SHERFIELD ON LODDON PARISH COUNCIL
Clerk: Karen Ross
PO BOX 6864, Basingstoke, Hants, RG24 4QZ
Tel: 02256 842662 Email: clerk@sherfieldonloddon-pc.gov.uk

NOTICE OF MEETING

You are summoned to attend the Ordinary Meeting of the Parish Council for the transaction of business as set out in the agenda below

Date: Tuesday 11th June 2024 **Time:** 7.00pm

Location: The Liddell Hall, Sherfield on Loddon

Karen Ross

Karen Ross Clerk to Sherfield on Loddon Parish Council

AGENDA

240601	To receive and accept apologies for absence
240602	To receive declarations of pecuniary and personal Interests relating to items on this agenda
240603	To approve the minutes of the Parish Council Meeting held on 14th May 2024
240604	Public Participation
240605	To receive reports
240606	To note the current financial situation and agree the reconciliation of the bank balance *attached*
240607	To approve the requests for payments for June 2024- *Attached*
240608	To note the internal Auditors report and consider any recommendations therein- *Attached*
240609	To Complete Section 1 of the Annual Governance and Accountability Return -*Attached*
240610	To complete Section 2 of the Annual Governance and Accountability Return -*Attached*
240611	To confirm that no members of the Parish Council to include the Clerk has any conflicts of interest with BDO LLP (External Auditors)
240612	To confirm the dates of the Exercise of Public Rights -*Attached*
240613	To confirm that the Parish Council will be now responsible for the Electricity bill at the Cricket Pavilion and will invoice the Cricket Club 50% of the cost.
240614	To approve the allocation of £500 for Village of the Year Event
240615	To consider the grant request from the SAA for £174.61 under LGA 1972 S137- *Attached*
240616	To consider the Ear marked reserves - *Attached*
240617	To consider the purchase or lease of iPads for Councillors- *Attached*
240618	To consider the following planning applications
240618.01	T/00249/24/TCA 28 Pound Meadow Sherfield-On-Loddon Oak tree, fell to ground level
240618.02	23/02001/FUL Sherfield Oaks Golf Course Redevelopment of existing golf course maintenance yard to provide 3 no. dwellings; with associated garaging, parking, turning, landscaping, private amenity space and access. Provision of new golf course maintenance yard, and reconfiguration/expansion of golf course car park.
240618.03	24/01135/FUL Land Opposite 2 The Hollies Wildmoor Lane Erection of a single dwellinghouse and garage as an alternative for approved scheme for three dwellings approved under 22/02297/FUL
240618.04	24/01252/GPDSP Sherfield On Loddon Village Hall Installation of 28 Solar Panels and Battery storage indoors to provide green energy to offset Village hall energy costs
240618.05	24/01188/HSE Sherfield Court Reading Road Proposed garden room and garden store
240619	To consider the splitting of Allotment Plot 51
240620	To appoint a Footpath warden and a Tree warden
240621	To approve the works to Trees as specified in T/00323/23/TCA
240622	To agree the date of the next meeting as 9th July 2024

Sherfield on Loddon

Bank - Cash and Investment Reconciliation as at 31 May 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

31/05/0225	Lloyds	80,105.45	
02/06/2024	32 day Savings A/C	0.00	
			80,105.45

Receipts not on Bank Statement

		0.00
Closing Balance		**80,105.45**

All Cash & Bank Accounts

1	Current Bank A/c	80,105.45
2	Savings Account	0.00
3	32 Savings A/C	83,099.39
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	**163,204.84**

Item 240607

June 2024 Payment Requests

FROM	ITEM	INVOICE NO	METHOD	AMOUNT
C Berry	Allotment Raised bed sundries		Electronic	37.43
Staff	Salaries	June	Electronic	4,425.06
Cllr Morgan	Rat Bait		Electronic	99.66
Rialtas	Asset Inventory Support	SM30278	Electronic	198.00
Rialtas	Alpha Support	SM30275	Electronic	230.40
Rialtas	Allotment Support	SM30276	Electronic	230.40
Viking	Stationery	4246668	Electronic	82.66
Karen Ross	Postage/Mileage		Electronic	38.65
Hannah Ford	Mileage		Electronic	14.85
			Payment Total	**5,357.11**

Item 240608

Do the Numbers Limited

22nd May 2024

Karen Ross, Clerk
Sherfield on Loddon Parish Council

Dear Karen,

Subject: Review of matters arising from Internal Audit for 31 March 2024

Following my visit today, please find below the list of matters arising.

