

**HIGH ONGAR  
PARISH COUNCIL**

**FINAL ACCOUNTS 2023/2024**

**Clerk  
Bonnie Jones**

## Financial Summary 2023/2024

We started the year with **£53,381.32** in the bank.

The precept set for 2023/2024 was £11,339.00.

The total income (including precept) for 2023/2024 was £12,114.20. This was against a presumed budgeted income of £11,339 – a difference of £775.20. The difference can be accounted for by way of a receipt of £475.20 for a refund of the Nine Ashes Legal fees, plus a £300 grant fund received from the ECC Locality fund for defibrillator training for the community.

The previous Clerk had submitted a VAT return up to 31<sup>st</sup> January 2023, which was received on 21<sup>st</sup> February 2023. The Locum Clerk had completed the VAT return for the last 2 months of 2022/2023 which came to £16.46, however HMRC advised that as this was under £100 this should be added onto the next years claim.

The total expenditure for 2023/2024 was £16,505.06 (this includes VAT of £1,073.55) versus a presumed budget of £13,400 – an overspend of £3,105.06. As the paperwork available to both the Locum Clerk and the new Clerk did not clearly identify what the individual agreed budget figures were, a direct comparison of budget – v – actual cannot accurately be completed. However, the main differences can be broadly accounted for as follows:

- £881.95 – Clerking work, including additional work to establish correct records.
- £140.00 – underbudgeted for Audit cost.
- £525.00 – Training, as no funds were precepted for, with the suggestion moneys were taken from EMR.
- £955.64 – Additional costs associated with Councillor email addresses, office 365 subscriptions and the purchase of a new computer for the Clerk.
- £800.00 – expenses for the King Coronation event.

Throughout the year there were a number of changes made to the earmarked reserves given there was a high amount held in the general reserves. For a small Council the general reserves should be roughly between 3 and 12 months running costs. These earmarked reserves remain subject to change. The Council also started consideration into investing funds with the CCLA.

There was also an investigation into the ownership of High Ongar Village Hall, as this was previously listed on the Parish Councils asset register (2013), however after correspondence with the Charity Commission, it was confirmed this land was not owned by the Parish Council, but by High Ongar Village Hall Charity (Charity number 301342). As such, this has been removed from the Parish Councils asset register.

The 2023/2024 bank reconciliation is as follows:

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

**CASH BOOK:**

Opening Balance 1 April 2023	£53,381.32
Add: Receipts in the year	£12,114.20
Less: Payments in the year	(£16,505.06)
	<hr/>
Closing balance per cash book as at 31 March 2024	<u>£48,990.46</u>

**Lloyd Account 42293260 balance: £48,990.46**

## External Auditors Statement of Accounts for 2023/2024

	31 <sup>st</sup> March 2023	31 <sup>st</sup> March 2024
1 Balance Brought Forward	51,514	53,381
2 (+) Annual Precept	11,145	11,339
3 (+) Total other receipts	3,237	775
4 (-) Staff Costs	5,593	6,382
5 (-) Loan interest/capital repayments	0	0
6 (-) Total other payments	6,921	10,123
7 (=) Balances Carried forward	53,382	48,990
8 Total Cash & Investments	53,382	48,990
9 Total Fixed Assets	6,602	7,587
10 Total Borrowings	0	0

*There may be rounding differences of £1*

### Asset Register

Item	Purchase Cost	
Defibrillator, Village Hall	£1,320	
Defibrillator, The Coffee Post	£1,320	
Defibrillator, 206 Nine Ashes Road	£1,320	
Defibrillator, Norton Heath Service Station	£1,320	
Defibrillator, Norton Heath Café	£1,320	
Paslow Common	£1	Community Asset
Street Lights (19 no.)	£1	Community Asset
Laptop, Parish Clerk	£400	(newly added)
Seat, Norton Heath	£585	(newly added)
<b>Total</b>	<b>£7,587</b>	

### Earmarked Reserves as at 31st March 2024

Specific Earmarked Funds			
		Spent	Remain
S/Lights	8000.00		8000.00
Bus Shelt	8000.00		8000.00
Seating	1000.00	585.00	415.00
Elections	2000.00		2000.00
Vandalism	500.00		500.00
Defib	1500.00		1500.00
Open Spc	2000.00		2000.00
HOVH	10000.00		10000.00
IT/Comp	1500.00		1500.00
Playgrnd	2000.00		2000.00
		<b>Total</b>	
		<b>Earmarked</b>	<b>35,915.00</b>

**General Reserves:   £13,075**



**RECEIPTS & PAYMENTS FOR HIGH ONGAR PARISH COUNCIL**  
**Financial Year 2023/2024**      **Ending 31 March 2024**

INCOME		EXPENSES																					
Date	£	Date	Chq No.	Item	Salary Net	PAYE	insurance	Grants	elections	Street Lighting	General Admin	Subs	Training	Audit	Ground Maint.	Village Hall	Dog Bins	S137	Other	VAT	TOTAL £		
<b>Opening Balance</b>	<b>£53,381.32</b>																						
		28/02/2024	BACS	S Deluca - Various expences	110.00														11.85			121.85	
		28/02/2024	BACS	High Ongar Village Hall - Grant ADT												539.23						539.23	
		29/02/2024	BACS	Bonnie Jones - Salary feb	476.05																	476.05	
		19/03/2024	DD	Npower - Street light feb						70.47											3.52	73.99	
		28/03/2024	BACS	Bonnie Jones - Salary March	476.05																	476.05	
<b>RECONCILIATION</b>																							
<i>(all including VAT)</i>																							
						<b>6381.95</b>		<b>300.00</b>			<b>1091.52</b>	<b>1485.64</b>	<b>409.01</b>	<b>525.00</b>	<b>240.00</b>	<b>1120.00</b>	<b>1122.77</b>	<b>343.50</b>	<b>1383.33</b>	<b>1028.79</b>	<b>1073.55</b>	<b>16505.06</b>	
<b>Opening Balances</b>	<b>53,381.32</b>																						
Income	12,114.20																						<b>15431.51</b>
Less expenses of	16,505.06																						
<b>Balance</b>	<b>48,990.46</b>																						
<i>Lloyds 42293260 as at 31/03/2024</i>	<i>£48,990.46</i>																						