

Certificate of Exemption – AGAR 2019/20 Part 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2020, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2020 and a completed Certificate of Exemption is submitted no later than 30 June 2020 notifying the external auditor.

Iwerne Minster Parish Council

certifies that during the financial year 2019/20, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2019/20: £19417.00

Total annual gross expenditure for the authority 2019/20: £20194.00

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

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

- The authority was in existence on 1st April 2016
- In relation to the preceding financial year (2018/19), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

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

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website* before 1 July 2020. **By signing this certificate you are also confirming that you are aware of this requirement.**

Signed by the Responsible Financial Officer

Date

I confirm that this Certificate of Exemption was approved by this authority on this date:



11/5/2020

11/5/2020

Signed by Chairman

Date

as recorded in minute reference:



15/5/2020

2016

Email of Authority

Telephone number

iwerneminster@dorset-aptc.gov.uk

01747850515

*Published web address

www.impc.org.uk

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2020. Reminder letters incur a charge of £40 +VAT

Annual Internal Audit Report 2019/20

Truroe Municipal Parish Council

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation **during** the financial year ended 31 March 2020.

The internal audit for 2019/20 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

| Internal control objective | Agreed? Please choose one of the following | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-----|---------------|
| | Yes | No* | Not covered** |
| A. Appropriate accounting records have been properly kept throughout the financial year. | ✓ | | |
| B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for. | ✓ | | |
| C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these. | ✓ | | |
| D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate. | ✓ | | |
| E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for. | ✓ | | |
| F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for. | ✓ | | |
| G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied. | ✓ | | |
| H. Asset and investments registers were complete and accurate and properly maintained. | ✓ | | |
| I. Periodic and year-end bank account reconciliations were properly carried out. | ✓ | | |
| J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded. | ✓ | | |
| K. If the authority certified itself as exempt from a limited assurance review in 2018/19, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2018/19 AGAR tick "not covered") | ✓ | | |
| L. The authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations. | ✓ | | |
| M. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee. | | | ✓ |

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

21/4/2020

Name of person who carried out the internal audit

[Redacted]

Signature of person who carried out the internal audit

[Redacted Signature]

Date

21/4/2020

*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 2019/20

We acknowledge as the members of:

Iwerne Minster 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 2020, that:

| | Agreed | | Yes | No | 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. |
| | | | ✓ | | |

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

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

11/5/2020

and recorded as minute reference:

20/6

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

Chairman



Clerk




Section 2 – Accounting Statements 2019/20 for

Iwerne Minster Parish Council

| | Year ending | | Notes and guidance |
|-------------------------------------------------------------------------------------|-----------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | 31 March 2019 £ | 31 March 2020 £ | |
| 1. Balances brought forward | 15795 | 17066 | 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 | 17500 | 18000 | Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received. |
| 3. (+) Total other receipts | 7759 | 1417 | 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 | 5532 | 6786 | 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 | 0 | 0 | Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any). |
| 6. (-) All other payments | 18456 | 13408 | Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5). |
| 7. (=) Balances carried forward | 17066 | 16289 | 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 | 17066 | 16289 | 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 | 144344 | 145544 | 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 | 0 | 0 | The outstanding capital balance as at 31 March of all loans from third parties (including PWLB). |
| 11. (For Local Councils Only) Disclosure note re Trust funds (including charitable) | Yes | No | The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions. |
| | | ✓ | |

I certify that for the year ended 31 March 2020 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


11/5/2020

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

11/5/2020

as recorded in minute reference:

2016

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



Iwerne Minster Parish Council

Bank Reconciliation as at:

30.03.2020

| | |
|------------------------------|--------------------------|
| Balance per Bank Statement | £12,553.17 |
| Add back Uncleared Payments: | £1,590.40 |
| Deduct Unbanked Receipts: | £0.00 |
| Balance per Cash Book: | <u><u>£10,962.77</u></u> |

Cleared the Bank no

| Row Labels | Amount Paid | Amount Received |
|---------------------------------|------------------|-----------------|
| N Phillips | £78.20 | |
| Clerk Exp | £78.20 | |
| Downie Clean | £60.00 | |
| grass cutting | £60.00 | |
| Iwerne Valley Garden Ser | £1,227.20 | |
| grass cutting 1/2 year | £1,227.20 | |
| St Johns Ambulance | £25.00 | |
| Grant | £25.00 | |
| Citizens Advice | £100.00 | |
| Grant | £100.00 | |
| N Phillips Air Ambulance | £100.00 | |
| Grant | £100.00 | |
| Grand Total | £1,590.40 | |