The internal audit was carried out in accordance with the requirements of the Audit and Accounts Regulations 2015 and the guidance and instruction in the Practitioners Guide 2024

Test	Matter arising	Recommended Action
A	*Appropriate accounting records have been properly kept throughout the year*	
	The records of the council comply	With this test
B	*This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT appropriately accounted for*	
Unbudgeted grant	The council set a grants budget of £2000 but gave over £15000 to the village hall without a virement.	The council must ensure that all grants made are fully budgeted or refused.
Unbudgeted capital expenditure	The council's budget did not allow for £27460 to be spent on new play equipment and no virements were made.	Unless the council has sufficient reserves, asset replacements must be deferred to the next budget cycle.
Quotes and tenders	There is no evidence in the minutes that a proper tendering process for the play area was carried out, in accordance with legislation and the Finanial regulations.	All contracts over £25000 net should be properly advertised on contracts finder and the tender process properly minuted
C	*This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these*	
	The records of the council now	comply with this test
D	*The precept budget resulted from an adequate budgetary process, progress against the budget was regularly monitored, the reserves were appropriate*	
Budget monitoring	There is no evidence that members properly considered the budget before approving spending decisions during the year.	Whenever a decision to exceed a budget area is taken, a clear rationale should be minuted and specification of from where the shortfall will be taken
General reserve	The Practitioners guide states that the General reserve of a council should be no less than three months of revenue expenditure. SoLPC currently has no general reserve at all.	The council is not in a position to cover contingencies and unexpected events. Members must ensure that the next budget setting brings the council back into a position to provide services to residents.
E	*Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for*	
CIL and S106 funds	The council is expecting significant tranches of developer contributions	At budget setting, a clear plan to replenish reserves and provide day

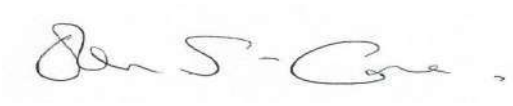
eleanorgreene@thedunnefamily.co.uk
Registered in England No. 7871759 Director: Eleanor S Greene

	but these may not be used to supplement revenue expenditure.	to day services should be set.
F	*Petty cash payments were properly supported by receipts, all petty cash was approved and VAT appropriately accounted for*	
	Not applicable to this Council	
G	*Salaries to employees and allowances to members we paid in accordance wit this authority's approvals, and PAYE and NI requirements were properly applied*	
	The records of the council now	comply with this test
H	*Asset and investment registers were complete and accurate and properly maintained*	
	The records of the council comply	with this test
I	*Periodic Bank reconciliations were carried out during the year*	
Bank deposit account	The remaining funds of the council are held in the current account.	It may be opening an interest bearing account such as CCLA PSDF to hold non day to day funds.
J	*Accounting statements prepared during the year were prepared on the correct accounting basis, agreed to the cash book, supported by an adequate audit trail and debtors and creditors recorded.*	
	The records of the Council comply	with this test
K	*Certified Exempt in prior year*	
	Not applicable to this Council	
L	*Transparency Code*	
	The records of the Council comply	with this test
M	*Public Rights*	
	The records of the council now	comply with this test
N	*Publication of prior year AGAR*	
	The records of the council comply	With this test
O	*Trust funds*	
	Not applicable to this Council	
P	*Borrowing*	
	The records of the council comply	With this test

Please find attached my invoice for the agreed fee.

If either you or your members have any queries, please do not hesitate to contact me.

Regards,



Eleanor S Greene

eleanorgreene@thedunnefamily.co.uk
Registered in England No. 7871759 Director: Eleanor S Greene

Annual Governance and Accountability Return 2023/24 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 2023/24

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 2024.**
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 2024.** 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 2024
   - 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 2023/24

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 2024 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 2023/24**, approved and signed, page 4
- **Section 2 - Accounting Statements 2023/24**, approved and signed, page 5

Not later than 30 September 2024 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) 2023/24

- 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 2024.
- 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 Chair, 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 2023) equals the balance brought forward in the current year (Box 1 of 2024).
- 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 2024.**

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 Chair of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at **31 March 2024** 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 2023/24

Sherfield on Loddon Parish Council

www.sherfieldonloddon-pc.gov.uk

During the financial year ended 31 March 2024, 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 2023/24 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.			NOT USED
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 2022/23, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2022/23 AGAR tick "not covered")*			N/A
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 2023-24 AGAR period, were public rights in relation to the 2022-23 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 2022/23 AGAR *(see AGAR Page 1 Guidance Notes).*	✓		

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

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: 21/5/24

Name of person who carried out the internal audit: ELEANOR S. GROOME ICAA

Signature of person who carried out the internal audit: [redacted]

Date: 21/5/24

***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 2023/24

We acknowledge as the members of:

Sherfield on Loddon 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 2024, 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:

11/06/2024

and recorded as minute reference:

240609

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

Chair

Clerk

www.sherfieldonloddon-pc.gov.uk

Section 2 – Accounting Statements 2023/24 for

Sherfield on Loddon Parish Council

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	*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	119,681	97,870	*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	85,000	85,000	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	30,108	23,101	*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	40,001	46,303	*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	1,930	1,930	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	94,988	123,021	*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	97,870	34,717	*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	97,870	34,717	*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	215,122	237,057	*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	14,070	13,499	*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 exclude any Trust transactions.*

I certify that for the year ended 31 March 2024 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

Date 11/06/2024

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

11/06/2024

as recorded in minute reference:

240610

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

Item 240612

Name of Smaller authority: Sherfield on Loddon Parish Council

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

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

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

NOTICE	NOTES
1. Date of announcement__14th June 2024_____(a)	(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below
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. **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 2024, these documents will be available on reasonable notice by application to:** (b) Karen Ross Clerk/RFO clerk@sherfieldonloddon-pc.gov.uk 01256 842662	(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
commencing on (c) Monday 17 June 2024	(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
and ending on (d) Friday 26 July 2024	(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.
3. Local government electors and their representatives also have: • 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. The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.	
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: **BDO LLP** Arcadia House Maritime Walk Ocean Village Southampton SO14 3TL ✉ councilaudits@bdo.co.uk	
5. This announcement is made by (e) Karen Ross Clerk RFO	(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority

LOCAL AUTHORITY ACCOUNTS: A SUMMARY OF YOUR RIGHTS

Please note that this summary applies to all relevant smaller authorities, including local councils, internal drainage boards and 'other' smaller authorities.

The basic position

The Local Audit and Accountability Act 2014 (the Act) governs the work of auditors appointed to smaller authorities. This summary explains the provisions contained in Sections 26 and 27 of the Act. The Act and the Accounts and Audit Regulations 2015 also cover the duties, responsibilities and rights of smaller authorities, other organisations and the public concerning the accounts being audited.

As a local elector, or an interested person, you have certain legal rights in respect of the accounting records of smaller authorities. As an interested person you can inspect accounting records and related documents. If you are a local government elector for the area to which the accounts relate you can also ask questions about the accounts and object to them. You do not have to pay directly for exercising your rights. However, any resulting costs incurred by the smaller authority form part of its running costs. Therefore, indirectly, local residents pay for the cost of you exercising your rights through their council tax.

The right to inspect the accounting records

Any interested person can inspect the accounting records, which includes but is not limited to local electors. You can inspect 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. You can copy all, or part, of these records or documents. Your inspection must be about the accounts, or relate to an item in the accounts. You cannot, for example, inspect or copy documents unrelated to the accounts, or that include personal information (Section 26 (6) – (10) of the Act explains what is meant by personal information). You cannot inspect information which is protected by commercial confidentiality. This is information which would prejudice commercial confidentiality if it was released to the public and there is not, set against this, a very strong reason in the public interest why it should nevertheless be disclosed.

When smaller authorities have finished preparing accounts for the financial year and approved them, they must publish them (including on a website). There must be a 30 working day period, called the 'period for the exercise of public rights', during which you can exercise your statutory right to inspect the accounting records. Smaller authorities must tell the public, including advertising this on their website, that the accounting records and related documents are available to inspect. By arrangement you will then have 30 working days to inspect and make copies of the accounting records. You may have to pay a copying charge. The 30 working day period must include a common period of inspection during which all smaller authorities' accounting records are available to inspect. This will be 1-12 July 2024 for 2023-24 accounts. The advertisement must set out the dates of the period for the exercise of public rights, how you can communicate to the smaller authority that you wish to inspect the accounting records and related documents, the name and address of the auditor, and the relevant legislation that governs the inspection of accounts and objections.

The right to ask the auditor questions about the accounting records

You should first ask your smaller authority about the accounting records, since they hold all the details. If you are a local elector, your right to ask questions of the external auditor is enshrined in law. However, while the auditor will answer your questions where possible, they are not always obliged to do so. For example, the question might be better answered by another organisation, require investigation beyond the auditor's remit, or involve disproportionate cost (which is borne by the local taxpayer). Give your smaller authority the opportunity first to explain anything in the accounting records that you are unsure about. If you are not satisfied with their explanation, you can question the external auditor about the accounting records.

The law limits the time available for you formally to ask questions. This must be done in the period for the exercise of public rights, so let the external auditor know your concern as soon as possible. The

advertisement or notice that tells you the accounting records are available to inspect will also give the period for the exercise of public rights during which you may ask the auditor questions, which here means formally asking questions under the Act. You can ask someone to represent you when asking the external auditor questions.

Before you ask the external auditor any questions, inspect the accounting records fully, so you know what they contain. Please remember that you cannot formally ask questions, under the Act, after the end of the period for the exercise of public rights. You may ask your smaller authority other questions about their accounts for any year, at any time. But these are not questions under the Act.

You can ask the external auditor questions about an item in the accounting records for the financial year being audited. However, your right to ask the external auditor questions is limited. The external auditor can only answer 'what' questions, not 'why' questions. The external auditor cannot answer questions about policies, finances, procedures or anything else unless it is directly relevant to an item in the accounting records. Remember that your questions must always be about facts, not opinions. To avoid misunderstanding, we recommend that you always put your questions in writing.

