

Annual Governance and Accountability Return 2022/23 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2022/23

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** **must** be completed by the authority's internal auditor.
 - **Sections 1 and 2** **must** be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2023**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2023**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2023
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2022/23

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2023 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2022/23**, approved and signed, page 4
- **Section 2 - Accounting Statements 2022/23**, approved and signed, page 5

Not later than 30 September 2023 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2022/23

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2023.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2022) equals the balance brought forward in the current year (Box 1 of 2023).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2023**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?		
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?		
	Has an explanation of significant variations been published where required?		
	Has the bank reconciliation as at 31 March 2023 been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.		

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2022/23

HELLINGLY PARISH COUNCIL

www.hellingly-pc.org.uk

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

NO
PETTY
CASH

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

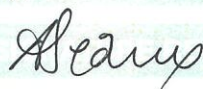
Date(s) internal audit undertaken

11/10/2022 26/04/2023

Name of person who carried out the internal audit

ANDY BEAMS, MULBERRY 9 Co

Signature of person who carried out the internal audit



Date

26/04/2023

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

HELLINGLY 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 2023, 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.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	
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.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.	
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.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.	
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.	✓		considered and documented the financial and other risks it faces and dealt with them properly.	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		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.	
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.	
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.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.	
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	No	N/A	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
			✓	

*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:

10/05/23

and recorded as minute reference:

PCH 010.05.23

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

Chairman

Clerk

David G. Holt
J. Broadley

www.hellingly-pc.org.uk

Section 2 – Accounting Statements 2022/23 for

HELLINGLY TER PARISH HOR COUNCIL

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	1,104,110	1,173,486	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	148,254	161,289	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	261,134	180,576	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	147,425	224,329	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	192,587	123,976	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	1,173,486	1,167,046	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	1,164,986	1,162,773	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	2,305,403	2,333,546	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).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)				The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 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

S. Hoalder

Date

17/04/23

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

10/05/23

as recorded in minute reference:

PCH 010.05.23

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

M. B.



Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of

ENTER NAME OF AUTHORITY

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2022/23

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2022/23

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

*We do not certify completion because:

External Auditor Name

External Auditor Signature

Date

Smaller authority name: HELLINGLY PARISH

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF UNAUDITED ANNUAL GOVERNANCE &
ACCOUNTABILITY RETURN**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

**Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE	NOTES
<p>1. Date of announcement <u>FRIDAY 2nd JUNE 2023</u></p> <p>2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.</p> <p>Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2023, these documents will be available on reasonable notice by application to:</p> <p>(b) <u>clerk@hellingly-pc.org.uk</u></p> <p>commencing on (c) <u>Monday 5 June 2023</u></p> <p>and ending on (d) <u>Friday 14 July 2023</u></p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none"> The opportunity to question the appointed auditor about the accounting records; and The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 15 Westferry Circus Canary Wharf London E14 4HD (sba@pkf-l.com)</p> <p>5. This announcement is made by (e) <u>JENNY HOODLESS</u> <u>CLERK + RFO</u></p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and at least 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority</p>

CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

Name of smaller authority: _____ **HELLINGLY PARISH COUNCIL** _____

County Area (local councils and parish meetings only): _____ **WEALDEN DISTRICT** _____

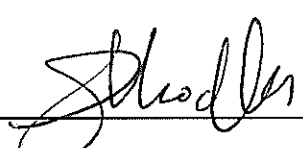
On behalf of the smaller authority, I confirm that the dates set for the period for the exercise of public rights are as follows:

Commencing on _____ **MONDAY 5TH JUNE 2023** _____

and ending on _____ **FRIDAY 14TH JULY 2023** _____

(Please enter the dates set by the smaller authority as appropriate which must be 30 working days (i.e. Monday – Friday only, and not Bank Holidays) inclusive and must include the first 10 working days of July 2023 (i.e. Monday 3 July – Friday 14 July).

We have suggested the following dates: Monday 5 June – Friday 14 July 2023. The latest possible dates that comply with the statutory requirements are Monday 3 July – Friday 11 August 2023.)

Signed: _____ 

Role: _____ **CLERK & RFO** _____

This form is only for use by smaller authorities subject to a review:

Please submit this form to PKF Littlejohn LLP with the AGAR Form 3 and other requested documentation – this form is not for publication on your website.

9

Explanation of variances – pro forma

Name of smaller authority: **HELLINGLY PARISH COUNCIL**
 County area (local councils and WEALDEN)

New from 2020/21 onwards: variances of £100,000 or more require explanation regardless of the % variation year on year.

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- **New from 2020/21 onwards:** variances of £100,000 or more require explanation regardless of the % variation year on year.
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2021/22 £	2022/23 £	Variance £	Variance %	Explanation Required?	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	1,104,110	1,173,486				Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES
2 Precept or Rates and Levies	148,254	161,289	13,035	8.79%	NO	Explanation of % variance from PY opening balance not required - Balance brought forward agrees
3 Total Other Receipts	261,134	180,576	-80,558	30.85%	YES	see separate tab
4 Staff Costs	147,425	224,329	76,904	52.16%	YES	see separate tab
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	192,587	123,976	-68,611	35.63%	YES	see separate tab
7 Balances Carried Forward	1,173,486	1,167,046				VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES
8 Total Cash and Short Term Investments	1,164,986	1,162,773				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	2,305,403	2,333,546	28,143	1.22%	NO	
10 Total Borrowings	0	0	0	0.00%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Box 3 differences - explanation of variance

<p>In 2021/22 we received outstanding amounts (£80,558) of VAT claims from HMRC from previous years and in 2022/23 we received two outstanding payments from previous years VAT claims of £8,499.86 plus what was owed for the current financial year. Now VAT claims all paid except the final quarter of 22/23 which is £2640.80</p>
--

21/22	22/23	YOY
Totals	Totals	Difference
£261,134	£180,576	£80,558

Box 4 differences - explanation of variance

In general, Staff costs increased to due workloads increasing. The Community Hub required additional £22,173 in staff costs, Finance/admin required an additional £28,053, Cemetery grounds an additional £7,842, LHB recreation grounds an additional £2,758, the Country Park grounds an additional £11,415 and overtime to cover for sickness was £4,663

21/22 Totals	22/23 Totals	YOY Difference
£147,425	£224,329	-£76,904

Breakdown by Committee

£71,839	£98,053	-£26,214	Admin/Finance
£41,363	£75,173	-£33,810	Community Hub
£14,724	£19,842	-£5,118	Cemetery Grounds
£3,713	£5,758	-£2,045	LHB rec grounds
£15,575	£24,915	-£9,340	Country Park grounds
		-£76,527	

Box 6 differences - explanation of variance

In 2021/22 there were several one off expenditure items as follows:
 Community Hub planting = £25,399 ; C.Hub Airconditioning = £24,414 ;
 office printer = £2,418 ; Notice Boards = £6,388.20 ; play equipment =
 £4,769.70 ; Grounds equipment = £3,343.08 and Banqueting Chairs =
 £1,110

21/22	22/23	YOY
Totals	Totals	Difference
£192,587	£123,976	£68,611

Breakdown by Expenditure items

Community Hub planting	25399
Community Hub Airconditioning	24414
Office Printer	2418
Notice Boards for new developme	6388.2
Play Equipment	4769.7
Grounds Equipment	3343.08
Hub Banqueting Chairs	1110
	67841.98

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£
Earmarked reserves:		
EMR - Village Hall	£6,391.19	Building reserves as the floor and roof will need replacing soon
EMR - Cemetery	£0.00	
EMR - LHB Recreation Grnd	£10,326.00	New play equipment required
EMR - RB Public Open Space/Pla	£853,730.02	Dowry from the developer to maintain the country park and play areas for 20yrs total
EMR - CIL	£76,302.39	Projects identified for CIL money use
EMR - Cemetery Lodge	£1,500.00	
EMR - RB Park Allotments	£0.00	
EMR - Toddlers Play Area RBPar	£0.00	
EMR - RBPark Landscaping	£89,837.76	Dowry from the developer to maintain the grounds
EMR - Elections	£2,940.00	
EMR - UC Allotments	£1,938.00	
EMR - LD Recreation Grnd	£3,000.00	New play equipment required
EMR - Social Fund	£12,750.19	This has come from grants and donations for the free clubs that the council offers the community
	<u>£1,058,715.55</u>	
General reserve	<u>£108,330.00</u>	
Total reserves (must agree to Box 7)	<u><u>£1,167,045.55</u></u>	



MULBERRY & CO

Chartered Certified Accountants
& Chartered Tax Advisors

9 Pound Lane
Godalming
Surrey, GU7 1BX

t + 44(0)1483 423054
e office@mulberryandco.co.uk
w www.mulberryandco.co.uk

Our Ref: MARK/HEL002

Mrs J Hoodless
Hellingly Parish Council
Hellingly Community Hub
The Drive
Hellingly
East Sussex
BN27 4EP

26 April 2023

Dear Jenny

Re: Hellingly Parish Council
Internal Audit Year Ended 31 March 2023 – Year-End Audit report

Executive summary

Following completion of our year-end internal audit on 26 April 2023 we enclose our report for your kind attention and presentation to the council. This report should be considered alongside the interim audit report issued following our interim audit on 11 October 2022. The audits were conducted in accordance with current practices and guidelines and testing was risk based. Whilst we have not tested all transactions, our samples have where appropriate covered the entire year to date.

Our report is presented in the same order as the assertions on the internal auditor report within the published AGAR. The start of each section details the nature of the assertion to be verified. Testing requirements follow those detailed in the audit plan previously sent to the council, a copy of this is available on request. The report concludes with an opinion as to whether each assertion has been met or not. Where appropriate **recommendations for action are shown in bold text and are summarised in the table at the end of the report.**

Our sample testing did not uncover any errors or misstatements that require reporting to the external auditor at this time, nor did we identify any significant weaknesses in the internal controls such that public money would be put at risk.

It is clear the council takes governance, policies and procedures seriously and I am pleased to report that overall, the systems and procedures you have in place are fit for purpose and whilst my report may contain recommendations to change these are not indicative of any significant failings, but rather are pointers to improving upon an already well-ordered system.

It is therefore our opinion that the systems and internal procedures at Hellingly Parish Council are well established and followed.

Regulation

The Accounts and Audit Regulations 2015 require smaller authorities, each financial year, to conduct a review of the effectiveness of the system of internal control and prepare an annual governance statement in accordance with proper practices in relation to accounts. In addition to this, a smaller authority is required by Regulation 5(1) of the Accounts and Audit Regulations 2015 to “undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance.”

Internal auditing is an independent, objective assurance activity designed to improve an organisation’s operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness

of risk management, control and governance processes. The purpose of internal audit is to review and report to the authority on whether its systems of financial and other internal controls over its activities and operating procedures are effective.

Internal audit's function is to test and report to the authority on whether its specific system of internal control is adequate and working satisfactorily. The internal audit reports should therefore be made available to all Members to support and inform them when they considering the authority's approval of the annual governance statement.

Independence and competence

Your audit was conducted by Andy Beams of Mulberry & Co, who has over 30 years' experience in the financial sector with the last 13 years specialising in local government.

Your auditor is independent from the management of the financial controls and procedures of the council and has no conflicts of interest with the audit client, nor do they provide any management or financial assistance to the client.

Engagement Letter

An engagement letter was previously issued to the council covering the 2022/23 internal audit assignment. Copies of this document are available on request.

Planning and inherent risk assessment

The scope and plan of works including fee structure was issued to the council under separate cover. Copies of this document are available on request. In summary, our work will address each of the internal control objectives as stated on the Annual Internal Audit Report of the AGAR. As part of the inherent risk assessment, we have concluded that:

- There have been no reported instances of breaches of regulations in the past
- The client uses an industry approved financial reporting package
- The client regularly carries out reconciliations and documents these
- There is regular reporting to council
- The management team are experienced and informed
- Records are neatly maintained and referenced
- The client is aware of current regulations and practices
- There has been no instance of high staff turnover

It is our opinion that the inherent risk of error or misstatement is low, and the controls of the council can be relied upon and as such substantive testing of individual transactions is not required. Testing to be carried out will be "walk through testing" on sample data to encompass the period of the council year under review.

