

HOOK PARISH COUNCIL

**Financial Statements
for the year ended
31st March 2022**

HOOK PARISH COUNCIL

Explanatory Foreword to the audited financial statements for the year ended 31st March 2022

The Council's financial statements have been prepared in compliance with 'proper accounting practices' required by the Accounts and Audit Regulations for local councils. 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 2022

<u>Income</u>	<u>Notes</u>	<u>2022</u>	<u>2021</u>
		<u>£</u>	<u>£</u>
Bank Interest		5,110	8,352
S106 Contributions	6(b)	0	0
Precept		450,000	437,000
Cemetery Income		5,024	4,803
Other Income	7	9,542	2,552
<u>TOTAL INCOME</u>		469,676	452,707
<u>Expenditure</u>			
General Administration		14,523	12,702
Capital Expenditure	6a	3,166	85
Office expenses	3	15,597	9,392
PR/Printing/Post/Stationery		2,439	1,167
Professional Fees		2,842	8,427
Staff Costs	4	104,587	91,882
PWLB Loan repayments for Community Centre	6c	65,637	66,996
Election Costs		0	0
Neighbourhood Plan		0	151
<u>Subtotal</u>		208,791	190,802
Community Support and Grants	2	7,575	8,864
Community Facilities Capital Expenditure	6a	13,811	24,067
Christmas Displays		10,873	10,813
Community Facilities		28,889	13,963
Cemetery Costs		8,234	7,106
Parks and Open Spaces		114,290	97,210
Streetlighting		3,509	2,835
<u>Subtotal</u>		187,181	164,858
<u>TOTAL EXPENDITURE</u>		395,972	355,660
<u>NET INCOME FOR THE YEAR</u>		73,704	97,047
Transfer to/from reserves	8	-92,598	-69,368
General Reserve Balance brought forward		202,092	174,413
<u>General Reserve Balance carried forward</u>		183,197	202,092


HOOK PARISH COUNCIL

Balance Sheet as at 31st March 2022

	<u>Notes</u>	2022 £	2021 £
<u>Current assets</u>			
Sundry debtors and accrued income		0	0
VAT recoverable		13,965	9,065
Bank balances		2,799,968	2,740,673
TOTAL		2,813,933	2,749,738
 <u>Current liabilities</u>			
Creditors and accruals	5	18,335	27,843
<u>Net assets</u>		2,795,599	2,721,895
 Represented by: -			
Earmarked reserves	8	2,612,402	2,519,803
General fund	8	183,197	202,092
Total reserves		2,795,599	2,721,895

These financial statements present fairly the financial position of the Council as at 31st March 2022 and reflect its Income and Expenditure for the year then ended.

Approved at a meeting of the Parish Council held on 2nd June 2022



 Mrs S H Dolby
 Responsible Financial Officer


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 Mr R Cowell
 Council Chairman

HOOK PARISH COUNCIL

Notes to the financial statements for the year ended 31st March 2022

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 are stated exclusive of VAT.

2. Community support

A total of £3,763 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 (HVVCA) 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 £1142 on advertising, publicity and PR materials (2020/21: £1001) during the year. 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>2022</u> £	<u>2021</u> £
Revenue expenditure, PAYE/NI, accrued income and sundry creditors	18,335	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	2,525
Parks & community buildings	13,811
Projects	640

16,976

[b] Capital and grant receipts

No S106 contributions were received 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 2022 was £684,333.

[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

- Bell Meadow Estate, Cemetery & Garden,
Hartletts Park, Holt Park & Bassetts Mead, John
Morgan Close, 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

93,691

• Play equipment, tennis court, seats & benches	428,461
• Holt Park and Mosaic sculptures	18,000
• Office equipment and items in storage	18,955
• Christmas lights	18,000

£4,276,933

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 2021-22. A grant of £3763 was awarded to fund low energy lighting at the Community Centre.

8. Reserves and balances

	<u>Total</u>	<u>General fund</u>	<u>Earmarked reserves</u>
	£	£	£
Balances brought forward	2,721,895	202,092	2,519,803
Net income from Income & Expenditure Account	73,704	73,704	
Transfers to (-) or from reserves		-92,599	92,599
Balances carried forward	2,795,599	183,197	2,612,402

The amount retained in earmarked reserves at 31st March 2022 represents the following:

	£
CC Refurbishment*	-461,959
Fees	16310
Wellbeing*	635
Elections	11,831
Play Area Replacement	61,054
Strategic Planning Reserve	6,095
Transport*	11,446
SANG*	2,748,636
Holt Park Open Space Maintenance*	59,750
Delayed Expenditure	20,950
Heritage Trail	4,000
IT	1,848
Youth Provision	13,500
Skate Park	118,306
Total Reserves	2,612,402

*Ringfenced reserves subject to developer Ts and Cs

9. Contingent liabilities

There were no contingent liabilities on 31st March 2022.