APPENDIX A

CHEPPING WYCOMBE PARISH COUNCIL

Application for grant/loan by charitable, voluntary or other organisations

Part 1

1. Name of organisation: Flackwell Heath Bowling Club

2. Hon. Secretary:
Address:

Tel: (
This address will be used for all general correspondence

3. Hon. Treasurer:
Address:

Tel: (
This address will be used for remittance of any grant approved

4. How is the organisation established?
   a) Incorporated by Royal Charter? Yes/No
   b) Incorporated under Companies Act? Yes/No
   c) Registered as a Charity? Yes/No
   Charity No:..........................
   d) Registered as a Friendly Society? Yes/No
   e) By affiliation to any national body? Yes/No
   f) Deed of Trust? Yes/No
   g) Other? (Please specify)

5. What are the objectives of the organisation?

To give recreation and social activities to any member of the public

6. Does the organisation carry out any trading activity with a view to profit (or propose to commence any such activity) other than general fund raising events such as bazaars, fetes and sale of mementos? Yes/No

If Yes, please supply full details together with the latest Trading and Profit & Loss account on a separate sheet.

7. Does the organisation have a membership?
If Yes, please state for each class/type of member (eg senior/junior), the annual subscription and number of members for the past three years.

TYPE/CLASS	THIS YEAR	LAST YEAR	PREVIOUS YEAR .
.........Senior.	No...?....Sub...£110	No 37.......Sub £110	No 40. Sub...£110......
.........Social....	No...?....Sub...£10.........	No 5.......Sub £10...	No 5. Sub...£10.........
.........Junior.	No...O....Sub...£35	No O...... .Sub £35...........	No O... .Sub...£35.........

8. I/We enclose herewith the following documents. (Please delete those which have previously been submitted)

   a) Copy of the Constitution
   b) Copy of latest audited accounts and balance sheet
   c) Copy of the latest Annual Report to members
   d) Other material concerning the organisation in support of the application

PARTICULARS OF APPLICATION

Part 2

1. In making an application for a grant, the council would like a brief outline of the organisation's activities during the past year, with particular relevance to expansion projects or similar matters undertaken. Please give these details here, if they are not included in an attached Annual Report.

Our activities have been curtailed (especially fund raising) due to Covid restrictions. However we have played a full Season of bowling albeit with fewer people –re Covid restrictions.
Our Green has a history of being difficult to play on which does not attract members. We have purchased a new mower. We have received Government Covid Grants over the past 2 years and this has kept us afloat. Our outgoings are high as we hire a contractor to work on the green throughout the year cost £5000. We also use club members for weekly work on the green. You will see from our accounts that it costs £14000 per annum to run the club and our income for last season excluding the grant was £9000. We held an Open Day last season which brought in 7 new members and we intend to do the same this season. As with any organisation some members have had to resign through ill health and age, but we are determined to promote the club and encourage new players to enjoy our facility.

2. a) For what specific project are you now seeking the council's assistance?

We are working on the green to make it easier to play and to encourage new players. We need to purchase A Flat Bed Roller at a cost of approx. £5000. We used some of our covid grant last season to purchase a new mower £6500

b) Specify:
- i) Total estimated cost — approx. £5000
- ii) Dates scheduled to commence and complete — mid March
- iii) Amount already available
- iv) Amount expected to be available at commencement
- v) Other applications for grants for this project

Body: Amount applied for:

....

....

....

3. How much assistance are you requesting from Chepping Wycombe Parish Council? £5000 ....

4. What do you see as the benefits that will be obtained by the residents of Chepping Wycombe on completion of the project?
To encourage new bowlers to play and to make friends. Also make the green more competitive for our existing members against other clubs. On our Open Day this year we will again advertise in the village for new members .

I submit this application on behalf of the stated organisation and believe all statements made or enclosed to be true.

Signed: .... Date: ....1st Feb 2022............................

Capacity in which signed: ....Treasurer...

Note: Any cheque will be made payable to the name of the organisation as stated overleaf and sent to the Treasurer unless otherwise stated.

Please return the completed application and supporting documents to:

by:

Clerk of the Council
Chepping Wycombe Parish Council
Cock Lane
Tylers Green
High Wycombe
HP10 8DS

Applications will be considered by the Finance & General Purposes Committee scheduled for:

If you have any queries with this application, please contact the Clerk on 01494 814600 or by email on clerk@cwpc.org.uk