Your account statement
 Statement sheet number: **31**
 Issue date: **28 April 2020**
 Page: **1 of 3**

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IWERNE MINSTER PARISH COUNCIL
 NICOLA PHILLIPS
 CHIDDES DEN
 THE STREET
 MOTCOMBE
 SHAFTESBURY
 SP7 9PF



Write to us at:
PO Box 1000
Andover
BX1 1LT

Call us on: **0345 072 5555** (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: **BLANDFORD**
 Sort code: **30-90-92**
 Account number: [REDACTED]
 BIC: **LOYDGB21343**
 IBAN: **GB11 LOYD 3090 9200 6043 96**

*End of year
 10/04/20*

TREASURERS ACCOUNT
 IWERNE MINSTER PARISH COUNCIL

Account Summary

| | |
|--------------------------------|-------------------|
| Balance On 27 March 2020 | £12,427.17 |
| Total Paid In | £126.00 |
| Total Paid Out | £1,832.30 |
| Balance On 6 April 2020 | £10,720.87 |

Account Activity

| Date | Payment type | Details | Paid out (£) | Paid in (£) | Balance (£) |
|------------------|----------------|--------------------------------|--------------|-------------|------------------|
| 27 Mar 20 | | BALANCE BROUGHT FORWARD | | | 12,427.17 |
| 30 Mar 20 | Deposit | LOYD 32 HIGH STREET | | 126.00 ✓ | 12,553.17 |
| 1 Apr 20 | Standing Order | MRS NICOLA PHILLIP | 565.55 | | 11,987.62 |
| 6 Apr 20 | Direct Debit | NEST IT000004201683 | 39.55 | | 11,948.07 |
| 6 Apr 20 | Cheque | 001198 | 1,227.20 | | 10,720.87 |
| 06 Apr 20 | | BALANCE CARRIED FORWARD | | | 10,720.87 |

Transaction Details

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Messages

For our data privacy notice, please see: <http://www.lloydsbank.com/business/privacy.asp>



Your account statement
 Statement sheet number: 72
 Issue date: **28 April 2020**
 Page: **1 of 5**

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IWERNE MINSTER PARISH COUNCIL
 NICOLA PHILLIPS
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 Sort code: **30-90-92**
 Account number: **[REDACTED]**
 BIC: **LOYDGB21343**
 IBAN: **GB32 LOYD 3090 9207 5039 19**

BUS BANK INSTANT
 IWERNE MINSTER PARISH COUNCIL – 30 DAY

Account Summary

| | |
|--------------------------------|------------------|
| Balance On 27 March 2020 | £5,326.50 |
| Total Paid In | £0.23 |
| Total Paid Out | £0.00 |
| Balance On 9 April 2020 | £5,326.73 |

Account Activity

| Date | Payment type | Details | Paid out (£) | Paid in (£) | Balance (£) |
|-----------|--------------|--------------------------------|--------------|-------------|-----------------|
| 27 Mar 20 | | BALANCE BROUGHT FORWARD | | | 5,326.50 |
| 9 Apr 20 | | INTEREST (GROSS) | | 0.23 | 5,326.73 |
| 09 Apr 20 | | BALANCE CARRIED FORWARD | | | 5,326.73 |

Transaction Details

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Messages

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IVERNE MINSTER PARISH COUNCIL END OF YEAR ACCOUNTS 2019-2020

| | Current account | Deposit account | Total |
|--------------------------|------------------------|------------------------|---------------------------|
| Opening balance | £ 11,742.13 | £ 5,323.85 | £ 17,065.98 |
| Income | £ 19,414.27 | £ 2.65 | £ 19,416.92 |
| Expenditure | £ 20,193.63 | £ - | £ 20,193.63 |
| End of year total | £ 10,962.77 | £ 5,326.50 | <u>£ 16,289.27</u> |