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Interim Audit - Points Carried Forward

Audit Point	Audit Findings	Council comments on actions taken since interim visit
FINANCIAL REGULATIONS, GOVERNANCE AND PAYMENTS	The council needs to ensure it is following its adopted Financial Regulations or amend the authorisation thresholds to a more appropriate level.	To be reviewed at next interim audit.
FINANCIAL REGULATIONS, GOVERNANCE AND PAYMENTS	The VAT returns will be reviewed at the year-end to confirm receipt amounts match the submissions.	VAT returns have been completed during the year and were checked at the final audit.
RISK MANAGEMENT AND INSURANCE	The Clerk will ensure the risk management is reviewed, updated and appropriately minuted before the end of the financial year.	The risk assessment has been updated and approved by the council during the financial year.
RISK MANAGEMENT AND INSURANCE	Based on the balances held by the council, the Fraud & Dishonesty insurance level is insufficient, and I recommend the council increases this to cover the maximum balance held during the year.	The Clerk confirmed that the Fraud & Dishonesty cover has been increased to £1.3 million.
BUDGET, PRECEPT AND RESERVES	The general reserve balance is lower than normally recommended. As the council has significant levels of earmarked reserves, this represents less of a risk than normal, but the council is advised to keep this level under review.	The year end general reserve is comfortably within the recommended range.
ASSETS AND INVESTMENTS	I reminded the Clerk that all assets should have a value assigned to them. The register will be updated and checked again at the year-end audit.	The year-end asset register was reviewed as part of the audit check and all items had an assigned value.

B. FINANCIAL REGULATIONS, GOVERNANCE AND PAYMENTS

Internal audit requirement

This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved, and VAT was appropriately accounted for.

Audit findings

Check that the council's Financial Regulations are being routinely followed.

Sample testing of invoices and payments was completed at the interim audit, and I am satisfied that the council continues to follow its adopted Financial Regulations.

Confirm all section 137 expenditure meets the guidelines and does not exceed the annual per elector limit of £8.82 per elector.
The council has section 137 expenditure within thresholds. **The Clerk is CILCA qualified, and the council will meet the two-thirds elected councillor requirement in May 2023. The council can then confirm its eligibility and adopt the General Power of Competence (GPC) recording this within the minutes of the meeting.**

Check receipt of VAT refund matches last submitted VAT return.

The council submits its VAT return on a quarterly basis. I reviewed the submission for the period ending 31 December 2022 which showed a refund amount due of £3,570.74. I was able to confirm receipt of this amount to the council's bank account on 31 January 2023. The quarter 4 return has been submitted but the refund has yet to be received. The council is up to date with its VAT submissions.

Confirm that checks of the accounts are made by a councillor.

The system noted above details internal review takes place and I am under no doubt that council properly approves expenditure.

C. RISK MANAGEMENT AND INSURANCE

Internal audit requirement

This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.

Audit findings

We discussed assertion 8 on the Annual Governance Statement and whether this had any impact on the council.

"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."

The Clerk confirmed that they were not aware of any event having a financial impact that was not included in the accounting statements.

D. BUDGET, PRECEPT AND RESERVES

Internal audit requirement

The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.

Audit findings

The accounting records show that the council ended the year with income reported as 121.3% of budget and expenditure reported as 129.4% of budget. Budget reports are reviewed and monitored by the council and Finance Committee during the year.

At the end of the financial year, the council held circa £1,058,700 in earmarked reserves (EMR), spread across a range of clearly identifiable projects. I checked the purpose of these EMRs with the Clerk and am satisfied they are all for legitimate future planned projects of the council.

The council also held £108,330 in the general reserve at the end of the financial year.

The Joint Panel on Accountability and Governance (JPAG) Practitioner's guide states *'the generally accepted recommendation with regard to the appropriate minimum level of a smaller authority's general reserve is that this should be maintained at between three and twelve months of net revenue expenditure'* (para 5.33).

The general reserve balance is within the recommended range.

G. PAYROLL

Internal audit requirement

Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.

Audit findings

I reviewed the total figure being included within box 4 (staff costs) on the Annual Governance and Accountability Return (AGAR) and confirmed that this includes only salary payments, HMRC payments and pension contributions.

H. ASSETS AND INVESTMENTS

Internal audit requirement

Asset and investments registers were complete and accurate and properly maintained.

Audit findings

I confirmed the asset register total matches that included in box 9 (total fixed assets plus long term investments and assets) on the AGAR and was able to trace the changes to the previous year's total against the asset register.

The council has no borrowing nor long-term investments.

I. BANK AND CASH

Internal audit requirement

Periodic and year-end bank account reconciliations were properly carried out.

Audit findings

I reviewed the March 2023 bank reconciliation and was able to confirm the balances to the bank statements and found no errors.

Due to the level of balances held, the council finds it difficult to maintain account balances within £85,000 protection limit offered by the Financial Services Compensation Scheme (FSCS). The council has opened different accounts to try to minimise the risk.

J. YEAR END ACCOUNTS

Internal audit requirement

Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.

Audit findings

The council, at its meeting to sign off the year-end accounts, must discuss Section 1 of the AGAR (Annual Governance Statement) and record this activity in the minutes of the meeting. **COUNCIL IS REMINDED THAT THIS MUST BE A SEPARATE AGENDA ITEM PRIOR TO THE SIGNING OF SECTION 2 OF THE AGAR (ANNUAL ACCOUNTS).**

Section 1 – Annual Governance Statement

Based on the internal audit finding I recommend using the table below as the basis for that discussion.

	Annual Governance Statement	<i>'Yes', means that this authority</i>	Suggested response based on evidence
1	We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>	YES – accounts follow latest Accounts and Audit Regulations and practitioners guide recommendations.
2	We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>	YES – there is regular reporting of financial transactions and accounting summaries, offering the opportunity for scrutiny.
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.	<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>	YES – the Clerk advises the council in respect of its legal powers.
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.	<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>	YES – the requirements and timescales for 2021/22 year-end were followed.
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.	<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>	YES – the council has a risk management scheme and appropriate external insurance.
6	We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	<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>	YES – the council has appointed an independent and competent internal auditor.
7	We took appropriate action on all matters raised in reports from internal and external audit.	<i>responded to matters brought to its attention by internal and external audit.</i>	YES – matters raised in internal and external audit reports have been addressed.
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.	<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>	YES – no matters were raised during the internal audit visits.
9	Trust funds including charitable – In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/asset(s), including financial reporting and, if required, independent examination or audit.	<i>has met all its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>	N/A – the council has no trusts

Section 2 – Accounting Statements

AGAR box number		2021/22	2022/23	Internal Auditor notes
1	Balances brought forward	1,104,110	1,173,486	Agrees to 2021/22 carry forward (box 7)
2	Precept or rates and levies	148,254	161,289	Figure confirmed to central records
3	Total other receipts	261,134	180,576	Agrees to underlying records
4	Staff costs	147,415	224,329	Agrees to underlying records
5	Loan interest/capital repayments	0	0	Verified against PWLB records
6	All other payments	192,587	123,976	Agrees to underlying records
7	Balances carried forward	1,173,486	1,167,046	Casts correctly and agrees to balance sheet
8	Total value of cash and short-term investments	1,164,986	1,162,773	Agrees to bank reconciliation
9	Total fixed assets plus long-term investments and assets	2,305,403	2,333,546	Matches asset register
10	Total borrowings	0	0	Verified against PWLB records
11a	Disclosure note re Trust Funds (including charitable)	YES/NO/N/A	YES/NO	No – the council is not a sole trustee
11b	Disclosure note re Trust Funds (including charitable)		YES/NO/N/A	N/A – the council is not a sole trustee

Audit findings

The year-end accounts have been correctly prepared on an income and expenditure basis with the box 7 and 8 reconciliation explained using the accounting records. I tested the debtors, creditors and accruals with the Clerk and am satisfied that these are all legitimately posted to the accounts.

The AGAR correctly casts and cross casts and last year's comparatives match the figures submitted for 2021/22.

The variance analysis has been completed to explain the variances exceeding 15% where required, and in my opinion, contains sufficient narrative and quantitative information for the External Auditor.

K. LIMITED ASSURANCE REVIEW**Internal audit requirement**

If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")

Audit findings

The council did not certify itself exempt in 2021/22 due to exceeding the income and expenditure limits and this test does not apply.

L: PUBLICATION OF INFORMATION**Internal audit requirement**

The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation

Audit findings

This internal control objective has changed since last year. Where previously it related to the relevant Transparency Codes, a council with annual turnover exceeding £25,000 was recommended to follow the Local Government Transparency Code 2015, but it was not a statutory requirement.

All councils are required to follow The Accounts and Audit Regulations which include the following requirements:

13(1) An authority must publish (which must include publication on that authority's website)

- (a) the Statement of Accounts together with any certificate or opinion entered by the local auditor in accordance with section 20(2) of the Act; and
- (b) the Annual Governance Statement approved in accordance with regulation 6(3)

13(2) Where documents are published under paragraph (1), the authority must

- (a) keep copies of those documents for purchase by any person on payment of a reasonable sum; and
- (b) ensure that those documents remain available for public access for a period of not less than five years beginning with the date on which those documents were first published in accordance with that paragraph.

I was able to confirm that pages 4 (Annual Governance Statement), 5 (Accounting Statements) and 6 (External Auditor's Report and Certificate) of the AGAR are available for review on the council website for the last five years.

M: EXERCISE OF PUBLIC RIGHTS - INSPECTION OF ACCOUNTS**Internal audit requirement**

The authority has demonstrated that during summer 2022 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations.

Audit findings

Inspection – key dates	2021/22 Actual	2022/23 Proposed
Date AGAR signed by council	11 May 2022	10 May 2023
Date inspection notice issued	10 June 2022	2 June 2023
Inspection period begins	13 June 2022	5 June 2023
Inspection period ends	22 July 2022	14 July 2023
Correct length (30 working days)	Yes	Yes
Common period included (first 10 working days of July)	Yes	Yes

I am satisfied the requirements of this control objective were met for 2021/22, and assertion 4 on the Annual Governance Statement can therefore be signed off by the council.

I was able to confirm that the proposed dates for 2022/23 meet the statutory requirements.

Achievement of control assertions at year-end audit date

Based on the tests conducted during the year-end audit, our conclusions on the achievement of the internal control objectives are summarised in the table below and are reflected in the completion of the Annual Internal Audit Report within the AGAR.

	INTERNAL CONTROL OBJECTIVE	YES	NO	NOT COVERED
A	Appropriate accounting records have been properly kept throughout the financial year	✓		
B	This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved, and VAT was appropriately accounted for	✓		
C	This authority assesses the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these	✓		
D	The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E	Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for	✓		
F	Petty cash payments were properly supported by receipts, all petty cash expenditure was approved, and VAT appropriately accounted for			✓
G	Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H	Asset and investments registers were complete and accurate and properly maintained.	✓		
I	Periodic bank account reconciliations were properly carried out during the year.	✓		
J	Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K	If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")</i>			✓
L	The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation	✓		
M	The authority, during the previous year (2021-22) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(evidenced by the notice published on the website and/or authority approved minutes confirming the dates set)</i> .	✓		
N	The authority has complied with the publication requirements for 2021/22 AGAR.	✓		
O	Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

Should you have any queries please do not hesitate to contact me.

Yours sincerely



Andy Beams

For Mulberry & Co

Year-End Audit - Points Carried Forward

Audit Point	Audit Findings	Council comments
FINANCIAL REGULATIONS, GOVERNANCE AND PAYMENTS	The council needs to ensure it is following its adopted Financial Regulations or amend the authorisation thresholds to a more appropriate level.	To be reviewed at next interim audit.

MRS JENNY HOODLESS
 PARISH COUNCIL OF HELLINGLY GENERA
 HELLINGLY COMMUNITY HUB
 THE DRIVE
 HELLINGLY
 EAST SUSSEX
 BN27 4EP

Your Business accounts – at a glance

Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345 .

Your balances on 31 March 2023

Business Current Accounts

Business Current Account Statement	£50,000.00
.....	
Sort Code 20-27-91 • Account No 00691852	

Business Savings Accounts

Business Premium Account	£392,772.60
.....	
Sort Code 20-27-91 • Account No 40210374	

This is the end of your account summary.