PROFIT & LOSS ACCOUNT 2020-2021				PROFIT & LOSS ACCOUNT 2019-2020			
INCOME	INCOME	EXP	SURPLUS(LOS	INCOME	INCOME	EXP	SURPLUS(LOSS)
BAR CLUB	1,345.10	1,176.38		BAR CLUB	58.60	- 127.03	
BAR CLUB	-		168.72	BAR SKITTLES	974.71		1,160.34
				SKITTLES PROFIT	910.77		910.77
SOCIAL EVENTS	416.00			SOCIAL EVENTS	26.00		
		136.84	279.16			26.00	-
WHIST	-			WHIST	929.00		
		9.15	- 9.15			311.68	617.32
REFUND BBA	-			REFUND BBA	374.75		
	-			100 Club	-		
SUBSCRIPTIONS	3,765.00			SUBSCRIPTIONS	3,335.00		
SOCIAL SUBSCRIPTIONS £50	-			SOCIAL SUBSCRIPTIONS £	-		
SOCIAL SUBSCRIPTIONS £10	150.00			SOCIAL SUBSCRIPTIONS £	80.00		
CLUB COMPETITIONS	90.00			CLUB COMPETITIONS	72.00		
CHERRY SHIELD	-			CHERRY SHIELD	-		
LOCKER	70.00			LOCKER	30.00		
ROLL UP	141.50			ROLL UP	506.30		
CHESTNUTS MATCHES & SUBS	-			CHESTNUTS MATCHES &	-		
MATCH FEES	1,980.10			MATCH FEES	-		
RAFFLE	595.60			RAFFLE	-		
COMP PRIZE	-			COMP PRIZE	-		
NEW & OLD GOODS	315.20			NEW & OLD GOODS	320.00		
LEAGUE	-			LEAGUE	-		
WATER REFUND	-			WATER REFUND	-		
GOVT COVID GRANT	19,500.69			DONATION	15,578.00		
HAMPER	-			HAMPER	-		
	28,369.19				23,195.13		
EXPENDITURE							
MEMBERSHIP REFUND		190.00		EXPENDITURE			
ELECTRICITY		564.90		ELECTRICITY		886.89	
TELEPHONE		321.63		TELEPHONE		498.55	
WATER		524.52		WATER	0	814.52	
ALARM		1,170.20		ALARM		1090.94	
RENT		- 615.00		RENT		615	
INSURANCE		927.52		INSURANCE		907.22	
FOOD		287.01		FOOD		6.99	
MATCH COSTS-VOUCHERS RAFFLE		228.29		MATCH COSTS-VOUCHERS RAFFLE		0	
MATCH VOUCHERS		-		MATCH		0	
BBA/3 COUNTIES/EBA		61.00		BBA/3 COUNTIES/EBA		77	
BBA FEES		270.00		BBA FEES		374.75	
TROPHIES/BOARD		-		TROPHIES/BOARD		736.75	
GREEN MAINTENANCE		6,526.74		GREEN MAINTENANCE		8064.26	
GREEN SURROUNDS		-		GREEN SURROUNDS		0	
CLUB HOUSE MAINTENANCE		238.09		CLUB HOUSE MAINTENANCE		2312.64	
EQUIPMENT		6,519.37		EQUIPMENT		218.6	
ADMINISTRATION		700.60		ADMINISTRATION		653.01	
		19,237.24				17,467.77	
Surplus		9,131.95		Surplus		5,727.36	
Balance b/fwd		£ 20,433.59		Balance b/fwd		14,706.23	
Current Balance		£ 29,565.54		Current Balance		20,433.59	
				as at 30th Sept 2020			
Current Assets				**Current Assets**			
Balance Sheet 2020-2021				Balance Sheet 2019-2020			
Bar Stock		388.07		Bar Stock		502.07	
Bar Float		75.00		Bar Float		75.00	
Bank Account		29,565.54		Bank Account		20,433.59	
		30,028.61				21,010.66	
Balance Sheet				Balance Sheet			
Current Assets less Current Liabilities				**Current Assets less Current Liabilities**			
Bar Float		75.00		Bar Float		75.00	
Bar Stock		388.07		Bar Stock		502.07	
Surplus c/fwd 2019-2020		20,433.59		Surplus c/fwd 2018-2019		14,706.23	
Surplus b/fwd 2020-2021		9,131.95		Surplus b/fwd 2019-2020		5,727.36	
		30,028.61				21,010.66	

I have examined the Accounts and Records, Vouchers and other Statements supplied to me and have obtained such information or information I consider to be appropiate. I certify that to the best of my knowledge the foregoing 'Statement of Accounts' to be a True Record of the financial position of Flackwell Heath Bowling Club

Independent Examiner - Signed 08-Nov-21

8/11/2021

APPENDIX B

CHEPPING WYCOMBE PARISH COUNCIL

Application for grant/loan by charitable, voluntary or other organisations

Part 1

1. Name of organisation: Penn & Tylers Green Events

2. Hon. Secretary:
   Address:

   Tel:
   This address will be used for all general correspondence

3. Hon. Treasurer:
   Address:

   Tel:
   This address will be used for remittance of any grant approved

4. How is the organisation established?
   a) Incorporated by Royal Charter? ~~Yes~~/No
   b) Incorporated under Companies Act? ~~Yes~~/No
   c) Registered as a Charity? Yes/No
      Charity No:... ....
   d) Registered as a Friendly Society? ~~Yes~~/No
   e) By affiliation to any national body? ~~Yes~~/No
   f) Deed of Trust? ~~Yes~~/No
   g) Other? (Please specify)

5. What are the objectives of the organisation?

   To put on public events for the enjoyment of all the residents of Penn and Tylers Green to commemorate significant events such as Jubilees.
   All organisers do so on a voluntary basis and costs are kept to a minimum.

6. Does the organisation carry out any trading activity with a view to profit (or propose to commence any such activity) other than general fund raising events such as bazaars, fetes and sale of mementos? ~~Yes~~/No

   If Yes, please supply full details together with the latest Trading and Profit & Loss account on a separate sheet.

7. Does the organisation have a membership? No; all residents of Penn & Tylers Green are invited.

8. I/We enclose herewith the following documents. (Please delete those which have previously been submitted)

   a) Copy of the Constitution
   b) Copy of latest audited accounts and balance sheet
   c) Copy of the latest Annual Report to members
   d) Other material concerning the organisation in support of the application

   None of these documents are available as this is an ad hoc group created from time to time.

   We do have a bank account and our most recent statement is attached.

PARTICULARS OF APPLICATION

Part 2

1. In making an application for a grant, the council would like a brief outline of the organisation's activities during the past year, with particular relevance to expansion projects or similar matters undertaken. Please give these details here, if they are not included in an attached Annual Report.

Over the last year the group has met monthly since September to plan the 2022 Queens Jubilee Celebrations over the Bank Holiday Weekend 2nd – 5th June.

2. a) For what specific project are you now seeking the council's assistance?

