

Section 1 – Annual Governance Statement 2018/19

We acknowledge as the members of:

HARDWICK 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 2019, that:

	Agreed		'Yes' means that this authority:	
	Yes	No*		
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 should be published with the Annual Governance Statement.

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

16/04/2019

and recorded as minute reference:

8.6 REFERENCE

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

Chairman

AAGIM

Clerk

16/04

Other information required by the Transparency Codes (not part of Annual Governance Statement)

Authority web address

WWW.HARDWICK-CAMBS.ORG.UK

Section 2 – Accounting Statements 2018/19 for

HARDWICK PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2018 £	31 March 2019 £	
1. Balances brought forward	141,280	145,654	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	42,453	60,289	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	28,467	47,227	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	5,031	5,423	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.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	61,515	82,772	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	145,654	164,975	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	147,580	157,718	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	632,469	658,981	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	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	No	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 2019 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

16/04/19

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

16/04/2019

as recorded in minute reference:

MIN 8.8 REFERENCE

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

 SIGNATURE REQUIRED

**HARDWICK PARISH COUNCIL
BALANCES AT 31 MARCH 2019**

INCOME & EXPENDITURE ACCOUNTS

2017/2018		2018/2019
29695.71	Lloyds Current	40300.92
546.44	Lloyds Deposit	546.44
92914.59	Cambs & Counties 60 Day	94202.75
28000.00	Bond	28000.00
-3576.90	Outstanding at bank	-5332.16
147579.84		157717.95
	Debtors	
621.76	HMRC (VAT)	10775.80
875.00	Other	1750.00
1496.76	Payments in advance	12525.80
149076.60	Total Assets	170243.75
-3422.91	Creditors	-5268.72
0.00	Income in advance	0.00
145653.69	Total Assets less Liabilities	164975.03
0.00	Long term liabilities	0.00
0.00	Provision for doubtful debts	0.00
145653.69	Net Assets	164975.03
141280.28	Balance at 1 April B/F	145653.69
70919.90	ADD: Total Income	107516.41
-66546.49	DEDUCT: Total Expenditure	-88195.07
145653.69		164975.03

I&E Reserves

520.13	S106 Lark Rise Community space contribution (received 28/01/14)	520.13
817.56	S106 Land adj 3 Lark Rise Community Space contribution(2/2016)	817.56
3815.45	S106 Land Adj 311 St Neots Road POS contribution (received 12/04/16)	1815.33
815.75	S106 Land Adj 311 St Neots Road community space contribution (received 12/04/16)	815.75
269.02	P3 Scheme	769.02
27000.00	Scout Hut	0.00
5000.00	Special Projects	5000.00
10000.00	Special Projects - Community Hall Operating Costs	19922.26
-200.00	Cricket Club Loan	0.00
0.00	Kompan Play equipment phase 2	0.00
240.22	Transport consultant	240.22
222.26	CC Yellow lines installation	0.00
82.12	Play Equipment	0.00
0.00	Advertising - Village Plan (FY19)	2000.00
98997.33	General Fund	125817.68
-1926.15	YE Creditor / Debtor fund	7257.08
145653.69	Total	164975.03

Hardwick P C
Income & Expenditure Account for year ending 31 March 2019

2016/2017		2018/2019
	Income	
42453.00	PRECEPT	60289.00
0.00	ADVERTISING	0.00
3900.00	RECREATION GROUND	4625.00
1379.78	INTEREST	1586.23
0.00	SPECIAL PROJECTS/ GRANTS/INSURANCE	0.00
91.70	GENERAL ADMIN/MISC	23.68
23095.42	MISC RESERVES	40992.50
0.00	S106	0.00
<u>70919.90</u>	Total Income	<u>107516.41</u>
	 Expenditure	
5031.17	SALARIES	5423.11
1742.45	ADVERTISING	1800.00
4928.22	GENERAL ADMIN	5133.01
11700.00	ADMIN SUPPORT	13769.36
12716.86	ASSETS & LAND MAINT	15887.50
0.00	SPECIAL PROJECTS	2311.73
1000.00	S137	1000.00
29427.79	RESERVES	42870.36
<u>66546.49</u>	Total Expenditure	<u>88195.07</u>
<u>4373.41</u>	Excess (Deficit) of Income over Expenditure for the year	<u>19321.34</u>

