MINUTES OF THE PATTINGHAM AND PATSHULL PARISH COUNCIL PRECEPT MEETING HELD ON THE 16TH NOVEMBER 2020 (via Zoom software)

Present: Councillors: R Lines (Chairman), L Billingham (Vice-Chairman), D Billson, Mrs A Davies, A Freeman, N Hill, N Land, T Mason

Also present Mrs J Neal - Clerk

120/20. To receive Apologies of absence

Apologies of absence were received from Councillor Mrs C Clarke.
Councillors M Finch and J Tomlinson were not in attendance.

121/20. To receive members declarations of Pecuniary Interest

No declarations were made.

122/20. To receive the External Auditors report for up to 31st March 2020

The External Auditors report as set out as appendix 1 to these minutes, was received and noted.

123/20. To discuss repaying Play Park Loan

The balance of the Play Park loan is £6500. It was proposed by Councillor R Lines and seconded by Councillor T Mason that the Loan is repaid in full to the South Staffordshire District Council. On a vote this was carried unanimously.

124/20. To set a budget, and associated Precept for 2021/22 including 3 year projections

The budget and associated precept as set out as appendix 2 to these minutes was proposed to be accepted by Councillor T Mason and seconded by Councillor L Billingham and on a vote was carried unanimously.

The 3 year projections figures were noted and agreed as set out as appendix 3.

The Parish Council reserves / ear marked funds were noted as below:-

Additional Toddler Swings	£ 2,000
Outdoor Adult Gym Equipment	£15,000
Replace Rustic Benches on lower playing field	£ 2,000
Future Election Expenses	£ 5,000
Play Equipment reserve for repairs	£ 2,000
Christmas Lights reserve fund for electrical safety and structural adequacy of installations	£ 3,000
Village Hall Emergency Fabric Fund	£ 3,000
General Reserve fund	£10,000
Contingency fund	£ 3,000

Balance 2020-21 budget	£ 3,740
TOTAL	**£48,740**

125/20. Date of next scheduled meeting – 7th December 2020

Appendix 1 to the minutes of the meeting held on the 16th November 2020

mazars

Mazars LLP
Salvus House
Aykley Heads
Durham
DH1 5TS

Tel: +44 (0)191 383 3600
www.mazars.co.uk

J Neal
Pattingham and Patshull Parish Council
34 Brackendale Way
Stourbridge
Staffordshire
DY8 2BQ

22 October 2020

Dear J Neal

Completion of the audit for the year ended 31 March 2020

We have completed our audit for the year ended 31 March 2020 and I have pleasure in enclosing the certified Annual Governance and Accountability Return. The External Auditor's Certificate and Report is given in Section 3.

If there are any significant matters arising from the audit, they are summarised in the External Auditor's certificate in Section 3. If we have identified minor scope for improvement we have recorded this on page 2 of this letter. The Council must consider these matters and decide what action is required. In most cases this will be self-evident. In some instances we have referred to further guidance available, in particular, in the publication "*Governance and Accountability for Local Councils – A Practitioners' Guide (England) 2010*". This can be obtained via your NALC or SLCC branch, or downloaded free of charge.

Action you are required to take

The Accounts and Audit (England) Regulations 2015 set out what you must do at the conclusion of the audit. In summary, you are required to:

Publish (which must include publication on the authority's website) a statement:

- that the audit has been concluded and that the statement of accounts has been published;
- of the rights of inspection conferred on local government electors by section 25 of the Local Audit and Accountability Act 2014; and
- the address at which, and the hours during which, those rights may be exercised.

- Keep copies of the Annual Governance and Accountability Return for purchase by any person on payment of a reasonable sum.
- Ensure that the Annual Governance and Accountability Return remains available for public access for a period of not less than five years beginning with the date on which the Annual Governance and Accountability Return was first published.

The Accounts and Audit (England) Regulations 2015 do not specify the period the Completion Notice needs to be on the council's website but this period must be reasonable.

Minor scope for improvement in 2020/21

The bank reconciliation was difficult to follow because the summary cash book was not reconciled to the bank statement balance. Supporting bank reconciliations were provided for each bank account but the summary bank reconciliation showed the aggregate ledger rather than cash book balance. In future the Council should use the standard proforma provided in our guidance or in the Practitioner's Guide when preparing the bank reconciliation and ensure they reconcile.

The internal control objective (K), 'if the Authority certified itself as exempt from a limited assurance review in 2018/19, it met the exemption criteria and correctly declared itself exempt', was ticked 'yes' by the internal auditor when the Council was not exempt in 2018/19. The box should have been ticked 'not covered' and an explanation provided on the form. In future, the Council should ensure the annual return is accurate and complete.

Audit fee

Our fee note for the audit, which is in accordance with the audit fee scales set by SAAA, and available at http://www.localaudits.co.uk/fees.html will follow.

We would be grateful if you could arrange for this to be paid at the earliest opportunity.

Mazars Green Policy

Protection of the environment in which we live and operate is part of Mazars' values and principles and we consider it to be sound business practice. One of our impact areas is to reduce our consumption of paper per staff member by 5% year on year.