Queens Platinum Jubilee celebrations and commemorations for the residents of Penn & Tylers Green

Thursday 2nd June	▪ Lighting of the Beacon on the back common supported by local choirs and bands including pupils of TGMS. ▪ Countess Howe, Lord Lieutenant of Buckinghamshire will be in attendance.
Friday 3rd June	▪ Afternoon Tea Dance for older residents at Tylers Green Village Hall ▪ Exhibition events at Penn & Tylers Green Sports and Social Club, involving football, cricket and tennis clubs
Saturday 4th June	▪ Family activities and entertainment on the Front common during the day ▪ Live music during the evening
Sunday 5th June	▪ Morning Worship on the front common ▪ Street parties across the villages of Penn and Tylers Green

Specify:

i) Total estimated cost £12,000
ii) Dates scheduled to commence and complete: June 2nd-5th 2022
iii) Amount already available £6,917
iv) Amount expected to be available at commencement £10,500
v) Other applications for grants for this project

Body:	Amount applied for:
Community Board	£2500
Penn Parish Council	£500 (approved)

3. How much assistance are you requesting from Chepping Wycombe Parish Council? £ 1,000.

4. What do you see as the benefits that will be obtained by the residents of Chepping Wycombe on completion of the project?

This will be the largest community event held since the Big Village Weekend of 2016, as our planned VE Day celebrations in 2020 were switched to a virtual event due to the Corona Virus pandemic. The last two years have been very disruptive to everyone and these events will encourage all residents to come together to celebrate and commemorate the Queens Platinum Jubilee as a community. We are planning events to appeal to all age groups and interests to enable families and neighbours to celebrate together. We have evidence from the Community Board research and the Penn Neighbourhood Plan survey that older residents in particular are feeling isolated and welcome social activities.

A large team of volunteers has been recruited with 12 on the steering committee and many more supporting them, all giving their time and expertise for free, which has already engendered a feeling of community.

This event is being promoted jointly to residents of Penn & Tylers Green, although obviously as the significantly higher population, Tylers Green residents will have more benefit than those of Penn.

The service of worship on Sunday morning will be open to all denominations and none, enabling further group worship and commemoration; this will be Rev. Mike Bissett's final service as Vicar of Holy Trinity & St Margarets.

I submit this application on behalf of the stated organisation and believe all statements made or enclosed to be true.

Signed: Date: ....25th February 2022........

Capacity in which signed: ....Secretary of Penn & Tylers Green Events...........

Note: Any cheque will be made payable to the name of the organisation as stated overleaf and sent to the Treasurer unless otherwise stated.

Please return the completed application and supporting documents to:

Clerk of the Council
Chepping Wycombe Parish Council
Cock Lane
Tylers Green
High Wycombe
HP10 8DS

by:

Applications will be considered by the Finance & General Purposes Committee scheduled for:

If you have any queries with this application, please contact the Clerk on 01494 814600 or by email on clerk.cwpc@btconnect.com

APPENDIX C

Report for Chepping Wycombe Parish Council by Cllr Alec Barron
Date: 5/April/2022

Subject: Beaconsfield Chepping Wye Community Board (BCWCB).

Highways and Traffic:
There has not been a meeting since the last report to Council in February.

- There has been approval for Community Speedwatch signs to be attached to village signs – bit like twinning signs for various towns. BCWCB contribution £1057, CWPC contribution £120, FH & P&TG Residents assoc contribution £380.
- Fennels Way / Swains Lane Junction Safety – PID has come in at £37k. This is not a CWPC funded or sponsored item – just for info.

Environment:

There have been a few applications for funding that have been approved:

- B squared project – seeds for wild flowers etc £6,500. They are now looking for ways of packaging and distributing the seeds.
- St. Peters Church Loudwater - £3187 for health & well being of the two youth clubs at the church. This is not a CWPC funded or sponsored item – just for info.

There was a meeting on 7/03/22 That I attended, as did Cllr Ian Forbes.

- Beaconsfield TC are looking for a field they can turn into allotments.
- B Squared project – Caroline Green (BCWCB coordinator) will be contacting schools offering seeds / distribution. Ian made the comment of zilch feedback made to CWPC on seed take up.
- Idling Engines to be taken to Bucks Authority as this should be a county priority. Perhaps monitoring by Parking Wardens?
- Solar Energy Streets – nothing much has happened.
- Thermal imaging cameras – nothing much has happened.
- Tree Planting – Planting on verges is difficult – will need a Licence as there may be services underground. Schools may take some trees - Chiltern Rangers may need to be consulted on type and number.
- Water fountain in Beaconsfield – has been installed at a cost of £13k (most funding has been in getting permissions).

Next planned meeting in May.

Alec Barron

APPENDIX D

Final Draft

MINUTES of the MEETING of the CHEPPING WYCOMBE & HAZLEMERE NEIGHBOURHOOD ACTION GROUP (NAG) held at the VILLAGE HALL, TYLERS GREEN on TUESDAY MARCH 15th 2022

ITEM		ACTIONS
1. Introduction & Apologies:	The Chairman welcomed everyone to the meeting. Apologies were received and accepted from Jean Johnson, Claire Davis TVP	
2.Appointment of Minute Taker:	BH agreed to take the Minutes.	
3. Minutes of the Previous Meeting 18/01	The Minutes were accepted as a true record of the meeting on the understanding that a sentence under Item 7 referring to Paul Codger be deleted.	**BH**
4. Matters Arising from Previous Minutes:	4.1 All actions had been discharged or will be covered under the appropriate agenda item except as follows: Item 1. A card was delivered to the family of Bob Kin and the funeral attended. Our sympathies were extended to the family. Item 4. Item 4. Lee Turnham is the designated POC for MVAS data and ideally, he should be sent it in a set format which IF is working on. Item 4. Item 7. DJ advised that the village CSW signs had been ordered but there was no delivery date as yet. It was agreed that the following volunteers will need to fix the signs in place: • BS & IF for TG • Simon Bristow for FH. DJ has photos showing where apparatus will be deployed in LW. Item 6. JS is in the process of writing an article on CSW. He circulated papers to show the steps a new volunteer would be taken through in order to be able to use Sentinel successfully.	**DJ** **JS**
5. Report from TVP:	TVP not represented at today's meeting. DJ read a report from PC Clare Davis and this will be	