| Document Date | Payt. Sched. Month | Payee | Detail | Doc. Ref. | Category | VAT Included | Expense Amount | Exp. Not Yet Paid | Receipt Amount | Cash Book Balance |
|---------------|--------------------------------|-------|--------------------------|-----------|-------------------------|--------------|----------------|-------------------|----------------|-------------------|
| 01-Apr-2019 | Apr Balance | | | | Balance B/Fwd. | | | | 11,742.13 | 11,742.13 |
| 01-Apr-2019 | Apr Precept | | | | Precept | | | | 9,000.00 | 20,742.13 |
| 01-Apr-2019 | Apr N Phillips | | wages | | Clerk's Wages | | 489.20 | | | 20,252.93 |
| 01-Apr-2019 | Apr A Essex play area | | recreation ground | | recreation ground | | 72.48 | | | 20,180.45 |
| 01-Apr-2019 | Apr Iwerne Vally grass cutting | | grass cutting | | Grass Cutting | | 140.00 | | | 20,040.45 |
| 01-Apr-2019 | Apr N Phillips | | Clerk Exp | | Clerk's Expenses | | 115.06 | | | 19,925.39 |
| 01-Apr-2019 | Apr N Phillips | | Council exp | | Parish Council expenses | | 21.00 | | | 19,904.39 |
| 01-Apr-2019 | Apr Parish Magazine | | Parish Magazine Printing | | newsletter | | 82.50 | | | 19,821.89 |
| 01-Apr-2019 | Apr daptc training | | DAPTC Cltr training | | Training & Seminars | | 70.00 | | | 19,751.89 |
| 01-Apr-2019 | Apr Abingdon Hall | | Hall Hire | | Hall Hire | | 90.00 | | | 19,661.89 |
| 01-Apr-2019 | Apr Downie Clean | | grass cutting | | Grass Cutting | | 120.00 | | | 19,541.89 |
| 01-Apr-2019 | Apr viking direct | | Signs | | footpaths and road | 20.87 | 195.22 | | | 19,346.67 |
| 01-Apr-2019 | Apr DAPTC annual sub | | annual sub | | Membership Fees | | 263.41 | | | 19,083.26 |
| 01-Apr-2019 | Apr N Phillips | | Mis exp /training Cilca | | Training & Seminars | | 183.45 | | | 18,899.81 |
| 01-Apr-2019 | Apr Andy Essex | | repairs to rocking horse | | recreation ground | | 61.00 | | | 18,838.81 |
| 01-May-2019 | May N Phillips | | wages | | Clerk's Wages | | 489.20 | | | 18,349.61 |
| 01-May-2019 | May N Phillips | | expenses | | Clerk's Expenses | 2.00 | 90.03 | | | 18,259.58 |
| 01-May-2019 | May viking direct | | dog signs | | Recreation ground | 2.19 | 13.15 | | | 18,246.43 |
| 01-May-2019 | May A Jenkins | | grass cutting | | Grass Cutting | | 476.00 | | | 17,770.43 |
| 01-May-2019 | May Downie Clean | | grass cutting | | Grass Cutting | | 120.00 | | | 17,650.43 |
| 01-Jun-2019 | Jun Bishop of Sherborne | | parking | | Miscellaneous (Inc) | | | 30.00 | | 17,680.43 |
| 01-Jun-2019 | Jun N Phillips | | wages | | Clerk's Wages | | 489.20 | | | 17,191.23 |
| 01-Jun-2019 | Jun Downie Clean | | Clerk Exp | | Clerk's Expenses | | 80.70 | | | 17,110.53 |
| 01-Jun-2019 | Jun Dorset Council | | grass cutting | | Grass Cutting | | 120.00 | | | 16,990.53 |
| 01-Jun-2019 | Jun Dorset Council | | dog signs | | Recreation ground | | 8.00 | | | 16,982.53 |
| 01-Jun-2019 | Jun Parish Magazine | | printing | | newsletter | | 82.50 | | | 16,900.03 |
| 01-Jun-2019 | Jun Mr R Hood | | play area | | recreation ground | | 33.12 | | | 16,866.91 |
| 01-Jun-2019 | Jun Dorset Air Ambulance | | Working dog fun day | | Grants & Donations | | 100.00 | | | 16,766.91 |
| 01-Jun-2019 | Jun H M Revenue | | vat return | | VAT Refund | | | 905.97 | | 17,672.88 |
| 01-Jun-2019 | Jun N Phillips | | Cilca wage increase | | Clerk's Wages | | 305.20 | | | 17,367.68 |
| 01-Jul-2019 | Jul N Phillips | | wages | | Clerk's Wages | | 489.20 | | | 16,878.48 |
| 01-Jul-2019 | Jul N Phillips | | expenses | | Clerk's Expenses | | 70.20 | | | 16,808.28 |
| 01-Jul-2019 | Jul viking direct annual | | printer ink and stamps | | Stationery | 18.52 | 111.10 | | | 16,697.18 |
| 01-Jul-2019 | Jul N Phillips | | warning signs | | footpaths and roads | | 16.99 | | | 16,680.19 |
| 01-Jul-2019 | Jul Dorset Council | | 20mph scheme | | 20MPH project | | 1,321.00 | | | 15,359.19 |
| 01-Jul-2019 | Jul N Phillips | | annual phone & broadband | | Councillors exp | 36.93 | 221.56 | | | 15,137.63 |
| 01-Jul-2019 | Jul Downie Clean | | grass cutting | | Grass Cutting | | 120.00 | | | 15,017.63 |
| 01-Jul-2019 | Jul Iwerne Valley | | grass cutting and maint | | Grass Cutting | | 1,227.20 | | | 13,790.43 |

