

Benson Parish Council

Unaudited Financial Statements
For the year ended 31st March 2009

Benson Parish Council
Income and Expenditure
For the year ended 31st March 2009

<u>Income</u>	Notes	<u>2009</u>	<u>2008</u>
Precept		115,000	113,210
Hall hire - Parish hall		43,989	42,454
- Youth hall		10,804	9,722
- Pavilion		1,230	1,011
Licence applications		<u>725</u>	<u>900</u>
		56,748	54,087
Allotment and ground rents		3,387	2,303
Grants received	1	4,431	4,320
Bank interest received		3,212	4,128
Miscellaneous income	2	8,490	5,912
Total Income		<u>191,268</u>	<u>183,960</u>
<u>Expenditure</u>			
Staff salaries and employer's NI	3	53,708	37,725
Pension employer costs		7,376	5,104
Insurance		8,027	7,617
Grants	4	2,411	5,196
Subscriptions	5	950	910
Office costs	6	2,039	2,005
Office precept projects	7	-	422
Advertising	8	-	522
Audit fees		550	600
Legal and professional fees	9	636	2,128
Bank charges		110	73
Youth club costs	10	132	232
Further education tuition		396	793
Election costs		-	93
Miscellaneous expenses	11	6,390	392
Parish hall running costs	12	23,002	33,750
Parish hall precept projects	13	6,218	2,477
Youth hall running costs	14	6,245	7,255
Pavilion running costs	15	3,955	5,291
Pavilion precept projects	16	2,933	-
Land and recreational grounds running costs	17	19,924	16,095
Land and recreational grounds precept projects	18	4,329	9,161
Rivermead running costs	19	1,338	2,122
Rivermead precept projects	20	99	-
Allotment running costs	21	1,348	2,749
Allotment precept projects	22	-	1,495
Millbrook Mead running costs		-	-
Millbrook Mead precept projects	23	40	2,805
Costs incurred due to vandalism	24	<u>1,671</u>	<u>2,088</u>
Total Expenditure		<u>£ 153,827</u>	<u>£ 149,100</u>
Net surplus for the year		<u>£ 37,441</u>	<u>£ 34,860</u>

Benson Parish Council
Balance sheet
as at 31st March 2009

		<u>2009</u>	<u>2008</u>
<u>Fixed Assets</u>	<u>Notes</u>		
	25		
Land and property		1,028,700	1,028,700
Furniture and equipment		16,457	16,457
		1,045,157	1,045,157
 <u>Current Assets</u>			
Cash at Bank	26	184,217	146,656
Debtors	27	5,542	4,646
Prepayments and amounts paid in advance	28	2,336	1,709
Interest receivable		740	2,068
		192,835	155,079
 Total Assets		£ 1,237,992	£,1,200,236
 <u>Current Liabilities</u>			
Creditors	29	6,084	5,117
Accruals		2,824	3,686
Other creditors	30	360	150
 Total Liabilities		9,268	£ 8,953
 Total Assets less Total Liabilities		£ 1,228,724	£ 1,191,283
 Total Net Assets		£ 1,228,724	£ 1,191,283
 <u>Income and Expenditure Account</u>			
Balance as at 1 st April 2008		£ 146,126	£ 111,266
Net Surplus for the year		£ 37,441	£ 34,860
Balance as at 31 st March 2009		£ 183,567	£ 146,126
Re-valuation reserve		£ 1,045,157	£ 1,045,157
		£ 1,228,724	£ 1,191,283

Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

1.	<u>Grants received</u>	<u>2009</u>	<u>2008</u>
	SODC –public toilets	2,775	-
	SODC – speed ramps and bollards in parish hall car park	1,656	-
	Michael Shanly developers – Green Close donation	-	4,060
	Anonymous donation	-	10
	Chiltern Conservation Board – Millbrook Mead	-	250
		£ 4,431	£ 4,320
		£ 4,431	£ 4,320
2.	<u>Miscellaneous income</u>	<u>2009</u>	<u>2008</u>
	Public toilets	18	-
	Parish hall payphone	2	9
	Tennis Courts electricity	615	414
	Photocopying	51	13
	Sundry	6	21
	Refreshments	1,087	323
	Caretakers fees	2,088	1,279
	Youth hall waste wheeler weekly share	359	473
	HMRC online filing	100	150
	Insurance claim - vandalized bus shelter	301	-
	- smashed youth hall window	346	-
	- smashed parish hall window	417	-
	Unidentified money received from National England	3,100	3,100
	Out of date cheque re Open Space membership	-	40
	Caretaker retirement gifts	-	90
		£ 8,490	£ 5,912
		£ 8,490	£ 5,912
3.	<u>Staff salaries and national insurance</u>	<u>2009</u>	<u>2008</u>
	Staff salaries	51,242	35,909
	Employers national insurance contributions	2,466	1,816
		£ 53,708	£ 37,725
		£ 53,708	£ 37,725

Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

4. Grants

	<u>2009</u>	<u>2008</u>
<u>Grants included in precept budget</u>		
Royal British Legion – Poppy Wreath	60	60
Millstream Day Centre – 2007 grant	1,100	1,100
Homestart	50	-
Benson PCC Bell Fund	500	3,000
Oxfordshire Association for the Blind	75	75
South and Vale Carers	75	-
The Samaritans	75	75
Citizens Advice Bureau Didcot District	100	75
Thames Valley & Chiltern Air Ambulance Trust	40	-
Sonning Common Green Gym	30	-
Ryder Cheshire Volunteers	-	50
Oxfordshire Carers Forum	-	75
Cemetery upkeep grant	-	600
	2,105	5,110
<u>Section 137 grants</u>		
1 st Benson Guides	100	-
2 nd Benson Rainbows	100	-
1 st Benson Guides hall hire grant	71	-
Pension forum hall hire grant	35	-
Millstream Day Centre hall hire grant	-	86
	306	86
	£ 2,411	£ 5,196

The number of electors on the Register of Electors in force from 1st December 2008 is 3,128.

5. Subscriptions

	<u>2009</u>	<u>2008</u>
Oxfordshire Association of Local Councils	573	545
Society of Local Council Clerks	146	137
International Tree Foundation	25	25
Oxfordshire Playing Fields Association	42	40
The Chiltern Society	25	25
Campaign to Protect Rural England	28	27
Oxfordshire Rural Community Council	20	20
Oxfordshire Rural Community Council – village halls	20	20
Open Space Society	30	30
National Association of Local Councils	41	41
	£ 950	£ 910

Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

6.	<u>Office costs</u>	<u>2009</u>	<u>2008</u>
	Photocopier	624	406
	Telephone	294	346
	Stationery	448	494
	Postage	240	175
	Computer costs	44	141
	Software maintenance and Internet subscription	369	388
	Office sundries	20	55
		£ 2,039	£ 2,005
		£ 2,039	£ 2,005
7.	<u>Office precept project</u>	<u>2009</u>	<u>2008</u>
	Shelving	-	£ 422
		-	£ 422
		-	£ 422
8.	<u>Advertising</u>	<u>2009</u>	<u>2008</u>
	Situations vacant	-	414
	Legal notices	-	48
	Benson Bulletin Transport Survey centrefold	-	60
		£ -	£ 522
		£ -	£ 522
9.	<u>Legal and professional fees</u>	<u>2009</u>	<u>2008</u>
	General property advise	336	1,278
	Transfer of public toilets from SODC to BPC	300	-
	Re-instatement insurance valuation	-	850
		£ 636	£ 2,128
		£ 636	£ 2,128

Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

10. Youth club costs

	<u>2009</u>	<u>2008</u>
OAYP affiliation and insurance	132	135
Telephone	-	97
	£ 132	£ 232

11. Miscellaneous expenses

	<u>2009</u>	<u>2008</u>
Engraving plaques and trophies	12	7
Refreshment provisions	154	78
Refreshments for RAF evening	97	-
Repay Natural England amounts received in error	6,200	-
Model Hall hire agreement ORCC	8	-
Sundry	12	21
Christmas decorations	7	-
Write off amount provided for internal audit – no charge	(100)	-
Map printing for planning applications	-	48
Donations for caretakers retirement – Hall Users	-	90
- Parish Council	-	60
Parish Hall extension questionnaire printing	-	75
Scan of village map	-	13
	£ 6,390	£ 392

Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

12. Parish Hall running costs

	<u>2009</u>	<u>2008</u>
Business rates	7,507	7,215
Premises/Personal licence	-	37
Gas	3,251	3,306
Electricity	2,429	1,912
Water	610	625
Ceiling tiles for kitchen	213	-
General maintenance	578	974
Main hall floor maintenance	-	40
Small furniture and equipment	1,365	2,323
Consumables	985	682
Waste collection	722	634
Fire prevention	348	709
CCTV rental	3,140	3,235
Payphone	121	133
Performing Rights Society	452	381
Cleaning	20	7,789
Servicing and repairs of kitchen/hall appliances	309	440
Electrical testing & repairs to emergency & external lights	564	767
PA system adjustments	138	74
Door repairs	250	-
Five year electrical inspection	-	1,380
Electrical repairs	-	551
Chairman's board painting	-	180
Boiler maintenance	-	363
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	£ 23,002	£ 33,750
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13. Parish Hall precept projects