PARISH COUNCIL OF HELLINGLY.

Sort Code 20-27-91

Account No 00691852

SWIFTBIC BUKBCB22

IBAN GB34 BUKB 2027 9100 6918 52

Issued on 03 April 2023

MRS JENNY HOODLESS
 PARISH COUNCIL OF HELLINGLY GENERA
 HELLINGLY COMMUNITY HUB
 THE DRIVE
 HELLINGLY
 EAST SUSSEX
 BN27 4EP

Your Business Current Account

At a glance

01 - 31 Mar 2023

Date	Description	Money out £	Money in £	Balance £
1 Mar	Start Balance			52,509.59
	DD Direct Debit to Water Plus Ref: 7001954255 This Is A New Direct Debit Payment	35.03		52,474.56
	DD Direct Debit to Aviva Life Pens Ref: 10000001244902L023	33.00		52,441.56
	DD Direct Debit to Tesco Mobile Ref: 330147402306A-0011	14.99		52,426.57
	Giro Transfer to Account 40210374	3,133.57		49,293.00
	Giro Direct Credit From Adams TP Ref: Rpa 20		21.00	49,314.00
	Giro Direct Credit From Paulson Joseph Ref: Rpa 15		21.00	49,335.00
	Giro Direct Credit From Orosa Susannah Ref: Hch857		140.00	49,475.00
	Giro Direct Credit From Chambers K B Ref: Hub Payment		235.00	49,710.00
	Giro Direct Credit From Padget Sarah Ref: Cma Karate		290.00	50,000.00
2 Mar	<input type="checkbox"/> On-Line Banking Bill Payment to Caroline Stevens Ref: 024 - Hub Windows	25.00		49,975.00
	<input type="checkbox"/> On-Line Banking Bill Payment to Barkweb Limited Ref: Inv 16893	90.00		49,885.00
	<input type="checkbox"/> On-Line Banking Bill Payment to Kiera Bethany Cham Ref: Hpc Yah Club	160.00		49,725.00
	<input type="checkbox"/> On-Line Banking Bill Payment to Slcc Ref: M/Ship Renew243781	316.00		49,409.00

Start balance £52,509.59

Money out £36,064.20

▶ Commission charges £12.50

▶ Interest paid £0.00

Money in £33,554.61

End balance £50,000.00

Your deposit is eligible for protection
 by the Financial Services
 Compensation Scheme.













Continued

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				49,409.00
2 Mar	☐ On-Line Banking Bill Payment to John Peacock Ref: Hub Deposit Rtn	150.00		49,259.00
	Giro Direct Credit From J Tompkins Ref: Hch025 Invhch860		90.00	49,349.00
	Giro Direct Credit From Emergency Life Sup Ref: Hch865		100.00	49,449.00
	Giro Direct Credit From Hailsham Ops Ref: Inv Hch861		110.00	49,559.00
	Giro Direct Credit From Cookie Combo Ref: Hch858		110.00	49,669.00
	Giro Direct Credit From D Jozwiak Ref: Hch842		160.00	49,829.00
	Giro Transfer From Account 40210374		91.00	49,920.00
	☐ Direct Credit From James DW Ref: Hch852		80.00	50,000.00
3 Mar	☐ On-Line Banking Bill Payment to Countrywide Ground Ref: Invs279875	102.00		49,898.00
	☐ On-Line Banking Bill Payment to Southern Land Serv Ref: Inv20232066	712.99		49,185.01
	☐ On-Line Banking Bill Payment to East Sussex Ukraim Ref: Hub Clean	85.00		49,100.01
	☐ On-Line Banking Bill Payment to Uniserve South EA Ref: Uni31256	148.20		48,951.81
	☐ On-Line Banking Bill Payment to Footprint Ref: 8686	280.00		48,671.81
	Giro Direct Credit From Pamela Robinson Ref: U3Acreativewriting		15.00	48,686.81
	Giro Direct Credit From Read Naomi Ref: Naomi Read		102.50	48,789.31
	Giro Direct Credit From Mills N&S Ref: Mills Hub Hire Dep		150.00	48,939.31
	Giro Direct Credit From Hartbeeps Eastbour Ref: March Hch843		475.00	49,414.31
	— Deposit at Barclays Card Receipts Ref: 13.4003Marikpob000		116.00	49,530.31
	Giro Transfer From Account 40210374		469.69	50,000.00
6 Mar	DD Direct Debit to Biffa Waste Serviv Ref: H31231	96.65		49,903.35
	Ⓔ Commission Charges For The Period 13 Jan /12 Feb	12.50		49,890.85
	☐ On-Line Banking Bill Payment to Janet Field Ref: Feb Yah	20.00		49,870.85


Continued

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				49,870.85
6 Mar	<input type="checkbox"/> On-Line Banking Bill Payment to Mrs J L Adams Ref: Yah Feb	20.00		49,850.85
	<input type="checkbox"/> On-Line Banking Bill Payment to George Simpson-Tur Ref: Yah	50.00		49,800.85
	<input type="checkbox"/> On-Line Banking Bill Payment to Southern Land Serv Ref: Inv20231985	712.99		49,087.86
	Giro Direct Credit From D Connolly Ref: Hch Dawn Yoga541		20.00	49,107.86
	Giro Direct Credit From S Warwick Ref: Rpa/17		21.00	49,128.86
	Giro Direct Credit From Toms Rhinos Rugby Ref: Venue Hire		40.00	49,168.86
	Giro Direct Credit From Ravebugs Ref: Deposit For 21/05		150.00	49,318.86
	Giro Transfer From Account 40210374		241.14	49,560.00
	<input type="checkbox"/> Direct Credit From Friends Accou Ref: Hch 855		90.00	49,650.00
	<input type="checkbox"/> Direct Credit From Friends Accou Ref: Hub11/03/23Deposit		350.00	50,000.00
7 Mar	<input type="checkbox"/> On-Line Banking Bill Payment to Peters Cnm Ref: Deposit Return	150.00		49,850.00
	<input type="checkbox"/> Deposit at Barclays Post Office Credit Ref: 101153		120.00	49,970.00
	Giro Transfer From Account 40210374		25.00	49,995.00
	<input type="checkbox"/> Direct Credit From Strickson HC+Prm Ref: Hub Deposit		125.00	50,120.00
8 Mar	DD Direct Debit to BCard Commercial Ref: 5476760343588078	755.10		49,364.90
	<input type="checkbox"/> On-Line Banking Bill Payment to Look Designs Ltd Ref: 551175	43.20		49,321.70
	<input type="checkbox"/> On-Line Banking Bill Payment to Alexander Sebastia Ref: Hub Deposit Rtn	150.00		49,171.70
	<input type="checkbox"/> On-Line Banking Bill Payment to Philip O'Brien Ref: Hub Deposit Rtn	150.00		49,021.70
	<input type="checkbox"/> On-Line Banking Bill Payment to Wightman & Parrish Ref: Sin444738	170.76		48,850.94
	<input type="checkbox"/> On-Line Banking Bill Payment to Adam Reed Ref: Grave Digging	452.00		48,398.94
	Giro Direct Credit From Hellingly W.I. Ref: Hch845		16.50	48,415.44

Continued

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				48,415.44
8 Mar	 Deposit at Barclays Post Office Credit Ref: 101154		42.00	48,457.44
	Giro Transfer From Account 40210374		1,682.06	50,139.50
	 Direct Credit From E-Payments PL Ref: Hch 839		22.50	50,162.00
9 Mar	Giro Transfer to Account 40210374	200.00		49,962.00
	Giro Direct Credit From Headstart Resident Ref: Hch838		80.00	50,042.00
10 Mar	Giro Transfer to Account 40210374	134.00		49,908.00
	 On-Line Banking Bill Payment to East Sussex Ukain Ref: Hub Clean	100.00		49,808.00
	Giro Direct Credit From Martin C & B Ref: C.Hurst 29.07.23		150.00	49,958.00
	 Deposit at Barclays Card Receipts Ref: 09.0310Markpob000		10.00	49,968.00
	 Deposit at Barclays Card Receipts Ref: 09.0310Markpob000		32.00	50,000.00
13 Mar	Giro Transfer to Account 40210374	1,285.40		48,714.60
	Giro Direct Credit From Louise Vigor Ref: Ead/Mia Vigor		2.00	48,716.60
	Giro Direct Credit From Sowten H K Ref: Ead - Barnett Fam		4.00	48,720.60
	Giro Direct Credit From Fifield Cr Ref: Ead		4.00	48,724.60
	Giro Direct Credit From Hopper J Ref: Ead Jasmine Jones		6.00	48,730.60
	Giro Direct Credit From E Saunders Ref: Room Hire 16/09/23		150.00	48,880.60
	Giro Direct Credit From May E J P Ref: Emily Booking		250.00	49,130.60
	 Direct Credit From Cost Har Ltd CSA Ref: Cemetery Ldge Rent		598.40	49,729.00
	 Direct Credit From Sparrow K L Ref: Ead Lenton/Sparrow		2.00	49,731.00
	 Direct Credit From Community Ref: Hps Hch 849		165.00	49,896.00
	 Direct Credit From Brown E Ref: Deposit For Party		100.00	49,996.00
	 Direct Credit From Rice M+A Ref: Ead Rice		4.00	50,000.00
14 Mar	 On-Line Banking Bill Payment to Emma Maxwell Ref: Hub Deposit Rtn	150.00		49,850.00
	 On-Line Banking Bill Payment to Ryan Petruzzello Ref: Hub Deposit Rtn	150.00		49,700.00

Continued

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				49,700.00
14 Mar	<input type="checkbox"/> On-Line Banking Bill Payment to Janet Field Ref: Heat Hub	160.00		49,540.00
	Giro Direct Credit From A Bratton Ref: Ead From A Bratton		2.00	49,542.00
	Giro Direct Credit From Jennings ND Ref: Harry Jennings		2.00	49,544.00
	Giro Direct Credit From R Line Ref: Ead		2.00	49,546.00
	Giro Direct Credit From A Wynter Ref: Easter Crafts		2.00	49,548.00
	Giro Direct Credit From R Connaughton Ref: Ead		4.00	49,552.00
	Giro Direct Credit From Alec Brown & Natal Ref: Ead Natalie Brown		4.00	49,556.00
	Giro Direct Credit From L Dean Ref: Ead		4.00	49,560.00
	Giro Direct Credit From Fry L T Ref: Ead		4.00	49,564.00
	 Deposit at Barclays Post Office Credit Ref: 101155		190.00	49,754.00
	Giro Transfer From Account 40210374		430.00	50,184.00
	<input type="checkbox"/> Direct Credit From Blinks He Ref: Ead		6.00	50,190.00
15 Mar	DD Direct Debit to Wealden D C Ref: 90005338	780.00		49,410.00
	<input type="checkbox"/> On-Line Banking Bill Payment to Curtis & Shaw Suss Ref: Invs 164683	17.98		49,392.02
	<input type="checkbox"/> On-Line Banking Bill Payment to East Sussex County Ref: 8005066897	90.00		49,302.02
	<input type="checkbox"/> On-Line Banking Bill Payment to Laurence Hawkins T Ref: Inv2173	420.00		48,882.02
	<input type="checkbox"/> On-Line Banking Bill Payment to Hellingly Parochia Ref: Hub Deposit Rtn	500.00		48,382.02
	Giro Direct Credit From Whickman T J Ref: Tina Whickman		4.00	48,386.02
	Giro Direct Credit From J Collins Ref: Collins Deposit		150.00	48,536.02
	Giro Transfer From Account 40210374		1,631.98	50,168.00
	<input type="checkbox"/> Direct Credit From Friends Accou Ref: Hch 855		20.00	50,188.00
	<input type="checkbox"/> Direct Credit From Feaver GD Ref: Ead Alfie Feaver		2.00	50,190.00
16 Mar	DD Direct Debit to E.On Next Ref: A-702DB10E-001	179.68		50,010.32
	Giro Transfer to Account 40210374	137.32		49,873.00