RECONCILIATION BETWEEN BOX 7 & BOX 8 IN SECTION 2
HARDWICK PARISH COUNCIL

FY2019

INCOME & EXPENDITURE ACCOUNTS

BOX 7: BALANCES BROUGHT FORWARD

164975.03

DEBTORS

HMRC	VAT DEBTOR	10775.80
HSSC	RENT UNDERPAYMENT (9/18)	125.00
HSSC	RENT UNDERPAYMENT (12/18)	125.00
HSSC	FY19 (Q4)	1000.00
HARDWICK FC	PITCH HIRE (2017/18)	250.00
HARDWICK FC	PITCH HIRE (2018/19)	250.00

RECEIPTS IN ADVANCE

0.00

TOTAL DEDUCTIONS

12525.80

CREDITORS

CAMBOURNE PC	MOVE DOG BIN	45.54
CCC	PFHI APPLICATION	500.00
HARDWICK SCHOOL	ROOM HIRE	87.50
LGS SERVICES	ADMIN SUPPORT	1,115.68
LGS SERVICES	PAYROLL	240.00
VICTOIRE PRESS	VILLAGE PLAN PRINTING	1,300.00
CCC	LHI	1,250.00
RPM	SAFETY SURFACE REPAIR	730.00

PAYMENTS IN ADVANCE

0.00

TOTAL ADDITIONS

5268.72

BOX 8: TOTAL CASH AND SHORT TERM INVESTMENTS

157717.95

HARDWICK PARISH COUNCIL CASH BOOK RECONCILIATION

FY 2019

Reconciliation from cash book

balance b/f	<u>147579.84</u>
receipts	109891.60
payments (inc o/s at bank)	-99753.49
<u>balance c/f</u>	<u>157717.95</u>

O/S	-5332.16
CURRENT AC	40300.92
DEPOSIT AC	546.44
CCB AC	94202.75
BOND	28000.00
<u>C/F</u>	<u>157717.95</u>

B/F Bank & cash 147579.84

Payments 99753.49

Receipts 109891.60

C/F 157717.95

257471.44

257471.44

HARDWICK PARISH COUNCIL RECEIPTS FY ENDING FY2019

DATE	REF		GROSS	VAT	NET	AGENCY		MISC	INTEREST	PRECEPT	ASSETS			
						ADVERTISING	SERVICES				SPECIAL PROJECTS	MAINTENANC E	PITCHES & RENT	RESERVES
Outstanding at Bank FY2018														
Total Outstanding at Bank			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBTORS FY2018														
	HMRC	VAT DEBTOR	621.76	621.76	0.00									
	HSSC	RENT (Q4 2018)	875.00		875.00								875.00	
TOTAL DEBTORS FY2018			1496.76	621.76	875.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	875.00	0.00
RECEIPTS FY2019														
20/04/2018	BACS	SCDC			30144.50					30144.50				
03/04/2018	BACS	HSSC			875.00								875.00	
04/04/2018	INT	NS&I			23.78				23.78					
09/04/2018	INT	LLOYDS			0.02				0.02					
08/05/2018	INT	NS&I			23.01				23.01					
09/05/2018	INT	LLOYDS			0.02				0.02					
05/06/2018	INT	NS&I			23.78				23.78					
11/06/2018	INT	LLOYDS			0.02				0.02					
02/07/2018	BACS	HSSC			875.00								875.00	
05/07/2018	INT	NS&I			23.01				23.01					
09/07/2018	INT	LLOYDS			0.02				0.02					
06/08/2018	INT	NS&I			23.78				23.78					
09/08/2018	INT	LLOYDS			0.02				0.02					
21/08/2018	109	UKPN			23.68								23.68	
30/09/2017	INT	CAMBS & COUNTIES BANK			90.87				90.87					
31/10/2017	INT	CAMBS & COUNTIES BANK			94.00				94.00					
30/11/2017	INT	CAMBS & COUNTIES BANK			91.06				91.06					
31/12/2017	INT	CAMBS & COUNTIES BANK			113.98				113.98					
31/01/2018	INT	CAMBS & COUNTIES BANK			114.11				114.11					
28/02/2018	INT	CAMBS & COUNTIES BANK			103.19				103.19					
31/03/2018	INT	CAMBS & COUNTIES BANK			114.38				114.38					
30/04/2018	INT	CAMBS & COUNTIES BANK			110.83				110.83					
31/05/2018	INT	CAMBS & COUNTIES BANK			114.65				114.65					
30/06/2018	INT	CAMBS & COUNTIES BANK			111.09				111.09					
31/07/2018	INT	CAMBS & COUNTIES BANK			114.93				114.93					
31/08/2018	INT	CAMBS & COUNTIES BANK			115.07				115.07					
13/09/2018	BACS	SCDC			30144.50					30144.50				
26/09/2018	110	CRICKET CLUB			200.00									200.00
26/09/2018	110	CRICKET CLUB			250.00								250.00	
05/09/2018	INT	NS&I			23.78				23.78					
10/09/2018	INT	LLOYDS			0.02				0.02					
01/10/2018	BACS	HSSC			875.00								875.00	
05/10/2018	INT	NS&I			23.47				23.47					
09/10/2018	INT	LLOYDS			0.02				0.02					
05/11/2018	INT	NS&I			27.35				27.35					
09/11/2018	BACS	HMRC			3250.19	3250.19								
09/11/2018	INT	LLOYDS			0.02				0.02					
05/12/2018	INT	NS&I			26.47				26.47					
10/12/2018	INT	LLOYDS			0.02				0.02					
31/12/2018	BACS	HSSC			875.00								875.00	