| | | | | | | | |
|-------------|------------------------------|-------------------------------|-------------------------|----------|--|----------|-----------|
| 01-Aug-2019 | Aug N Phillips | wages | Clerk's Wages | 565.55 | | | 13,224.88 |
| 01-Aug-2019 | Aug N Phillips | Clerk Exp | Clerk's Expenses | 70.20 | | | 13,154.68 |
| 01-Aug-2019 | Aug Iwerne Valley Garden Ser | hedge parish field | recreation ground | 330.00 | | | 12,824.68 |
| 01-Aug-2019 | Aug Downie Clean | grass cutting | Grass Cutting | 120.00 | | | 12,704.68 |
| 01-Aug-2019 | Aug Cllr B O'Luanaiigh | new post | hedge and trees | 4.69 | | | 12,699.99 |
| 01-Aug-2019 | Aug Parish Magazine | printing | newsletter | 82.50 | | | 12,617.49 |
| 01-Aug-2019 | Aug Information Commissioner | annual sub | Membership Fees | 40.00 | | | 12,577.49 |
| 01-Aug-2019 | Aug Richard Hood | Play Area | recreation ground | 18.00 | | | 12,559.49 |
| 01-Sep-2019 | Sep N Phillips | wages | Clerk's Wages | 565.55 | | | 11,993.94 |
| 01-Sep-2019 | Sep DAPTC | planning training | Training & Seminars | 65.00 | | | 11,928.94 |
| 01-Sep-2019 | Sep DAPTC | Chairman Course | Training & Seminars | 40.00 | | | 11,888.94 |
| 01-Sep-2019 | Sep N Phillips | Microsoft office | Parish Council expe | 13.33 | | | 11,808.95 |
| 01-Sep-2019 | Sep Precept | Precept | Precept | 79.99 | | 9,000.00 | 20,808.95 |
| 01-Sep-2019 | Sep Downie Clean | Downie Clean | Grass Cutting | 60.00 | | | 20,748.95 |
| 01-Sep-2019 | Sep N Phillips | Clerk Exp | Clerk's Expenses | 82.19 | | | 20,666.76 |
| 01-Sep-2019 | Sep A Jenkins | grass cutting | Grass Cutting | 958.00 | | | 19,708.76 |
| 01-Sep-2019 | Sep Nest | Clerks Pension | clerk pension | 39.55 | | | 19,669.21 |
| 01-Oct-2019 | Oct N Phillips | Clerks wages | Clerk's Wages | 565.55 | | | 19,103.66 |
| 01-Oct-2019 | Oct N Phillips | Clerk Exp | Clerk's Expenses | 78.20 | | | 19,025.46 |
| 01-Oct-2019 | Oct PKF Littlejohn LLP | External Auditor | Audit & Governanc | 40.00 | | | 18,785.46 |
| 01-Oct-2019 | Oct DAPTC | New Councilor course | Training & Seminars | 240.00 | | | 18,705.46 |
| 01-Oct-2019 | Oct Came & Company | Insurance | Insurance | 1,465.91 | | | 17,239.55 |
| 01-Oct-2019 | Oct John Baker | Accounting system lic | Parish Council expenses | 40.00 | | | 17,199.55 |
| 01-Oct-2019 | Oct A Jenkins | Under payment from Sep | Hedge and trees | 104.00 | | | 17,095.55 |
| 01-Oct-2019 | Oct Dorset Council | Election cost | election cost | 569.89 | | | 16,525.66 |
| 01-Oct-2019 | Oct Abingdon Hall | Hall Hire | Hall Hire | 90.00 | | | 16,435.66 |
| 01-Oct-2019 | Oct The Play Inspection co | Play inspection | recreation ground | 13.00 | | | 16,357.66 |
| 01-Nov-2019 | Nov N Phillips | Clerk wages | Clerk's Wages | 565.55 | | | 15,792.11 |
| 01-Nov-2019 | Nov N Phillips | Clerk Exp | Clerk's Expenses | 90.20 | | | 15,701.91 |
| 01-Nov-2019 | Nov N Phillips | Clerk pension | clerk pension | 39.55 | | | 15,662.36 |
| 01-Nov-2019 | Nov Whitshire Council | planning training | Training & Seminar | 48.00 | | | 15,614.36 |
| 01-Nov-2019 | Nov Cllr B O'Luanaiigh | Council exp | Parish Council expenses | 17.47 | | | 15,596.89 |
| 01-Nov-2019 | Nov Viking Direct | stationery | Stationery | 23.60 | | | 15,455.29 |
| 01-Nov-2019 | Nov Downie Clean | grass cutting | Grass Cutting | 80.00 | | | 15,375.29 |
| 01-Nov-2019 | Nov N Phillips | Council exp | Parish Council expenses | 6.00 | | | 15,369.29 |
| 01-Dec-2019 | Dec N Phillips | Clerk Pension Dec | clerk pension | 39.55 | | | 15,329.74 |
| 01-Dec-2019 | Dec Sturminster Marshall PC | A350 group donation | A350 in | | | 100.00 | 15,429.74 |
| 01-Dec-2019 | Dec Cllr J Goodliffe | Fuel for attending course | Councillors exp | 22.20 | | | 15,407.54 |
| 01-Dec-2019 | Dec N Phillips | Work from home and mileage | Clerk's Expenses | 82.20 | | | 15,325.34 |
| 01-Dec-2019 | Dec Sayers | AED donation | AED Inc | | | 158.30 | 15,483.64 |
| 01-Dec-2019 | Dec N Phillips | Wages Dec paid standing order | Clerk's Wages | 565.55 | | | 14,918.09 |