	circulated with the Minutes. News of the appointment of a new PC to the area, Jed Russell, was welcomed. A PCSO, Clare Pierce, has been advising residents in FH. A resurgence of anti social behaviour in the village has been reported. The contract for the security company employed by CWPC was not going to be renewed as the problem seemed to have gone away; this will now be reviewed. The message must be constantly reiterated that any such behaviour must be reported to TVP not merely on FB groups. A reference number should be given for each incident reported. SL felt that as people do not get any feedback, they cease to report issues. Should reports from TVP go out via the website or FB page? Anything in writing should be in the public domain. Residents should be informed that there are outcomes resulting from incidents being reported. If we know an issue has been reported, we could ask for follow up information. Apart from the FH incident discussed, AS reported that the village had remained quiet. No ASB reported in TG.	
6. Update on Hazlemere/ Chepping Wycombe CSW Group	JS had prepared a written summary of data: 18 sessions across all locations over the period from 18/01/22. Accuracy circa 98% Vehicles speeding 218 Highest recorded speed 53mph (+76%) Totals since April 2021: Sessions. 65 Vehicles reported. 1009 Highest speeds. 56mph (+86%) Vehicle movements reported. 11852 (average per hourly session 204) Average offenders per session 16.5 (average speed per session 38mph ie over 36mph in 30mph limit. Accuracy ranges 98% -100%.	

	Vehicle Movement Data only started in Oct/Nov when the New Online system was introduced. Lee Turnham's latest Newsletter indicated the following results in the New CSW Scheme. People joining the TVP scheme 635 Sites approved across TVP 413 Roadside sessions in hours 735 Operator sessions in hours 2057 %Non offenders after receiving one letter 95.20% Data refers to the whole TVP area. We are not aware of the number of prosecutions resulting from CWS activity. JS will check what information CWPC is able to access. New legislation states that speeds recorded of over 50mph should lead to loss of licence. On motorways, 20 mph over the speed limit should have the same outcome. Committee offered thanks to JS and his entire team for the hard work and dedication they have put into progressing CSW so successfully.	
7. MVAS Report	IF reported that the MVAS on Treadaway Road, FH, had shown that 85% were recording below 30mph. The equipment will soon be positioned elsewhere. The stats information is circulated but not on the CWPC website. The batteries sought have been located. TG operations carrying on. IF reported that the TVP form is difficult to fill in with data over a two month period. The need for volunteers to run the Loudwater MVAS was discussed and the best methods for attracting new volunteers? Location of screws was originally made on a 'best guess' suggestion. Now that evidence is available, perhaps alternative sites might be suggested?	

	JS added that the vehicle movement is tracked over a 24 hour period, consequently it is possible to identify busy periods	
8. Treasurer's Report:	Finally, HSBC has been able to transfer the outstanding balance from the closure of the NAG account of £244. 87, to CWPC. AG received a letter referring to a complaint. It had been filed by the Manager at the High Wycombe branch, not by AG on our behalf. An offer of £100 compensation to be paid to CWPC in settlement was agreed at a meeting between Alan Cecil, David Johncock, Ashley Gray and John Sparks. The request was activated and payment should be received within 24 hours. AG offered to write to FSA, not to complain, but to inform FSA about the difficulties experienced in what would appear to be a simple operation. AG will keep papers relating to the NAG account for the necessary period of years.	**AG**
9. Communications Report:	Getting information to residents is crucial, posts were put out in February. Telling people of specific scams received by residents will help raise awareness. This information is on our FB page and shared with NAG.	
10 AOB:	10.1 SL asked about one of our stated priorities, parking, and whether there was any action in this area? DJ said that there is through the Community Board (CB) and that NAG members and other local residents were welcome to join. 10.2 The Highways and Traffic Action Group (AG) had discussed this and there are potentially 2 courses of action that can be followed. The first is to identify areas where parking on pavements and verges might be made illegal using a TRO (Traffic Regulation Order) but this can take 18 months to put in place. The idea is being trialled in Marlow and the AG decided to monitor how well that works before maybe adopting it for our CB area. 10.3 The second is through publicity and the AG has an action to produce some posters in conjunction with TVP. DJ described some of the	

	current ideas including working with schools as children can be very creative. He asked the Committee to give some thought to the idea.	**All**
	10.4 DJ reported that there is evidence that retail car sales people are selling from the residential streets. Often they are untaxed and should not be on the road. They should be reported to DVLA anyway who can remove the vehicle and have them crushed. Bucks Council also has powers that can be used to stop commercial car sales on the highway. DJ has sought advice on the process to make that happen and he will provide feedback when received.	**DJ**
11. Date and Time of Next Meeting:	10.5 Date to be arranged for the convenience of the Police but the venue will be FH Library.	**DJ**
	The meeting closed at 8.20pm	

APPENDIX E

Annual Internal Audit Report 2021/22

CHEPPING WYCOMBE P.C.

WWW.CWPC.org.uk

During the financial year ended 31 March 2022, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2021/22 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	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 bank account reconciliations were properly carried out during the year.	✓		
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 2020/21, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")*			
L. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements	✓		
M. The authority, during the previous year (2020-21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations *(evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).*	✓		
N. The authority has complied with the publication requirements for 2020/21 AGAR *(see AGAR Page 1 Guidance Notes).*	✓		

O. (For local councils only)	Yes	No	Not applicable
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: 07/04/2022

Name of person who carried out the internal audit: E.G. NEWHOUSE

Signature of person who carried out the internal audit: E.G. Newhouse

Date: 07/04/2022

*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 2021/22

We acknowledge as the members of:

Chepping Wycombe 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 2022, that:

	Agreed			
	Yes	No*		*'Yes' means that this authority:*
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.*
			✔	

