



# **HOOK PARISH COUNCIL**

**Unaudited Financial Statements  
for the year ended  
31st March 2021**

# HOOK PARISH COUNCIL

## **Explanatory Foreword to the audited financial statements for the year ended 31st March 2021**

The Council's financial statements have been prepared in compliance with 'proper accounting practices' required by the Accounts and Audit Regulations for local councils. Whereas local councils were formerly obliged to prepare financial statements which were a receipts and payments summary, they are now prepared on the accruals basis and include a balance sheet and supporting notes. The Council falls within the Audit Commission's limited assurance audit regime and so the external audit opinion will be provided on the Annual Return, which includes a summary of the Income and Expenditure Account and particulars of bank balances, long-term assets and liabilities. The audit opinion will be provided and advertised in due course.

The financial statements comprise the following:-

- Income and Expenditure Account - recording financial transactions during the year for both revenue and capital schemes.
- Balance Sheet - summarising the Council's financial position at the year end.
- Notes to the Accounts - providing explanatory detail and more information on the financial statements and operational assets such as community facilities.

# HOOK PARISH COUNCIL

## Income & Expenditure Account for the year ended 31st March 2021

<u>Income</u>	<u>Notes</u>	<u>2020</u> £	<u>2021</u> £
Bank Interest		11,263	8,352
S106 Contributions	6(b)	778,673	0
Precept		398,400	437,000
Cemetery Income		3,903	4,803
Other Income	7	20,936	2,552
<b><u>TOTAL INCOME</u></b>		<b>1,213,175</b>	<b>452,707</b>
<u>Expenditure</u>			
General Administration		28,958	12,702
Capital Expenditure	6a	2,513	85
Office expenses	3	14,803	9,392
PR/Printing/Post/Stationery		3,626	1,167
Professional Fees		8,528	8,427
Staff Costs	4	85,326	91,882
PWLB Loan repayments for Community Centre	6c	68,355	66,996
Election Costs		6,169	0
Neighbourhood Plan		1,649	151
<b><u>Subtotal</u></b>		<b>219,927</b>	<b>190,802</b>
Community Support and Grants	2	39,283	8,864
Community Facilities Capital Expenditure	6a	18,396	24,067
Christmas Displays		9,230	10,813
Community Facilities		12,055	13,963
Cemetery Costs		6,823	7,106
Parks and Open Spaces		92,704	97,210
Streetlighting		2,899	2,835
<b><u>Subtotal</u></b>		<b>181,390</b>	<b>164,858</b>
<b><u>TOTAL EXPENDITURE</u></b>		<b>401,317</b>	<b>355,660</b>
<b><u>NET INCOME FOR THE YEAR</u></b>		<b>811,858</b>	<b>97,047</b>
Transfer to/from reserves	8	-737,785	-69,368
General Reserve Balance brought forward		100,340	174,413
<b><u>General Reserve Balance carried forward</u></b>		<b>174,413</b>	<b>202,092</b>

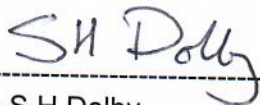
# HOOK PARISH COUNCIL

## Balance Sheet as at 31st March 2021

	<u>Notes</u>	2020 £	2021 £
<b><u>Current assets</u></b>			
Sundry debtors and accrued income		0	0
VAT recoverable		10,455	9,065
Bank balances		2,658,219	2,740,673
<b>TOTAL</b>		<b>2,668,674</b>	<b>2,749,738</b>
<b><u>Current liabilities</u></b>			
Creditors and accruals	5	43,827	27,843
<b><u>Net assets</u></b>		<b>2,624,848</b>	<b>2,721,895</b>
Represented by: -			
Earmarked reserves	8	2,450,436	2,519,803
General fund	8	174,412	202,092
<b>Total reserves</b>		<b>2,624,848</b>	<b>2,721,895</b>

These financial statements present fairly the financial position of the Council as at 31st March 2021 and reflect its Income and Expenditure for the year then ended.

Approved at a meeting of the Parish Council held on 23<sup>rd</sup> June 2021



Mrs S H Dolby  
Responsible Financial Officer



Mr V Nabbs  
Council Chairman



# HOOK PARISH COUNCIL

## Notes to the financial statements for the year ended 31st March 2021

### 1. Accounting policies

These financial statements have been prepared following the guidance issued by CIPFA to enable local councils to meet the requirements of the Accounts and Audit Regulations. The following are the principal accounting policies which have been applied consistently to items which are material in relation to these statements.

#### [a] Basis of preparation

These statements are prepared on an accruals basis and therefore include income receivable and accounts payable at the year end.