| | | | | | | | |
|-------------|-------------------------------|-------------------------------|-------------------------|----------|--|-----------|-----------|
| 01-Jan-2020 | Jan N Phillips | wages Jan paid standing order | Clerk's Wages | 565.55 | | | 14,352.54 |
| 01-Jan-2020 | Jan Nest | Clerk pension | Clerk pension | 39.55 | | | 14,312.99 |
| 01-Jan-2020 | Jan Andy Jenkins | Mowing | Grass Cutting | 95.00 | | | 14,217.99 |
| 01-Jan-2020 | Jan Parish Magazine | Parish Magazine Printing | Newsletter | 76.00 | | | 14,141.99 |
| 01-Jan-2020 | Jan Andy Jenkins | Play Park | Recreation ground | 98.00 | | | 14,043.99 |
| 01-Jan-2020 | Jan Andy Jenkins | Foot paths | Footpaths and roads | 100.00 | | | 13,943.99 |
| 01-Jan-2020 | Jan N Phillips | Clerks expenses January | Clerk's Expenses | 80.20 | | | 13,863.79 |
| 01-Feb-2020 | Feb Richard Hood | Repairs to Coach House | Village features | 16.67 | | | 13,847.12 |
| 01-Feb-2020 | Feb Nest | Clerk Pension | Clerk pension | 39.55 | | | 13,807.57 |
| 01-Feb-2020 | Mar N Phillips | Clerks wages March | Clerk's Wages | 565.55 | | | 13,242.02 |
| 01-Feb-2020 | Feb N Phillips | Clerk Exp | Clerk's Expenses | 86.75 | | | 13,155.27 |
| 01-Feb-2020 | Feb N Phillips | Gift for Internal auditor | Parish Council expenses | 9.00 | | | 13,146.27 |
| 01-Feb-2020 | Feb Mr Ian Watson | web domain & hosting year | Website | 100.00 | | | 13,046.27 |
| 01-Feb-2020 | Feb Village Club | Pepercorne rate | Miscellaneous (Inc) | | | 1.00 | 13,047.27 |
| 01-Feb-2020 | Feb Spetisbury Parish Council | A350 group donation | A350 in | | | 93.00 | 13,140.27 |
| 01-Feb-2020 | Feb Mr Ling | Hedge parish field | Hedge and trees | 18.00 | | | 13,032.27 |
| 01-Mar-2020 | Mar Nest | Clerk Pension | Clerk pension | 39.55 | | | 12,992.72 |
| 01-Mar-2020 | Mar N Phillips | Clerk wages | Clerk's Wages | 565.55 | | | 12,427.17 |
| 01-Mar-2020 | Mar St Johns Ambulance | Grant | Grants & Donations | 25.00 | | | 12,402.17 |
| 01-Mar-2020 | Mar Citizens Advice | Grant | Grants & Donations | 100.00 | | | 12,302.17 |
| 01-Mar-2020 | Mar N Phillips Air Ambulance | Grant | Grants & Donations | 100.00 | | | 12,202.17 |
| 01-Mar-2020 | Mar Downie Clean | grass cutting | Grass Cutting | 60.00 | | | 12,142.17 |
| 01-Mar-2020 | Mar Stourpaine PC | A350 group donation | A350 in | | | 26.00 | 12,168.17 |
| 01-Mar-2020 | Mar Sutton Waldron | A350 group donation | A350 in | | | 100.00 | 12,268.17 |
| 01-Mar-2020 | Mar N Phillips | Clerk exp | Clerk's Expenses | 78.20 | | | 12,189.97 |
| 01-Mar-2020 | Mar Iwerne Valley Garden Ser | grass cutting 1/2 year | Grass Cutting | 1,227.20 | | | 10,962.77 |
| | | | | 232.62 | | 20,193.63 | 31,156.40 |