The right to make objections at audit

You have inspected the accounting records and asked your questions of the smaller authority. Now you may wish to object to the accounts on the basis that an item in them is in your view unlawful or there are matters of wider concern arising from the smaller authority's finances. A local government elector can ask the external auditor to apply to the High Court for a declaration that an item of account is unlawful, or to issue a report on matters which are in the public interest. You must tell the external auditor which specific item in the accounts you object to and why you think the item is unlawful, or why you think that a public interest report should be made about it. You must provide the external auditor with the evidence you have to support your objection. Disagreeing with income or spending does not make it unlawful. To object to the accounts you must write to the external auditor stating you want to make an objection, including the information and evidence below and you must send a copy to the smaller authority. The notice must include:

- confirmation that you are an elector in the smaller authority's area;
- why you are objecting to the accounts and the facts on which you rely;
- details of any item in the accounts that you think is unlawful; and
- details of any matter about which you think the external auditor should make a public interest report.

Other than it must be in writing, there is no set format for objecting. You can only ask the external auditor to act within the powers available under the Local Audit and Accountability Act 2014.

A final word

You may not use this 'right to object' to make a personal complaint or claim against your smaller authority. You should take such complaints to your local Citizens' Advice Bureau, local Law Centre or to your solicitor. Smaller authorities, and so local taxpayers, meet the costs of dealing with questions and objections. In deciding whether to take your objection forward, one of a series of factors the auditor must take into account is the cost that will be involved, they will only continue with the objection if it is in the public interest to do so. They may also decide not to consider an objection if they think that it is frivolous or vexatious, or if it repeats an objection already considered. If you appeal to the courts against an auditor's decision not to apply to the courts for a declaration that an item of account is unlawful, you will have to pay for the action yourself.

For more detailed guidance on public rights and the special powers of auditors, copies of the publication Local authority accounts: A guide to your rights are available from the NAO website.	If you wish to contact your authority's appointed external auditor please write to the address in paragraph 4 of the *Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return*.

Item 240615

SHERFIELD ON LODDON PARISH COUNCIL

APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[The Council regret that they are unable to consider grants or sponsorships for individual persons]

1. FULL NAME OF APPLICANT. [Charity/Organisation]	SHERFIELD ALLOTMENT ASSOCIATION
2. FULL POSTAL AND **EMAIL** ADDRESS OF APPLICANT. [Charity/Organisation]	Email: [redacted] COM **POST** [redacted] D.
3. Regd. Charity No. [If applicable]	—
4. Tel [redacted]	
5. Full NAME of organisation's delegated contact. JANE FARROW	6. Position/Title of nominated contact. TREASURER
7. Please describe your organisations aims and objectives. MANAGING LOCAL COMMUNITY ALLOTMENTS	
8. Does your organisation work **SOLELY** for the benefit of the people of SHERFIELD ON LODDON? YES	9. If "YES" how many SHERFIELD ON LODDON residents benefit on a regular basis from your organisation? 60
10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation.	
11. If your organisation is OUTSIDE SHERFIELD ON LODDON, how many SHERFIELD ON LODDON residents do [or will] regularly benefit from the services you provide? *Please enter in the box on the right >>>*	
12. Are you seeking Grant Aid from other sources? [e.g. B&DBC, Hampshire CC etc] Please specify below: NO	
13. How many **UNPAID VOLUNTEERS** do you have? 7 COMMITTEE MEMBERS	14. How many **FULL TIME PAID** staff? NONE
15. How many **PART-TIME PAID** staff NONE	
16. Have you ever received a grant from Sherfield on Loddon Parish Council at any time in the past? (YES/NO)	17. If "YES", please enter month, year & amount: DATE when grant awarded? JUNE 2022 AMOUNT awarded? £ 162.91

PART 2. - ABOUT YOUR GRANT APPLICATION

18. What GRANT SUM are you applying for to SHERFIELD ON LODDON PARISH COUNCIL?
Please enter the amount applied for IN FIGURES, in the box on the right >

£174.61

19. Please provide your bank account number and sort code >

30-98-77 60123468

20. Is your organisation registered for VAT? i.e. Can you claim input tax/VAT? >

No

21. Would you please specify what the grant would be used for? [e.g. Capital project, Running costs, etc]

PUBLIC LIABILITY INSURANCE

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent?

No

23. If the grant is to be used for a PROJECT, when do you expect to start and finish?

Start date?

Finish Date?

24. Please give any additional information that you feel is relevant, or will support the grant application. *e.g. Any fund raising events undertaken by your organisation, & any amounts raised. [other than grant applications]. Please use additional sheet if necessary*

Insurance to allow us to hold fund raising events when members of the public come to the Allotment Site.

25. Have you made any grant application to any other body for grant aid for this project?
Yes (No)
If yes please give details (if necessary please continue on a separate sheet)::

Name of organisation applied to	Amount applied for	Date of Application	Amount Received

If you have received any other sources of funding in the past year, not specified above, please give details (if necessary please continue on a separate sheet):

.....

.....

.....