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

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

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

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

Chairman SIGNATURE REQUIRED

Clerk SIGNATURE REQUIRED

www.cwpc.org.uk ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2021/22 for

ENTER NAME OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.*
1. Balances brought forward	620,532	638,066	*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	355,523	349,349	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	53,615	53,916	*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	171,402	172,802	*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	15,185	15,185	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	205,017	240,666	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	638,066	612,678	*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	646,163	624,199	*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	1,844,285	1,853,330	*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	30,370	15,185	*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	N/A	*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 2022 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

SIGNATURE REQUIRED

Date DD/MM/YY

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

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED

ANNUAL RETURN - ENGLAND

FOR THE YEAR ENDED 31 MARCH 2022

Chepping Wycombe Parish Council

SECTION 2 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistant with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer		Date	
I confirm that these accounts are approved by the Council and recorded as council minute reference		Dated	
Signed on behalf of the above Council (Chair)		Date	

		Last Year £	This Year £	General Notes for Guidance
1	Balances brought forward	**620,532**	**638,066**	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	**355,523**	**349,349**	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3	(+) Total other receipts	**53,615**	**53,916**	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	**171,402**	**172,802**	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	**15,185**	**15,185**	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6	(-) All other payments	**205,017**	**240,666**	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	**638,066**	**612,678**	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	**646,163**	**624,199**	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	**1,844,285**	**1,853,330**	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	**30,370**	**15,185**	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

The following documents should accompany the accounts when submitted to the auditor:

* A brief explanation of significant variations from last year to this year in Section 2;
* Bank Reconciliation as at 31 March

Working details for ANNUAL RETURN - Year ended 31 March 2022

		Last Year £	This Year £	Code	Centre	Code Description
1		328,680	272,710	310	0	General Reserves
1		33,294	38,179	320	0	EMR Cemeteries
1		51,401	49,401	321	0	EMR Vehicles
1		11,582	10,542	322	0	EMR Plant & Equipment
1		2,784	2,295	323	0	EMR Office Equipment
1		14,650	31,440	324	0	EMR Play Equipment
1		17,197	20,197	325	0	EMR Depot
1		2,054	0	326	0	EMR Common Management
1		29,067	35,567	327	0	EMR Footway Lights
1		6,000	7,500	328	0	EMR Elections
1		32,755	38,755	329	0	EMR Street Furniture
1		498	288	330	0	EMR Warden House
1		32,440	42,440	331	0	EMR Derehams Park
1		2,020	2,020	332	0	EMR Derehams Lane Pavilion
1		4,785	4,785	333	0	EMR Railway Land & Magpie Wood
1		9,228	14,228	334	0	EMR Kingswood Improvement
1		11,988	17,746	336	0	EMR Office Refurbishment
1		30,109	45,235	337	0	EMR CIL
1		0	4,738	338	0	EMR Community Board
1	Balances brought forward	**620,532**	**638,066**	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		355,523	349,349	1076	401	Precept
2	(+) Precept or Rates and Levies	**355,523**	**349,349**	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.		
3		5,608	5,447	1001	105	Rents
3		2,463	8,241	1001	107	Rents
3		13,177	11,214	1001	405	Rents
3		748	501	1002	103	Permits
3		483	1,572	1002	104	Permits
3		0	1,392	1002	106	Permits
3		705	769	1002	107	Permits
3		177	56	1004	104	Service Charges
3		200	150	1004	301	Service Charges
3		3,463	6,097	1031	311	Burial & Memorials Income In
3		24,274	18,365	1032	311	Burial & Memorials Income Out
3		533	0	1079	106	Miscellaneous
3		0	24	1079	401	Miscellaneous
3		705	0	1079	405	Miscellaneous
3		1,078	88	1090	405	Interest Received
3	(+) Total other receipts	**53,615**	**53,916**	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.		
4		171,402	172,802	4001	401	Salaries, NI & Pensions
4	(-) Staff costs	**171,402**	**172,802**	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.		

Continued over page

Working details for ANNUAL RETURN - Year ended 31 March 2022

		Last Year £	This Year £	Code	Centre	Code Description
5		15,185	15,185	4054	404	Loan Repayment
5	(-) Loan interest/capital repayments	**15,185**	**15,185**	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).		
6		1,125	1,875	4002	401	Members Expenses
6		213	352	4008	401	Conferences & Cources
6		210	23	4009	401	Travel
6		362	314	4010	304	Staff Costs Misc
6		7,984	7,984	4011	301	Rates
6		340	391	4011	311	Rates
6		728	332	4012	104	Water
6		994	1,421	4012	105	Water
6		823	1,194	4012	107	Water
6		433	547	4012	301	Water
6		75	107	4012	311	Water
6		2	0	4012	314	Water
6		250	250	4013	102	Rental
6		184	142	4014	104	Electricity
6		1,517	1,913	4014	107	Electricity
6		1,316	1,845	4014	301	Electricity
6		4,266	5,549	4014	322	Electricity
6		1,356	1,601	4015	301	Gas
6		383	162	4017	301	Cleaning & Refuse
6		2,915	3,111	4017	305	Cleaning & Refuse
6		-19	410	4018	305	Litter
6		380	524	4020	401	Establishment Costs Misc
6		1,965	1,814	4021	401	Telephone & Fax
6		639	600	4022	401	Postage
6		696	991	4023	401	Stationery & Printing
6		2,558	2,358	4024	401	Subscriptions
6		7,203	7,538	4025	401	Insurance
6		0	121	4026	401	Publications
6		496	698	4027	401	Photocopying Charges
6		2,367	2,335	4032	401	Publicity
6		453	112	4036	107	Property Maintenance
6		2,005	2,444	4036	301	Property Maintenance
6		216	1,081	4036	314	Property Maintenance
6		72	342	4036	321	Property Maintenance
6		6,914	7,006	4037	101	Grounds Maintenance
6		7,500	4,131	4037	102	Grounds Maintenance
6		8,000	6,219	4037	103	Grounds Maintenance
6		3,006	4,996	4037	104	Grounds Maintenance
6		3,065	412	4037	105	Grounds Maintenance
6		7,988	7,992	4037	106	Grounds Maintenance
6		8,158	4,240	4037	107	Grounds Maintenance
6		52	296	4037	301	Grounds Maintenance

