

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

Name of smaller authority: \_\_\_\_\_ **Ulley Parish Council**

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County Area (local councils and parish meetings only): \_\_\_\_\_ **South  
Yorkshire** \_\_\_\_\_

**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 \_\_\_\_\_ **20 June 2019** \_\_\_\_\_

and ending on \_\_\_\_\_ **29 July 2019** \_\_\_\_\_

(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 2019 (i.e. Monday 1 July – Friday 12 July).

We have suggested the following dates: Monday 17 June – Friday 26 July 2019. The latest possible dates that comply with the statutory requirements are Monday 1 July – Friday 9 August 2019.)

**Signed:** \_\_\_\_\_ *Andrew Towler* \_\_\_\_\_

**Role:** \_\_\_\_\_ Parish Clerk and Responsible Financial Officer \_\_\_\_\_

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

Please submit this form to PKF Littlejohn LLP with the AGAR Part 3 and other requested documentation – this form is not for publication on your website.

**Section 1 – Annual Governance Statement 2018/19**

We acknowledge as the members of:

Ulley 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 2019, 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.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
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>
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>
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>
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>
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>
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>
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>
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
			✓

\*For any statement to which the response is 'no', an explanation should be published

This Annual Governance Statement was approved at a meeting of the authority on:


12/06/2019

and recorded as minute reference:

29/19a

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

Chairman



Clerk



Annual Internal Audit Report 2018/19

ENT Ulley Parish Council RITY

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 2019.

The internal audit for 2018/19 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 2017/18, it met the exemption criteria and correctly declared itself exempt. ("Not Covered" should only be ticked where the authority had a limited assurance review of its 2017/18 AGAR)			✓
L. During summer 2018 this authority has correctly provided the proper opportunity for the exercise of public rights in accordance with the requirements of the Accounts and Audit Regulations.			Not applicable ✓
<b>M. (For local councils only)</b> Trust funds (including charitable) – The council met its responsibilities as a trustee.			Not applicable ✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).  
 \* The Parish Council does not operate a petty cash system.  
 Date(s) internal audit undertaken: 30/05/2019  
 Name of person who carried out the internal audit: Faye Hazlehurst FMAAT RNAL AUDITOR

Signature of person who carried out the internal audit:  Date: 03/06/2019

\*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).

**Certificate of Exemption – AGAR 2018/19 Part 2**

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2019, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2019 and a completed Certificate of Exemption is submitted notifying the external auditor.

Ulley Parish Council

certifies that during the financial year 2018/19, the higher of the authority's gross income for the year or gross annual expenditure, for the year did not exceed **£25,000**

Annual gross income for the authority 2018/19: **£21,504.69**

Annual gross expenditure for the authority 2018/19: **£11,190.37**

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority is **unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Part 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority has been in existence since before 1st April 2015
- In relation to the preceding financial year (2017/18), the external auditor **has not**:
  - issued a public interest report in respect of the authority or any entity connected with it
  - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
  - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
  - commenced judicial review proceedings under section 31(1) of the Act
  - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website\* before 1 July 2019. **By signing this certificate you are also confirming that you are aware of this requirement.**

Signed by the Responsible Financial Officer

Date

12/06/2019

Signed by Chairman

Date

12/06/2019

Email

Telephone number

clerk.ulleypc@outlook.com

07913 640881

\*Published web address

<http://www.ulleyparishcouncil.org.uk/council/>

**ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor.**

**Section 1 – Annual Governance Statement 2018/19**

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Ulley 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 2019, that:

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	Yes	No	
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			✓

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12/06/2019

and recorded as minute reference:

29/19a

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

Chairman



Clerk



## Explanation of variances

Name of smaller authority:

**Ulley Parish Council**

County area (local councils and parish meetings only): **South Yorkshire**

**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);
- 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).

	2017/18 £	2018/19 £	Variance £	Variance %	Explanation Required?	Explanation from smaller authority
1 Balances Brought Forward	4,188	6,273	2,085	49.79%	YES	This increase was mainly due to the success of the council securing external funding to support local activities led by it. This includes for Ulley in Bloom (£1,013), Christmas Lights/Activities (£3,121). It also reflects a decision by the Parish Council to build up its reserves through prudent management of its spending.
2 Precept or Rates and Levies	6,470	6,027	-443	6.85%	NO	
3 Total Other Receipts	5,636	15,477	9,841	174.61%	YES	As mentioned earlier, the main reason is that the Council agreed to manage the Halifax Fund on behalf of Halifax Estates. The fund is intended to be used primarily for capital projects that will benefit the community of the Parish of Ulley. This involved the Council taking responsibility for about £10,000 contained in this fund.
4 Staff Costs	1,344	1,387	43	3.20%	NO	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	8,677	9,803	1,126	12.98%	NO	
7 Balances Carried Forward	6,273	16,587	10,314	164.42%	YES	As mentioned earlier, the main reason is that the Council agreed to manage the Halifax Fund on behalf of Halifax Estates. The fund is intended to be used primarily for capital projects that will benefit the community of the Parish of Ulley. This involved the Council taking responsibility for about £10,000 contained in this fund.
8 Total Cash and Short Term Investments	0	0	0	0.00%	NO	
9 Total Fixed Assets plus Other Long Term Investments and	1,185	7,242	6,057	511.14%	YES	The Council purchased a number of assets that were added to the register. These include a new mower and associated equipment as well as Xmas lights and trees. Details of these can be found on the Parish Council website.
10 Total Borrowings	0	0	0	0.00%	NO	

### Current Account Receipts

Date	Description	Doc Ref no	Name	Total	Interest received	Precept	Village Projects	HMRC VAT R Other	Total
			Coop Bank Savings						
5.4.2018	Interest	01/2018	Account	£ 0.56	£ 0.56				£ 0.56
18.4.2018	First Half Precept	02/2018	Rotherham MBC	£ 3,013.50		£ 3,013.50			£ 3,013.50
	Grounds Maintenance equipment								
04.06.18		03/2018	Halifax Fund	£ 58.31			£ 58.31		£ 58.31
31.08.18	Second Half Precept	04/2018	Precept	£ 3,013.50		£ 3,013.50			£ 3,013.50
			Coop Bank Savings						
5.10.2018	Interest	05/2018	Account	£ 0.56	£ 0.56				0.56
24.01.19	Rotherham MBC	06/2018	Grant for See-Saw	£ 150.00				150.00	150.00
24.01.19	HMRC	07/2018	VAT Return	£ 1,142.62				£ 1,142.62	1,142.62
31.03.19	Adjustment*	"08/2018"	Ajustment	-£ 156.90					-156.90
				<b>7,222.15</b>	<b>1.12</b>	<b>6,027.00</b>	<b>58.31</b>	<b>1,142.62</b>	<b>150.00</b>
									7,222.15

This was income received by the Parish Council for a memorial for Andrew Mozley. It was mis recorded in the Council's cashbook for the previous financial year. The payment was recorded twice as income under petty cash and income. It should have been recorded once. An adjustment has been made to the Council's account to reflect this.

**Payments Over £100**

Date	Description	Doc Ref no	Supplier/Description	Total	Approved by Council
23.4.18	MC Plumbing & Heating	02/2018	Repairs to the Hall	£ 305.00	30.5.2018
27.4.18	Electricity Supply to the Hall	03/2018	N Power	£ 189.90	30.5.2018
3.5.18	Friends of Ulley Country Park	04/2018	Mosaic	£ 100.00	30.5.2018
13.6.18	Zurich Insurance	10/2018	Insurance	£ 734.44	25.7.2018
10.7.18	Internal Audit	14/2018	Spectrums Future	£ 165.00	25.7.2018
27.7.18	Electricity Supply to the Hall	18/2018	N Power	£ 278.37	25.7.2018
25.10.18	Electricity Supply to the Hall	28/2018	N Power	£ 160.88	28.11.18
24.1.18	Electricity Supply to the Hall	32/2018	N Power	£ 135.05	30.1.19
7.2.19	External Audit	36/2018	PKF Littlejohn - External Audit	£ 240.00	27.3.19
11.2.19	Summer and Winting planting	38/2018	Hobson Nurseries	£ 1,200.00	28.11.18
13.3.19	Public Interest Report	42/2018	BDO	£ 2,106.00	28.11.18