HARDWICK PARISH COUNCIL RECEIPTS FY ENDING FY2019

DATE	REF		GROSS	VAT	NET	AGENCY			INTEREST	PRECEPT	ASSETS			
						ADVERTISING	SERVICES	MISC			SPECIAL PROJECTS E	MAINTENANC	PITCHES & RENT	RESERVES
07/01/2019	INT NS&I	INTEREST	27.35		27.35				27.35					
09/01/2019	INT LLOYDS	INTEREST	0.02		0.02				0.02					
24/01/2019	BACS HARDWICK PPP	3RD PARTY FUNDING	4042.50		4042.50								4042.50	
05/02/2019	INT NS&I	INTEREST	27.35		27.35				27.35					
11/02/2019	BACS CCF	GRANT	36750.00		36750.00								36750.00	
11/02/2019	INT LLOYDS	INTEREST	0.02		0.02				0.02					
05/03/2019	INT NS&I	INTEREST	24.70		24.70				24.70					
11/03/2019	INT LLOYDS	INTEREST	0.02		0.02				0.02					
TOTAL RECEIPTS			109891.60	3250.19	106641.41	0.00	0.00	0.00	1586.23	60289.00	0.00	23.68	3750.00	40992.50
Outstanding at Bank														
Total Outstanding			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBTORS FY2019														
	HMRC	VAT DEBTOR	10775.80	10775.80	0.00									
	HSSC	RENT UNDERPAYMENT (9/18)	125.00		125.00								125.00	
	HSSC	RENT UNDERPAYMENT (12/18)	125.00		125.00								125.00	
	HSSC	FY19 (Q4)	1000.00		1000.00								1000.00	
	HARDWICK FC	PITCH HIRE (2017/18)	250.00		250.00								250.00	
	HARDWICK FC	PITCH HIRE (2018/19)	250.00		250.00								250.00	
TOTAL DEBTORS FY2019			12525.80	10775.80	1750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1750.00	0.00
TOTAL INCOME					107516.41	0.00	0.00	0.00	1586.23	60289.00	0.00	23.68	4625.00	40992.50

