




**ANNUAL ACCOUNTS OF
WESTERLEIGH & COALPIT HEATH
PARISH COUNCIL**

2023 - 2024

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Prepared by S Simmons
RFO

Signed
Date


13/5/24

Signed as Approved by Chair to Parish Council

Signed
Date


13/5/24

Westerleigh & Coalpit Heath Parish Council

Prepared by: Sue Simmons RFO

Date: 8/4/2024

Name and Role (Clerk/RFO etc)

SHOWS ADJUSTMENT FOR £30 BG FC credit moved to APRIL

Approved by:

Date:

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/03/2024

| | | |
|----------------------------------|---|-------------------|
| Cash in Hand 01/04/2023 | | 275,593.69 |
| ADD | | |
| Receipts 01/04/2023 - 31/03/2024 | | 172,087.09 |
| | | 447,680.78 |
| SUBTRACT | | |
| Payments 01/04/2023 - 31/03/2024 | | 267,755.46 |
| A | Cash in Hand 31/03/2024 (per Cash Book) | 179,925.32 |
| | Cash in hand per Bank Statements | |
| | Petty Cash 31/03/2024 | 0.00 |
| | Natwest Current 31/03/2024 | 35,517.14 |
| | Natwest Reserve 31/03/2024 | 43.78 |
| | Deposit Protection Scheme (DP: 31/03/2024 | 836.00 |
| | Redwood Bank 35 day notice Sa 31/03/2024 | 89,027.73 |
| | Unity trust Bank Instant Access : 31/03/2024 | 54,500.67 |
| | | 179,925.32 |
| | Less unrepresented payments | |
| | | 179,925.32 |
| | Plus unrepresented receipts | |
| B | Adjusted Bank Balance | 179,925.32 |
| | A = B Checks out OK | |

Westerleigh & Coalpit Heath Parish Council
STATEMENT OF ACCOUNTS

| | RECEIPTS | PAYMENTS |
|---|-------------------|-------------------|
| Opening Balance | | |
| Balance at Bank | 275,593.69 | |
| Cash in Hand | | |
| Staff Costs (Line4 AGAR- PAYE Pension Salary) | | 41,672.09 |
| Office Costs & clerk expenses | | 3,258.47 |
| Clr expenses/training | | 142.25 |
| Chairmans allowance | | |
| Subs/Publications/Tickets | | 1,541.32 |
| Meeting room hire | | 256.25 |
| Insurance | | 1,734.61 |
| Advertising | | |
| Office equipment | | |
| Audit fees | | 870.00 |
| GDPR | | |
| Legal/Consultancy fees | | |
| Election costs | | 350.00 |
| Manor Hall repairs | | 9,406.00 |
| Website design/host | | 160.50 |
| S137 grants to Nov 2023 | | 8,590.03 |
| Remembrance Day wreaths | | 40.00 |
| Westerleigh Playing Field Inspections | | 1,375.00 |
| Westerleigh Playing Field repairs & maintenance | | 881.30 |
| Newman Field inspections | | 1,450.00 |
| Newman Field repairs & maintenance | | 468.85 |
| Bin Emptying | | 5,781.94 |
| Bus shelter inspections & repairs | | 780.00 |
| Public seat repairs & maintenance | | |
| Pansy Vale works | | |
| The Pound works | | |
| Mayshill works | | |
| Ivory Wood works | | |
| Cenotaph works | | |
| Grass cutting | | 11,007.20 |
| TREE WORKS | 154.00 | 2,050.00 |
| Bitterwell Lake Disabled Loo | | 1,991.20 |
| Bitterwell Lake Aerator | | 989.83 |
| Bitterwell Lake Chalet Maintenance & Repairs | | 1,353.79 |
| Memorial Benches | | |
| Precept | 93,640.00 | |
| PWLB Loan Advance | | |
| PWLB loan repayment | | 5,863.30 |
| Bank interest | 4,687.20 | |
| Community Benefit Says Court Farm | | 65,438.90 |
| CIL/S106 benefit | 46,844.09 | 20,097.70 |
| Fishing licence fees | 5,250.00 | |
| Rental of The Chalet | 8,171.00 | |
| Other income | 34.38 | |
| Technology requirements (eg MS365) | | 597.35 |
| LNAP Local Nature Action Plan | | 321.29 |
| BIN PROJECT | | 1,770.00 |
| Deputy Clerk CILCA costs | | |
| Hire of football field | 510.00 | |
| WPF CIL refurb of toddler play equipment | | 39,796.40 |
| VAT Refund | | |
| Bank charges | | 134.40 |
| Youth Provision (from CIL) | | 4,550.00 |
| GPoC Grant Fund | | 4,644.00 |
| VAT | 12,796.42 | 28,391.49 |
| | 172,087.09 | 267,755.46 |
| Closing Balances: | | |
| Balances in Bank Account | | 179,925.32 |
| Cash in Hand | | |
| TOTAL | 447,680.78 | 447,680.78 |

The above statement represents fairly the financial position of the council as at 31 Mar 2024

