

Cottered Parish Council Annual Audit Return
Year ended 31 March 2018

	Year ending		Notes and guidance	Difference	
	31 March 2017	31 March 2018			
	£	£			
1	Balances brought forward	£12,457	£16,336	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 or previous year.	
2	(+) Precept or Rates and Levies	£8,000	£8,000	Total amount of precept received in the year (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3	(+) Total other receipts	£9,363	£9,154	Total receipts or income as recorded in the cashbook less the precept or rates/levies received (line 2). Includes any grants received.	£209 decrease 2.2%
4	(-) Staff costs	£3,050	£3,356	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.	£306 increase 10%
5	(-) Loan interest/capital repayments	£0	£0	Total expenditure or payments of capital and interest made during the year on the smaller authorities borrowings (if any).	
6	(-) Total other payments	£10,434	£9,548	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	£886 decrease 8.5%
7	(=) Balances carried forward	£16,336	£20,586	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6)	
8	Total cash and short term investments	£16,336	£20,586	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	£36,313	361313	The value of all the property the authority owns. It is made up of its fixed assets and any long term investments as at 31 March.	No additions/disposal
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	Yes	The council acts as sole trustee for and is responsible for managing trust funds or assets. NB The figures in the accounting statements above do not include any Trust transactions.	

Section 2: An explanation of significant variations from last year to this year

	2016/2017	2017/2018		
4	Staff costs	£3,050	£3,356	£155.20 overpaid to HMRC due to changes in Clerk's Tax Code. This is due to be refunded in 2018/9. In addition the Clerk was awarded a pay increase from 1 April 2017 in line with the recommended revised NJC Salary Awards and a pay increment in September 2017.