HARDWICK PARISH COUNCIL PAYMENTS FY2019			GROSS			VAT			NET			GENERAL ADMIN								
DATE	REF	PAYEE				AGENCY SERVICES	MISC	ADMIN SUPPORT	SALARIES	ADVERTISING	GROUND MAINTENANCE & TREES	REPAIRS & ASSETS MAINT.	SPECIAL PROJECTS	S137	CONTIN'CY	RESERVES				
CREDITORS FY2018																				
		CAMBS CRICKET LTD	AERATION AND VERTIDRAIN						400.00			400.00								
		LGS SERVICES	ADMIN SUPPORT					1,081.42		106.42	975.00									
		HARDWICK SCHOOL	ROOM HIRE	84.00				84.00												
		CCC	STREETLIGHT ENERGY	1,857.49				1,857.49					1,857.49							
TOTAL CREDITORS FY2018								3,422.91	0.00	190.42	975.00	0.00	0.00	400.00	1,857.49	0.00	0.00	0.00		
OUTSTANDING AT BANK FY2018																				
27/02/2018	2660		SALARY																	
27/02/2018	2661		SALARY																	
27/02/2018	2662	LGS SERVICES	ADMIN SUPPORT	1,362.31	226.29			1,136.02		161.02	975.00									
27/03/2018	2664	LG STOEHR	SALARY	90.36				90.36												
27/03/2018	2666	HMRC	PAYE/NIC																	
27/03/2018	2667	LGS SERVICES	ADMIN SUPPORT	1,296.63	215.47			1,081.16		106.16	975.00									
27/03/2018	2668	SHELTER SOLUTIONS	BUS SHELTER REPAIR	288.00	48.00			240.00								240.00				
27/03/2018	2669	SCDC	LITTER CLEARANCE	60.00				60.00								60.00				
27/03/2018	2670	HARDWICK COMMUNITY ASSOCIATION	AFFILIATION FEE	45.00				45.00		45.00										
27/03/2018	2671	ZURICH	INSURANCE	66.64				66.64												
TOTAL OUTSTANDING FY2018								3,576.90	489.76	3,087.14	0.00	378.82	1,950.00	458.32	0.00	0.00	300.00	0.00	0.00	0.00
PAYMENTS FY2019																				
01/04/2018	DD	NEST	PENSION CONTRIBUTIONS																	
24/04/2018	2672	CAMBS CRICKET LTD	AERATION AND VERTIDRAIN	400.00				400.00				400.00								
24/04/2018	2673	LGS SERVICES	ADMIN SUPPORT	1,296.19				1,081.42		106.42	975.00									
24/04/2018	2674	HARDWICK SCHOOL	ROOM HIRE	84.00				84.00												
24/04/2018	2675	CCC	STREETLIGHT ENERGY	1,857.49				1,857.49								1,857.49				
24/04/2018	2676		SALARY																	
24/04/2018	2677		SALARY																	
24/04/2018	DD	NEST	PENSION CONTRIBUTIONS																	
24/04/2018	2678	SHERRIFF AMENITY	FERTILISER	456.00				380.00								380.00				
24/04/2018	2679	HERTS & CAMBS GROUND MAINT.	GRASSCUTTING	282.00				235.00				235.00								
24/04/2018	2680	SCDC	SPEED STICKERS	288.00				240.00								240.00				
24/04/2018	2681	RPM	PLAY EQUIPMENT REPAIR	348.00				290.00								290.00				
15/05/2018	2709	CAMBS CRICKET LTD	FERTILISER	150.00				150.00								150.00				
15/05/2018	2683	P JOSLIN	APM EXPENSES	19.42				19.42												
15/05/2018	2684	HERTS & CAMBS GROUND MAINT.	GRASSCUTTING	66.00				55.00				55.00								
15/05/2018	2685	LGS SERVICES	ADMIN SUPPORT	1,359.67				1,158.10		183.10	975.00									
15/05/2018	2686	CAPALC	AFFILIATION FEE	477.54				477.54												
15/05/2018	2687		SALARY																	
15/05/2018	2688		SALARY																	
15/05/2018	DD	NEST	PENSION CONTRIBUTIONS																	
15/05/2018	2689	HERTS & CAMBS GROUND MAINT.	GRASSCUTTING	282.00				235.00				235.00								
15/06/2018	DD	NEST	PENSION CONTRIBUTIONS																	
24/07/2018	2690	LCPAS	INTERNAL AUDIT	200.00				200.00		200.00										
24/07/2018	2691	LCPAS	TRAINING	40.00				40.00		40.00										
24/07/2018	2692	LCPAS	DPO	150.00				150.00		150.00										
24/07/2018	2693	COMPLETE WEED CONTROL	WEED TREATMENT	480.00				400.00				400.00								
24/07/2018	2694	LGS SERVICES	ADMIN SUPPORT	1,387.94				1,157.38		155.30	1,002.08									
24/07/2018	2695	SCDC	ELECTION FEES	135.00				135.00		135.00										
24/07/2018	2696	LGS SERVICES	AND	1,370.49				1,142.63		140.55	1,002.08									
24/07/2018	2697	HMRC	PAYE																	
24/07/2018	2698		SALARY																	
24/07/2018	2699		SALARY																	
24/07/2018	2701	PLAYSAFETY LTD	PLAY INSPECTION	399.00				332.50								332.50				
24/07/2018	2702	HARDWICK PLAY PARKS	S137	250.00				250.00								250.00				
24/07/2018	2703	HARDWICK PRE SCHOOL	S137	250.00				250.00								250.00				
24/07/2018	2704	HARDWICK RAINBOWS	S137	250.00				250.00								250.00				
24/07/2018	2705	HARDWICK MOTHERS AND TODDLERS	S137	250.00				250.00								250.00				
24/07/2018	2706		SALARY																	
24/07/2018	2707		SALARY																	
24/07/2018	DD	NEST	PAYE																	
24/07/2018	2708	DYNOROD	PAVILION DRAIN CLEARANCE	156.00				130.00								130.00				
28/08/2018	2710	HARDWICK VILLAGE PLAN	VILLAGE PLAN EXPENSES	500.00				500.00												