#### [b] Fixed assets

Assets such as Council buildings that are held for long-term use, and any indebtedness connected with those assets, are not included in the balance sheet, but are disclosed in the supporting notes. Fixed assets are valued in accordance with CIPFA guidance as follows:

- Land, operational properties and other assets are stated at cost with the exception of the Bowling Club which is stated at its value at transfer from the District Council.
- Community assets to be held in perpetuity are valued at £1.

#### [c] Value Added Tax (VAT)

Income and expenditure is stated exclusive of VAT.

### 2. Community support

A total of £4,364 was awarded by way of grants to local voluntary organisations.

The Community Centre building is being managed under a lease to the Hook Village Halls Charitable Association (HVHCA) on a peppercorn rental.

The Council was awarded the power of competence in 2019 and as such guidelines relating to grants previously awarded under Section 137 of the Local Government Act are no longer applicable.

### 3. Advertising & publicity

The Council incurred expenditure amounting to £1001 on advertising, publicity and PR materials (2019/20: £2109) during the year for printing the annual report. This sum is included within the PR/post/stationery costs.

### 4. Pensions

Council contributes to a staff pension scheme with National Employment Savings Trust (NEST). The Council is making contributions of 3% of qualifying earnings for staff who have joined the scheme. The cost is included within the figure shown under staff costs and expenses.

## 5. Creditors

	<u>2020</u> £	<u>2021</u> £
Revenue expenditure, PAYE/NI, accrued income and sundry creditors	65,058	27,843

## 6. Fixed assets and borrowings

### [a] Capital expenditure

During the year the Council incurred expenditure on the following capital projects:

	£
Office furniture & equipment	85
Parks & community buildings	24,067
Projects	£0
	24,152

### [b] Capital and grant receipts

No S106 contributions were received towards maintenance of Bassetts Mead SANG in the year.

### [c] Borrowings from Public Works Loan Board

The Community Centre project was financed through borrowing from the Public Works Loan Board; the Council's own earmarked reserves and from Section 106 funding. Hart District Council has approved the collection of up to £0.7 million of Section 106 contributions towards this scheme.

The Council borrowed £990,000 from the PWLB towards the refurbishment in four loans, repayable over periods from 15-25 years, in equal annual instalments of principal. The balance owed at 31 March 2021 was £726,667.

### [e] Fixed assets owned by the Council

	£
Hook Community Centre (Leased to a community association, no rent charged)	3,625,465
Elizabeth Hall (see Note 2, being a community asset)	1
Hook Bowling Club (leased to Bowling Club, peppercorn rent)	63,350
Other operational buildings	11,000
Parks and open spaces (all £1 nominal): -	10
<ul style="list-style-type: none"> <li>• Bell Meadow Estate</li> <li>• Cemetery &amp; Garden</li> <li>• Hartletts Park</li> <li>• Holt Park &amp; Bassetts Mead</li> <li>• John Morgan Close</li> </ul>	



- King George V playing field
- Mitchell's Field
- Wellworth Park
- Varndell Road

#### Street furniture and facilities

• Bus shelters, public seats, notice boards hanging basket poles, flagpole, floodlighting	39,528
• 51 street light standards	51,000
• Play equipment, tennis court, seats & benches	438,841
• Holt Park and Mosaic sculptures	18,000
• Office equipment and items in storage	16,600
• Christmas lights	18,000

**£4,281,795**

King George V playing fields is a registered charity (No. 1085457). The land was gifted to Hook Parish Council in 1936, and the Council is corporate trustee. The site is an area of open recreation land which is fully maintained by Hook Parish Council. It is available to local people free of charge for recreation. The charity has no income and no expenditure as declared in the Charity Commission Annual Return, which was updated online in 2021.

#### 7. Non-capital S106 and grant receipts

No S106 contributions were received in the year 2020-21. Grants of £500 were awarded by both Hart District Council and Hampshire County Council to assist with additional expenses incurred by the Covid pandemic.

#### 8. Reserves and balances

	<u>Total</u>	<u>General</u>	<u>Earmarked</u>
	<u>£</u>	<u>fund</u>	<u>reserves</u>
Balances brought forward	2,450,435	174,412	2,450,435
Net income from Income & Expenditure Account	97,048	97,048	
Transfers to (-) or from reserves		-69,368	69,368
Balances carried forward	2,547,483	202,092	2,519,803

The amount retained in earmarked reserves at 31st March 2021 represents the following:

	<u>£</u>
CC Refurbishment	-486,322
Neighbourhood Plan	2,965
Wellbeing	962
Elections	9,831
Play Area Replacement	49,139
Strategic Planning Reserve	1,180
Transport	11,446
SANG	2,776,064
Holt Park Open Space	
Maintenance	85,088
Delayed Expenditure	69,450

**Total Reserves**

**2,519,803**

**9. Contingent liabilities**

There were no contingent liabilities on 31st March 2021.