**1 April 2018 - 31 May 2018**

<b>Monies Carried Over 1 April 2018</b>	<b>£ 6,312.00</b>	<b>Reconciliation</b>	
<b>Income</b>	<b>£ 3,014.06</b>	<b>Current Account</b>	<b>£ 3,599.05</b>
<b>Payments</b>	<b>-£ 853.57</b>	<b>Reserve Account</b>	<b>£ 4,873.44</b>
<b>Totals</b>	<b>£ 8,472.49</b>		<b>£ 8,472.49 £ -</b>

**1 April 2018 - 25 June 2018**

<b>Monies Carried Over 1 April 2018</b>	<b>£ 6,312.00</b>	<b>Reconciliation</b>	
<b>Income</b>	<b>£ 3,072.37</b>	<b>Current Account</b>	<b>£ 3,599.05</b>
<b>Payments</b>	<b>-£ 1,671.98</b>	<b>Reserve Account</b>	<b>£ 4,113.34</b>
<b>Totals</b>	<b>£ 7,712.39</b>		<b>£ 7,712.39</b>

**1 April 2018 - 31 July 2018**

<b>Monies Carried Over 1 April 2018</b>	<b>£ 6,312.00</b>	<b>Reconciliation</b>	
<b>Income</b>	<b>£ 6,085.87</b>	<b>Current Account</b>	<b>£ 3,599.05</b>
<b>Payments</b>	<b>-£ 2,491.67</b>	<b>Reserve Account</b>	<b>£ 6,301.21</b>
<b>Totals</b>	<b>£ 9,906.20</b>		<b>£ 9,906.26</b>

**1 April 2018 - 31 Oct 2018**

<b>Monies Carried Over 1 April 2018</b>	<b>£ 6,312.00</b>	<b>Reconciliation</b>	
<b>Income</b>	<b>£ 6,085.87</b>	<b>Current Account</b>	<b>£ 3,599.05</b>
<b>Payments</b>	<b>-£ 2,999.34</b>	<b>Reserve Account</b>	<b>£ 5,799.48</b>
<b>Totals</b>	<b>£ 9,398.53</b>		<b>£ 9,398.53</b>

**1 April 2018 - 31 Dec 2018**

<b>Monies Carried Over 1 April 2018</b>	<b>£ 6,312.00</b>	<b>Reconciliation</b>	
<b>Income</b>	<b>£ 6,086.43</b>	<b>Reserve Account</b>	<b>£ 3,599.61</b>
<b>Payments</b>	<b>-£ 3,323.11</b>	<b>Current Account</b>	<b>£ 5,475.71</b>
<b>Totals</b>	<b>£ 9,075.32</b>		<b>£ 9,075.32</b>

**1 April 2018 - 22 February 2019**

<b>Monies Carried Over 1 April 2018</b>	<b>£ 6,312.00</b>	<b>Reconciliation</b>	
<b>Income</b>	<b>£ 7,379.05</b>	<b>Reserve Account</b>	<b>£ 3,599.61</b>
<b>Payments</b>	<b>-£ 5,091.35</b>	<b>Current Account</b>	<b>£ 5,000.09</b>
<b>Totals</b>	<b>£ 8,599.70</b>		<b>£ 8,599.70</b>

**1 April 2018 - 30 March 2019**

<b>Monies Carried Over 1 April 2018</b>	<b>£ 6,312.00</b>	<b>Reconciliation</b>	
<b>Income</b>	<b>£ 7,379.05</b>	<b>Reserve Account</b>	<b>£ 3,599.61</b>
<b>Payments</b>	<b>-£ 7,599.16</b>	<b>Current Account</b>	<b>£ 2,492.28</b>
<b>Totals</b>	<b>£ 6,091.89</b>		<b>£ 6,091.89</b>