HARDWICK PARISH COUNCIL PAYMENTS FY2019																								
DATE	REF	PAYEE		GROSS	VAT	NET	GENERAL ADMIN																	
							AGENCY SERVICES	MISC	ADMIN SUPPORT	SALARIES	ADVERTISING	MAINTENANCE & TREES	REPAIRS & ASSETS MAINT.	SPECIAL PROJECTS	S137	CONTIN'CY	RESERVES							
26/03/2019	1211	CAMBOURNE PC	BIN INSTALL - OPP MERIDIAN CT	117.30	19.55	97.75								97.75										
26/03/2019	1212		COMMUNITY CENTRE WG EXPENSES	42.10		42.10											42.10							
26/03/2019	1213		COMMUNITY CENTRE WG EXPENSES	13.00		13.00											13.00							
26/03/2019	1214		COMMUNITY CENTRE WG EXPENSES	5.99		5.99											5.99							
18/03/2019	DD	ICO	DPA	35.00		35.00		35.00																
TOTAL PAYMENTS (INCLUDING O/S AT BANK)				99,753.49	13,404.23	86,349.26	0.00	5,122.33	13,502.28	5,423.11	500.00	10,214.00	7,200.99	516.19	1,000.00	0.00	42,870.36							
OUTSTANDING AT BANK																								
28/08/2018	2749	QUINN ELECTRICAL	PAVILION EXTERNAL LIGHTS	550.00		550.00																		
26/02/2019	2758	LG STOEHR	SALARY	90.36		90.36				90.36			550.00											
26/02/2019	2759	LGS SERVICES	ACTING CLERK	125.14	20.86	104.28			104.28															
26/02/2019	2760	LGS SERVICES	ADMIN SUPPORT	1,380.61	229.45	1,151.16		149.08	1,002.08															
26/03/2019	1204	LG STOEHR	SALARY	90.36		90.36				90.36														
26/03/2019	1205	S TURNER	SALARY	135.72		135.72				135.72														
26/03/2019	1206	LGS SERVICES	ADMIN SUPPORT	1,353.10	224.53	1,128.57		126.49	1,002.08															
26/03/2019	1207	RPM	PLAY AREA REPAIR	288.00	48.00	240.00							240.00											
26/03/2019	1208	GLASDON	BIN - OPP MERIDIAN CT	214.13	35.69	178.44								178.44										
26/03/2019	1209	HMRC	PAYE	135.60		135.60				135.60														
26/03/2019	DD	NEST	PENSION CONTRIBUTIONS	166.75		166.75				166.75														
26/03/2019	1210	HAMILL LANDSCAPES	GRASSCUTTING	624.00	104.00	520.00						520.00												
26/03/2019	1211	CAMBOURNE PC	BIN INSTALL - OPP MERIDIAN CT	117.30	19.55	97.75								97.75										
26/03/2019	1212	K KERR	COMMUNITY CENTRE WG EXPENSES	42.10		42.10		42.10																
26/03/2019	1213	A JONES	COMMUNITY CENTRE WG EXPENSES	13.00		13.00				13.00														
26/03/2019	1214	B GRIMES	COMMUNITY CENTRE WG EXPENSES	5.99		5.99				5.99														
TOTAL OUTSTANDING				5332.16	682.08	4650.08	0.00	336.66	2108.44	618.79	0.00	520.00	790.00	276.19	0.00	0.00	0.00							