Signed
Responsible Financial Officer

Date

**WESTERLEIGH & COALPIT HEATH PARISH COUNCIL
BALANCE SHEET AS AT 31ST MARCH 2024**

| | | £ |
|----------------------------|---|---------------------|
| PREV YR | | |
| 31.3.2023 | | |
| | 12796.42 DEBTORS (HMRC VAT) | £ 28,391.49 |
| £ | 275,593.69 CASH AT BANK | £ 179,925.32 |
| | 0.00 PREPAYMENTS | £ - |
| £ | 288,390.11 TOTAL CASH ASSETS | £ 208,316.81 |
| CURRENT LIABILITIES | | |
| | 65571.99 CREDITORS | |
| | PWLB Public Works Loan Board loan payment plan to 2035 | £ 61,075.41 |
| | 65,571.99 TOTAL LIABILITIES | £ 61,075.41 |
| £ | 222,818.12 NET CASH ASSETS | £ 147,241.40 |

THE ABOVE STATEMENT REPRESENTS FAIRLY THE FINANCIAL POSITION OF THE AUTHORITY
AS AT 31ST MARCH 2024 AND REFLECTS ITS RECEIPTS & PAYMENTS DURING THE YEAR.

APPROVE BY COUNCIL

CHAIRMAN

RFO

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**WESTERLEIGH COALPIT HEATH PARISH COUNCIL
SUPPORTING STATEMENT AS AT 31ST MARCH 2024**

CREDITORS
Westerleigh Parish Council does not owe any money other than the PWLB loan detailed below.

DEBTORS (VAT refund) £ 28,391.49

Other Accounting notes

LEASES
As at 31st March 2024 Council continue to lease the Manor Hall to a charitable trust known as The Management Committee of the Manor Hall at Coalpit Heath
The lease commenced 15th May 2002 for a period of 99 years.
The lessees shall pay the lessor the yearly rent of one peppercorn (if demanded)
The Council owns & leases the new Chalet at Bitterwell Lake to the Lake Manager

LOANS WPC obtained a PWLB loan in 2020 over 15 years for £75000 to purchase the Chalet and cover all associated costs. Repayment started in Jan 2021.
At 31/3/2024 the outstanding balance was **£61075.41**

LICENCES The Lake Manager holds the Fishery Licence which increased to £5250 pa on 1.4.2023 and will increase to £5520 on 1.4.2024

ASSETS (see Asset Register sheet)
As at 31st March 2023 the Council held assets to the value of £1,597,417
At 31st March 2024 this increased to **£1,611,801.50**

| GRANTS AWARDED & COMMUNITY PROJECTS | | |
|--|--|----------------------|
| S137 PAYMENTS 2023/2024 | | |
| GRANT | GWAAC | £ 5,000.00 |
| GRANT | Westerleigh Neighbourhood Watch FUN DAY | £ 800.00 |
| GRANT | Bristol & Weston Hospitals Charity | £ 1,000.00 |
| GRANT | Yate Heritage Centre | £ 300.00 |
| GRANT | Westerleigh Neighbourhood Watch newsletter | £ 200.00 |
| GRANT | Defib replacement parts | £ 93.99 |
| GRANT | Coronation medals for schoolchildren | £ 1,196.04 |
| | TOTAL | £ 8,590.03 |
| As W & CH PC took General Power of Competence in Nov 2023 S137 became no longer appropriate so the balance of the £15000 allocation was renamed GPoC | | |
| GPoC payments from reserves | | |
| GRANT | WVH Warm welcome | £ 150.00 |
| GRANT | Citizens Advice | £ 2,000.00 |
| GRANT | Manor Hall additional fabric of building costs | £ 2,494.00 |
| | | £ 4,644.00 |
| SAYS COURT FARM COMMUNITY BENEFIT ITEMS 2022/2023 | | |
| | Childrens activity days | £ 8,800.00 |
| | Frome river survey | £ 442.00 |
| | Outflow works at Bitterwell | £ 56,196.90 * |
| | LNAP (Local nature action plan) | £ 321.29 |
| | Total | £ 65,760.19 |
| FROM S106/CIL BENEFIT 2023/2024 | | |
| GRANT | Coalpit Heath Village Hall | £ 670.00 |
| GRANT | Mafeking Hall kit out | £ 7,376.87 |
| | Green Community Transport for advertising | £ 568.00 |
| | Youth provision with FC PC | £ 4,550.00 |
| | Refurb of WPF Toddler play equipment | £ 39,796.40 |
| | Bin project | £ 1,770.00 |
| | Bitterwell path and platform refurbish | £ 4,850.00 |
| | Westerleigh village hall energy savings | £ 1,747.00 |
| | Defib at Mafeking Hall | £ 1,415.83 |
| | Henfield Hall - insulation project | £ 500.00 |
| | Henfield Hall - double entrance doors | £ 2,970.00 |
| | Total | £ 66,214.10 ✓ |
| Total Grants & Community Benefits IN 2023/2024 | | £ 132,274.29 |

*Specialised water/civil engineering project due to pipes collapsing and lake being at risk