Continued

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				49,873.00
16 Mar	☐ On-Line Banking Bill Payment to Caroline Stevens Ref: 025 - Hub Windows	25.00		49,848.00
	Giro Direct Credit From Mason M&S Select Ref: Ethan Mason Ead		2.00	49,850.00
	☐ Direct Credit From Poulter S + C Ref: Community Hub Depo		150.00	50,000.00
17 Mar	DD Direct Debit to Merlin Telecommuni Ref: 124042	108.30		49,891.70
	Giro Transfer to Account 40210374	318.82		49,572.88
	☐ On-Line Banking Bill Payment to East Sussex Ukraïn Ref: Hub Clean	20.00		49,552.88
	☐ On-Line Banking Bill Payment to Cleaning Equipment Ref: Proforma 48042	53.88		49,499.00
	☐ On-Line Banking Bill Payment to Smythe + Barrie Ref: 2/59443-3	155.00		49,344.00
	Giro Direct Credit From A Pegram Ref: Ead		2.00	49,346.00
	Giro Direct Credit From C Prouten Ref: Ead		4.00	49,350.00
	Giro Direct Credit From Clarke T/ISA Ref: Hub Booking Dep		150.00	49,500.00
	Giro Direct Credit From Emmanuel Pre-Schoo Ref: Booking 8/07/23		500.00	50,000.00
20 Mar	Giro Transfer to Account 40210374	787.00		49,213.00
	Giro Direct Credit From Langley E V Ref: Ead - 2X Venter		4.00	49,217.00
	Giro Direct Credit From Weaver A F & Z A Ref: Easteractiv Weaver		4.00	49,221.00
	Giro Direct Credit From S Hayes Ref: Allotment Plot 18		21.00	49,242.00
	Giro Direct Credit From Adams Daniel Ref: Uca/1A1		34.00	49,276.00
	Giro Direct Credit From J Bartlett Ref: 4th June 1130-1530		150.00	49,426.00
	Giro Direct Credit From Johnson Danielle Ref: Hub Hire Deposit		150.00	49,576.00
	Giro Direct Credit From Michelle Tyler Ref: Hubhiredeposit-MT		150.00	49,726.00
	— Deposit at Barclays Card Receipts Ref: 16.1420Markpob000		62.00	49,788.00
	— Deposit at Barclays Card Receipts Ref: 16.1820Markpob000		212.00	50,000.00
21 Mar	DD Direct Debit to Iris Payroll Solns Ref: lpsi I5428-14	5.32		49,994.68

Continued

Date	Description	Money out £	Money in £	Balance £
	Balance brought forward from previous page			49,994.68
21 Mar	Giro Transfer to Account 40210374	577.18		49,417.50
	Giro Direct Credit From J West Ref: Stretch/Flex Jenny		100.00	49,517.50
	Giro Direct Credit From East Sussex Genera Ref: Escc 5002412181 K		442.50	49,960.00
	<input type="checkbox"/> Direct Credit From Community Ref: Nightingales WI		40.00	50,000.00
22 Mar	DD Direct Debit to Tescofoneins. Ref: 4000305894 This Is A New Direct Debit Payment	5.00		49,995.00
	<input type="checkbox"/> On-Line Banking Bill Payment to Susan Clarke Ref: Hub Deposit Rtn	150.00		49,845.00
	Giro Direct Credit From Stecher S Ref: Easter Activity		4.00	49,849.00
	Giro Direct Credit From Wickham L Ref: Ead		4.00	49,853.00
	Giro Direct Credit From Clarke T/ISA Ref: Hub Booking Dep		95.00	49,948.00
	Giro Transfer From Account 40210374		52.00	50,000.00
23 Mar	DD Direct Debit to HMRC Sdds Ref: 0000106813	4,087.51		45,912.49
	Giro Direct Credit From C Hollywood Ref: Aoife HS		2.00	45,914.49
	Giro Direct Credit From Gemma Elizabeth HA Ref: Ead		4.00	45,918.49
	Giro Direct Credit From N Phillips Ref: Ead Phillips		4.00	45,922.49
	Giro Direct Credit From Michelle Penfold Ref: Ead M Penfold		8.00	45,930.49
	Giro Direct Credit From W Short Ref: Ead Bill Short		10.00	45,940.49
	Giro Direct Credit From Shaw Antony Ref: Hall Deposit May		150.00	46,090.49
	Giro Transfer From Account 40210374		3,909.51	50,000.00
24 Mar	<input type="checkbox"/> On-Line Banking Bill Payment to Tracy Dean Ref: Mileage	7.65		49,992.35
	<input type="checkbox"/> On-Line Banking Bill Payment to P A Reynolds Ref: Mileage	16.43		49,975.92
	<input type="checkbox"/> On-Line Banking Bill Payment to Mrs Susis Mullins Ref: Salary	326.48		49,649.44
	<input type="checkbox"/> On-Line Banking Bill Payment to T and P J Milne Ref: Salary	443.56		49,205.88
	<input type="checkbox"/> On-Line Banking Bill Payment to P A Reynolds Ref: Salary	1,152.29		48,053.59

Continued

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				48,053.59
24 Mar	<input type="checkbox"/> On-Line Banking Bill Payment to Jay Pleece Ref: 379 1 01676696 08	1,186.46		46,867.13
	<input type="checkbox"/> On-Line Banking Bill Payment to Julie O'Neill Ref: Salary	1,262.24		45,604.89
	<input type="checkbox"/> On-Line Banking Bill Payment to Claire Louise Kirb Ref: Salary	1,426.61		44,178.28
	<input type="checkbox"/> On-Line Banking Bill Payment to Tracy Dean Ref: Salary	1,841.49		42,336.79
	<input type="checkbox"/> On-Line Banking Bill Payment to Adrian Hickman Ref: Salary	1,920.96		40,415.83
	<input type="checkbox"/> On-Line Banking Bill Payment to C & J Hoodless Ref: Salary	2,341.20		38,074.63
	<input type="checkbox"/> On-Line Banking Bill Payment to East Sussex Ukraian Ref: Hub Clean	60.00		38,014.63
	Giro Direct Credit From Headstart Educatio Ref: Hch 787		360.00	38,374.63
	Giro Transfer From Account 40210374		11,625.37	50,000.00
27 Mar	Giro Transfer to Account 40210374	86.22		49,913.78
	<input type="checkbox"/> On-Line Banking Bill Payment to Wightman + Parrish Ref: Sn447005	160.78		49,753.00
	Giro Direct Credit From C Keith Ref: Ead		4.00	49,757.00
	Giro Direct Credit From B Riches Ref: Ead		4.00	49,761.00
	Giro Direct Credit From Hastings Refugee B Ref: Hch 873		115.00	49,876.00
	Giro Direct Credit From Emma Beaver Ref: 02/04/21 Beaver		120.00	49,996.00
	 Deposit at Barclays Post Office Credit Ref: 100999		98.90	50,094.90
	 Deposit at Barclays Post Office Credit Ref: 101157		220.00	50,314.90
	<input type="checkbox"/> Direct Credit From Plows A L Ref: Ead		2.00	50,316.90
	<input type="checkbox"/> Direct Credit From Alymer-Smith Ref: Ead		2.00	50,318.90
28 Mar	DD Direct Debit to Aviva Pension Ref: 0011 7325310001	1,343.96		48,974.94
	<input type="checkbox"/> On-Line Banking Bill Payment to Mrs J L Adams Ref: Yah	15.00		48,959.94

Continued

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				48,959.94
28 Mar	☐ On-Line Banking Bill Payment to Janet Field Ref: Yah	20.00		48,939.94
	☐ On-Line Banking Bill Payment to PE Strickson Ref: Hub Deposit Rtn	75.00		48,864.94
	☐ On-Line Banking Bill Payment to Naomi Read Ref: Hub Deposit Rtn	150.00		48,714.94
	Giro Direct Credit From Emma Chappell Ref: Ead		4.00	48,718.94
	Giro Direct Credit From N Funnell Ref: Ead		4.00	48,722.94
	Giro Direct Credit From Hill LJ Ref: Leila Hill		6.00	48,728.94
	Giro Direct Credit From Mills N&S Ref: Ead Sam Mills X 5		10.00	48,738.94
	Giro Direct Credit From Crosland B R Miss Ref: Hch826		220.00	48,958.94
	Giro Direct Credit From Sussex Partnership Ref: 4990268566		260.00	49,218.94
	Giro Transfer From Account 40210374		1,095.96	50,314.90
	☐ Direct Credit From Hayward M Ref: Easter Activity		4.00	50,318.90
29 Mar	DD Direct Debit to Aviva Life Pens Ref: 10000001244903L023	33.00		50,285.90
	Giro Transfer to Account 40210374	1,746.77		48,539.13
	Giro Direct Credit From M Wilson Ref: Ead		2.00	48,541.13
	Giro Direct Credit From K Neale Ref: Ead Kirsty Neale		4.00	48,545.13
	Giro Direct Credit From Hailsham Town Coun Ref: Cem Jenkins Mem		259.87	48,805.00
	Giro Direct Credit From Hiscox Ref: Hiscox124009334		1,185.00	49,990.00
	☐ Direct Credit From Hayward M Ref: Easter Activity		10.00	50,000.00
30 Mar	Giro Transfer to Account 40210374	199.00		49,801.00
	Giro Direct Credit From Thomas Lodge Ref: Ead - Lodge		2.00	49,803.00
	Giro Direct Credit From R Ripley Ref: Ead Amy Ripley		2.00	49,805.00
	Giro Direct Credit From Maris GC Ref: Ead - A Maris		2.00	49,807.00
	Giro Direct Credit From L Lyons Ref: Louise Lyons		2.00	49,809.00
	Giro Direct Credit From S Fermor Ref: Ead Hattie Fermor		2.00	49,811.00

Continued

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				49,811.00
30 Mar	Giro Direct Credit From Stanger Roxanne Ref: Ead		4.00	49,815.00
	Giro Direct Credit From Snook A & T Ref: Ead - Snook		6.00	49,821.00
	Giro Direct Credit From R Potts Ref: Hch875-Potts		100.00	49,921.00
	Giro Direct Credit From East Sussex Genera Ref: Escc 5002415817 K		75.00	49,996.00
	<input type="checkbox"/> Direct Credit From Lockey P+A Ref: Ead		4.00	50,000.00
31 Mar	DD Direct Debit to Biffa Waste Servic Ref: H31231	95.57		49,904.43
	<input type="checkbox"/> On-Line Banking Bill Payment to Kiera Bethany Cham Ref: Hpc Yah Club	160.00		49,744.43
	<input type="checkbox"/> On-Line Banking Bill Payment to Uniserve South EA Ref: Uni31398	163.20		49,581.23
	Giro Transfer to Account 40210374	827.96		48,753.27
	<input type="checkbox"/> On-Line Banking Bill Payment to Equans EV Solution Ref: 1800001346	336.00		48,417.27
	Giro Direct Credit From M Kingsland Ref: Ead		2.00	48,419.27
	Giro Direct Credit From Marlon Diamond & I Ref: Ead		4.00	48,423.27
	Giro Direct Credit From L Tiernan Ref: Ead - Tiernan		4.00	48,427.27
	Giro Direct Credit From Dymore L D Ref: Ead		4.00	48,431.27
	Giro Direct Credit From Equans EV Solution		1,568.73	50,000.00
31 Mar	Balance carried forward			50,000.00
Total Payments/Receipts		36,064.20	33,554.61	

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.