Hardwick Parish Council

	Approved Budget 2019	Amount to Date 31 Mar 2019	Percentage of Budget Spent	Amount Remaining	Draft Budget 2020	Notes 2019	Notes 2020
Payments							
Advertising	2500	500.00	20%	2,000.00	500	Village Plan - earmark underspend	Webmaster
Insurance	1750	1,869.30	107%	-119.30	1900	Year 2 of 3	Year 3 of 3
Salaries, pension & PAYE	5329	5,423.11	102%	-94.11	5600	Based on NALC Payscales. assuming no overtime. Includes pension and litterpicker. Incl pension cont increase.	Based on NALC Payscales. assuming no overtime. Includes pension and litterpicker
Admin support	12025	13,502.28	112%	-1,477.28	12025	Due to clerk cover.	Year 2 of 3
Ground maintenance, grasscutting & trees	19000	10,214.00	54%	8,786.00	18000	Grasscutting contract FY18 £5760 Year 2 of 3. Tree survey last done in July 2016 Rec vertidrainning/fertilizer works of £6830 (approx) due in FY19 contract with H&C terminated early, new contract awarded to CGM	Contract awarded to Hamill (year 1 of 3). Tree survey last done in July 2016 (due July 19)
Admin (Affiliation fees, Gen. supplies)	3000	2,753.03	92%	246.97	3000		Estimated based on workload. PC to consider affiliations (CAPALC, Community Assoc. ICO, Parish Online) incl LCPAS. . Implications of GDPR unknwn. Includes training
Repairs & Assets maintenance	8000	5,343.50	67%	2,656.50	8000		inc HSSC Defibrilator consumables
Street lights	1620	£1,857.49	115%	-237.49	2090		No notification received from CCC cost for next invoice (due April 2019). Indiated 12.5% increase for next FY.
Audit & acct	500	500.00	100%	0.00	500		External audit fee £25k to £50k = £200, £50k to £100k = £300 Internal Audit £200 LCPAS - may be higher if additional work required
S137	2000	1,000.00	50%	1,000.00	2000	In FY19 Mother & Toddler, Pre-school, Rainbows and Play Parks. PC to complete	In FY18 Mother & Toddler, Pre-school, Brownies and Play Parks. PC to complete
Special projects - Community Centre Operating Costs	10000			10,000.00	10000	PC to complete - earmark	Community Centre working costs
Special projects - Speedwatch and CCC survey					3024		
Agency services (P3)	500.00	0.00		500.00		earmark	
Unallocated/Contingency				0.00		Speed limit stickers from SCDC	Suggest at % unless genreal reserves can be used
Total payments	£66,224.00	£42,962.71	65%	23,261.29	£66,639.00	Baseline budget = £23824 (note grass, trees and assets maintenance not included)	Baseline budget = £23824 (note grass, trees and assets maintenance not included)
Receipts							
Income pitches	450	£250.00	56%		350	Clubs invoiced at season end. FC debtor on FY19 accounts	Fees to be reviewed.
Advertising	0	0.00					
Bank Interest	1600	1,586.23	99%		1600		
Assets maintenance - Wayleave	10	23.68			23		
Speedwatch - sale					300		
Precept	60289	60,289.00	100%		60366		To be decided after the PC consider if any reserves can be released or the reserves need to be increased.
Special Projects		0.00					
Pavilion rent	3875	3,500.00	90%		4000	£4kpa from September 2018	£4kpa from September 2018
Misc		£0.00					
Release from Reserves	6000		0%				
Total receipts	£72,224.00	£65,648.91	90.90%		£66,639.00		
Reserves							
	B/F	Receipts	Payments	C/F			
S106 Lark Rise Community space contribution (received 28/01/14)	520.13			520.13			
S106 Land adj 3 Lark Rise Community Space contribution(2/2016)	817.56			817.56			
S106 Land Adj 311 St Neots Road POS contribution (received 12/04/16)	3815.45		2000.12	1815.33		overspend from kompan phase 2	
S106 Land Adj 311 St Neots Road community space contribution (received 12/04/16)	815.75			815.75			

P3 Scheme	269.02			769.02		
Scout Hut	27000.00			0.00	released to gen res	
Special Projects	5000.00		516.19	5000.00		
Special Projects - Community Hall Operating Costs	10000.00		77.74	19922.26		
Cricket Club Loan	-200.00	£200.00		0.00	loan repaid	
Kompan Play equipment phase 2	0.00	£40,792.50	40,792.50	0.00	Overspend from 311 St Neots Rd S106	
Transport consultant	240.22			240.22		Commitment to Bourn Parish Council
CC Yellow lines installation	222.26			0.00	released to gen res	
Play Equipment	82.12			0.00	released to gen res	
Advertising - Village Plan (FY19)	0.00			2000.00		
General Fund	98997.33			125817.68		Policy 1.5 times annual expenditure
Total	£147,579.84	£40,992.50	£43,386.55	£157,717.95		
Receipts		£106,641.41				
Payments			£86,349.26			