## Bank Reconciliation

Name of Smaller Authority: Ulley Parish Council

County Area: South Yorkshire

Financial year ending 31 March 2019

Prepared by Andrew Towleron Parish Clerk and Responsible Financial Officer 22/4/2019

Balance per bank statements as at 31 March 2019

	£		
Bank (Coop) Current Account	£	2,492.28	
Bank (Coop) Reserve Account	£	3,599.61	
Bank (Coop) Halifax Account	£	10,675.01	
	£	<u>16,766.90</u>	
Petty Cash Float*			£ -
Less Unpresented Cheques at 31 March 2019	Wickstead Ltd - 400216		-£ 179.68
Add any unbanked cash as at 31 March 2019	£	-	
	£	<u>-</u>	
Net balances as at 31 March 2018 (Box 8)			£ 16,587.22

**The net balances reconcile to the Cash Book (receipts and payment account) for the year, as follows:**

### Cash Book:

Opening Balance 1 April 2018	£	6,272.90
Add: Receipts in the Year (current account)	£	7,222.15
Add: Receipts in the Year (Halifax account)	£	14,282.54
Less: Payments in the year (current account)	-£	7,403.16
Less: Payments in the year (Halifax Account)	-£	3,607.53
Less: Unpresented Cheques	-£	179.68
<u>Closing Balance</u>	£	<u>16,587.22</u>

\*We do not operate one



**ULLEY PARISH COUNCIL**  
**REVENUE ESTIMATES 2018-19 and INDICATIVE BUDGET 2019-2020**

	2017-18 BUDGET	PROJECT FULL YEAR	2018-19 BUDGET	2019-20* BUDGET
<b>EXPENDITURE</b>	£	£	£	£
<b>COMMUNITY</b>				
VillageProjects	250	350	250	256.25
Repairs / Maintenance	300	500	500	512.5
Ulley in Bloom	0	1200	500	1076.25
Recreational Ground inspection	290	290	290	297.25
Village Hall	0	0	0	0
Recreation Grounds maintaina	720	0	0	0
Miscellaneous	650	0	0	0
	2210	2340	1540	2142.25
<b>ADMINISTRATION</b>				
Clerks Salary including NI	1485	1490	1440	1527
Miscellaneous Administration	100	50	50	51.25
Travel Expenses	10	10	10	10.25
Sundries - Stationery/Post/web	150	100	100	102.5
Insurance	968	734	734	734
Audit Fees	200	2500	200	0
Subscriptions etc	200	55	55	68
Training	100	100	100	102.5
Chairmans/Members Allowanc	0	0	0	0
Data Protection Registration	35	35	40	41
Utilities	750	950	750	1500
Election costs	0	0	0	0
Grants/Donations S137	0	0	0	0
	3,998	6,024	3,479	4,137
<b>TOTAL EXPENDITURE</b>	<b>6,208</b>	<b>8,364</b>	<b>5,019</b>	<b>6,279</b>
<b>INCOME</b>				
Bank Interest	0	1.1	1.1	1
Council Tax Grant	257	0	0	0
Precept	6213	6027	6430	6430
Other (incl VAT return)	0	2351	400	400
<b>TOTAL INCOME</b>	<b>6,470</b>	<b>8379.1</b>	<b>6831.1</b>	<b>6831</b>

