71,829)	0	(71,829)	114.9%	60,735
Net Income over Expenditure	73,330	(27,486)	33,652	61,138				
6000 plus Transfer from EMR	23,846	60,735						
Movement to/(from) Gen Reserve	97,176	33,249						

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>102 Parish Office/Beeson House</u>								
1000 Hall Hires	0	626	0	(626)			0.0%	
1030 HDC Rent	18,773	18,773	18,750	(23)			100.1%	
1115 Water Recharge	0	96	0	(96)			0.0%	
1506 PC Rents	11,602	13,936	13,900	(36)			100.3%	
1507 HDC service charge	26,772	31,684	21,000	(10,684)			150.9%	
1508 PC service charge	7,309	7,410	7,400	(10)			100.1%	
Parish Office/Beeson House :- Income	64,457	72,525	61,050	(11,475)			118.8%	0
4100 HDC Rent	23,213	24,536	24,550	14		14	99.9%	
4105 HDC Service Charge	25,705	16,264	18,500	2,236	5,721	2,236	87.9%	
4110 Rates	13,684	15,918	15,200	(718)		(718)	104.7%	
4115 Water & Sewage	0	1,048	900	(148)		(148)	116.4%	
4122 Electricity	25,496	30,683	27,200	(3,483)		(3,483)	112.8%	
4124 Display Energy Certificate	0	0	150	150		150	0.0%	
4130 Insurance	0	1,622	1,400	(222)		(222)	115.9%	
4140 Sinking Fund BH	17,177	5,424	5,500	76		76	98.6%	
4154 Cleaning Contract	13,814	14,462	15,750	1,288		1,288	91.8%	
4155 Cleaning Materials/Services	0	938	1,100	162		162	85.3%	
4171 Fire, Safety Servicing & Works	0	2,755	2,150	(605)	5,721	(6,326)	394.2%	
4177 Intruder Alarm / Servicing	0	2,038	2,600	562		562	78.4%	
4180 Lift Maintenance	0	3,467	2,700	(767)		(767)	128.4%	
4185 Maintenance	0	2,919	500	(2,419)		(2,419)	583.9%	
4196 Beeson H Non Recoverable Chrg	1,398	1,187	1,500	313		313	79.2%	
4197 Beeson House External Charges	295	360	500	140		140	72.0%	
4198 Beeson House Internal Charges	17,142	0	0	0		0	0.0%	
4200 Parish Office Move	2,341	0	0	0		0	0.0%	
4555 Legal Expenses	1,400	0	500	500		500	0.0%	
Parish Office/Beeson House :- Indirect Expenditure	141,665	123,622	120,700	(2,922)	5,721	(8,643)	107.2%	0
Net Income over Expenditure	(77,208)	(51,098)	(59,650)	(8,552)				
6000 plus Transfer from EMR	17,177	0						
Movement to/(from) Gen Reserve	(60,031)	(51,098)						
<u>110 Easteds Barn</u>								
1130 Insurance Recharge	278	419	300	(119)			139.7%	
1950 Rental income	26,000	26,000	26,000	0			100.0%	
Easteds Barn :- Income	26,278	26,419	26,300	(119)			100.5%	0
4130 Insurance	278	419	300	(119)		(119)	139.7%	
Easteds Barn :- Indirect Expenditure	278	419	300	(119)	0	(119)	139.7%	0
Net Income over Expenditure	26,000	26,000	26,000	0				