PARISH COUNCIL OF HELLINGLY
BUSINESS PREMIUM ACCOUNT

Sort Code 20-27-91
Account No 40210374

SWIFTBIC BUKBGB22

IBAN GB37 BUKB 2027 9140 2103 74

Issued on 03 April 2023

MRS JENNY HOODLESS
PARISH COUNCIL OF HELLINGLY GENERA
HELLINGLY COMMUNITY HUB
THE DRIVE
HELLINGLY
EAST SUSSEX
BN27 4EP

Your Business Premium Account

At a glance

01 - 31 Mar 2023

Date	Description	Money out £	Money in £	Balance £
1 Mar	Start Balance			1,023,080.17
	<input type="checkbox"/> On-Line Banking Bill Payment to Redwood Bank Ref: Savings	40,000.00		983,080.17
	Giro From 00691852 Automatic		3,133.57	986,213.74
2 Mar	<input type="checkbox"/> On-Line Banking Bill Payment to Redwood Bank Ref: Savings	40,000.00		946,213.74
	Giro to 00691852 Automatic	91.00		946,122.74
3 Mar	<input type="checkbox"/> On-Line Banking Bill Payment to Redwood Bank Ref: Savings	40,000.00		906,122.74
	Giro to 00691852 Automatic	469.69		905,653.05
6 Mar	Giro to 00691852 Automatic	241.14		905,411.91
	% Interest Earned Gross For The Period 5 Dec 2022 - 5 Mar 2023		1,512.90	906,924.81
7 Mar	Giro to 00691852 Automatic	25.00		906,899.81
8 Mar	Giro to 00691852 Automatic	1,682.06		905,217.75
9 Mar	Giro From 00691852 Automatic		200.00	905,417.75
10 Mar	Giro From 00691852 Automatic		134.00	905,551.75
13 Mar	Giro From 00691852 Automatic		1,285.40	906,837.15
14 Mar	Giro to 00691852 Automatic	430.00		906,407.15

Continued

Start balance	£1,023,080.17
Money out	£641,253.71
Money in	£10,946.14
► Cross interest earned	£1,512.90
End balance	£392,772.60

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

Date	Description	Money out £	Money in £	Balance £
Balance brought forward from previous page				906,407.15
15 Mar	Giro to 00691852 Automatic	1,631.98		904,775.17
16 Mar	Giro From 00691852 Automatic		137.32	904,912.49
17 Mar	Giro From 00691852 Automatic		318.82	905,231.31
20 Mar	Giro From 00691852 Automatic		787.00	906,018.31
21 Mar	Giro From 00691852 Automatic		577.18	906,595.49
22 Mar	Giro to 00691852 Automatic	52.00		906,543.49
23 Mar	Giro to 00691852 Automatic	3,909.51		902,633.98
24 Mar	Giro to 00691852 Automatic	11,625.37		891,008.61
27 Mar	Giro From 00691852 Automatic		86.22	891,094.83
28 Mar	Giro to 00691852 Automatic	1,095.96		889,998.87
29 Mar	Giro From 00691852 Automatic		1,746.77	891,745.64
30 Mar	Giro From 00691852 Automatic		199.00	891,944.64
31 Mar	to Hellingly Parish 256331 Dowry CHAPS	500,000.00		391,944.64
	Giro From 00691852 Automatic		827.96	392,772.60
31 Mar	Balance carried forward			392,772.60
Total Payments/Receipts		641,253.71	10,946.14	

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

Credit interest rates

Current rates Correct at the time of printing
Effective from 09 Mar 2023

Balance	Crédit %	AER %
▶ £1 - £999,999	0.800	0.802
▶ £1,000,000 - £9,999,998	0.900	0.903
▶ £9,999,999+	1.450	1.458

Previous Credit Interest Rates
Rates effective from 19 JAN 2023 to 08 MAR 2023
were

Balance	Gross %
▶ £9,999,999 +	1.300%
▶ £1,000,000 - £9,999,998	0.650%
▶ £1 - £999,999	0.600%

Bank of England Base Rate Information

Rate effective from 23 Mar 2023 was	4.250%
Rate effective from 02 Feb 2023 was	4.000%

Banking terms explained

Gross: This is the rate of interest payable without the deduction of tax.
AER or Annual Equivalent Rate is the gross rate of interest worked out as if it was paid and compounded once a year. This allows you to compare interest rates between accounts that pay interest at different intervals.

Reconciliation between Box 7 and Box 8 in Section 2 - pro forma

(applies to Accounting Statements prepared on an income and expenditure basis only)

Please complete the highlighted boxes.

Name of smaller authority:

HELLINGLY PARISH COUNCIL

County area (local councils and parish meetings only):

WEALDEN DISTRICT COUNCIL

There should only be a difference between Box 7 and Box 8 where the Accounting Statements (Section 2 of the AGAR) have been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net difference between them is equal to the difference between Boxes 7 and 8.

	£	£
Box 7: Balances carried forward		1,167,045.90
Deduct: Debtors (enter these as negative numbers)		
VAT	(2,640.80)	
Hub Deposits	(1,632.50)	
	(4,273.30)	
Deduct: Payments made in advance (prepayments) (enter these as negative numbers)		
	-	
Total deductions		(4,273.30)
Add:		
Creditors (must not include community infrastructure levy (CIL) receipts)		
	-	
Add:		
Receipts in advance (must not include deferred grants/loans received)		
	-	
Total additions		-
Box 8: Total cash and short term investments		<u>1,162,772.60</u>

Hellingly PC
Earmarked Reserves

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
321 EMR - Village Hall	6,391.19		6,391.19
322 EMR - Cemetery	0.00		0.00
323 EMR - LHB Recreation Grnd	3,000.00	7,326.00	10,326.00
324 EMR - RB Public Open Space/Pla	894,786.98	-41,056.96	853,730.02
325 EMR - CIL	106,302.39	-30,000.00	76,302.39
326 EMR - Cemetery Lodge	1,500.00		1,500.00
327 EMR - RB Park Allotments	0.00		0.00
328 EMR - Toddlers Play Area RBPar	0.00		0.00
329 EMR - RBPark Landscaping	100,818.79	-10,981.03	89,837.76
330 EMR - Elections	1,000.00	1,940.00	2,940.00
331 EMR - Legal Fees DO NOT USE	0.00		0.00
332 EMR - Toilet facilities DO NOT	0.00		0.00
333 EMR - NDP Plan NO LONGER USED	0.00		0.00
334 EMR - Hub Build NO LONGER USED	0.00		0.00
335 EMR - UC Allotments	1,000.00	938.00	1,938.00
336 EMR - Hub Extras NO LONGER USE	0.00		0.00
337 EMR - LD Recreation Grnd	1,500.00	1,500.00	3,000.00
338 EMR - Social Fund	22,992.84	-10,242.65	12,750.19
	<u>1,139,292.19</u>	<u>-80,576.64</u>	<u>1,058,715.55</u>

Hellingly PC

Page 1

Working details for ANNUAL RETURN - Year ended 31 March 2023

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
1	37,482	34,193	310	0	General Reserves
1	6,391	6,391	321	0	EMR - Village Hall
1	2,000	0	322	0	EMR - Cemetery
1	3,000	3,000	323	0	EMR - LHB Recreation Grnd
1	928,223	894,787	324	0	EMR - RB Public Open Space/Pla
1	0	106,302	325	0	EMR - CIL
1	1,500	1,500	326	0	EMR - Cemetery Lodge
1	122,014	100,819	329	0	EMR - RBPark Landscaping
1	1,000	1,000	330	0	EMR - Elections
1	1,000	1,000	335	0	EMR - UC Allotments
1	1,500	1,500	337	0	EMR - LD Recreation Grnd
1	0	22,993	338	0	EMR - Social Fund
1	Balances brought forward	1,104,110	1,173,486	Total balances & reserves at the beginning of the year as recorded in the Financial Records	
2	148,254	161,289	1176	101	Precept
2	Annual Precept	148,254	161,289	Total amount of Precept income received in the year	
3	14,000	14,000	1001	201	Letting Income
3	43,240	60,899	1001	202	Letting Income
3	2,541	2,579	1001	401	Letting Income
3	141	347	1001	402	Letting Income
3	1,250	1,250	1001	504	Letting Income
3	0	2,220	1003	503	Insurance Claim
3	16,650	0	1005	202	Deposits received
3	221	0	1006	202	Memorial Trees Benches Receipt
3	6,508	0	1007	101	Notice Boards contributions
3	0	1,877	1009	202	Electric Car Charger receipts
3	0	1,185	1010	202	Vandalism Receipts
3	0	35	1010	503	Vandalism Receipts
3	6,650	7,412	1011	302	Cemetery Lodge Rent rcvd
3	6,767	10,708	1031	301	Cemetery Burial Fees rcvd
3	9,895	0	1051	202	Donations/Grants rcvd
3	0	7,180	1052	101	Free Clubs Grants & Donations
3	20,000	1,274	1052	202	Free Clubs Grants & Donations
3	106,302	41,894	1150	101	CIL Receipt
3	16,000	12,000	1177	101	HTC Concurrent Grant
3	301	0	1177	201	HTC Concurrent Grant
3	2,512	3,788	1177	301	HTC Concurrent Grant
3	688	1,010	1177	401	HTC Concurrent Grant
3	7,392	7,828	1177	501	HTC Concurrent Grant
3	75	3,091	1190	101	Bank Deposit Interest rcvd
3	Total other receipts	261,134	180,576	Total income or receipts as recorded in the cashbook minus the Precept	
4	71,839	98,053	4001	101	Salaries and Wages
4	41,363	75,173	4001	202	Salaries and Wages
4	14,724	19,842	4001	301	Salaries and Wages

Continued over page

Hellingly PC

Working details for ANNUAL RETURN - Year ended 31 March 2023

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
4	3,713	5,758	4001	501	Salaries and Wages
4	0	500	4001	502	Salaries and Wages
4	15,575	24,915	4001	503	Salaries and Wages
4	211	89	4001	511	Salaries and Wages
4	147,425	224,329	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers) and pension contributions		
5	0	0	Total expenditure or payments of capital and interest made during the year on borrowings		
6	30,524	0	4003	202	Contractors
6	1,820	4,224	4003	301	Contractors
6	0	8,724	4004	101	Free Clubs Expenditure
6	7,732	0	4004	202	Free Clubs Expenditure
6	5,324	0	4006	101	Notice Boards Expenditure
6	538	456	4007	101	Travel and Subsistence
6	97	97	4007	102	Travel and Subsistence
6	1,509	1,422	4008	101	Training, Courses & Conference
6	815	188	4008	102	Training, Courses & Conference
6	874	1,000	4009	501	Kids Active Play Sessions
6	1,599	1,407	4009	503	Kids Active Play Sessions
6	12,792	0	4010	202	Hub deposits returned
6	6,769	7,320	4011	202	Rates and Water
6	1,082	1,429	4011	301	Rates and Water
6	174	175	4011	401	Rates and Water
6	-152	1,928	4011	501	Rates and Water
6	311	283	4012	104	Light, Heat & Energy
6	3,923	7,577	4012	202	Light, Heat & Energy
6	600	600	4013	401	Rent
6	0	1,317	4014	202	Property Repairs
6	2,150	3,349	4016	202	Janitorial
6	36	0	4017	201	Health and Safety
6	557	624	4017	202	Health and Safety
6	100	0	4017	501	Health and Safety
6	43	0	4017	502	Health and Safety
6	200	0	4017	503	Health and Safety
6	249	571	4018	202	Refuse disposal etc
6	104	0	4018	501	Refuse disposal etc
6	668	0	4018	503	Refuse disposal etc
6	1,235	1,333	4021	101	Telephone and Internet
6	266	560	4022	101	Postage
6	1,582	2,109	4023	101	Stationery & Printing
6	0	230	4023	102	Stationery & Printing
6	171	0	4023	103	Stationery & Printing
6	4,447	3,784	4025	101	Computer Software & Support
6	1,000	1,286	4026	101	Insurance