WESTERLEIGH & COALPIT HEATH PARISH COUNCIL
EARMARKED BALANCES AT END OF MARCH 2024 TO TAKE INTO 24/25

| EARMARKED BALANCES | | | |
|---|---------------|----------|-------------------------|
| At 31st March 2024 Council earmarked pots of £68754.86 to carry forward | | | |
| Cllr training | (Due to | £ | 177.75 |
| Advertising | (requirement | £ | 500.00 |
| Tree works | | £ | 3,025.92 |
| Election costs | | £ | 1,150.00 |
| | Spent budget | | |
| | and more in | | |
| Manor Hall Repairs | 23/24 | £ | - |
| Public seat repairs | | £ | 500.00 |
| Chalet repair fund | | £ | 5,990.61 |
| CB Says Court solar benefit | | £ | 2,552.93 |
| CIL/S106 monies | | £ | 23,238.41 |
| CIL/S106 monies for new WPF play equipment | | £ | 25,000.00 |
| CIL/S106 monies for BIN PROJECT | | £ | 2,451.00 |
| LNAP (from SCSb) | | £ | 4,168.24 |
| TOTAL carry forward amount | | £ | <u>68,754.86</u> |

Westerleigh & Coalpit Heath Parish Council

Fixed Assets and Long Term Investments

| Asset Description | Date Acquired | Purchase Value | Location /Responsibility | £ | Usag e/Cap | Charges |
|--|-----------------|---------------------|---|--------------|------------|---------|
| 2 laptops and projector | 01/22 (laptops) | 1,698.00 | | 10 | | |
| 7 x parcels of land @ £1 each | | 7.00 | | | | |
| Aerator at Bitterwell Lake | 06/2020 | 1,645.00 | | | | |
| Bat & Bird boxes | | 140.00 | | | | |
| Bitterwell Chalet | 27/10/2020 | 68,500.00 | Bitterwell Lake | 40 | Family | |
| Bitterwell Lake Memorial Benches | | 1,732.00 | Bitterwell Lake | | | |
| Bitterwell Lake picnic tables | | 1,500.00 | | | | |
| Bug hotel at Newman Field | 03/23 | 100.00 | | | | |
| Bus shelters | | 15,000.00 | Kendleshire/Westerleigh2 | | | |
| Chairmans regalia | | 600.00 | | | | |
| Dog & Litter bins pre 22/23 | | 1,493.00 | disposals in 2022 and replacements belo | | | |
| Fishing platorms | 21/22 | 8,000.00 | | | | |
| Gates & Fencing pre 22/23 | | 13,455.00 | | | | |
| Manor Hall & Headmasters Cottage | | 1,243,000.00 | | | | |
| Manor Hall outbuildings | | 130,000.00 | | | | |
| Memorial bench at Newman field | | 314.00 | | | | |
| Newman field picnic benches | | 600.00 | | | | |
| Newman Field play equipment | | 18,800.00 | | | | |
| Noticeboard at Blackberry Park | 03/2023 | 1,885.00 | Rowdell Avenue, Blackberry Park | | | |
| Noticeboards two @ Manor Hall and one Westerleigh | | 3,550.00 | | | | |
| Otter fencing | 21/22 | 10,289.00 | Round the lake | | | |
| Public seats | 21/22 | 678.00 | Mill Crescent & WPF | | | |
| Signs | 21/22 | 141.00 | | | | |
| Storage container for Bitterwell fishery equipment | | 1,680.00 | | | | |
| War Memorials | | 5,000.00 | St Saviours churchyard & Westerleigh vill | | | |
| | | 1,566,807.00 | | | | |
| 04 Administration | | | | | | |
| | | | | 73.00 | | |
| Memorial Bench | 23/05/2022 | 379.00 | | | | |
| Plaque for memorial bench | 23/05/2022 | 40.00 | | | | |
| | | 419.00 | | | | |
| 2 x bug hotyels | 21/22 | 500.00 | | | | |
| 2 x picnic tables for WPF | 25/07/2022 | 1,062.00 | | | | |
| 3 defibrillators | 21/22 | 6,000.00 | | | | |
| 7 new bins | 30/03/2023 | 2,290.00 | | | | |
| 9 new bins | 29/11/2022 | 2,889.00 | | | | |
| Defib at Mafeking | 04/12/2023 | 1,415.83 | | | | |
| Defibrillator at St Saviours | 25/07/2022 | 1,332.50 | | | | |
| New kissing gate | 04/07/2022 | 620.00 | | | | |
| New swings at WPF | 22/06/2023 | 1,979.60 | | | | |
| Signage | 06/09/2022 | 15.00 | | | | |
| Signage | 19/04/2022 | 389.00 | | | | |
| Sleepers in lake car park | 17/08/2022 | 1,520.00 | | | | |
| Tench for Bitterwell Lake restock part 1 of 2 | 12/12/2022 | 3,000.00 | | | | |
| WPF new play equipment | 25/05/2023 | 21,489.57 | | | | |
| | | 44,502.50 | | | | |
| Grand Total: | | 1,611,801.50 | | | | |