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>130 Laurie Apted Building</u>								
4108 Rent	0	0	1	1		1	0.0%	
Laurie Apted Building :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(1)</u>	<u>(1)</u>				
<u>140 Church Lane Facilities</u>								
1130 Insurance Recharge	303	421	300	(121)			140.4%	
Church Lane Facilities :- Income	<u>303</u>	<u>421</u>	<u>300</u>	<u>(121)</u>			<u>140.4%</u>	<u>0</u>
4130 Insurance	303	421	300	(121)		(121)	140.4%	
4281 Downs Link Play Area	0	0	1	1		1	0.0%	
Church Lane Facilities :- Indirect Expenditure	<u>303</u>	<u>421</u>	<u>301</u>	<u>(120)</u>	<u>0</u>	<u>(120)</u>	<u>140.0%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>0</u>	<u>(1)</u>	<u>(1)</u>				
<u>901 Ringfenced</u>								
1903 Training Reimbursement	839	0	0	0			0.0%	
1906 Southwater Skate Park Donation	0	2,026	0	(2,026)			0.0%	
1916 SNP Review GRANT	10,000	6,250	0	(6,250)			0.0%	6,250
1920 Insurance Claim	47,019	0	0	0			0.0%	
1925 Bus Shelter	1,150	0	0	0			0.0%	
1930 Community Partnership	1,670	0	0	0			0.0%	
1939 CIL	14,140	0	0	0			0.0%	
1943 Section 106 Funding	0	62,840	0	(62,840)			0.0%	
1945 CIO Post Transaction Income	2,954	2,954	0	(2,954)			0.0%	
1960 Rate Relief BH YF	28,579	0	0	0			0.0%	
1997 Climate Change Grant	0	5,000	0	(5,000)			0.0%	5,000
Ringfenced :- Income	<u>106,350</u>	<u>79,071</u>	<u>0</u>	<u>(79,071)</u>				<u>11,250</u>
4030 Training/Courses	839	0	0	0		0	0.0%	
4123 Street Lighting	0	14,379	0	(14,379)		(14,379)	0.0%	14,379
4125 Street Lights Upgrade	0	0	0	0	18,999	(18,999)	0.0%	
4174 Emergency planning	0	17	0	(17)		(17)	0.0%	17
4200 Parish Office Move	0	1,060	0	(1,060)		(1,060)	0.0%	1,060
4270 Litter Bins	0	1,346	0	(1,346)		(1,346)	0.0%	1,346
4802 Community Partnership	4,447	0	0	0		0	0.0%	
4902 Easteds Barn Ringfenced	1,013	0	0	0		0	0.0%	
4904 Public Open Space / Woodland	8,008	4,683	0	(4,683)		(4,683)	0.0%	4,683
4906 Skateboard Park - BEN'S FIELD	33,630	93,433	0	(93,433)		(93,433)	0.0%	30,593
4908 Skate Jam	0	3,572	0	(3,572)		(3,572)	0.0%	1,572
4910 Neighbourhood Plan	8,446	3,800	0	(3,800)		(3,800)	0.0%	3,800

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4916 SNP Review GRANT	0	2,486	0	(2,486)		(2,486)	0.0%	2,486
4922 S106 Roman Lane Play Area	1,798	3,420	0	(3,420)		(3,420)	0.0%	3,420
4923 S106 Roman Lane Open Space	170	1,389	0	(1,389)		(1,389)	0.0%	1,389
4924 Future Equipment Procurement	0	1,892	0	(1,892)		(1,892)	0.0%	1,892
4925 Bus Shelter	1,700	0	0	0		0	0.0%	
4927 Tesco Woodland Project	1,010	0	0	0		0	0.0%	
4933 Duke of E Living Legacy	0	350	0	(350)		(350)	0.0%	350
4936 Chairmans Discretionary Funds	340	1,023	0	(1,023)		(1,023)	0.0%	1,023
4940 TNL Friday Youth Club	4,457	0	0	0		0	0.0%	
4945 CIO Post Transaction Costs	2,954	2,954	0	(2,954)		(2,954)	0.0%	
4952 S106 Skatepark Church Ln maint	988	1,005	0	(1,005)		(1,005)	0.0%	1,005
4953 S106 MUGA Church Ln maint	305	1,750	0	(1,750)		(1,750)	0.0%	1,750
4954 S106 Downs Link Play Area	13,463	5,392	0	(5,392)		(5,392)	0.0%	5,392
Ringfenced :- Indirect Expenditure	83,568	143,951	0	(143,951)	18,999	(162,950)		76,157
Net Income over Expenditure	22,781	(64,880)	0	64,880				
6000 plus Transfer from EMR	49,518	76,157						
6001 less Transfer to EMR	72,262	11,250						
Movement to/(from) Gen Reserve	37	26						
Grand Totals:- Income	762,425	705,848	604,372	(101,476)			116.8%	
Expenditure	717,521	823,312	604,372	(218,940)	24,720	(243,661)	140.3%	
Net Income over Expenditure	44,904	(117,464)	0	117,464				
plus Transfer from EMR	90,541	136,892						
less Transfer to EMR	72,262	11,250						
Movement to/(from) Gen Reserve	63,182	8,178						