PLEASE NOTE: If your grant application is successful, whether in whole or in part, it would be conditional upon you [i.e. your organisation] acknowledging SHERFIELD ON LODDON PARISH COUNCIL in your Annual Report, or in any other publication [Newsletter, magazine, etc] relevant to your organisation. **In signing this grant application, you agree to be bound by this condition.**

Signed: Jane Farrow **Dated:** 23/5/2024

Accompanying Documents

- [x] Annual Accounts/ 6 Months Bank Statements
- [x] Latest AGM Minutes
- [x] Constitution
- [ ] Additional Documentation Please specify — Renewal Quotation

FOR OFFICE USE ONLY :

Date received:

Amount:

Grant awarded: Yes/No

Under section

Conditions applied to Grant Yes/No

Section 1: Executive and Professional Liabilities

Cover

Protection against errors caused in a professional capacity

Fees and income for the current year
Fees and income for the previous year

Section 2: Employers' Liability, Public Liability

Cover

Protection to the Insured for loss resulting from any claim made in respect of the insured risks below.

Insured Risks

Employers' Liability
Public Liability

Sums Insured / Limits of Indemnity

Description	Sum Insured (£)	Excess (£)
Public Liability	5,000,000	100
Employers Liability	10,000,000	
Trustees' and Directors' Indemnity	100,000	250

Endorsements: Before proceeding with cover please take time to read through the endorsements attached to the renewal schedule as noted. Failure to adhere to these may render your policy invalid. Please ensure that you are able to comply with these in all circumstances. If you have any queries or doubts, please contact us for advice.

Premium Breakdown:

Premium payable incl. Insurance Premium Tax @ 12%:	£134.61
Administration Fee:	£40.00
Total Insurance Cost:	**£174.61**

Payment Methods:

- By cash, cheque, credit or debit card or by BACS.
- By direct debit – Please call for details charged on the instalments.

Your Renewal Quotation

Your renewal quotation for 12 months cover is based on the information we currently hold. We have based our recommendation on a fair analysis of the range of insurers that we deal with and have selected this policy taking into account its close match with your requirements on cover and price.

You asked for: Associations & Charities Insurance

Business Activities: Association

Recommendation: We have concluded the following policy most closely meets your requirements:

Associations & Charities

POLICYHOLDER	Sherfield Allotment Association
INSURER	Ansvar Insurance
POLICY NUMBER	2403332
PERIOD OF INSURANCE	01/07/2024 to 30/06/2025
BUSINESS DESCRIPTION	Association

Scope of Cover

Section 1:	Executive and Professional Liabilities
Section 2:	Employers' Liability, Public Liability

SHERFIELD ALLOTMENT ASSOCIATION- JANUARY TO DECEMBER 2023

INCOME

Grant Village Fete Committee 2022.....£200.00

Donations.....5.00

Proceeds from Village Fete Stall.....84.80

Proceeds Open Day.....226.30

Compost Payments.....955.50

Proceeds Pumpkin Day.....175.27

Donation Sherfield Park for pumpkins.....20.00

Non encashment of cheque Baptist Chapel.....12.00

TOTAL.....1678.87

EXPENDITURE

Skittles evening.....£60.00

Baptist Chapel Hall Hire.....24.00

Inks for Printer.....37.71

Village Fete Table Hire.....21.60

First Aid Kit.....10.95

Petrol for mower.....36.30

Toilet Rolls.....3.25

2 Gazebos.....157.96

Gazebo Side Panels.....39.90

Marks & Spencer Food for 'Start the Season' event.....110.00

A Plan Public Liability Insurance.....174.62

Capital Gardens voucher for Best Allotments.....60.00

Action Trophies.....32.76

Harrington & Jessop Compost.....955.50

PCC Rent for Plot 39.....11.00

Gift Voucher for Charlie re Pumpkin Day.....25.00

Total.....1760.55

Summary

Income 2023.....£1678.87

Balance brought forward 2022.....998.50

Total.....2677.37

Minus expenditure 2023.....1760.55

Total.....916.82

Balance in Bank.....916.82

Sherfield Allotments Association

email: sherfield.allotments@gmail.com

SAA Constitution 2023.

1. OBJECTIVES:

a. To undertake the day-to-day management of the allotments on behalf of the Parish Council to ensure that each clause in the tenancy agreement is being adhered to.

b. To collaborate with the Parish Council and inform SAA members of relevant items of interest.

c. To represent the interests of all plot holders and to act for the benefit of members.

d. To promote a greater understanding of allotment gardening among the local community and beyond.

e. To protect and promote the biodiversity landscape and amenity of the allotment site.

f. To arrange meetings, talks demonstrations, conventions, and social events to raise funds for the SAA to cover the costs of maintenance of the allotments is order to keep the annual rent to a minimum

g. To communicate to SAA members on a regular and informative basis by a SAA email, Facebook, Website, and the Notice Boards on the allotments.

h. To foster good relations with parish Council, residential neighbours, the local community, and other bodies.

i. To collaborate where appropriate with other local community groups.

j. To practice good governance and follow participatory and non-discriminatory principles.