Continued over page

Hellingly PC

Working details for ANNUAL RETURN - Year ended 31 March 2023

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
6	500	500	4026	201	Insurance
6	1,197	1,004	4026	202	Insurance
6	647	790	4026	301	Insurance
6	250	250	4026	302	Insurance
6	117	150	4026	401	Insurance
6	117	150	4026	402	Insurance
6	50	100	4026	501	Insurance
6	50	100	4026	502	Insurance
6	1,000	1,000	4026	503	Insurance
6	475	400	4026	504	Insurance
6	25	44	4026	511	Insurance
6	831	1,723	4027	101	Subscriptions
6	415	400	4029	202	Security CCTV
6	0	2	4030	101	Defibrillators
6	0	270	4032	101	Advertising - Publicity
6	2,015	1,861	4034	101	Parish Web Site
6	22,756	1,540	4039	202	Grounds Mtce/Hedge Cutting
6	1,121	1,906	4039	301	Grounds Mtce/Hedge Cutting
6	1,562	1,103	4039	401	Grounds Mtce/Hedge Cutting
6	174	0	4039	402	Grounds Mtce/Hedge Cutting
6	3,659	7,295	4039	501	Grounds Mtce/Hedge Cutting
6	400	230	4039	502	Grounds Mtce/Hedge Cutting
6	13,227	18,801	4039	503	Grounds Mtce/Hedge Cutting
6	1,335	2,140	4039	504	Grounds Mtce/Hedge Cutting
6	60	75	4041	104	Maintenance
6	420	148	4041	302	Maintenance
6	29,065	2,908	4043	202	Equipment and Protective Cloth
6	2,369	350	4043	301	Equipment and Protective Cloth
6	411	835	4043	501	Equipment and Protective Cloth
6	701	1,160	4043	503	Equipment and Protective Cloth
6	31	0	4043	504	Equipment and Protective Cloth
6	311	324	4044	301	Mower Fuel/Oil
6	16	0	4044	501	Mower Fuel/Oil
6	106	10	4044	503	Mower Fuel/Oil
6	0	165	4047	501	Play Equipment Maint & Repairs
6	0	100	4047	502	Play Equipment Maint & Repairs
6	4,561	1,159	4047	503	Play Equipment Maint & Repairs
6	1,240	396	4048	202	Vandalism Costs
6	0	2,328	4048	503	Vandalism Costs
6	612	0	4048	504	Vandalism Costs
6	465	612	4049	501	Dog/Litter Bin Emptying
6	1,485	3,269	4049	503	Dog/Litter Bin Emptying
6	92	151	4051	101	Bank Charges and Interest
6	798	680	4056	302	Professional fees - other
6	-1,100	1,120	4057	101	Audit Fees - External
6	256	153	4058	101	Audit Fees - Internal

Continued over page

Working details for ANNUAL RETURN - Year ended 31 March 2023

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
6	0	20	4060	503	Legal Fees
6	295	345	4101	102	Chairman's Allowance
6	1,310	1,804	4102	102	Councillors' Allowances
6	0	1,051	4131	102	Civic Functions
6	200	250	4132	102	Remembrance Day Parade
6	7,820	10,811	4301	107	Grants and Donations - S 137
6	192,587	123,976	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)		
7	1,173,486	1,167,046	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]		
8	1,134,214	442,773	200	0	Barclays Curr/Deposit Acct
8	30,772	0	205	0	Barclays Bus Prem Acct CLOSED
8	0	500,000	206	0	Cambridge & Counties Dowry
8	0	20,000	211	0	Redwood Bank 15.12.23
8	0	200,000	212	0	Redwood Bank Exp 20.02.24
8	1,164,986	1,162,773	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March		
9	2,303,798	2,305,403	9	0	Total Fixed Asset
9	2,303,798	2,305,403	The recorded current book value at 31 March of all tangible fixed assets as recorded in the asset register		
10	0	0	The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB)		

Hellingly PC
Working Detail for Reserves Reconciliation for ANNUAL RETURN 31 March 2023

 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	1,173,485.66	1,167,045.90
105	VAT Control A/c	8,499.86	2,640.80
565	Deposits	0.00	1,632.50
	Less Total Debtors	8,499.86	4,273.30
	Plus Total Creditors	0.00	0.00
	Equals Total Cash and Bank Accounts	1,164,985.80	1,162,772.60
200	Barclays Curr/Deposit Acct	1,134,213.61	442,772.60
205	Barclays Bus Prem Acct CLOSED	30,772.19	0.00
206	Cambridge & Counties Dowry	0.00	500,000.00
211	Redwood Bank 15.12.23	0.00	20,000.00
212	Redwood Bank Exp 20.02.24	0.00	200,000.00
	Total Cash and Bank Accounts	1,164,985.80	1,162,772.60

**LOCAL GOVERNMENT FINANCE ACT 1992
PRECEPT ON THE BILLING AUTHORITY FOR THE YEAR 2022/23**

Hellingly Parish Council

To: **WEALDEN DISTRICT COUNCIL**, being the Billing Authority for Council Tax of the District in which Hellingly Parish Council is situated.

In accordance with section 41 of the Local Government Finance Act 1992 Hellingly Parish Council gives notice that it has calculated its budget requirement for the financial year 2022/23 in accordance with section 50 of the Local Government Finance Act 1992 as being:

Precept (Budget Requirement to be met by Council Tax) (Please enter in whole pounds only, no pence)	£ 161,289 .00
Precept Amount in Words	One hundred and sixty-one thousand, two hundred and eighty-nine pounds

Wealden District Council is hereby directed to pay the above stated sum to Hellingly Parish Council and to send the remittance advice(s) to:

Name	Jennifer Hoodless
E-mail Address	clerk@hellingly-pc.org.uk

I confirm that this person is responsible for the administration of the Hellingly Parish Council's financial affairs.

COUNCIL TAX DEMAND NOTICES 2022/23 EXPENDITURE DETAILS OF LARGER PARISHES

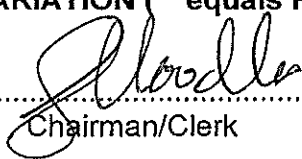
YOU ARE REQUIRED BY LAW TO PROVIDE THIS INFORMATION FOR PUBLICATION IF YOUR PRECEPT IS £140,000 OR MORE

Local Precepting Authority: Hellingly Parish Council

	A 2021/22 £	B 2022/23 £	C = B - A Variation £
1 Estimated Expenditure (optional)	218,823	279,052	60,229
2 Estimated Income (not incl precept)	76,456	119,372	42,916
3 Estimated Expenditure net of income	142,367	159,680	17,313
4 Allowance for contingencies	0	0	0
5 Contributions to reserves (positive figure)	5,886	1,609	0
6 Contributions from reserves (negative figure)	0	0	4,277
7 Precept (Budget Requirement to be met from Council Tax) 3+4+5+6 = 7	148,253	161,289	13,036

**

Reasons for variation in Estimated Expenditure net of income	£
There are two main reasons for an estimated increase, which is the taxbase has increased from 1,509.70 to 1,625.90 as many additional new houses, which impacts on the services and expenditure for the parish.	
Secondly, the community hub is now operational, and as we have now completed it's first year as yet, there were many upfront costs for equipment and staff.	
TOTAL VARIATION (** equals Row 3 Column C above)	

Signed 
Chairman/Clerk

Date 20

DRAFT Precept and Banding Calculator

<u>Current Year</u>	<u>Next Year</u>	<u>Increase</u>	<u>Next Year</u>	<u>£1 Increase</u>
2021-22	2022-23		2022-23	
£148,253	£148,253	0.00%	£161,289	8.79%
1,509.7	1,509.7	0.00%	1,625.9	7.70%
£98.20	£98.20	0.00%	£99.20	1.02%
	Band D increase per £1,000 precept rise		£0.62	

Full Breakdown by Band

<u>Current Year</u>	<u>Next Year</u>	<u>Weekly Increase</u>	<u>Next Year</u>	<u>Weekly Increase</u>
£65.47	£65.47	£0.00	£66.13	£0.01
£76.38	£76.38	£0.00	£77.16	£0.01
£87.29	£87.29	£0.00	£88.18	£0.02
£98.20	£98.20	£0.00	£99.20	£0.02
£120.02	£120.02	£0.00	£121.24	£0.02
£141.84	£141.84	£0.00	£143.29	£0.03
£163.67	£163.67	£0.00	£165.33	£0.03
£196.40	£196.40	£0.00	£198.40	£0.04

Instructions for use

Enter the relevant figures into boxes a,b,c and d and the spreadsheet will work out the calculations. DO NOT enter any figures into any of the other boxes or you will lose the pre-set calculations.

Hellingly Parish Council Asset Register as 11/04/2023

Date of Acquisition	Description of Asset	Cost/Proxy Cost	Insurance Value	Replacement Value	Location of Asset	Condition of Asset	Useful Life	Date Last Physically Vouched
Land and Property								
1914	Village Hall	205,443	205,443	300,000	North Street, Hellingly	Good	150+	20.03.2021
approx 1900	Cemetery Lodge	137,717	137,717	200,000	North Street, Hellingly	Good	150+	20.03.2021
TBC	Groundsman's Store	1,240	1,240	2,500	Cemetery, North Street, Hellingly	Good	150+	20.03.2021
2020	Community Hub	1,200,000	1,200,000	1,200,000	The Drive, Hellingly	New		20.03.2021
2020	Play Park at CH	45,000	45,000	45,000	The Drive, Hellingly	Good		20.03.2021
Apr-16	Cricket Pavilion	350,000	350,000	350,000	Hellingly Country Park	Good	50	20.03.2021
2020	25 Allotment Plots	15,000	15,000	15,000	Country Park Hellingly	Good		20.03.2021
	Lower Horsebridge, Recreation Ground	1			Lower Horsebridge	Good	150+	20.03.2021
	Lower Dicker Recreation Ground	1			Lower Dicker	Good	150+	20.03.2021
	Cemetery	1			North Street, Hellingly	Good	150+	20.03.2021
2020	Red Telephone Box K6 (Grade II Listed)	1	2,000	1,750	Church Lane, Hellingly	Good		16/11/2022
Jun-16	County Park	1			Hellingly Country Park	Good		20.03.2021

Community Hub (Fittings/Building)								
Jan-22	Air - Conditioning	20,345	20,345	20,345	Community Hub	New		18.01.2022
Jul-20	CCTV System	5,200	5,200	5,200	Community Hub	New		07.08.2021
Nov-19	Built-in Projectors (Hall & Blue Room) & Sound System (Hall)	4,928	4,928	4,928	Community Hub	New		07.08.2021
Feb-21	Acoustic Pads	10,862	10,862	10,862	Community Hub	New		20.03.2021
Mar-21	Electric Car Charger	2,800	2,800	2,800	Community Hub Car Park	New		02.11.2021

Community Hub Office Equipment								
Oct-20	Laptop Computer	683	683	683	C Community Hub	Good	1	20.03.2021
Jan-21	Printer	1,500	1,500	1,500	Community Hub	New	5	23.05.2022
Aug-18	Shredder	80	80	80	Community Hub	Good		20.03.2021
Nov-19	Telephone x 4	300	300	300	Community Hub	Good		20.03.2021
Nov-20	Laptop Computer	695	695	695	AC Community Hub	Good	10	20.03.2021
Jun-14	Screen	105	100	150	Clerks House	Good	10	20.03.2021
	Printer	250	100	280	Deputy Clerks House	Good		20.03.2021
Jul-19	Laptop Computer	683	683	683	Community Hub	Good	1	20.03.2021
Community Hub Equipment								
Jan-22	Sony Sound Bar HT7000	1,195	1,195	1,195	Community Hub (Blue Room)	New		17.01.2022
Nov-19	Large TV (Entrance)	1,500	1,500	1,500	Community Hub	New		07.08.2021
Jan-10	Portable Projector	235	100	100	Community Hub	Good		20.03.2021
Jan-10	Screen	100	80	80	Community Hub	Good		20.03.2021
Feb-22	Karcher Scrubber Dryer	1,605	1,605	1,605	Community Hub	Used		26.04.2022
Pre 2000	Piano	300	300	15,000	Community Hub	Used		02.11.2021

Community Hub Furniture								
Nov-04	24 tables 6' x 2.5'	485	800	800	Community Hub	Good	50	02.11.2021
May-06	7 tables 6' x 2.5'	521	800	800	Community Hub	Good	50	02.11.2021
Jul-17	62 Chairs	267	400	400	Community Hub	Good	50	02.11.2021