**ULLEY PARISH COUNCIL**  
**REVENUE ESTIMATES 2018-19 and INDICATIVE BUDGET 2019-2020**

	2017-18 BUDGET	CURRENT SPENDING	PROJECT FULL YEAR	2018-19 BUDGET	2019-20* BUDGET
<b>EXPENDITURE</b>	£	£	£	£	£
<b>COMMUNITY</b>					
VillageProjects	250	308	350	250	256.25
Repairs / Maintenance	300	305	500	500	512.5
Ulley in Bloom	0	0	0	500	1076.25
Recreational Ground inspections	290	0	290	290	297.25
	840	613	1140	1540	2142.25
<b>ADMINISTRATION</b>					
Clerks Salary including NI	1485	1008	1490	1440	1476
Miscellaneous Administration	100	0	50	50	51.25
Travel Expenses	10	0	10	10	10.25
Sundries - Stationery/Post/website	150	0	100	100	102.5
Insurance	968	734	734	734	734
Audit Fees	200	165	2500	200	169.125
Subscriptions etc	200	55	55	55	68
Training	100	0	100	100	102.5
Chairmans/Members Allowance	0	0	0	0	0
Data Protection Registration	35	35	35	40	41
Utilities	750	713	850	750	1500
Election costs	0	0	0	0	0
Grants/Donations S137	0	0	0	0	0
	3,998	2,710	5,924	3,479	4,255
<b>TOTAL EXPENDITURE</b>	<b>4,838</b>	<b>3,323</b>	<b>7,064</b>	<b>5,019</b>	<b>6,397</b>
<b>INCOME</b>					
Bank Interest	0	1.1	1.1	1.1	1
Council Tax Grant	257	0	0	0	0
Precept	6213	6027	6027	6177.675	6413
Other (incl VAT return)	0	58.31	1158.31	1058.31	200
<b>TOTAL INCOME</b>	<b>6,470</b>	<b>6086.41</b>	<b>7186.41</b>	<b>7237.09</b>	<b>6614</b>

**ULLEY PARISH COUNCIL**  
**YEAR OUTTURN 2018-19 AND INDICATIVE BUDGET 2019-2020**

	2018-19 BUDGET	2018-19 YEAR OU	2018-19 BUDGET	2019-20* BUDGET
<b>EXPENDITURE</b>	£	£	£	£
<b>COMMUNITY</b>				
VillageProjects	250	308	250	256.25
Repairs / Maintenance	300	305	500	512.5
Ulley in Bloom	0	1200	500	1076.25
Recreational Ground inspection	290	0	290	297.25
Village Hall	0	0	0	0
Recreation Grounds maintaina	720	0	0	0
Miscellaneous	650	0	0	0
	2210	1813	1540	2142.25
<b>ADMINISTRATION</b>				
Clerks Salary including NI	1485	1483	1440	1527
Miscellaneous Administration	100	38	50	51.25
Travel Expenses	10	0	10	10.25
Sundries - Stationery/Post/web	150	23	100	102.5
Insurance	968	734	734	734
Audit Fees	200	2511	200	200
Subscriptions etc	200	55	55	68
Training	100	0	100	102.5
Chairmans/Members Allowanc	0	0	0	0
Data Protection Registration	35	35	40	41
Utilities	750	907	750	1500
Election costs	0	0	0	0
Grants/Donations S137	0	0	0	0
	3,998	5,786	3,479	4,337
<b>TOTAL EXPENDITURE</b>	<b>6,208</b>	<b>7,599</b>	<b>5,019</b>	<b>6,479</b>
<b>INCOME</b>				
Bank Interest	0	1	1	1
Council Tax Grant	257	0	0	0
Precept	6213	6027	6430	6430
Other (incl VAT return)	0	1351	400	400
<b>TOTAL INCOME</b>	<b>6,470</b>	<b>7379</b>	<b>6831</b>	<b>6831</b>

**ULLEY PARISH COUNCIL**  
**REVENUE ESTIMATES 2019-20**

	2018-19 BUDGET	CURRENT SPENDING	PROJECT FULL YEAR	2019-20 BUDGET
<b>EXPENDITURE</b>	£	£		£
<b>COMMUNITY</b>				
VillageProjects	250	350		256.25
Repairs / Maintenance	500	500		512.5
Ulley in Bloom	500	1200		1076.25
Recreational Ground inspections	290	290		297.25
Village Hall	0	0		0
Recreation Grounds maintenance	0	0		0
Miscellaneous	0	0		0
	1540	2340		2142.25
<b>ADMINISTRATION</b>				
Clerks Salary including NI	1440	1490		1527
Miscellaneous Administration	50	50		51.25
Travel Expenses	10	10		10.25
Sundries - Stationery/Post/website	100	100		102.5
Insurance	734	734		734
Audit Fees	200	2500		200
Subscriptions etc	55	55		68
Training	100	100		102.5
Chairmans/Members Allowance	0	0		0
Data Protection Registration	40	35		41
Utilities	750	950		1500
Election costs	0	0		0
Grants/Donations S137	0	0		0
	3,479	6,024		4,337
<b>TOTAL EXPENDITURE</b>	<b>5,019</b>	<b>8,364</b>		<b>6,479</b>
<b>INCOME</b>				
Bank Interest	1	1		6
VAT Return	0	0		659
Precept	6430	6027		6430
Other (incl Grant)	400	2351		400
<b>TOTAL INCOME</b>	<b>6831</b>	<b>8379</b>		<b>7495</b>