2. MEMBER(s):

a. The SAA shall consist of all tenants together with non-allotment holders who have registered their details with the Association Secretary.

b. FULL MEMBERS are Plot holder and their registered partner or named person on the tenancy agreement. The first named is the Member and has the right to vote and the AGM.

c. ASSOCIATE MEMBER(s) are those on the waiting list. And helpers and non-plot holders who register their details with the Association. Associate members do not have the right to vote.

d. The Secretary will keep a register of Members.

3. THE COMMITTEE

a. Only Full Members are eligible to be elected to the SAA committee.

b. Casual vacancies can be filled by the Committee and any member appointed will hold Committee membership until the next AGM.

c. The SAA Committee will be comprised of a maximum of 12 full member - 4 Officers and 8 ordinary full members and the affairs of the SAA will be conducted by the elected Committee.

d. The AGM shall elect/re-elect officers and ordinary members. The officers of the SAA shall be a Chairperson (max 2 yrs.) Vice chairperson (max 3 yrs.) Secretary (max 2 yrs.), Treasurer (Max 3 yrs.), Ordinary members (max 1 yrs.).

e. Officers and ordinary Committee Members shall be elected as above and be able to be re-elected by ballot.

f. The committee will be accountable to the Parish Council who may disband the committee should it see fit.

g. The Committee will open a bank account in the name of the SAA and all monies received will be paid into the account. Cheques from the bank account will be signed by two of the designated signatories.

h. The quorum for a Committee Meeting shall be not less than four members plus one.

4. MEETINGS

a. The SAA Committee will convene four meetings a year two being open to all full members

Sherfield on Loddon

Earmarked Reserves

	Account	Opening Balance	Net Transfers	Closing Balance
324	EMR Allotment Deposits	1,990.00		1,990.00
325	EMR Tennis Courts Resurfacing	13,500.00		13,500.00
328	EMR Trees	882.57		882.57
331	EMR Football Pavilion Refurbis	20,000.00		20,000.00
334	EMR Allotment improvements	367.93	-367.93	0.00
		36,740.50	**-367.93**	**36,372.57**

Item 240617

Guide

Complete the steps and you could have the immediate use of your new equipment without having to pay the full cost price.

1 | Get in the Loop

2 | The Lease Loop offer

3 | Stay in the Loop

A The Hangar, Hadley Park E, Hadley, Telford TF1 6QJ T 01952 876928 W leaseloop.co E James@leaseloop.co

1 Loop Products

8 x Apple iPad 10.2” 256GB 10th Generation Wi-Fi only
Includes 3 years collect and return, parts and labour hardware warranty

The Loop Flexscription Quote 2 years at £38.64 + VAT per week

Flexscription Options at the end of 24 months

Rolling Extension £38.64 + VAT per week

12 month extension £24.59 + VAT per week and get indefinite use after the 12 month period.

24 month extension £12.83 + VAT per week and get indefinite use after the 24 month period.

Full extension Period £1222.96 + VAT

8 x Apple iPad Air 11” 256GB Wi-Fi only
Includes 3 years collect and return, parts and labour hardware warranty

The Loop Flexscription Quote 2 years at £55.86 + VAT per week

Flexscription Options at the end of 24 months

Rolling Extension £55.86 + VAT per week

12 month extension £33.45 + VAT per week and get indefinite use after the 12 month period.

24 month extension £17.96 + VAT per week and get indefinite use after the 24 month period.

Full extension Period £1713.12 + VAT

Rentals are monthly and are usually paid by direct debit. The first lease repayment is paid approximately 10-14 days after the equipment has been delivered. Prices shown include free delivery.

2

The Lease Loop Offer

- All of our leases come bundled with AppleCare. This means your Mac comes with a full 3 years parts and labour hardware warranty that will be repaired by Apple Authorised Technicians.

- Unlike our competitors you will be able to access telephone support on macOS issues 365 days a year 24/7.

- Need to take your Mac abroad? No problem. AppleCare allows you to get to help from Apple technicians from around the world.

- Temporary loan machines are standard on all of our Mac leases. If we ever have to take your machine away for repair, we will provide you with a equivalent machine for you to use until we return your repaired machine.

- Documentation Fees. These are an industry norm and are charged by all of the lease companies that we work with. These are never more than £125 + Vat per deal but typically £50 + VAT.

- Unlike our competitors we do NOT include annual anniversary fees on our leases. Daily Rentals on a flexscription lease are charged and come into affect from the time you take receipt of your computer, until they take their first repayment. These rentals are not deducted from the total amount you have agreed to pay but are charged as they affect the Residual Value of the equipment.

- At the end of your original lease term you can return the equipment, continue to rent it at the same monthly cost, extend for either 12 or 24 months and receive a reduction in your monthly repayment plus get indefinite use once those periods have ended, or choose to pay a one off fee to keep full use of the equipment.

- At the end of the lease it is the customers responsibility to arrange return of the equipment to our funding partners. To avoid any unnecessary fees it is important that the Macs are in a good working condition, subject to a fair usage policy.