Hellingly Parish Council Asset Register as 11/04/2023





Date of Acquisition	Description of Asset	Cost/Proxy Cost	Insurance Value	Replacement Value	Location of Asset	Condition of Asset	Useful Life	Date Last Physically Vouched
Oct-17	Chair Trolley	53	55	55	Community Hub	Good	20	20.03.2021
Jul-20	Large Round Tables x 12	100	1,200	1,200	Community Hub	Used		20.03.2021
Jul-20	Small Round Tables x 6	100	420	420	Community Hub	Used		20.03.2021
Jul-20	Double Table Trolley	0	350	350	Community Hub	Used		20.03.2021
Jul-20	Single Table Trolley	0	250	250	Community Hub	Used		20.03.2021
Nov-20	98 Banqueting Chairs	2,700	2,700	2,700	Community Hub	New		11.04.2023
Community Hub Office Furniture								
Jul-20	Office Desks x 6	300	300	660	Community Hub	Used		20.03.2021
	Office Chairs x 6	300	300	200	Community Hub	Used		20.03.2021
	Wooden Filing Cabinets x 6	50	300	750	Community Hub	Used		20.03.2021
Community Hub Kitchen								
Jul-20	Microwave	90	90	90	Community Hub	New		20.03.2021
Jul-20	Dishwasher	2,000	2,000	2,000	Community Hub	New		20.03.2021
Jul-20	Double Oven (Beiling)	1,099	1,099	1,099	Community Hub	New		20.03.2021
Jul-20	Fridge (Small)	199	199	199	Community Hub	New		20.03.2021
Sep-22	Fridge (Tall)	299	299	299	Community Hub	New		12.09.2022
Jul-20	Freezer	249	249	249	Community Hub	New		20.03.2021
Street Furniture								
	Bus Shelters x 3	6,780	6,780	15,000	North Street, Near Old Post Office	Good	60	11.05.2022
					North Street, Near School	Good	60	11.05.2022
					A22 Lower Dicker	Good	60	11.05.2022
2013/2014	Noticeboard with Header & Posts	953	953	1,066	The Drive, Roebuck Park	Good		23.05.2022
May-18	Noticeboard with Header & Posts	953	953	1,066	Burfield Grange	Good		23.05.2022
2013/2014	Noticeboard with Header & Posts	953	953	1,066	Lower Dicker Rec	Good		23.05.2022
2013/2014	Noticeboard with Header & Posts	953	953	1,066	Union Corner Allotment Gardes	Good		23.05.2022
2013/2014	Noticeboard with Header & Posts	823	823	1,066	Lower Horsebridge Rec	Good		23.05.2022
2013/2014	Noticeboard with Header	823	823	928	Village Hall	Good		23.05.2022
2021	3 New Boards Bellway site due this year	5,400	5,400	5,400	Bellway	New		N/A
Outside Equipment								
	Defibrillators x 3	3,600	3,600	3,600	VH/CH & Kings Head	Good		07.10.2021
	Defibrillators Boxes x 3	1,500	1,500	1,500	VH/CH & Kings Head	New		07.10.2021
	Dog Waste Bins x 10	1,800	1,800	1,800	Within the Parish	Good		20.03.2021
Grounds Machinery & Equipment								
2015	Husqvarna Strimmer	325	325	325	Cemetery, North Street	Good	10	20.03.2021
2015	Husqvarna 226HD60S Hedge Cutter	348	348	348	Cemetery, North Street	Good	10	20.03.2021
2021	Husqvarna R214TC Front Deck Ride On	3,166	3,166	3,166	Cemetery, North Street	Good	5	03.05.2022
2021	Husqvarna Strimmer Model 135R x 2	900	900	900	Hellingly Country Park	New		26.10.2021

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Hellingly Parish Council Asset Register as 11/04/2023

Date of Acquisition	Description of Asset	Cost/Proxy Cost	Insurance Value	Replacement Value	Location of Asset	Condition of Asset	Useful Life	Date Last Physically Vouched
2017	Husqvarna Leaf Blower Model 525BX	198	198	200	Hellingly Country Park	Good		20.03.2021
2017	Husqvarna Cordless (battery powered) Hedgecutter. Model115iHD	210	210	210	Hellingly Country Park	Good		20.03.2021
2017	Husqvarna battery for above model BLi10 2Ah	90	90	90	Hellingly Country Park	Good		20.03.2021
2017	Husqvarna charger for above Model BLi QC80	80	80	80	Hellingly Country Park	Good		20.03.2021
2022	Husqvarna 120TK4-PH Pole Hedge Cutter with Battery & Charger	276	276	276	Hellingly Country Park/Cemetery	New		12.09.2022
Playground Equipment								
Mar-95	Sputnick	900	1,695	N/A	Lower Horsebridge Rec	Adequate	30	29.07.2021
Apr-08	Swings	1,100	1,100	N/A	Lower Horsebridge Rec	Adequate	30	29.07.2021
Apr-09	Adventure Frame	2,631	2,631	N/A	Lower Horsebridge Rec	Adequate	30	29.07.2021
Dec-96	Tom Thumb Equipment	2,070	3,307	N/A	Lower Horsebridge Rec	Adequate	30	29.07.2021
Apr-09	Swings	1,818	1,818	N/A	Lower Horsebridge Rec	Adequate	30	29.07.2021
Oct-98	Tom Thumb Equipment	2,070	3,560	N/A	Lower Dicker Rec	Adequate	30	29.07.2021
Apr-08	Swings	3,633	3,633	N/A	Lower Dicker Rec	Adequate	30	29.07.2021
Feb-18	Bin	138	138	138	Lower Horsebridge Rec	Good		29.07.2021
Country Park								
Jun-16	Playground Equipment	250,000	298,000	300,000	Hellingly Country Park	Good	30	19.10.2021
	Benches, Bins, Signs	20,000	20,000	20,000	Hellingly Country Park	Good		19.10.2021
Jul-16	CCTV - Cricket Pavilion	2,472	2,500	2,500	Hellingly Country Park	Good		19.10.2021
2016	Groundsman's Store	0	1,600	1,600	County Park - Container	Good		19.10.2021
Total Value		2,333,546	2,391,380	2,556,548				

Hellingly Parish Council Asset Register as 11/04/2023

Date of Acquisition	Description of Asset	Cost/Proxy Cost	Insurance Value	Replacement Value	Location of Asset	Condition of Asset	Useful Life	Date Last Physically Vouched
<u>Grounds Machinery</u>								
	<u>Husqvarna Strimmer</u>  Cemetery	SN2012 4000028						
	<u>Husqvarna Hedge Cutter</u>  Cemetery							
Jul-21	<u>Husqvarna R214TC Front Ride on Mower</u>  Cemetery	2021 0600004	3,166					
	<u>Husqvarna cordless (battery powered) hedgecutter. Model 115i</u> <u>Husqvarna battery for above model BLI10 2Ah</u> <u>Husqvarna charger for above Model BLI QC80</u>  Country Park	20171900314 20171813986 20171600115						

Hellingly Parish Council Asset Register as 11/04/2023

Date of Acquisition	Description of Asset	Cost/Proxy Cost	Insurance Value	Replacement Value	Location of Asset	Condition of Asset	Useful Life	Date Last Physically Vouched
	<p><u>Husqvarna motorised leaf blower. Model 525BX</u></p>  <p>Country Park</p>	20163908897						
Oct-21	<u>Husqvarna motorised strimmer. Model 135R</u>	2021 3200506	375					
Oct-21	<u>Husqvarna motorised strimmer. Model 135R</u>	2021 2800312	375					
	<u>Husqvarna motorised strimmer. Model 135R</u>	????????????						
	 <p>Country Park</p>							
Sep-22	<u>Husqvarna Pole Saw 120iTK4-PH with battery & Charger</u>	20215000032	265					
	 <p>Country Park</p>							

Hellingly PC Annual Budget - By Committee		Last Year (2020/21)		Current Year (2021/22)		Next Year Proposed (2022/23)	COMMENTS
		Budget	Actual	Budget	Actual YTD		
Finance							
101	Administration						
1007	Notice Boards contributions	£0	£0	£0	£6,508	n/a	For new developments
1150	CIL Receipt	£0	£330,477	£0	£106,302	£0	unknown quantity
1176	Precept	£134,632	£134,632	£148,253	£148,254	£161,289	based on current years precept figure until taxbase is confirmed
1177	HTC Concurrent Grant	£16,000	£16,000	£16,000	£8,000	£12,000	Reduce by £4,000
1190	Bank Deposit Interest rcvd	£300	£1,405	£1,000	£46	£50	
	INCOME TOTALS	£150,932	£482,515	£165,253	£269,109	£173,339	
	Notice Boards Expenditure	£0	£0	£0	£5,324	£0	will get developers to purchase
4001	Salaries and Wages	£80,000	£82,802	£80,000	£32,537	£70,000	Clerk, Dep Clerk & 50% of ass. Clerk x 1 ??
4007	Travel and Subsistence	£400	£1,219	£500	£385	£500	same
4008	Training, Courses & Conference	£1,000	£0	£500	£1,509	£1,000	may need for Ass clerks x 2
4021	Telephone and Internet	£2,300	£871	£1,500	£580	£1,500	same
4022	Postage	£300	£108	£150	£99	£150	same
4023	Stationery & Printing	£1,500	£959	£1,500	£1,150	£1,500	same
	Office & meetings rental	£0	£0	£0	£0	£10,000	
4030	Defibrillators					£1,000	to cover whole Parish
4025	Computer Software & Support	£2,500	£5,437	£2,500	£3,542	£3,000	slight increase to be safe
4026	Insurance	£950	£972	£1,000	£1,000	£1,000	same
4027	Subscriptions	£2,000	£2,291	£1,500	£336	£1,500	same
4034	Parish Web Site	£3,500	£3,415	£1,500	£540	£2,000	allowing for any improvements
4051	Bank Charges and Interest	£4,051	£175	£150	£74	£150	same
4057	Audit Fees - External	£1,100	£4,400	£2,500	-£2,400	£2,500	same
4058	Audit Fees - Internal	£250	£504	£300	£1,556	£1,000	already paid £285 for half year audit, but new auditor so not sure
	EXPENDITURE TOTALS	£99,851	£103,153	£93,600	£46,232	£96,800	
102	Civic and Democratic						
4007	Travel and Subsistence	£100	£159	£100	£62	£100	same
4008	Training, Courses & Conference	£500	£0	£500	£165	£500	same

4023	Stationery & Printing	£200	£0	£200	£0	£200	£0	£200	same
4032	Advertising - Publicity	£0	£150	£0	£0	£0	£0	£0	not used
4101	Chairman's Allowance	£350	£153	£350	£230	£350	£350	£350	based on current years allowance
4102	Councillors' Allowances	£2,250	£1,360	£2,250	£0	£2,250	£0	£2,250	based on current years allowance
4111	Election Expenses	£1,000	£0	£1,000	£0	£1,000	£0	£1,000	same
4131	Civic Functions	£350	£0	£350	£0	£350	£0	£1,500	Queens Jubilee celebration event & official Hub
4132	Remembrance Day Parade	£150	£0	£200	£0	£200	£0	£250	same?
	EXPENDITURE TOTALS	£4,900	£1,822	£4,950	£457	£6,150			
103	Neighbourhood Plan								
4003	Contractors	£0	£488	£0	£0	£0	£0	£0	add review date 2026?
4023	Stationery & Printing	£0	£0	£0	£171	£0	£0	£0	no longer used
4056	Professional fees - other	£0	£916	£0	£0	£0	£0	£0	no longer used
104	Street Lighting								
1098	Refunds	£0	£90	£0	£0	£0	£0	£0	
4012	Light, Heat & Energy	£750	£274	£750	£247	£750	£247	£750	same
4041	Maintenance	£200	£165	£150	£15	£150	£15	£150	same
	EXPENDITURE TOTALS	£950	£529	£900	£232	£900			
107	Grants (Incl S137)								
4301	Grants and Donations - S 137	£7,500	£8,733	£7,500	£0	£11,250	£0	£11,250	agreed to recommend to council 8%