Balance Sheet as at 31 March 2024

31st March 2023

31 March 2024

Current Assets		
1,928	Trade Debtors	5,034
11,779	VAT Control	13,523
5,447	Prepayments & Accrued Income	8,740
500	Co-Operative Bank Account 1	500
1,051,050	Co-Operative Bank Account 2	578,078
379	Co-Operative Bank Account 3	383
0	Flagstone	500,247
0	Metro Bank	9,122
252	Petty Cash	154
106,087	Virgin Money Bank Account	7,139
0	Metro Bank Fixed Term Deposit	100,000
<u>1,177,422</u>		<u>1,222,919</u>
1,177,422	Total Assets	1,222,919
Current Liabilities		
14,957	Trade Creditors	143,205
8,441	Tenants RENT Deposit	8,441
89	Payroll control	54
38,757	Accruals & Other Creditors	76,556
18,013	Receipts in Advance	14,858
825	Key Deposit	930
<u>81,083</u>		<u>244,045</u>
1,096,339	Total Assets Less Current Liabilities	978,874
Represented By		
291,867	General Fund	274,653
804,472	Earmarked Reserves	704,221
<u>1,096,339</u>		<u>978,874</u>

The above statement represents fairly the financial position of the authority as at 31 March 2024 and reflects its Income and Expenditure during the year.

Signed :
Chairman

Date : _____

Signed :
Responsible
Financial
Officer

Date : _____

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Public Open Space	76,665.93	-32,639.16	44,026.77
322 EMR S106 Roman Lane Play Area	37,279.05	-3,420.00	33,859.05
323 EMR S106 Roman Lane Open Space	79,534.62	-1,388.80	78,145.82
324 EMR Future Equipment Procure	3,508.33	-1,892.00	1,616.33
326 EMR Sinking Fund Beeson House	40,667.18		40,667.18
327 EMR Sinking Fund Parish Council	17,500.00		17,500.00
328 EMR Elections	10,000.00		10,000.00
330 EMR Duke of E Living Legacy	1,000.00	150.00	1,150.00
332 EMR Neighbourhood Plan	8,674.33	-8,674.33	0.00
333 EMR Emergency Plan	3,330.00	-16.64	3,313.36
334 EMR The Ghyll Solar PV Project	25,000.00		25,000.00
335 EMR Southwater Youth Project	5,321.32		5,321.32
336 EMR Chairman Discretionary Fund	1,972.79	-1,022.50	950.29
338 EMR Future Community Building	18,150.00		18,150.00
339 EMR CIL	14,946.96		14,946.96
340 EMR Consultancy	2,000.00	-1,582.50	417.50
341 EMR Training/Courses	1,726.12	-726.12	1,000.00
342 EMR Street Lighting	11,098.00	-9,379.30	1,718.70
343 EMR Skate Park Sinking Fund	30,810.00	-15,150.44	15,659.56
344 EMR CCTV	500.00	-500.00	0.00
346 EMR Dog & Litter Bins	1,530.01	-130.01	1,400.00
348 EMR Grants - Community	3,400.00	-200.00	3,200.00
350 EMR Skatepark Insurance Claim	12,843.10	-12,843.10	0.00
351 EMR Marketing	0.00	832.00	832.00
352 EMR S106 Skatepark ChrL maintn	113,869.07	-1,005.00	112,864.07
353 EMR S106 MUGA ChrL maintenance	114,912.07	-1,750.00	113,162.07
354 EMR S106 Downs Link Play Area	94,681.10	-5,392.00	89,289.10
355 EMR Legal Expenses	0.00	5,000.00	5,000.00
360 EMR BH Internal Alterations	51,237.90	-1,060.00	50,177.90
365 EMR Small Work/Maintenance	8,260.00	-3,712.50	4,547.50
379 EMR Ghyll CIO Heating Project	0.00	4,988.34	4,988.34
393 EMR Neighbourhood Wardens	12,500.00	-12,500.00	0.00
396 EMR SNP Review GRANT	1,553.96	3,763.61	5,317.57
	804,471.84	-100,250.45	704,221.39