Rentals are monthly and are usually paid by direct debit. The first lease repayment is paid approximately 10-14 days after the equipment has been delivered. Prices shown include free delivery.

3

If you wish to place an order, please complete the form below and simply email it to;

sales@leaseloop.co

Our Lease Loop financial team will then be in touch very shortly to arrange delivery of your new equipment.

Company Name

Registration Number if LTD or LLP

Business Type

Name of Company Director

Address

Telephone Number

Directors Email

By submitting a completed Application form you are providing us with authorisation to undertake a Credit Check on your Company. Should we require more information to support your application our Lease Loop financial team will contact you directly.

Following a successful application we will email you lease documentation to complete. We will arrange delivery with you and this normally takes place 2-3 days after we have received completed documentation back from yourselves.

Item 240617

Guide

Complete the steps and you could have the immediate use of your new equipment without having to pay the full cost price.

1 | Get in the Loop

2 | The Lease Loop offer

3 | Stay in the Loop

A The Hangar, Hadley Park E, Hadley, Telford TF1 6QJ T 01952 876928 W leaseloop.co E James@leaseloop.co

1

Loop Products

8 x Apple iPad 10.2” 256GB 10th Generation Wi-Fi only
Includes 3 years collect and return, parts and labour hardware warranty

The Loop 2 years at ~~£50.67~~ £49.57 + VAT per week

1 x Apple Smart keyboard cover for iPad
Includes 3 years collect and return, parts and labour hardware warranty

The Loop 2 years at £3.20 + VAT per week

1 x Apple Pencil 1st Generation
Includes 3 years collect and return, parts and labour hardware warranty

The Loop 2 years at £1.25 + VAT per week

1 x Apple iPad Air 11” 256GB Wi-Fi only
Includes 3 years collect and return, parts and labour hardware warranty

The Loop 2 years at £10.75 + VAT per week

1 x Apple Smart keyboard cover for iPad Air 11”
Includes 3 years collect and return, parts and labour hardware warranty

The Loop 2 years at £3.85 + VAT per week

1 x Apple Pencil Pro
Includes 3 years collect and return, parts and labour hardware warranty

The Loop 2 years at £1.65 + VAT per week

Rentals are monthly and are usually paid by direct debit. The first lease repayment is paid approximately 10-14 days after the equipment has been delivered. Prices shown include free delivery.

2

The Lease Loop Offer

- All of our leases come bundled with AppleCare. This means your iPad comes with a full 3 years parts and labour hardware warranty that will be repaired by Apple Authorised Technicians.

- Unlike our competitors you will be able to access telephone support on iPadOS issues 365 days a year 24/7.

- Need to take your iPad abroad? No problem. AppleCare allows you to get to help from Apple technicians from around the world.

- Temporary loan machines are standard on all of our iPad leases. If we ever have to take your machine away for repair, we will provide you with as similar iPad as possible for you to use until we return your repaired machine.

- You can upgrade your lease at any time after your 24th monthly repayment.

- Documentation Fees. These are an industry norm and are charged by all of the lease companies that we work with. These are never more than £125 + Vat per deal.

- Unlike our competitors we do NOT include Daily Rentals on our leases. Daily Rentals are when a lease company charges you a rental fee, from the time you take receipt of your computer, until they take their first repayment. These rentals are not deducted from the total amount you have agreed to pay.

- At the end of your lease term you can return the equipment, continue to rent it, get a new quote or pay a one-off payment, equal to one monthly rental, to extend the lease indefinitely.

3

If you wish to place an order, please complete the form below and simply email it to;

sales@leaseloop.co

Our Lease Loop financial team will then be in touch very shortly to arrange delivery of your new equipment.

Company Name

Registration Number if LTD or LLP

Business Type

Name of Company Director

Address

Telephone Number

Directors Email

By submitting a completed Application form you are providing us with authorisation to undertake a Credit Check on your Company. Should we require more information to support your application our Lease Loop financial team will contact you directly.

Following a successful application we will email you lease documentation to complete. We will arrange delivery with you and this normally takes place 2-3 days after we have received completed documentation back from yourselves.

Item 240617

Tablet Purchase Options

Costco

Apple iPad 9th Gen 2021, 10.2 Inch, Wi-Fi, 64GB

£299.98 (Further £12 discount per iPad applied at checkout)

Total Cost to purchase for 8 iPads- £2399.84 (without discount)

Apple

Refurbished Apple iPad 8th generation

128gb Wi-Fi

£299.00

Total Cost £2392.00

John Lewis

Galaxy Tab A9 Tablet, Android, 4GB RAM, 64GB, Wi-Fi, 8.7", Graphite

£129.00 per device (on sale usual price £164.00)