# ULLEY PARISH COUNCIL

## REVENUE ESTIMATES 2018-19 and INDICATIVE BUDGET 2019-2020

		2017-18 BUDGET	CURRENT PROJECTS SPENDING FULL YEAR		2018-19 BUDGET	2019-20* BUDGET
£		£	£	£	£	£
	<b>EXPENDITURE</b>					
	<b>COMMUNITY</b>					
	Village Projects	250	308	350	250	256.25
	Repairs / Maintenance	300	305	500	500	512.5
	Ulley in Bloom	0	0	0	500	1076.25
	Recreational Ground inspections	290	0	290	290	297.25
	Village Hall	0	0	0	0	0
	Recreation Grounds maintainance	720	0	0	0	0
	Miscellaneous	650	0	0	0	0
0		2210	613	1140	1540	2142.25
	<b>ADMINISTRATION</b>					
	Clerks Salary including NI	1485	1008	1490	1440	1476
	Miscellaneous Administration	100	0	50	50	51.25
	Travel Expenses	10	0	10	10	10.25
	Sundries - Stationery/Post/website	150	0	100	100	102.5
	Insurance	968	734	734	734	734
	Audit Fees	200	165	2500	200	169.125
	Subscriptions etc	200	55	55	55	68
	Training	100	0	100	100	102.5
	Chairmans/Members Allowance	0	0	0	0	0
	Data Protection Registration	35	35	35	40	41
	Utilities	750	713	850	750	1500
	Election costs	0	0	0	0	0
	Grants/Donations S137	0	0	0	0	0
		3,998	2,710	5,924	3,479	4,255
	<b>TOTAL EXPENDITURE</b>	<b>6,208</b>	<b>3,323</b>	<b>7,064</b>	<b>5,019</b>	<b>6,397</b>
	<b>INCOME</b>					
	Bank Interest	0	1	1	1	1
	Council Tax Grant	257	0	0	0	0
	Precept	6213	6027	6027	6177.68	6413
	Other (incl VAT return)	0	58.31	1158.31	1058.31	200
	<b>TOTAL INCOME</b>	<b>6,470</b>	<b>6086.31</b>	<b>7186.31</b>	<b>7236.99</b>	<b>6614</b>

\*All figures have been increased by 2.5% except where precise figures can be provided or other estimates can be provided.

**ULLEY PARISH COUNCIL**  
**BUDGET DISCUSSIONS 2019-2020**

		2017-18 BUDGET	CURRENT SPENDING	PROJECTED FULL YEAR	2018-19 BUDGET	INDICATIVE 2019 -2020 BUDGET*
£		£	£	£	£	£
	<b>EXPENDITURE</b>					
	<b>COMMUNITY</b>					
	VillageProjects	250	308	350	250	256.25
	Repairs / Maintenance	300	305	500	500	512.5
	Ulley in Bloom	0	0	0	500	1076.25
	Recreational Ground inspections	290	0	290	290	297.25
	Recreation Grounds maintainance**	720	0	0	0	137.00
0		1560	613	1140	1540	2279.25
	<b>ADMINISTRATION</b>					
	Clerks Salary including NI**	1485	1008	1490	1440	1522.00
	Miscellaneous Administration	100	0	50	50	51.25
	Travel Expenses	10	0	10	10	10.25
	Sundries - Stationery/Post/website	150	0	100	100	102.50
	Insurance**	968	734	734	734	734.00
	Audit Fees****	200	165	2500	2421	169.13
	Subscriptions etc**	200	55	55	55	68.00
	Training	100	0	100	100	102.50
	Chairmans/Members Allowance	0	0	0	0	0.00
	Data Protection Registration	35	35	35	35	41.00
	Utilities ***	750	713	850	850	1534.00
	Election costs	0	0	0	0	0.00
	Grants/Donations S137	0	0	0	0	0.00
		3,998	2,710	5,924	5,795	4334.63
	<b>TOTAL EXPENDITURE</b>	<b>5,558</b>	<b>3,323</b>	<b>7,064</b>	<b>7,335</b>	<b>6,614</b>
	<b>INCOME</b>					
	Bank Interest	0	1.1	1.1	1.1	1.1
	Council Tax Grant**	257	0	0	0	0
	Precept*****	6213	6027	6027	6027	6413
	Other (incl VAT return)	0	58.31	1158.31	1158.31	200
	<b>TOTAL INCOME</b>	<b>6470.00</b>	<b>6086.41</b>	<b>7186.41</b>	<b>7186.41</b>	<b>6614.10</b>