In order to help us to achieve this, we will only be returning a hard copy of your AGAR to the council on request. Please email us no later than **11 December 2020** if you require a hard copy of your AGAR otherwise we will securely dispose of it.

Yours sincerely

CWaddell

Cameron Waddell
Partner

Annual Governance and Accountability Return 2019/20 Part 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 Part 3 of the Annual Governance and Accountability Return 2019/20

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Part 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** is completed by the authority's internal auditor.
   - **Sections 1 and 2** are to 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 **before 1 July 2020.**
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 2020.** 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 2020
   - 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 2019/20

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 **Section1, 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 a publicly accessible website:

Before 1 July 2020 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 2019/20**, approved and signed, page 4
- **Section 2 - Accounting Statements 2019/20**, approved and signed, page 5

Not later than 30 September 2020 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 Part 3 of the Annual Governance and Accountability Return 2019/20

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this Annual Governance and Accountability Return. *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 Annual Governance and Accountability Return is complete (no highlighted boxes left empty), and is properly signed and dated. Where amendments are made by the authority to the AGAR after it has been approved by the authority and before it has been reviewed by the external auditor, the Chairman and RFO should initial the amendments and if necessary republish the amended AGAR and recommence the period for the exercise of public rights. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the annual internal audit report if possible before approving the annual governance statement and the accounts.
- Use the checklist provided below to review the Annual Governance and Accountability Return for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2020.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the Annual Governance and Accountability Return 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 external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, 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 2019) equals the balance brought forward in the current year (Box 1 of 2020).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the period for the exercise of public rights. From the commencement date for a single period of 30 consecutive working days, the approved accounts and accounting records can be inspected. Whatever period the RFO sets it **must** include a common inspection period – during which the accounts and accounting records of all smaller authorities must be available for public inspection – of the first ten working days of July.
- The authority **must** publish 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 2020.**

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 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 from last year to this year been published?	✓	
	Has the bank reconciliation as at **31 March 2020** 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 2019/20

PATTINGHAM PARISH COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation **during** the financial year ended 31 March 2020.

The internal audit for 2019/20 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	Agreed? Please choose one of the following		
	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 and year-end bank account reconciliations were properly carried out.	✓		
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 2018/19, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2018/19 AGAR tick "not covered")*	✓		
L. The authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations.			✓

	Yes	No	Not applicable
M. **(For local councils only)** Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

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: 27 04 20

Name of person who carried out the internal audit: Pete Pallot

Signature of person who carried out the internal audit: Pallot

Date: 27 04 20

*If the response is 'no' you must include a note to 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 2019/20

We acknowledge as the members of:

PATTINGHAM 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 2020, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
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.

	Yes	No	N/A	
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.			✓	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:

6/7/20

and recorded as minute reference:

63/20

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

Chairman [signature]

Clerk J S. Neal

Other information required by the Transparency Codes (not part of Annual Governance Statement)
Authority web address

pattinghamparishcouncil.com

Section 2 – Accounting Statements 2019/20 for

PATTINGHAM PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.*
1. Balances brought forward	56065	72476	*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	50072	48790	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	5543	1644	*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	9793	11217	*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	1500	1500	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	27911	42028	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	72476	68165	*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	70558	65595	*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	394617	394617	*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	9000	7500	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

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

I certify that for the year ended 31 March 2020 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

J.S. Neal

Date 6/7/20

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

6/7/20

as recorded in minute reference:

63/20

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

Annual Governance and Accountability Return 2019/20 Part 3
Local Councils, Internal Drainage Boards and other Smaller Authorities*

Page 5 of 6

Section 3 – External Auditor Report and Certificate 2019/20

In respect of Pattingham & Patshull Parish Council

1 Respective responsibilities of the body and the auditor

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 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office NAO on behalf of the Comptroller and Auditor General see note below . Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2019/20

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.

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

Not applicable

3 External auditor certificate 2019/20

We 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 2020.

*We do not certify completion because:

Not applicable

External Auditor Name

Mazars LLP, Durham, DH1 5TS

External Auditor Signature Mazars LLP Date 22 October 2020

*Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Appendix 2 to the minutes of the meeting held on the 16th November 2020