Earmarked Reserves Descriptions

Last updated: 24th April 2024



Nominal Code	Earmarked Reserves	Description
320	EMR Public Open Space	Balance for provision, improvement and maintenance of public open spaces, grounds maintenance (i.e., grass cutting, path upkeep, weed spraying etc.), woodland and tree management (Ash Dieback and other diseases), tree survey and inspections and other requirements for the improvement and maintenance of public open spaces and woodland operated by Southwater Parish Council. Balance in earmarked reserves to assist with offsetting precept requirements.
322	EMR S106 Roman Lane Play Area	Commutated Section 106 sums received with respect to Roman Lane Play Area for its maintenance. These funds can only be used for the maintenance costs associated with the Roman Lane Play Area situated off of Roman Lane.
323	EMR S106 Roman Lane Open Space	Commutated Section 106 sums received with respect to Roman Lane Open Space for its maintenance. These funds can only be used for the maintenance costs associated with the Roman Lane Open Space situated off Roman Lane, i.e., grass cutting, cleaning of artwork, woodland and tree management, path upkeep.
324	EMR Future Equipment Procurement	Balance set aside for the future procurement of council equipment, street furniture, public realm assets (for example, BBQ stations and picnic benches) from the disposal of assets. Expected to be utilised in 2023-24.
326	EMR Sinking Fund Beeson House	Sinking Fund for the maintenance, refurbishment and upkeep of Beeson House internal and communal areas and balance held in relation to any sinking fund contribution invoices raised (or not yet raised) by Horsham District Council for the Sinking Fund it holds for Beeson House.
327	EMR Sinking Fund Parish Council	Sinking Fund for the maintenance, refurbishment, and upkeep of Parish Council specific areas such as the Parish office, Parish chamber, units it is responsible for and its store areas.
328	EMR Elections	Balance earmarked to assist with the election costs (or in situation of by-election costs). Approximate cost of a by-election requested by residents is in the region of £17,000 (as confirmed by HDC Democratic Services) and approximately £11,000 when an election is shared with the district i.e. 4 th May 2023 elections. For more details on how this estimate is calculated contact the RFO.
330	EMR Duke of E Living Legacy	Duke of Edinburgh Living Legacy fund was initiated by former Chairman of the Council (Cllr G Watkins) with respect to the DofE awards and the starting balance was provided from donations received into the Chairman Discretionary Fund. Any Southwater residents aged 18 and under can apply for support towards their DofE award via the Chairman of the Council and in conjunction with the Executive Officer(s) maximum £50.00 per person. This fund would help to assist youth in Southwater progress to the

Earmarked Reserves Descriptions

Last updated: 24th April 2024



		Duke of Edinburgh Award Scheme by the formation of a 'Living Legacy Fund'.
332	EMR Neighbourhood Plan	Balance set aside for Southwater Neighbourhood Plan related costs including review of the SNP, SNP policies advice, works on the Southwater Infrastructure Delivery Plan, advice in relation to development proposals and planning applications contrary to the policies contained within the Neighbourhood Plan, and Community Infrastructure Levy queries.
333	EMR Emergency Plan	Balance earmarked for the emergency plan and any related costs. Replacement of equipment, procurement of equipment and other materials and sundries required for the emergency plan. Balance in earmarked reserves to assist with offsetting precept requirements.
334	EMR The Ghyll Solar PV Project	Balance earmarked to assist towards project costs of installation of Solar PV at The Ghyll (building operated by Southwater Ghyll CIO and owned by Southwater Parish Council). Expected to be utilised in 2024-25 to fund solar PV as part of the wrap around extension to the main hall.
335	EMR Southwater Youth Project	Balance made up from funds withheld from Southwater Youth Project due to having received equivalent funding from HMRC Coronavirus Job Retention Scheme towards salary costs. Balance set aside for use by Southwater Youth Project CIO in relation to activities, events, hall hires and any other associated costs.
336	EMR Chairman Discretionary Fund	This fund was setup by the Chairman to assist residents in need of support, community groups requiring equipment or support and other just causes in Southwater at the discretion of the Chairman in conjunction with the Executive Officer. This fund has been built up from donations from individuals, residents, and local businesses. The balance was further added to in 2020-21 where the Council approved a transfer from general reserves equivalent to the value of the Basic Councillors Allowance not claimed (<i>Where Councillors have written to state they do not wish to claim an allowance the Council has thereafter approved a transfer of an equivalent amount from General Reserves</i>).
338	EMR Future Community Building	Balance to be used towards building a future community building, improvement works towards a building for community use or procurement of a building for community use. The funds held in this account were donations received from Berkeley for the use of the old offices situated on Church Lane.