122.41

\*All figures have been increased by 2.5% (to reflect inflation) except where indicated.

\*\* This is an actual figure. It is also reflects the new responsibilities the Council has regard to the Park.

\*\*\* This is an estimate figure provided by the Council's electricity supplier

\*\*\*\* Please note that the year end figure includes the cost of the Public Interest Report

\*\*\*\*\* Rotherham MBC has confirmed that this is what a 2.5% increase in the average Band D property would mean

		2017-18 BUDGET	CURRENT AMOUNT	PROJECTED FULL YEAR	2018-19 BUDGET	INDICATIVE 2018-2019 BUDGET*
	<b>RESERVES</b>					
	Co-op Bank Reserve Account	6312	6312	6312	6,189.59	6190
	<b>TOTAL RESERVES</b>	<b>6,312</b>	<b>6312</b>	<b>6312</b>	<b>6189.59</b>	<b>6190</b>

**Halifax Account Payments**

Date	Description	Doc Ref no	Supplier/Description	Total	VAT	NET	GRANT	NOTES
6.6.18	100033 - Sleeper Bench	01/2018H	Ulley Millenium Trust	£	58.31		No	
8.6.18	100037 - Church Repairs	02/2018H	Ulley Pariochial Church	£	2,000.00		No	
10.8.18	100040 - Stage Repairs	03/2018H	Ulley Millenium Trust	£	800.00		No	
16.10.18	100038 - Events	04/2018H	Ulley Pariochial Church	£	150.00		Yes	
16.10.18	100039 - Events	05/2018H	Ulley Pariochial Church	£	219.22		Yes	
28.2.19	100042 - Events	06/2018H	Ulley Millenium Trust	£	380.00		Yes	Approved by Halifax Estates

**Halifax Account Income**

Date	Description	Doc Ref no	Supplier/Description	Supplier/Description
01.4.18	Grant	01/2018HI	Ulley Parish Council	£ 7,724.84
27.4.18	Grant	02/2018HI	Ulley Parish Council	£ 6,557.70
				£ 14,282.54

**1 April 2019 - 30 March 2019 (revised)**

<b>Income</b>	£	<b>14,282.53</b>	<b>Reconciliation</b>	£	<b>10,675.01</b>
<b>Payments</b>	-£	<b>3,607.53</b>	<b>Current Account</b>	£	<b>10,675.01</b>
<b>Totals</b>	£	<b>10,675.00</b>			

**1 April 2019 - 30 March 2019**

<b>Monies Carried Over 1 April 2018</b>	£	<b>7,724.84</b>	<b>Reconciliation</b>	£	<b>10,675.01</b>
<b>Income</b>	£	<b>6,557.70</b>	<b>Current Account</b>	£	<b>10,675.01</b>
<b>Payments</b>	-£	<b>3,607.53</b>			
<b>Totals</b>	£	<b>10,675.01</b>			