	<u>2009</u>	<u>2008</u>
Car park bollards	565	-
Car park speed ramps	2,748	-
150 polypropylene chairs for main hall	2,905	-
Block pave Parish Hall entrance	-	1,350
SODC car park planning application	-	67
Heating project	-	1,060
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	£ 6,218	£ 2,477
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Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

14. Youth Hall running costs

	<u>2009</u>	<u>2008</u>
Rent	10	10
Business rates	1,594	1,532
Gas	99	60
Electricity	1,355	1,267
Water	488	519
Boiler (water heater) maintenance	-	70
General maintenance	876	607
Repairs to smashed window	446	-
Dry clean curtains	404	-
Electrical repairs	60	131
Emergency lights testing	-	290
Five year electrical inspection	-	670
Wiring of electrical heaters	-	542
Repairs to flat roof	-	188
Consumables	127	301
Fire prevention	104	463
Performing Rights Society	97	85
Waste wheeler weekly collection	585	520
	£ 6,245	£ 7,255

15. Pavilion running costs

	<u>2009</u>	<u>2008</u>
Business rates	1,224	1,177
Electricity	1,172	847
Water	347	386
General maintenance	239	468
Consumables	22	73
Fire prevention	147	41
Cleaning	-	578
Door kickplates	91	165
Repairs and improvements to shower area	406	787
Replace broken hip tiles	307	-
Redecorate exterior	-	175
Repairs to garage door	-	135
Fitting of light delay switch	-	128
Replace changing room doors	-	331
	£ 3,955	£ 5,291

16. Pavilion precept projects

Repairs to Gable End	£ 2,933	£ -
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Benson Parish Council
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For the year ended 31st March 2009

17. Land and recreational grounds running costs

	<u>2009</u>	<u>2008</u>
Grass cutting	3,986	3,006
Village centre costs	496	327
Public toilet	1,054	20
Dog waste collection	1,092	967
Signage	-	13
Safety checks and litter picks	7,656	7,656
General maintenance	1,080	1,181
Hedge cutting	190	42
Tub planting	314	386
War memorial plants	209	316
Bus shelter daily checks and repairs	960	404
Recreational grounds and play equipment maintenance	1,497	854
Repairs to Sunnyside pitches	450	-
Sunnyside goalpost socket covers	160	-
Bollards at the Cedars	307	-
Tree works at Aldridge Triangle	473	-
Removal of concrete from Green Close play area	-	490
New dog bins	-	273
Tree felling at Sunnyside	-	160
	£ 19,924	£ 16,095
	£ 19,924	£ 16,095

18. Land and recreational grounds precept projects

	<u>2009</u>	<u>2008</u>
Paint for play equipment	407	-
Green Close play area seat	408	-
Sunnyside toddler play area fence	3,064	-
Survey Sunnyside re car park extension	450	-
Christmas lights	-	682
Green Close play equipment	-	8,479
	£ 4,329	£ 9,161
	£ 4,329	£ 9,161

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For the year ended 31st March 2009

19. <u>Rivermead running costs</u>	<u>2009</u>	<u>2008</u>
Water	424	356
General maintenance	624	614
Pool maintenance	290	560
Hedge and tree maintenance	-	159
Play area ROSPA inspection	-	195
Installation of Lifebelts and signage	-	238
	£ 1,338	£ 2,122
20. <u>Rivermead precept projects</u>	<u>2009</u>	<u>2008</u>
Rivermead steps	£ 99	£ -
21. <u>Allotment running costs</u>	<u>2009</u>	<u>2008</u>
Water	783	347
General maintenance	105	158
Weekly inspections	260	265
Survey allotment for measurements	200	-
Supply of skip to clear allotments	-	164
Prepare disused allotments	-	1,815
	£ 1,348	£ 2,749
22. <u>Allotment precept projects</u>	<u>2009</u>	<u>2008</u>
Installation of new water troughs	-	1,495
	£ -	£ 1,495
23. <u>Millbrook Mead precept projects</u>	<u>2009</u>	<u>2008</u>
Wooden footpath	£ 40	£ 2,805

Benson Parish Council
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24. Costs incurred due to vandalism

	<u>2009</u>	<u>2008</u>
Parish Hall	484	729
Youth Hall	138	67
Pavilion	270	135
Land and recreational grounds	719	1,037
Rivermead	60	120
	£ 1,671	£ 2,088
	£ 1,671	£ 2,088