Earmarked Reserves Descriptions

Last updated: 24th April 2024



339	EMR CIL	Community Infrastructure Levy (CIL) received from HDC with respect to planning development within Southwater. To be used on projects and expenditure that meets the criteria for CIL. CIL received from development identified in the Southwater Neighbourhood Plan is to be used with reference to SNP23 - Southwater Infrastructure Delivery Plan.
340	EMR Consultancy	Balance held to be used towards consultancy expenditure, carry over from previous financial year due to consultancy work not being completed. Balance in earmarked reserves to assist with offsetting precept requirements.
341	EMR Training/Courses	Training, qualifications and courses balance for Staff and training for Councillors. Balance in earmarked reserves to assist with offsetting precept requirements.
342	EMR Street Lighting	Fund to be used towards maintenance, improvement and upgrade project works to streetlighting owned and operated by Southwater Parish Council. Phasing of upgrades commenced in 2023-24 and expected to be completed in 2024-25.
343	EMR Skate Park Sinking Fund	Fund to be used towards future maintenance, improvement and upgrade works at Skate Park site situated at Bens Field, Stakers Lane, Southwater. SPC to build fund for future maintenance and riding surface replacement costs once rebuilt. Executive Officer to investigate and action skate park fund raising events, sponsorship, and crowd funding to build sinking fund balance further and to support future maintenance costs once rebuilt.
344	EMR CCTV	Fund to be used towards provision of CCTV, maintenance and improvement works to CCTV operated and managed by SPC. Balance was utilised in 2023-24 and is now zero.
346	EMR Dog & Litter Bins	Fund to be used towards provision of new general litter and dog waste bins, maintenance, replacement to bins operated and managed by SPC within Southwater. Balance in earmarked reserves to assist with offsetting precept requirements. Balance was utilised in 2023-24 and is now zero.
348	EMR Grants - Community	Fund to be used towards any grant applications that meet SPC's approved Grant Policy.
350	EMR Skatepark Insurance Claim	Settlement sum received from Zurich Insurance PLC in relation to the insurance claim made by the Council with respect to the skate & BMX park on Bens Field, Stakers Lane, Southwater. To be used towards the professional fees, CCTV installation and rebuild costs of the skatepark. Balance was utilised in 2023-24 and is now zero.
351	EMR Marketing	For projects improving awareness of Council meetings, events, public consultation, social media, PR, website content. Balance to assist the Community Engagement Officer in projects relating to community engagement.

Earmarked Reserves Descriptions

Last updated: 24th April 2024



352	EMR S106 Skatepark ChrL maintn	Commutated Section 106 sums received with respect to Skate Park Church Lane for the maintenance. These funds can only be used for the maintenance costs associated with the Skate Park at Church Lane.
353	EMR S106 MUGA ChrL maintenance	Commutated Section 106 sums received with respect to MUGA at Church Lane for its maintenance. These funds can only be used for the maintenance costs associated with the MUGA at Church Lane.
354	EMR S106 Downs Link Play Area	Commutated Section 106 sums received with respect to Downs Link Play Area (LEAP/NEAP) for its maintenance. These funds can only be used for the maintenance costs associated with the Downs Link Play Area situated off of Eames View and Church Lane.
355	EMR Legal Expenses	As part of the Budget Setting Workshops and approval of the budget for FY 2024-25 it was approved to earmark £5,000 for future legal advice and JRs relating to forthcoming major developments in either Southwater or directly border with Southwater Parish.
360	EMR BH Internal Alterations	For use towards the internal alterations project to Beeson House with respect to the Parish Office move from ground floor to first floor, creation of additional rentable office units, meeting space, relocation of the Neighbourhood Wardens Office and relocation of the Youth Facility to the Ground Floor.
365	EMR Small Work/Maintenance	ADHOC work in the Parish for general maintenance, cleaning and improvement works to Southwater Parish Council operated or owned assets. Balance in earmarked reserves to assist with offsetting precept requirements.
379	EMR Ghyll CIO Heating Project	The Council appointed a Sub-Committee on 15 th November 2023 to consider a request from Southwater Ghyll CIO requesting financial support towards the heating project and replacement works at The Ghyll (building/land owned by Southwater Parish Council). The Council and appointed Sub-Committee approved providing financial support to the value of £59,000 ex VAT towards the itemised works in Appendix 1 of the letter received from SG CIO. This is the remaining balance relating to the itemised heating project and replacement works scheduled to be carried out.
393	EMR Neighbourhood Wardens	Balance in earmarked reserves allocated to assist with offsetting the precept requirement for 2023-24 for provision of Neighbourhood Wardens in view of the healthy general reserves balance.
396	EMR SNP Review GRANT	Awarded by Groundwork UK for use with respect to reviewing the Neighbourhood Plan as per the documents submitted as part of the Grant Application.
397	EMR Climate Change Grant	Awarded by HDC towards the streetlights upgrade to LED project. Works order issued in 2023-24 and expected to be completed in 2024-25. Balance to be utilised fully on receipt of invoice for completed works.

