

GREAT HORKESLEY PARISH COUNCIL



DRAFT ANNUAL REPORT 2020 - 2021

Approved 16 June 2021

Min Ref: 12j



MUNICIPAL YEAR 2020 – 2021

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Chairman's Report 2020 - 2021

This has been an historic year for our parish council. We started with a full complement of councillors, the parish clerk, two permanent village hall staff and a village warden, then disaster struck Covid -19.

Due to the pandemic the government declared a total lockdown, which questioned us with how can we function and survive? Thanks to our excellent clerk sorting through government documents. A way forward was found." E Councils via Zoom", our own network and Facebook.

Thanks to various Government schemes we were able to retain our staff and receive grants to finance loss of income for the Village Hall.

Under these conditions we continued to function with daily issues being addressed and councillors assisting with responsibilities in their remit.

As other council services were hit a special thanks to our "Village Warden" for keeping our village outlook tidy.

Working in these stranger conditions had its benefits, we did an internal audit on ourselves and changed to a more manageable finance system.

Alas a burden for the clerk, its results showed other benefits in our accounting.

Whilst the village hall could not be used maintenance and modifications to safety have been made internally, with external security to the car park also carried out. The Hallmaster booking system has been updated ready for the re-opening. We have finally secured the finance to have the car park resurfaced to enhance the halls appeal.

Thanks to donations and design from within the parish we will have our long-awaited village sign.

We would like to thank all the volunteers for their assistance in the village during the pandemic who helped the residents in need.

Unfortunately, we lost some eminent people within the parish, but they will always be remembered.

Finally, I would like to thank my councillors, for their team effort, the assisting Vice Chairman and Clerk.

Cllr Mick Mead

Chairman of Great Horkeley Parish Council

APPENDICES TO ANNUAL REPORT 2020 – 2021

Fig 1: PRECEPT CALCULATIONS

2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
86,165.00	87,645.00	78,249.30	83,187.60	87,005.00	103,310.45
-25,440.00	-25,900.00	-22,352.00	-25,738.08	-33,633.23	-37,180.41
-1,165.00	-1,079.00	-981.00	-928.00	-864.00	-864.00
	60,666.00	54,916.30	56,521.52	52,507.77	65,266.04
59,560.00	-48,875.00	-40,930.00	-38,310.00	-32,854.00	-30,191.28
-47,837.00					
11,723.00	11,791.00	13,986.30	18,211.52	19,853.77	35,074.76
1,030.10	1,036.10	1,043.80	1,047.10	1,044.40	1,049.20
11.38	11.38	13.40	17.39	19.01	33.43

Fig 3: Annual Statement 2020 - 2021

Section 1 - Accounting Statements for GREAT HORKESLEY PARISH COUNCIL				
	Year Ending		Comments	Variance
	31/03/2020	31/03/2021		
	£	£		£
1 Balances Brought Forward	64,102	50,910		-13,192
2 (+) Annual Precept	19,854	35,075	The precept increased due to contracting a Village Warden (£10,800), and the extra costs required = £4,421.00. Total £15,221.	15,221
3 (+) Total Other Receipts	33,657	57,009	We received Covid Business Grants of £22,200 due to the village hall being closed also an increase in Feed In Tariff payments to £726.with minor collective receipts of £426.Total £23,352.	23,352
4 (-) Staff Costs	34,968	40,233	The parish clerks salary decreased by £266 with Village Hall staff salaries decreasing by £1219 Pension contributions increased by £1377 with HMRC contributions increasing by £5372 Total: £5265.	5,265
5 (-) Loan Interest/Capital Repayments	0	0		0
6 (-) All Other Payments	31,735	19,993	The village hall has been closed since 20 March 2020 due to Covid 19 there has been a significant reduction in outgoings including utility bills £1679 cleaning £2091 Licences £1,102 retainers refunded £2,242 capital fund spend reduced by £4327. and minor reductions in payments totalling £301 bringing the nett reduction in payments to £-11,742.	-11,742
7 (=) Balances Carried Forward	50,910	82,768	Box 7 is more than twice box 2 because the authority held the following breakdown of reserves at the year end: £18,528 held in reserve for the car park resurfacing work a reserve of £4506 from Councillors locality budgets and residents donations is held for the village sign. Grants totalling £7900 was received from the Job Retention Scheme.CBC Grant £864 and minor receipts. Total £31,858.	31,858
8 Total Cash and Short Term Investments	50,910	82,768		31,858
9 Total Fixed Assets and Long Term Assets	518,984	519,667		683
10 Total Borrowings	0	0		0
11 Trust Funds (Incl charitable disclosure note	No	No		
<i>Minute Ref</i>				
<i>Date</i>				

Fig 4: Special Expenses that must be reported publicly

Date Paid	Name	Description	Note	Our Ref	Payments
22/01/21	Horkesley Village Funraisers	Village News Publications	1	Bacs	£150.00
Members Expenses					
18/12/20	Cllr Mick Mead	Chairman's Allowance	2	Bacs	£250.00
Expenditure Incurred under s137 powers:					
06/07/20	Great Horkesley Parochial Church Council	Grant	3	Bacs	£700.00
06/07/20	Suffolk County Council	Grant	3	Bacs	£100.00
		Total			£1200.00
Note:	S137 (4)(a) Expenditure Limit	£ per elector		Electors	£
	Expenditure Limit 2020/2021	£8.32		1984	16,506.88
	Expenditure				1,200.00
		Percentage of allowable usage			7.27%

Note: Notes

- 1 S142 of the Local Government Act 1972
Permits expenditure on publicity relating to council service provision
- 2 The Local Authorities (Members' Allowances) (England) Regulations 2003 - S31 (3):
States that allowances paid to Parish Councillors must be published.
- 3 S137 of the Local Government Act 1972:
Permits certain limited expenditure for which there are no other specific powers

<http://www.legislation.gov.uk/ukxi/2003/1021/regulation/31/made>

Fig 5: Key points from the Accounts

1. The actual year to date income totalled £92,084, expenditure came to £60,227 leaving a balance of £31,858 less the transfer of £23,034 to ear marked reserves (as shown in Fig 6 below) the village sign and Village hall car park, which leaves a balance of £8,824.00
2. The Council's balances in the bank were £50,909.83 at the start of the year to £82,767.56 at year end.
3. Due to Covid-19 and the subsequent hall closure we paid out £1031.01 in refunds to hirers that had booked the hall. As the hall was kept closed running costs were reduced.
4. The amount of the VAT claim for this year totals £1,122.01.
5. We secured grants and donations during the year totalling £53,157.18.

Financial documents can be viewed on the website:

www.greathorkesley-pc.gov.uk

Fig 6: Ear Marked Reserves rolled forward to 2021 – 2022

<u>Account Details</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
<u>Village Hall Capital Brought Forward</u>	<u>28,410.00</u>		<u>28,410.00</u>
<u>Village Sign</u>	<u>4,506.00</u>		<u>4,506.00</u>
<u>Village Hall Car Park</u>	<u>18,528.19</u>		<u>18,528.19</u>
	<u>51,444.19</u>	<u>0.00</u>	<u>51,444.19</u>

Fig 5: Parish Council Members during 2020 - 2021

Chairman: Mick Mead

Vice-Chairman: Christopher Arnold

Other Members: Geoffrey Baker, Teri Duckworth, Martin Ewing, Liz Taverner, Caroline Wescomb-Cross & Lance Williams.

Victor Flores Resigned 3 June 2020.

Parish Clerk and Responsible Financial Officer: Penny Mutch