	Last Year (2020/21)		Current Year (2021/22)		Next Year Proposed (2022/23)
	Budget	Actual	Budget	Actual YTD	
HALLS COMMITTEE					
201 Village Hall					
1001 Letting Income	£9,000	£18,477	£14,000	£7,000	£14,000 2nd of 3 year lease
1177 HTC Concurrent Grant	£682	£642	£0	£301	£0 no longer used
INCOME TOTALS	£9,682	£19,119	£14,000	£7,301	£14,000
4001 Salaries and Wages					
4011 Rates and Water	£4,500	£2,902	£0	£0	£0
4012 Light, Heat & Energy	£1,000	£918	£0	£0	£0
4014 Property Repairs	£2,000	£291	£0	£0	£0
4016 Janitorial	£5,000	£457	£5,000	£0	£2,000 exterior repairs only
4017 Health and Safety	£600	£95	£0	£0	£0
4018 Refuse disposal etc	£200	£122	£0	£0	£0
4026 Insurance	£400	£281	£0	£0	£0
4030 Defibrillators	£500	£466	£500	£500	£500 same
4043 Equipment and Protective Cloth	£0	£0	£500	£0	£0 move to admin cost centre
4049 Dog/Litter Bin Emptying	£500	£0	£0	£0	£0
4055 Performing Rights Society	£350	£0	£0	£0	£0
EXPENDITURE TOTALS	£15,550	£5,531	£6,000	£500	£2,500
202 Hellingly Community Hub					
1001 Letting Income	£5,000	£1,544	£15,000	£19,830	£60,000 includes office & mtg room income for council £10,000
1005 Deposits received	£0	£0	£0	£6,950	£0 not included in budget figures
1006 Memorial Trees Benches Receipt	£0	£0	£0	£221	£0 unknown quantity
1051 Donations/Grants rcvd	£0	£0	£0	£9,895	£0 unknown quantity
1052 Social Fund Kids Activities	£0	£0	£0	£20,000	£0 unknown quantity
INCOME TOTALS	£5,000	£1,544	£15,000	£49,946	£60,000
					plus 2% /// add 10hrs afternoon cleaner
4001 Salaries and Wages	£10,000	£4,206	£20,000	£14,320	£53,000 1.5pt admin, 1 pt cleaner, 1 pt caretaker & 4hrs groundsman

4003	Contractors	£0	£316,701	£0	£30,524	£0	no longer used
4004	YAH Club Expenditure	£0	£0	£0	£905	£500	transfer from EMR social fund
4010	Hub deposits returned	£0	£0	£0	£3,572	£0	not included in budget figures
4011	Rates and Water	£2,000	£0	£2,000	£55	£11,000	still waiting for WDC gto confirm valuation, based this figure on Ja
4012	Light, Heat & Energy	£3,000	£1,638	£3,000	£1,421	£5,000	investigate last invoice and usage
4014	Property Repairs	£0	£1,070	£0	£0	£1,000	unknown quantity as new building
4016	Janitorial	£1,000	£890	£1,000	£1,032	£2,000	*unknown quantity until one full year of use. Allowed for comme
4017	Health and Safety	£400	£1,231	£500	£436	£600	
4018	Refuse disposal etc	£500	£87	£800	£77	£500	
4026	Insurance	£1,800	£1,016	£2,500	£1,000	£1,000	
4029	Security CCTV	£400	£5,317	£500	£0	£500	
4039	Grounds Mtce/Hedge Cutting	£0	£0	£1,500	£22,567	£2,000	*£1500 agreed at committee mtg but may need additional?
4040	Comm Hub Extras NO LONGER USED	£0	£54,732	£0	£0	£0	no longer used
4043	Equipment and Protective Cloth	£1,000	£1,213	£1,000	£2,683	£2,500	*includes upgrade to sound system. Does not include aircon
4047	Play Equipment Maint & Repairs	£0	£31,133	£0	£0	£1,000	
4048	Vandalism Costs	£0	£0	£1,000	£0	£1,000	
4056	Professional fees - other	£0	£60,739	£0	£0	£0	no longer used
	EXPENDITURE TOTALS	£20,100	£479,973	£33,800	£75,020	£81,600	* increased figure from agreed at committee mtgs

	CEMETERY & ALLOTMENTS COMM	Last Year (2020/21)		Current Year (2021/22)		Next Year Proposed (2022/23)
		Budget	Actual	Budget	Actual YTD	
301	Cemetery					
1031	Cemetery Burial Fees rcvd	£6,000	£15,249	£9,000	£3,615	£10,000
1177	HTC Concurrent Grant	£2,512	£2,512	£2,512	£1,256	£3,788
	INCOME TOTALS	£8,512	£17,761	£11,512	£4,871	£13,788
						adjusted figures
4001	Salaries and Wages	£10,000	£11,097	£11,000	£6,737	£12,000
4003	Contractors - Grave Diggers	£4,000	£3,525	£4,000	£1,340	£4,000
4011	Rates and Water	£1,000	£1,040	£1,500	£601	£1,500
4026	Insurance	£500	£557	£650	£647	£700
4039	Grounds Mtce/Hedge Cutting	£1,500	£1,065	£1,500	£260	£1,500
	Cemetery Maintenance					£1,000
4043	Equipment and Protective Cloth	£1,500	£136	£1,000	£2,369	£1,000
4044	Mower Fuel/Oil	£400	£117	£300	£236	£350
4056	Professional fees - other	£0	£133	£0	£0	£0
	EXPENDITURE TOTALS	£18,900	£17,669	£19,950	£12,190	£22,050
302	Cemetery Lodge					
	Cemetery Lodge Rent rcvd	£7,980	£7,980	£7,980	£2,660	£8,520
						increase to £710 pm
4026	Insurance	£250	£233	£250	£250	£250
	Maintenance	£1,000	£70	£1,000	£100	£1,000
4056	Professional fees - other	£958	£665	£958	£333	£852
	EXPENDITURE TOTALS	£2,208	£968	£2,208	£683	£2,102
						same
						same
Allotments						
401	Union Corner Allotments					
1001	Letting Income	£2,000	£2,286	£2,000	£158	£2,000
1177	HTC Concurrent Grant	£688	£688	£688	£344	£1,010
	INCOME TOTALS	£2,688	£2,974	£2,688	£502	£2,688
						Adjusted

4011	Rates and Water	£750	£705	£1,000	£157	£1,000	same
4013	Rent	£600	£600	£600	£600	£600	same
4026	Insurance	£100	£117	£150	£117	£150	same
4039	Grounds Mtce/Hedge Cutting	£2,500	£980	£2,500	£935	£2,500	allowing for tree works
	EXPENDITURE TOTALS	£3,950	£2,402	£4,250	£1,809	£4,250	
402	Roebuck Park Allotments						
1001	Letting Income	£0	£470	£1,000	£120	£0	2nd year free as per agreement
4011	Rates and Water	£0	£869	£1,000	£0	£1,000	same
4026	Insurance	£0	£0	£150	£117	£150	same
4039	Grounds Mtce/Hedge Cutting	£0	£15,208	£2,500	£174	£2,000	reduced
	EXPENDITURE TOTALS		£16,077	£3,650	£291	£3,150	

Recreation Grounds		Last Year (2020/21)		Current Year (2021/22)		Next Year Proposed (2022/23)
		Budget	Actual	Budget	Actual YTD	
501 Lower Horsebridge Rec'n Grd						
1021	LHB Drainage contr NOT USED	£0	£6,333	£8,000	£0	£0
1177	HTC Concurrent Grant	£7,076	£7,069	£7,076	£3,538	£7,828 Adjusted
	INCOME TOTALS	£7,076	£13,402	£15,076	£3,538	£7,076
4001	Salaries and Wages	£2,500	£2,965	£2,500	£1,768	£3,000 allowed for increased
4009	Kids Activity Days	£500	£55	£500	£874	£1,000 for active play sessions only
4011	Rates and Water	£1,000	£1,474	£1,500	-£695	£1,500
4017	Health and Safety	£150	£100	£150	£100	£150
4018	Refuse disposal etc	£0	£0	£0	£94	£0 need to allocate
4026	Insurance	£50	£39	£100	£50	£100 same
4030	Defibrillators	£0	£0	£500	£0	£0 move to admin cost centre code
4039	Grounds Mtce/Hedge Cutting	£6,000	£3,231	£6,000	£2,612	£4,500 same
4043	Equipment and Protective Cloth	£0	£958	£1,000	£395	£1,000 same
4044	Mower Fuel/Oil	£50	£0	£50	£0	£50 same
4047	Play Equipment Maint & Repairs	£5,000	£0	£5,000	£0	£5,000 same
4049	Dog/Litter Bin Emptying	£1,000	£400	£1,000	£65	£500 reduced
	EXPENDITURE TOTALS	£16,250	£9,223	£18,300	£5,261	£16,800
502 Lower Dicker Recreation Grd						
4001	Salaries and Wages	£400	£400	£500	£0	£500 pay Hollebons
4017	Health and Safety	£150	£50	£150	£43	£100 reduced
4026	Insurance	£50	£39	£100	£50	£100 same
4039	Grounds Mtce/Hedge Cutting	£1,500	£150	£1,500	£0	£1,500 same
4047	Play Equipment Maint & Repairs	£1,500	£0	£1,500	£0	£1,500 same
	EXPENDITURE TOTALS	£3,600	£639	£3,750	£93	£3,700

MINUTE REFS FOR 2022/23

PCH 011.05.22 & 10.05.23	Review of Effectiveness of Internal Controls Annual Risk Assessment Internal Auditors Draft Report AGAR Form 3 & Supporting Documents Notice of Public Rights Asset Register
PCH 010.05.22 & 10.05.23	Standing Orders Finance Regulations Complaints Procedure
PCH 027.07.22	First Quarter Budget report presented to Council Approved overspend on salaries Approved EMR transfers
PCH 037.09.22	Approved Internal Auditors appointment for interim audit Approved for HPC to remain opted in for the External Auditors for next 5 yrs
PCH 047.10.22	Noted 2nd Quarters Budget report Noted the Internal Auditors Interim Report Noted the Notice of Conclusion of Audit for 21/22
PCH 068.12.22	Approved Precept Band D increase £3 Approved employers pension contribution from 1st April 2023 from 5 to 6% Approved 2023/24 salaries Approved Grant applications
PCH 077.01.22	Approved 3rd Quarters Budget report Approved EMR transfers & 1yrs fixed bond savings
PCH 093.03.23	Approved the expenditure for PA System
PCH 096.03.23	Approved Internal Auditors appointment for year end audit Approved the transfer of £500k to Cambridge & Counties 1yr fixed bond on 3.8%
PCH 103.04.23	Approved final quarters budget report

Contact details

Name of smaller authority: _____ **HELLINGLY PARISH COUNCIL** _____

County Area (local councils and parish meetings only): _____ **WEALDEN DISTRICT** _____

Please complete this form and send it back to us with the AGAR or exemption certificate

	Clerk/RFO (Main contact)	Chair
Name	JENNIFER HOODLESS	DAVID WHITE
Address	30 ST MELLION CLOSE HAILSHAM EAST SUSSEX BN27 3UY	Grovebridge Farm Grove Hill Hellingly East Sussex BN27 4HH
Daytime telephone number	01323 449415	01435 813171
Mobile telephone number	07508504716	
Email address	clerk@hellingly-pc.org.uk	cllr.david.white@hellingly-pc.org.uk

11/04/2023

Hellingly PC

11:23

Balance Sheet as at 31/03/2023

31/03/2022

31/03/23

Current Assets

8,500	VAT Control A/c	2,641
1,134,214	Barclays Curr/Deposit Acct	442,773
30,772	Barclays Bus Prem Acct CLOSED	0
0	Cambridge & Counties Dowry	500,000
0	Redwood Bank 15.12.23	20,000
0	Redwood Bank Exp 20.02.24	200,000
0	Deposits	1,633

1,173,486

1,167,046

1,173,486 Total Assets

1,167,046

Current Liabilities

<u>0</u>	<u>0</u>
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1,173,486 Total Assets Less Current Liabilities

1,167,046

Represented By

34,193	General Reserves	108,330
6,391	EMR - Village Hall	6,391
3,000	EMR - LHB Recreation Grnd	10,326
894,787	EMR - RB Public Open Space/Pla	853,730
106,302	EMR - CIL	76,302
1,500	EMR - Cemetery Lodge	1,500
100,819	EMR - RBPark Landscaping	89,838
1,000	EMR - Elections	2,940
1,000	EMR - UC Allotments	1,938
1,500	EMR - LD Recreation Grnd	3,000
22,993	EMR - Social Fund	12,750

1,173,486

1,167,046

The above statement represents fairly the financial position of the authority as at 31/03/2023 and reflects its Income and Expenditure during the year.

Signed :
Chairman

[Signature]

Date : 10/5/23

Signed :
Responsible
Financial
Officer

[Signature]

Date : 10/5/23