25. Fixed Assets

	<u>2009</u>	<u>2008</u>
As valued by Lock & co. 17 th July 2003		
<u>Land and Property</u>		
Mill Lane Allotments and Play Area	40,000	40,000
Rivermead Pool and Recreation Ground	50,000	50,000
Rivermead Bathing Hut	100	100
Parish Hall, Sunnyside	500,000	500,000
Sports Pavilion, Sunnyside	100,000	100,000
Recreation Areas, Sunnyside	150,000	150,000
Cuckoo Pen Allotments and Paddock	52,000	52,000
Scout Hut Land	15,000	15,000
Bertie West Field	50,000	50,000
Aldridge Triangle	1,000	1,000
Play and Recreation Ground, Green Close	40,000	40,000
Youth Hall (Building only)	500	500
College Farm Parking Area	30,000	30,000
Bus Shelter	100	100
Land at The Cedars	-	-
	£ 1,028,700	£ 1,028,700
<u>Furniture and equipment</u>		
As valued by Lock & co at 17 th July 2003	12,379	12,379
2004 additions at cost	4,078	4,078
	£ 16,457	£ 16,457
	£ 16,457	£ 16,457
<u>Valuation carried forward at 31st March 2009</u>	£ 1,045,157	£ 1,045,157

Assets are included at valuation with additions being written off from reserves.

Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

26. Cash at bank

	<u>2009</u>	<u>2008</u>
Community Directplus Current account	6,089	3,148
Business Select Instant Access account	9,696	5,173
Hall Hirer's deposits account	1	48
Public Sector Reserve Current account	12,425	12,101
Bloomfield Bequest Business Select 14 Day account	52,834	54,286
Gratuity Fund account	4	-
Project Funds Business Select 14 Day account	103,168	71,900
	£ 184,217	£ 146,656
	£ 184,217	£ 146,656

Current account - 2008/2009 remaining precept funds

Instant access account - The balance of £ 9,696 at the year end is unspent 2008/2009 precept funds .

Hall Hirer's deposits account – This is a holding account for hirer's refundable deposits against loss/damage.

Public Sector Reserve – This money is from the past sale of land and is to be used for capital projects only.

The Bloomfield Bequest account - This account holds a £50,000 bequest from Denis Bloomfield, which may not be used. The interest earned on this amount may be used. The total amount of £3,500 given as a grant to St Helen's PCC towards the new bells was taken from the interest on this account.

Gratuity Fund account – The balance of this account is interest earned on the funds that were spent during the year ended 31st March 2008 on cleaning the Parish Hall.

Project Funds account - This account holds funds set aside for specific projects to be carried out in the future. The balance of £ 103,168 is made up as follows:

Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

26. (cont.) Cash at bank

Allocation of project funds as at 31st March 2009

<u>Project</u>	<u>Project Funds a/c</u>
Parish Hall extension	18,000
Parish Hall extension Architect's fees	5,000
Parish Hall car park extension	18,000
Parish Hall main hall chairs	5,500
Parish Hall new office	1,575
Parish Hall office IT upgrade	2,000
Youth Hall replacement fund	8,000
Pavilion heaters on meters	1,000
Pavilion tiles to turf entrance	3,000
Sunnyside play area climbing frame	2,000
Kicking wall and ramps	10,000
Green Close equipment	1,580
Green Close fence	2,000
Allotment fence/gate/hedges	6,000
Bertie West field	2,620
Christmas lights	1,000
Fundraising consultancy	5,000
Street lighting	800
Sunnyside fence and hedge	10,000

	£ 103,075
	=====

27. Debtors

	<u>2009</u>	<u>2008</u>
Sales ledger	3,867	2,540
VAT to be reclaimed	1,675	2,106
	-----	-----
	£ 5,542	£ 4,646
	=====	=====

28. Prepayments and amounts paid in advance

	<u>2009</u>	<u>2008</u>
Prepayments	2,336	1,702
Amounts paid in advance to utility suppliers	-	7
	-----	-----
	£ 2,336	£ 1,709
	=====	=====

Benson Parish Council
Notes to the unaudited financial statements
For the year ended 31st March 2009

29. Creditors

	<u>2009</u>	<u>2008</u>
Purchase ledger	£ 6,084	£ 5,117
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30. Other creditors

	<u>2009</u>	<u>2008</u>
Amounts received in advance	360	-
Hall hirers deposits	-	150
	<hr/>	<hr/>
	£ 360	£ 150
	<hr/> <hr/>	<hr/> <hr/>