Continued over page

Working details for ANNUAL RETURN - Year ended 31 March 2022

		Last Year £	This Year £	Code	and Centre	Code Description
6		1,024	1,000	4037	311	Grounds Maintenance
6		436	830	4037	314	Grounds Maintenance
6		115	35	4038	107	Maintenance Contract
6		1,348	1,315	4038	301	Maintenance Contract
6		2,270	2,570	4041	304	Equipment Hire
6		485	450	4041	401	Equipment Hire
6		2,846	2,331	4042	304	Equipment Maintenance
6		1,413	1,879	4043	304	Vehicle Maintenance
6		3,618	4,155	4044	304	Vehicle Fuel
6		3,232	3,100	4045	304	Vehicle Tax & Insure
6		1,729	1,995	4046	304	Small Tools & Equipment
6		2,800	5,000	4048	403	Contingency
6		158	0	4050	304	Chemicals
6		465	487	4051	401	Bank Charges
6		496	495	4053	401	Office Equipment
6		1,950	990	4059	103	Fees
6		250	500	4060	106	Other Professional Fees
6		2,296	2,962	4060	401	Other Professional Fees
6		2,853	6,607	4061	341	Partnership Working
6		19,274	19,360	4062	109	Projects
6		5,340	2,584	4066	322	Footway Light Repairs
6		4,241	2,926	4068	401	Computers & Data Storage
6		1,560	1,324	4069	401	Web Development
6		4,604	4,582	4401	108	Waste Collection
6		0	180	4450	401	Archives
6		3,534	5,000	4901	401	Grants & Donations S137
6		11,115	2,370	9320	901	Cemeteries
6		15,000	-5,175	9321	901	EMR Vehicles
6		1,040	10,542	9322	901	EMR Plant & Equipment
6		489	0	9323	901	EMR Office Equipment
6		28,210	10,000	9324	900	EMR Play Equipment
6		0	27,126	9325	901	EMR Depot
6		5,748	0	9326	900	EMR TG Common Management
6		0	11,036	9328	902	EMR Elections
6		0	10,165	9329	901	EMR Street Furniture
6		210	6,177	9330	901	EMR Warden House
6		542	2,480	9336	901	EMR Office Refurbishment
6		-15,126	7,516	9337	902	EMR CIL
6		262	0	9338	902	EMR Community Board
6	(-) All other payments	**205,017**	**240,666**	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	**638,066**	**612,678**	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]		
8		20,942	7,518	200	0	Current Bank A/c
8		548,510	539,946	210	0	Business Account
8		76,460	76,484	220	0	Term Deposits

Continued over page

Working details for ANNUAL RETURN - Year ended 31 March 2022

		Last Year £	This Year £	Code	and Centre	Code Description
8		250	250	230	0	Petty Cash
8	Total value of cash and short term investments	**646,163**	**624,199**	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		1,844,285	1,853,330	9	0	Total Fixed Assets
9	Total fixed assets plus long term investments and assets	**1,844,285**	**1,853,330**	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		30,370	15,185	10	0	Total Borrowings
10	Total Borrowings	**30,370**	**15,185**	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).		

Chepping Wycombe Parish Council

Supporting Reserves Reconciliation for ANNUAL RETURN 31 March 2022

Explains the difference between boxes 7 & 8 on the Annual Return

Code	Description	Last Year £	This Year £
	Total Reserves	**638,066.01**	**612,678.35**
105	VAT Control A/c	2,306.49	2,439.69
	Less Total Debtors	**2,306.49**	**2,439.69**
500	Creditors	4,477.81	3,579.36
510	Accruals	5,925.28	10,380.48
560	Deposits	0.05	0.00
	Plus Total Creditors	**10,403.14**	**13,959.84**
	Equals Total Cash and Bank Accounts	**646,162.66**	**624,198.50**
200	Current Bank A/c	20,942.27	7,518.12
210	Business Account	548,510.07	539,946.08
220	Term Deposits	76,460.32	76,484.30
230	Petty Cash	250.00	250.00
	Total Cash and Bank Accounts	**646,162.66**	**624,198.50**

Chepping Wycombe Parish Council

Bank - Cash and Investment Reconciliation as at 31 March 2022

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2022	Current A/c	16,539.08	
30/09/2019	Petty Cash	250.00	
31/12/2021	Business Account	539,946.08	
			556,735.16

Other Cash & Bank Balances

	76,484.30
	633,219.46

Unpresented Payments

	9,020.96
Closing Balance	**624,198.50**

All Cash & Bank Accounts

1	Current Bank A/c	7,518.12
2	Petty Cash	250.00
3	Business Account	539,946.08
	Other Cash & Bank Balances	76,484.30
	Total Cash & Bank Balances	**624,198.50**

4.4.2022.

The **co-operative** bank

co-operativebank.co.uk/business

phone 03457 213 213

Chepping Wycombe Parish Cncl
Council Office Cock Lane
High Wycombe
Buckinghamshire
HP10 8DS

M68/J1086380000 35839

Business Select Instant Access Account

Summary					
Account title CHEPPING WYCOMBE PARISH COUNCIL					
Sort code 089250					
Account number 68694076 50					
Statement date 28 March 2022					
Statement number 13					
Page number 1 of 1					
Statement opening balance 76,460.32					
Total withdrawals 0.00					
Total deposits 23.89					
Statement closing balance 76,484.21					

Date	Description	Withdrawals	Deposits	Balance
29 MAR 21	**OPENING BALANCE**			**76,460.32**
1 APR 21	INTEREST		11.65	76,471.97
5 OCT 21	INTEREST		12.24	76,484.21
	Statement closing balance			**76,484.21**

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTF** Non Sterling Transaction Fee. Details of calculations of interest charged are available on request.