Explanation of variances – pro forma

Name of smaller authority: **Iwerne Minster Parish Council**
 County area (local councils and parish meetings only): **Dorset**

| | 2020 £ | 2021 £ | Variance £ | Variance % | Explanation Required? | Explanation |
|-----------------------------------------------------------|-----------|-----------|---------------|---------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 Balances Brought Forward | 15,795 | 17,066 | | | | Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES |
| 2 Precept or Rates and Levies | 17,500 | 18,000 | 500 | 2.86% | NO | Explanation of % variance from PY opening balance not required - Balance brought forward agrees |
| 3 Total Other Receipts | 7,759 | 1,417 | -6,342 | 81.74% | YES | Decrease in income due to: 2018-19 the Parish Council was awarded a grant for 20MPH project £1585.02, donation for Silent Soldier £250.00 and for AED project £3946.85. |
| 4 Staff Costs | 5,332 | 6,786 | 1,254 | 22.67% | YES | Increase of Clerk wage by two scales as qualified Cllca course - new hourly rate from £12.23 an hour to £14.50 for 39 hours a month. |
| 5 Loan Interest/Capital Repayment | 0 | 0 | 0 | 0.00% | NO | |
| 6 All Other Payments | 18,456 | 13,408 | -5,048 | 27.35% | YES | In 2018/19 the Parish Council purchased three AED's £3930.00 and payed towards the 20MPH project £1321.00 |
| 7 Balances Carried Forward | 17,066 | 16,289 | | | NO | VARIANCE EXPLANATION NOT REQUIRED |
| 8 Total Cash and Short Term Investments | 17,066 | 16,289 | | | NO | VARIANCE EXPLANATION NOT REQUIRED |
| 9 Total Fixed Assets plus Other Long Term Investments and | 17,066 | 16,289 | -777 | 4.55% | NO | |
| 10 Total Borrowings | 0 | 0 | 0 | 0.00% | NO | |