Southwater Parish Council

Bank - Cash and Investment Reconciliation as at 31 March 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2024	Co-Operative Bank Account 1	500.00
31/03/2024	Co-Operative Bank Account 2	578,078.05
31/03/2024	Co-Operative Bank Account 3	383.23
31/03/2024	Flagstone	500,246.58
31/03/2024	Petty Cash	153.91
31/03/2024	Virgin Money Bank Account	7,139.35
31/03/2024	Metro Bank Fixed Term Deposit	100,000.00
31/03/2024	Metro Bank	9,121.57

1,195,622.69

Receipts not on Bank Statement

0.00

Closing Balance

1,195,622.69

All Cash & Bank Accounts

1	Co-Operative Bank Account 1	500.00
2	Co-Operative Bank Account 2	578,078.05
3	Co-Operative Bank Account 3	383.23
4	Flagstone	500,246.58
6	Petty Cash	153.91
8	Virgin Money Bank Account	7,139.35
10	Metro Bank Fixed Term Deposit	100,000.00
11	Metro Bank	9,121.57
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	1,195,622.69

Southwater Parish Council

Supporting Reserves Reconciliation for ANNUAL RETURN 31 March 2024

Explains the difference between boxes 7 & 8 on the Annual Return

<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
	Total Reserves	1,096,338.62	978,874.42
100	Trade Debtors	1,927.87	5,033.77
120	VAT Control	11,779.32	13,522.69
130	Prepayments & Accrued Income	5,447.02	8,739.92
	Less Total Debtors	19,154.21	27,296.38
500	Trade Creditors	14,957.35	143,205.27
505	Tenants RENT Deposit	8,441.25	8,441.25
516	Payroll control	89.18	53.73
530	Accruals & Other Creditors	38,757.45	76,556.13
560	Receipts in Advance	18,013.23	14,858.27
568	Key Deposit	825.00	930.00
	Plus Total Creditors	81,083.46	244,044.65
	Equals Total Cash and Bank Accounts	1,158,267.87	1,195,622.69
200	Co-Operative Bank Account 1	500.00	500.00
201	Co-Operative Bank Account 2	1,051,049.71	578,078.05
202	Co-Operative Bank Account 3	378.82	383.23
203	Flagstone	0.00	500,246.58
205	Metro Bank	0.00	9,121.57
220	Petty Cash	251.85	153.91
222	Virgin Money Bank Account	106,087.49	7,139.35
224	Metro Bank Fixed Term Deposit	0.00	100,000.00
	Total Cash and Bank Accounts	1,158,267.87	1,195,622.69

ANNUAL RETURN
FOR THE YEAR ENDED 31 MARCH 2024
Southwater Parish Council

SECTION 2 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer

Date

I confirm that these accounts are approved by the Council and recorded as council minute reference

Dated

Signed on behalf of the above Council (Chair)

Date

	<u>Last Year £</u>	<u>This Year £</u>	<u>General Notes for Guidance</u>
1 Balances brought forward	1,051,435	1,096,339	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of the previous year.
2 (+) Precept or Rates and Levies	537,522	485,772	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3 (+) Total other receipts	224,903	220,076	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	174,191	163,792	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	543,330	659,521	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	1,096,339	978,874	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	1,158,268	1,195,623	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	4,114,672	4,231,929	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).

The following documents should accompany the accounts when submitted to the auditor:

- * A brief explanation of significant variations from last year to this year in Section 2;
- * Bank Reconciliation as at 31 March