Deposits° into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

°For more information on eligible deposits please refer to www.FSCS.org.uk

Current gross interest rates*

0.03% (AER 0.03%)

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BARCLAYS 6.4.2022

CHEPPING WYCOMBE PARISH COUNCIL.

Sort Code 20-40-71
Account No 40262919

SWIFTBIC BUKBGB22

IBAN GB07 BUKB 2040 7140 2629 19

Issued on 01 April 2022

THE CLERK OF THE COUNCIL
CHEPPING WYCOMBE PARISH COUNCIL SA
COUNCIL OFFICE
COCK LANE
TYLERS GREEN
HIGH WYCOMBE
HP10 8DS

2/3

04130 21371 F1VI277A 2 of 3

Your Business Current Account

Date	Description	Money out £	Money in £	Balance £
25 Mar	Start Balance			31,863.78
	DD Direct Debit to Payflow /Aclr Ref: BACS	11,179.74		20,684.04
	Cheque Issued Ref: 010708	137.14		20,546.90
	Cheque Issued Ref: 010736	449.12		20,097.78
28 Mar	010716	1,517.04		18,580.74
	Cheque Issued Ref: 010739	384.00		18,196.74
29 Mar	010702	69.84		18,126.90
30 Mar	Cheque Issued Ref: 010753	182.88		17,944.02
31 Mar	Cheque Issued Ref: 010750	2,672.94		15,271.08
	Giro Direct Credit From Little Buddies Pre Ref: Sunnydays March22		1,026.00	16,297.08 ✗
	Deposit at Barclays 43Beaconsfield Ref: 101035		150.00	16,447.08
	Deposit Re 43Beaconsfield 101034		6.00	16,453.08
	Deposit Re 43Beaconsfield 101033		86.00	16,539.08
31 Mar	Balance carried forward			16,539.08
	Total Payments/Receipts	16,592.70	1,268.00	

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

At a glance

25 - 31 Mar 2022

Start balance	£31,863.78
Money out	£16,592.70
▸ Commission charges £0.00	
▸ Interest paid £0.00	
Money in	£1,268.00
End balance	£16,539.08

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

BARCLAYS

30.3.2022

CHEPPING WYCOMBE PARISH COUNCIL

Sort Code 20-40-71
Account No 03511146

SWIFTBIC BUKBGB22

IBAN GB03 BUKB 2040 7103 5111 46

Issued on 25 March 2022

THE OFFICIALS
CHEPPING WYCOMBE PARISH COUNCIL
COUNCIL OFFICE
COCK LANE
TYLERS GREEN
HIGH WYCOMBE
HP10 8DS

5/6

Your Active Saver

Date	Description	Money out £	Money in £	Balance £
25 Feb	Start Balance			569,946.08
28 Feb	to Account 40262919 at 20-40-71 Internet Banking	15,000.00		554,946.08
9 Mar	to Account 40262919 at 20-40-71 Internet Banking	15,000.00		539,946.08
24 Mar	Balance carried forward			539,946.08
	Total Payments/Receipts	30,000.00	0.00	

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

At a glance

25 Feb - 24 Mar 2022

Start balance	£569,946.08
Money out	£30,000.00
Money in	£0.00
▸ Gross interest earned £0.00	
End balance	£539,946.08

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

06954 380/9 F1VIU81A 5 of 6

Chepping Wycombe Parish Council

Income and Expenditure Account for Year Ended 31st March 2022

31st March 2021		31st March 2022
	Operating Income	
748	King's Wood	501
660	Tylers Green Common & Pond	1,628
5,608	Allotments	5,447
533	General Recreation	1,392
3,168	Derehams	9,010
200	Works Depot, Office & Wardens	150
27,737	Cemeteries	24,462
355,523	Salaries & Other Staff Costs	349,373
14,960	F & GP Rents	11,301
409,138	Total Income	**403,264**
	Running Costs	
6,914	General Amenity	7,006
7,750	Railway Land & Magpie Wood	4,381
9,950	King's Wood	7,209
3,919	Tylers Green Common & Pond	5,470
4,059	Allotments	1,833
8,238	General Recreation	8,492
11,065	Derehams	7,494
4,604	Dog Bins	4,582
19,274	Projects	19,360
14,877	Works Depot, Office & Wardens	16,195
15,627	Vehicles Tools & Equipment	16,343
2,896	Litter, Rubbish & Graffiti	3,521
1,439	Cemeteries	1,497
654	War Memorial & Closed Churchya	1,911
72	Footpaths & Street Furniture	342
9,607	Footway Lighting	8,133
2,853	Partnership Working	6,607
202,331	Salaries & Other Staff Costs	205,855
2,800	Holding Funds	5,000
15,185	Salix	15,185
33,957	EMR Open Spaces	10,000
28,396	EMR Works & Services	53,685
(14,864)	EMR F & GP	18,552
391,604	Total Expenditure	**428,652**
	General Fund Analysis	
328,680	Opening Balance	272,710
409,138	Plus : Income for Year	403,264
737,818		675,974
391,604	Less : Expenditure for Year	428,652
346,214		247,322
73,504	Transfers TO / FROM Reserves	8,126
272,710	**Closing Balance**	**239,196**