**1 April 2018 - 22 February 2019**

<b>Monies Carried Over 1 April 2018</b>	£	<b>7,724.84</b>	<b>Reconciliation</b>		
<b>Income</b>	£	<b>6,557.70</b>	<b>Current Account</b>	£	<b>11,055.01</b>
<b>Payments</b>	-£	<b>3,607.53</b>			
<b>Totals</b>	£	<b>10,675.01</b>		£	<b>11,055.01</b>

**Monies Carried Over 1 April 2018**

<b>Income</b>	£	<b>6,557.70</b>	<b>Current Account</b>	£	<b>11,055.01</b>
<b>Payments</b>	-£	<b>3,227.53</b>			
<b>Totals</b>	£	<b>11,055.01</b>		£	<b>11,055.01</b>

**£ 12,224.23**
**1 April 2018 - 25 August 2018**

<b>Monies Carried Over 1 April 2018</b>	£	<b>7,724.84</b>	<b>Reconciliation</b>		<b>£ 12,224.23</b>
<b>Income</b>	£	<b>6,557.70</b>	<b>Current Account</b>		
<b>Payments</b>	-£	<b>2,427.51</b>			
<b>Totals</b>	£	<b>11,855.03</b>			

## Bank Reconciliation

Name of Smaller Authority: Ulley Parish Council

County Area: South Yorkshire

Financial year ending 31 March 2019

Prepared by Andrew Towleron Parish Clerk and Responsible Financial Officer 22/4/2019

Balance per bank statements as at 31 March 2019

	£		
Bank (Coop) Current Account	£	2,492.28	
Bank (Coop) Reserve Account	£	3,599.61	
Bank (Coop) Halifax Account	£	10,675.01	
	£	<u>16,766.90</u>	
Petty Cash Float*			£ -
Less Unpresented Cheques at 31 March 2019	Wickstead Ltd - 400216	-£	179.68
Add any unbanked cash as at 31 March 2019	£	-	
	£	<u>-</u>	
Net balances as at 31 March 2018 (Box 8)			£ 16,587.22

**The net balances reconcile to the Cash Book (receipts and payment account) for the year, as follows:**

### Cash Book:

Opening Balance 1 April 2018	£	6,272.90
Add: Receipts in the Year (current account)	£	7,222.15
Add: Receipts in the Year (Halifax account)	£	14,282.54
Less: Payments in the year (current account)	-£	7,582.84
Less: Payments in the year (Halifax Account)	-£	3,607.53
<u>Closing Balance</u>	£	<u>16,587.22</u>

\*We do not operate one



# ULLEY PARISH COUNCIL

## END OF FINANCIAL YEAR 2019-20 OUTTURN

	2018-19 BUDGET	2018-19 Year Outturn	VARIANCE £
<b><u>EXPENDITURE</u></b>	£	£	£
<b>COMMUNITY</b>			
Village Projects	250	308	58
Repairs / Maintenance	300	305	5
Ulley in Bloom**	0	1200	1200
Recreational Ground inspections	290	0	-290
Village Hall	0	0	0
Recreation Grounds maintenance	720	0	-720
Miscellaneous	650	0	-650
	2210	1813	-397
<b>ADMINISTRATION</b>			
Clerks Salary including NI	1485	1483	-2
Miscellaneous Administration	100	38	-62
Travel Expenses	10	0	-10
Sundries - Stationery/Post/website	150	23	-127
Insurance	968	734	-234
Audit Fees	200	2511	2311
Subscriptions etc	200	55	-145
Training	100	0	-100
Chairmans/Members Allowance	0	0	0
Data Protection Registration	35	35	0
Utilities	750	907	157
Election costs	0	0	0
Grants/Donations S137	0	0	0
	3,998	5,786	1,788
<b>TOTAL EXPENDITURE</b>	<b>6,208</b>	<b>7,599</b>	<b>1,391</b>
<b>INCOME</b>			
Bank Interest	0	1	1
Council Tax Grant	257	0	-257
Precept	6027	6027	0
Other (incl VAT return)	0	1351	1351
<b>TOTAL INCOME</b>	<b>6,284</b>	<b>7379</b>	<b>1095</b>

\* The Council has secured a grant of a £1000 in the 2019/20 financial year to fund this activity.