IWERNE MINSTER PARISH COUNCIL

REVISED SCHEDULE OF ASSETS 2019/20

13/01/2020

| Ref | Description | Location | Grid ref 3nnnn 1nnnn [See note 1] | Date Acquired | Value |
|-----------------------------------|----------------------------|-------------------------------------------------------|-----------------------------------------|------------------|-------------|
| Land Owned | | | | | |
| | Parish Field | Adjacent Dunns Lane and Watery Lane | 8695 1433 | | £ 1.00 |
| | Play Ground | Beside footpath between Watery Lane and cricket pitch | 8678 1425 | | £ 1.00 |
| | The Chalk | The Chalk | 8669 1434 | | £ - |
| | War memorial triangle | Junction A350 and Higher St. | 8655 1452 | | £ - |
| | "Roundabout" | Junction Old School Lane and Church Rd. | 8684 1442 | | £ - |
| | Grassy bank | Below graveyard wall, E side Church Hill | 8680 1447 | | £ - |
| Signage | | | | | |
| | Carved Oak Village Sign | The Chalk | 8669 1434 | | £ 568.00 |
| | Three notice boards | War Office, Higher St. | 8667 1451 | | £ 300.00 |
| | Notice Board | Parish Field | 8696 1432 | 2014 | £ 494.00 |
| | Notice Board | Chalk | | | £ 250.00 |
| | Notice Board mobile | Clerk/Village Hall | | Mar-16 | £ 81.00 |
| | Long board | Old Coach House S side Post Office Rd. | 8659 1432 | | £ 300.00 |
| Structures & Equipment | | | | | |
| | Goal posts + nets | Parish field, nets in village club shed | 8696 1433 | | |
| | Playground Equipment | Recreation Ground | 8676 1432 [note 2] | | £ 46,176.00 |
| | Stone War Memorial | Junction A350 and Higher St. | 8655 1452 | | £ 80,100.00 |
| | Village Pump and Shelter | Junction Higher St. and Shute Lane | 8666 1451 | | £ 9,138.00 |
| | War Office Shelter | Junction Higher St. and Shute Lane | 8667 1451 | | £ 1,500.00 |
| | Bus shelter + notice board | W side A350 opp. Post Office Rd. | 8655 1433 | | £1 |
| | Bus shelter | E side A350 adjacent Post Office Rd. | 8656 1433 | | £1 |
| | Tap House | E side of The Chalk | 8670 1433 | | £1 |

Equipment for which responsible

| | | | | | | | | | |
|------------------|----------------------------------------------|-----------|---------|-----|----------|--|--|--|--|
| New Laptop | Clerk | | | | | | | | |
| Projector | Brian O'Luanaingh, Sycamores, Blandford Rd. | 8647 1415 | Mar-16 | £ | 259.98 | | | | |
| AED | Church porch | 8682 1445 | Jul-18 | £ | 4,000.00 | | | | |
| AED | N end Home Farm building | 8675 1463 | Jul-18 | - " | - " | | | | |
| AED | Talbut Pub, on Post Office Rd. side | 8657 1432 | Jul-18 | - " | - " | | | | |
| Grit Bin a | The Chalk | 8669 1434 | unknown | £ | 702.00 | | | | |
| Grit Bin b | Outside Art Dept., Higher St. | 8670 1453 | unknown | - " | - " | | | | |
| Grit Bin c | Outside Devine House, Dunns Lane | 8695 1428 | unknown | - " | - " | | | | |
| Grit Bin d | Tower Hill Opp. Dunns Lane | 8695 1460 | unknown | - " | - " | | | | |
| "Silent soldier" | Church yard near porch | | Aug-18 | £ | 250.00 | | | | |
| Bench "Beck" | The Chalk | 8669 1434 | unknown | £ | 100.00 | | | | |
| Bench "Brews" | Outside Art Dept., Higher St. | 8670 1453 | unknown | £ | 100.00 | | | | |
| Bench ?? | Lookout S side Tower Hill approx. 1/2 way up | 8761 1456 | unknown | £ | 100.00 | | | | |
| Bench anon | Playground N side | 8676 1424 | unknown | £ | 100.00 | | | | |
| Bench anon | Playground W side | 8673 1422 | unknown | £ | 100.00 | | | | |
| Bench anon | Playground S side | 8676 1420 | unknown | £ | 100.00 | | | | |
| Bench "Wilson" | Parish field by tree inside gate | 8696 1432 | unknown | £ | 100.00 | | | | |
| Bench "Staples" | Parish field E side of clubhouse entrance | 8694 1431 | unknown | £ | 100.00 | | | | |
| Bench "Crabbe" | Parish field W side of clubhouse entrance | 8694 1430 | unknown | £ | 100.00 | | | | |

TOTAL

£ 145,544.98