01/04/2022

12:39

Chepping Wycombe Parish Council

Balance Sheet as at 1 April 2021

31st March 2021					31st March 2022
		Current Assets			
2,306		VAT Control A/c	2,440		
20,942		Current Bank A/c	7,518		
548,510		Business Account	539,946		
76,460		Term Deposits	76,484		
250		Petty Cash	250		
648,469				**626,638**	
	648,469	**Total Assets**			626,638
		Current Liabilities			
4,478		Creditors	3,579		
5,925		Accruals	10,380		
0		Deposits	0		
10,403				**13,960**	
	638,066	**Total Assets Less Current Liabilities**			612,678
		Represented By			
	272,710	General Reserves			239,196
	38,179	EMR Cemeteries			44,809
	49,401	EMR Vehicles			64,014
	10,542	EMR Plant & Equipment			0
	2,295	EMR Office Equipment			3,295
	31,440	EMR Play Equipment			26,440
	20,197	EMR Depot			5,071
	0	EMR Common Management			7,000
	35,567	EMR Footway Lights			42,067
	7,500	EMR Elections			0
	38,755	EMR Street Furniture			31,590
	288	EMR Warden House			0
	42,440	EMR Derehams Park			52,440
	2,020	EMR Derehams Lane Pavilion			2,020
	4,785	EMR Railway Land & Magpie Wood			6,785
	14,228	EMR Kingswood Improvement			22,228
	17,746	EMR Office Refurbishment			18,266
	45,235	EMR CIL			37,719
	4,738	EMR Community Board			9,738
	638,066				**612,678**

Chepping Wycombe Parish Council

Balance Sheet as at 1 April 2021

31st March 2021	**31st March 2022**

The above statement represents fairly the financial position of the authority as at 1 April 2021 and reflects its Income and Expenditure during the year.

Signed :
Chairman ______________________ Date : ______________

Signed :
Responsible
Financial
Officer ______________________ Date : ______________

Chepping Wycombe Parish Council

APPENDIX F

Summary Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Open Spaces						
Income	17,978	17,350	(628)			103.6%
Expenditure	65,826	81,100	15,274	0	15,274	81.2%
Movement to/(from) Gen Reserve	(47,848)					
Works & Service						
Income	24,612	17,950	(6,662)			137.1%
Expenditure	54,549	67,204	12,655	0	12,655	81.2%
Movement to/(from) Gen Reserve	(29,937)					
Finance & General Purpose						
Income	360,674	362,149	1,475			99.6%
Expenditure	226,039	232,415	6,376	0	6,376	97.3%
Movement to/(from) Gen Reserve	134,635					
Grand Totals:- Income	403,264	397,449	(5,815)			101.5%
Expenditure	346,415	380,719	34,304	0	34,304	91.0%
Net Income over Expenditure	56,849	16,730	(40,119)			
Movement to/(from) Gen Reserve	56,849					

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance & General Purpose							
401	Salaries & Other Staff Costs						
1076	Precept	349,349	349,349	0			100.0%
1079	Miscellaneous	24	0	(24)			0.0%
	Salaries & Other Staff Costs :- Income	**349,373**	**349,349**	**(24)**			**100.0%**
4001	Salaries, NI & Pensions	172,802	173,930	1,128		1,128	99.4%
4002	Members Expenses	1,875	2,000	125		125	93.7%
4008	Conferences & Cources	352	1,000	648		648	35.2%
4009	Travel	23	200	177		177	11.5%
4020	Establishment Costs Misc	524	600	76		76	87.3%
4021	Telephone & Fax	1,814	2,100	286		286	86.4%
4022	Postage	600	600	(0)		(0)	100.0%
4023	Stationery & Printing	991	1,200	209		209	82.6%
4024	Subscriptions	2,358	2,750	392		392	85.8%
4025	Insurance	7,538	7,500	(38)		(38)	100.5%
4026	Publications	121	250	129		129	48.2%
4027	Photocopying Charges	698	700	2		2	99.7%
4030	Recruitment Advertising	0	1,000	1,000		1,000	0.0%
4032	Publicity	2,335	4,350	2,015		2,015	53.7%
4041	Equipment Hire	450	500	50		50	89.9%
4051	Bank Charges	487	500	13		13	97.4%
4053	Office Equipment	495	500	5		5	99.1%
4060	Other Professional Fees	2,962	3,000	38		38	98.7%
4068	Computers & Data Storage	2,926	2,900	(26)		(26)	100.9%
4069	Web Development	1,324	1,500	176		176	88.3%
4450	Archives	180	150	(30)		(30)	120.0%
4901	Grants & Donations S137	5,000	5,000	0		0	100.0%
	Salaries & Other Staff Costs :- Indirect Expenditure	**205,855**	**212,230**	**6,375**	**0**	**6,375**	**97.0%**
	Net Income over Expenditure	**143,518**	**137,119**	**(6,399)**			
403	Holding Funds						
4048	Contingency	5,000	5,000	0		0	100.0%
	Holding Funds :- Indirect Expenditure	**5,000**	**5,000**	**0**	**0**	**0**	**100.0%**
	Net Expenditure	**(5,000)**	**(5,000)**	**(0)**			
404	Salix						
4054	Loan Repayment	15,185	15,185	0		0	100.0%
	Salix :- Indirect Expenditure	**15,185**	**15,185**	**0**	**0**	**0**	**100.0%**
	Net Expenditure	**(15,185)**	**(15,185)**	**(0)**			

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Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12 **Committee Report**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
405 F & GP Rents						
1001 Rents	11,214	11,300	86			99.2%
1090 Interest Received	88	1,500	1,412			5.8%
F & GP Rents :- Income	**11,301**	**12,800**	**1,499**			**88.3%**
Net Income	**11,301**	**12,800**	**1,499**			
Finance & General Purpose :- Income	**360,674**	**362,149**	**1,475**			**99.6%**
Expenditure	**226,039**	**232,415**	**6,376**	**0**	**6,376**	**97.3%**
Movement to/(from) Gen Reserve	**134,635**					
Grand Totals:- Income	**360,674**	**362,149**	**1,475**			**99.6%**
Expenditure	**226,039**	**232,415**	**6,376**	**0**	**6,376**	**97.3%**
Net Income over Expenditure	**134,635**	**129,734**	**(4,901)**			
Movement to/(from) Gen Reserve	**134,635**					