0		2019/20	2020/21	2021-22	Comments
INCOME					
100	Donations / Grants	£0.00	£0.00	0	
101	Precept	£48,790.00	£48,790.00	£47,750.00	Reduce to use some reserves to balance budget
102	Football income	£1,650.00	£1,300.00	£1,400.00	
104	Misc Items	£0.00	£0.00	£0.00	
110	Interest on Santander deposit	£60.00	£60.00	£60.00	
	Total Income	**£50,500.00**	**£50,150.00**	**£49,210.00**	
EXP.					
1	Administration	£1,800.00	£1,000.00	£500.00	Reduced inline with this year.
2	Audit Costs	£550.00	£550.00	£550.00	Same
5	Best Kept Village Competition	£600.00	£500.00	£500.00	Same
8	CCTV	£750.00	£750.00	£600.00	Reduced inline with this year.
9	Chairmans Allowance	£250.00	£250.00	£250.00	Same
10	Play Park Loan	£1,500.00	£1,500.00	£6,500.00	increased to pay off loan
12	Christmas Lights	£4,750.00	£5,000.00	£5,000.00	Same
14	Clerks Salary	£9,000.00	£9,250.00	£9,500.00	Increased 2.8% as this year
15	Defibrillator	£100.00	£100.00	£0.00	call line no longer needed
16	Elections	£3,000.00	£1,000.00	£1,000.00	Same
17	Footpath Maintenance	£2,000.00	£2,000.00	£1,000.00	Based on not spent this year
18	Gardening (Village Green)	£1,750.00	£1,750.00	£1,800.00	Increased slightly
19	Insurance	£2,000.00	£1,300.00	£1,300.00	Based on this year
25	Playing Flds Maintenance	£8,000.00	£8,000.00	£10,000.00	Increased based on this year
28	Grants / Other Exp	£9,000.00	£9,750.00	£7,500.00	
29	Subscriptions	£500.00	£500.00	£450.00	Reduced inline with this year.
30	Training	£500.00	£500.00	£50.00	Reduced as unspent for 3 years
34	STORAGE AT THE VILLAGE	£150.00	£150.00	£150.00	Same
36	FOOTBALL EXPENDITURE	£700.00	£700.00	£700.00	Same
37	VILLAGE MAINTENANCE / IMPROVEMENTS / LITTER	£3,600.00	£5,600.00	£5,600.00	Same
	Total Expenditure	**£50,500.00**	**£50,150.00**	**£52,950.00**	
	Total Income	**£50,500.00**	**£50,150.00**	**£49,210.00**	
	Total Expenditure	**£50,500.00**	**£50,150.00**	**£52,950.00**	
	Balance	**£0.00**	**£0.00**	**-£3,740.00**	Take from Reserves / underspend from 2020/21

Appendix 3 to the minutes of the meeting held on the 16th November 2020

FINANCIAL PROJECTIONS 2019 - 202

INCOME		**2019/20**	**2020/21**	**2021/22**	**2022/23**	**2023-4**
100	Donations / Grants	£0.00	£0.00	0	0	0
101	Precept	£48,790.00	£48,790.00	£47,750.00	£47,750.00	£47,750.00
102	Football income	£1,650.00	£1,300.00	£1,400.00	£1,400.00	£1,400.00
104	Misc Items	£0.00	£0.00	£0.00	£0.00	£0.00
110	Interest on Santander deposit	£60.00	£60.00	£60.00	£60.00	£60.00
	Total Income	**£50,500.00**	**£50,150.00**	**£49,210.00**	**£49,210.00**	**£49,210.00**
EXPENDITURE						
1	Administration	£1,800.00	£1,000.00	£500.00	£500.00	£500.00
2	Audit Costs	£550.00	£550.00	£550.00	£550.00	£550.00
5	Best Kept Village Competition	£600.00	£500.00	£500.00	£500.00	£500.00
8	CCTV	£750.00	£750.00	£600.00	£600.00	£600.00
9	Chairman's Allowance	£250.00	£250.00	£250.00	£250.00	£250.00
10	Play Park Loan	£1,500.00	£1,500.00	£6,500.00	£0.00	£0.00
12	Christmas Lights	£4,750.00	£5,000.00	£5,000.00	£5,000.00	£5,000.00
14	Clerks Salary	£9,000.00	£9,250.00	£9,500.00	£9,750.00	£10,000.00
15	Defibrillator	£100.00	£100.00	£0.00	£0.00	£0.00
16	Elections	£3,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00
17	Footpath Maintenance	£2,000.00	£2,000.00	£1,000.00	£1,000.00	£1,000.00
18	Gardening	£1,750.00	£1,750.00	£1,800.00	£1,800.00	£1,800.00
19	Insurance	£2,000.00	£1,300.00	£1,300.00	£1,300.00	£1,300.00
25	Playing Flds Maintenance	£8,000.00	£8,000.00	£10,000.00	£10,000.00	£10,000.00
28	Grants / Other Exp	£9,000.00	£9,750.00	£7,500.00	£10,010.00	£9,760.00
29	Subscriptions	£500.00	£500.00	£450.00	£450.00	£450.00
30	Training	£500.00	£500.00	£50.00	£50.00	£50.00
34	STORAGE AT THE VILLAGE	£150.00	£150.00	£150.00	£150.00	£150.00
36	FOOTBALL EXPENDITURE	£700.00	£700.00	£700.00	£700.00	£700.00
37	IMPROVEMENTS / LITTER	£3,600.00	£5,600.00	£5,600.00	£5,600.00	£5,600.00
	Total Expenditure	**£50,500.00**	**£50,150.00**	**£52,950.00**	**£49,210.00**	**£49,210.00**
	Total Income	**£50,500.00**	**£50,150.00**	**£49,210.00**	**£49,210.00**	**£49,210.00**
	Total Expenditure	**£50,500.00**	**£50,150.00**	**£52,950.00**	**£49,210.00**	**£49,210.00**
	Balance	**£0.00**	**£0.00**	**-£3,740.00**	**£0.00**	**£0.00**