Total Cost £1,032.00 with discount

Sherfield on Loddon

Annual Budget - By Combined Account Code

		2022/2023		2023/2024						2024/2025		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Budget Income												
115	VAT on Receipts	0	4,249	0	0	0	0	0	15,709	0	0	0
1076	Precept	85,000	85,000	0	0	85,000	0	85,000	42,500	0	0	0
1090	Interest Received	0	0	0	0	0	0	0	244	0	0	0
1100	Grants & Donation Received	3,806	7,461	0	0	3,806	0	3,806	7,264	0	0	0
1300	Rent Received	541	1,273	0	0	600	0	600	0	0	0	0
1310	Allotment Deposit	0	400	0	0	0	0	0	0	0	0	0
1400	CIL/S106 Receipts	0	356	0	0	0	0	0	82,855	0	0	0
1500	Burial Ground	2,081	7,500	0	0	2,289	0	2,289	1,900	0	0	0
1990	Other Income	2,000	1,862	0	0	1,500	0	1,500	350	0	0	0
	Total Income	93,428	108,101	0	0	93,195	0	93,195	150,823	0	0	0
Overhead Expenditure												
515	VAT on Payments	0	15,855	0	0	0	0	0	2,059	0	0	0
4000	Staff Salary	30,900	29,139	0	0	30,900	0	30,900	5,922	0	0	0
4010	PAYE & NI	8,000	9,860	0	0	8,800	0	8,800	1,591	0	0	0
4030	Pension	7,283	7,304	0	0	8,011	0	8,011	1,945	0	0	0
4050	Staff Mileage & Benefits	200	239	0	0	220	0	220	33	0	0	0
4060	Staff Other Expenses	50	144	0	0	55	0	55	0	0	0	0
4065	Payroll Services	150	132	0	0	165	0	165	132	0	0	0
4070	Training	1,000	0	0	0	1,100	0	1,100	0	0	0	0
4080	Chairman's Allowance	50	0	0	0	50	0	50	0	0	0	0
4085	Councillor Expenses	100	0	0	0	110	0	110	0	0	0	0
4090	Bank Charges	90	87	0	0	84	0	84	14	0	0	0

Continued on next page

Sherfield on Loddon

Annual Budget - By Combined Account Code

		2022/2023		2023/2024						2024/2025		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4100	Audit Fees	866	895	0	0	953	0	953	0	0	0	0
4110	Professional Fees	1,500	5,680	0	0	1,650	0	1,650	1,839	0	0	0
4120	Subscriptions & Memberships	800	1,637	0	0	1,500	0	1,500	0	0	0	0
4130	Insurance	2,994	3,468	0	0	3,500	0	3,500	0	0	0	0
4140	Stationery & Postage	500	730	0	0	550	0	550	0	0	0	0
4150	Telephone & Broadband	500	691	0	0	550	0	550	84	0	0	0
4160	IT	700	1,484	0	0	770	0	770	110	0	0	0
4170	PWLB Repayment	1,930	1,930	0	0	2,123	0	2,123	0	0	0	0
4180	Hall Hire	520	201	0	0	300	0	300	0	0	0	0
4190	Grants & Donations Paid	2,040	17,141	0	0	2,244	0	2,244	0	0	0	0
4200	Section 137 Expenditure	1,000	0	0	0	1,100	0	1,100	0	0	0	0
4220	Christmas Tree	250	105	0	0	275	0	275	0	0	0	0
4230	Poppy Wreaths	50	0	0	0	55	0	55	0	0	0	0
4300	Water	200	652	0	0	610	0	610	0	0	0	0
4310	Toilets	200	0	0	0	200	0	200	0	0	0	0
4320	Maintenance	23,038	50,006	0	0	22,766	0	22,766	1,580	0	0	0
4325	Maintenance Contracts	16,000	14,678	0	0	17,600	0	17,600	1,399	0	0	0
4330	Mole Contract	1,250	780	0	0	475	0	475	0	0	0	0
4340	Play ground Inspection	2,265	375	0	0	2,492	0	2,492	563	0	0	0
4400	Electric	156	187	0	0	172	0	172	31	0	0	0
4500	Tree Works	4,080	3,000	0	0	3,000	0	3,000	0	0	0	0
4700	Village Green Enhancement	2,000	2,432	0	0	2,200	0	2,200	0	0	0	0
4800	Road Safety	500	330	0	0	500	0	500	0	0	0	0
4990	Sundries	3,100	2,093	0	0	2,863	0	2,863	5,032	0	0	0

Continued on next page

Sherfield on Loddon

Annual Budget - By Combined Account Code

	2022/2023		2023/2024						2024/2025		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Overhead Expenditure	114,262	171,254	0	0	117,943	0	117,943	22,335	0	0	0
Total Budget Income	93,428	108,101	0	0	93,195	0	93,195	150,823	0	0	0
Expenditure	114,262	171,254	0	0	117,943	0	117,943	22,335	0	0	0
Net Income over Expenditure	-20,834	-63,153	0	0	-24,748	0	-24,748	128,488	0	0	0
plus Transfer from EMR	0	9,552	0	0	0	0	0	368	0	0	0
less Transfer to EMR	0	200	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(20,834)	(53,801)			(24,748)		(24,748)	128,856	0		