Hardwick Assets Register FY2019

	Location	Notes	FY2018	FY2019
LORRY CLIMBING FRAME	EGREMONT ROAD PLAY AREA	Removed 2019	2706.27	
SLIDE	EGREMONT ROAD PLAY AREA	Removed 2019	2706.27	
SWINGS	EGREMONT ROAD PLAY AREA		2706.27	2706.27
BENCH	EGREMONT ROAD PLAY AREA		700.00	700.00
BENCH	EGREMONT ROAD PLAY AREA		700.00	700.00
YELLOW BIN	EGREMONT ROAD PLAY AREA		250.00	250.00
IGLOO CLIMBING FRAME	EGREMONT ROAD PLAY AREA		2900.00	2900.00
TODDLER + TANGO SWING	EGREMONT ROAD PLAY AREA	Installed FY18 - KOMPAN PHASE	7535.64	7535.64
SPINNER BOWL - GREEN +	EGREMONT ROAD PLAY AREA	Installed FY18 - KOMPAN PHASE	729.00	729.00
DAISY ROCKER + SAFETY		Installed FY18 - KOMPAN PHASE	1021.00	1021.00
TODDLER CASTLE + SAFE	EGREMONT ROAD PLAY AREA	Installed FY18 - KOMPAN PHASE	5951.00	5951.00
SEE-SAW + SAFETY SURF,	EGREMONT ROAD PLAY AREA	Installed FY18 - KOMPAN PHASE	3710.00	3710.00
BLOQS 3 - LIME GREEN	EGREMONT ROAD PLAY AREA	Installed FY19 - KOMPAN PHASE 2		6780.00
FOUR TOWER	EGREMONT ROAD PLAY AREA	Installed FY19 - KOMPAN PHASE 2		13990.50
SAFETY SURFACE (FOUR	EGREMONT ROAD PLAY AREA	Installed FY19 - KOMPAN PHASE 2		10877.36
METAL FENCING	EGREMONT ROAD PLAY AREA	Installed FY18	6414.49	6414.49
NO DOGS SIGN	EGREMONT ROAD PLAY AREA		100.00	100.00
PC CONTACT SIGN	EGREMONT ROAD PLAY AREA		100.00	100.00
All weather pitch	EGREMONT RD AT REAR OF PAVILION		20000.00	20000.00
PAVILION	EGREMONT RD		420000.00	420000.00
PAVILION CONTENTS	EGREMONT RD		2182.91	2182.91
RAILINGS	IN FRONT OF PAVILION / CAR PARK		9000.00	9000.00
BIN	REC AT REAR OF PAVILION		400.00	400.00
CCTV SIGN	PAVILION CAR PARK RAILINGS		400.00	400.00
BIN	REC IN FRONT OF PAVILION		450.00	450.00
BENCH	REC IN FRONT OF PAVILION		300.00	300.00
BENCH	REC IN FRONT OF PAVILION		300.00	300.00
BIN	REC IN FRONT OF PAVILION		450.00	450.00
BOOT CLEANER/SCRAPER	REC IN FRONT OF PAVILION		150.00	150.00
CCTV SIGN	ON CCTV POLE NEAR PAVILION MAIN DOOR		150.00	150.00
BIN	IN FRONT OF PAVILION / NEAR MAIN DOOR		450.00	450.00
DOG BIN	REC LIMES RD SIDE / NE CORNER		170.00	170.00
NO GOLF SIGN	REC LIMES RD SIDE / NE CORNER		100.00	100.00
BIN	REC LIMES RD SIDE / N MIDDLE		450.00	450.00
BENCH	REC LIMES RD SIDE / N MIDDLE		300.00	300.00
NO GOLF SIGN	REC LIMES RD SIDE / N MIDDLE		100.00	100.00
BIN	REC LIMES RD SIDE / NW CORNER		450.00	450.00
BENCH	REC LIMES RD SIDE / NW CORNER		300.00	300.00
DOG BIN	REC LIMES RD SIDE / NW CORNER		170.00	170.00
CCTV SIGN	ON RAILINGS NEAR EGREMONT RD LAYBY		150.00	150.00
NO GOLF SIGN	NEAR EGREMONT RD LAYBY		100.00	100.00
NO VEHICLES SIGN	NEAR EGREMONT RD LAYBY		200.00	200.00
DOG BIN	NEAR EGREMONT RD LAYBY		170.00	170.00
BIN	NEAR EGREMONT RD LAYBY		250.00	250.00
DOG FOULING SIGN	REC SW CORNER		50.00	50.00
DOG BIN	REC SW CORNER		170.00	170.00
NO GOLF SIGN	REC SW CORNER / ABOVE DOG BIN		100.00	100.00
CCTV RECORDER	PAVILION OFFICE		3151.28	3151.28
CCTV MONITOR	PAVILION OFFICE (inc above)			
SAFE	PAVILION OFFICE		500.00	500.00
CCTV (all outdoor cameras)	NEAR SKATE PARK		3151.28	3151.28
BENCH	SKATE PARK			
HALF PIPE	SKATE PARK		13937.33	13937.33
BIN	REAR OF HALF PIPE		450.00	450.00
SKATE SIGN	REAR OF HALF PIPE		500.00	500.00
NO RAMPS SIGN	REAR OF HALF PIPE		50.00	50.00
SIGN	NEAR QUARTER PIPE		50.00	50.00
QUARTER PIPE	SKATE PARK		10300.00	10300.00
RAMP	SKATE PARK		10300.00	10300.00
FUN BOX	SKATE PARK		13937.33	13937.33
LIGHTS	ON REC OVERLOOKING SKATE PARK			

LIGHTS	REAR OF HALF PIPE		
LIGHT	NEAR QUARTER PIPE		
SKATE SIGN	ON QUARTER PIPE	100.00	100.00
SWINGS	WORCESTER AVE PLAY AREA	2283.66	2283.66
CLIMBING BARS	WORCESTER AVE PLAY AREA	2090.58	2090.58
BIN	WORCESTER AVE PLAY AREA	450.00	450.00
NO DOGS SIGN	WORCESTER AVE PLAY AREA	100.00	100.00
PC CONTACT SIGN	WORCESTER AVE PLAY AREA	100.00	100.00
NO BALL GAMES SIGN	ELLISON LANE POS	100.00	100.00
PUMP	ELLISON LANE POS	1000.00	1000.00
PUBLIC NOTICE BOARD	ELLISON LANE POS	500.00	500.00
BENCH	GRENADIER WALK PLAY AREA	300.00	300.00
BIN	GRENADIER WALK PLAY AREA	450.00	450.00
PC CONTACT SIGN	GRENADIER WALK PLAY AREA	100.00	100.00
NO BALL GAMES SIGN	GRENADIER WALK PLAY AREA	150.00	150.00
NO DOGS SIGN	GRENADIER WALK PLAY AREA	50.00	50.00
SEE-SAW	GRENADIER WALK PLAY AREA	1045.28	1045.28
SWING	GRENADIER WALK PLAY AREA	4181.19	4181.19
BIN	GRENADIER WALK PLAY AREA	150.00	150.00
BIKE RACK	GRENADIER WALK PLAY AREA		
PUBLIC NOTICE BOARD	ELISON LN / LIMES RD JUNCTION	300.00	300.00
DOG BIN	CAMBRIDGE RD NEAR SCHOOL	170.00	170.00
BIN	CAMBRIDGE RD NEAR SCHOOL	300.00	300.00
BENCH	CAMBRIDGE RD NEAR SCHOOL	300.00	300.00
PUBLIC NOTICE BOARD	CAMBRIDGE RD NR SHOP	300.00	300.00
VILLAGE MAP	CAMBRIDGE RD NR SHOP	400.00	400.00
PC NOTICE BOARD	CAMBRIDGE RD NR SHOP	500.00	500.00
SMARTWATER SIGNS	CAMBRIDGE RD NR SHOP	36.00	36.00
BUS SHELTER	ST NEOTS RD NEAR DSA	3000.00	3000.00
DOG BIN	ST NEOTS ROAD OUTSIDE NUMBER 77	170.00	170.00
BIN	ST NEOTS RD / CAMBRIDGE RD JUNCTION	300.00	300.00
BENCH	ST NEOTS RD / CAMBRIDGE RD JUNCTION	500.00	500.00
BUS SHELTER	ST NEOTS RD / CAMBRIDGE RD JUNCTION		
BUS SHELTER	ST NEOTS RD / CAMBRIDGE RD JUNCTION		
DOG BIN	ST NEOTS RD / CAMBRIDGE RD JUNCTION	4221.00	4221.00
DOG BIN	O/S ASHCROFT VETS	170.00	170.00
BUS SHELTER	ST NEOTS RD NEAR WORCESTER AVE PATH	170.00	170.00
BUS SHELTER	ST NEOTS ROAD NR CSC/PETPACKS	2397.99	2397.99
BIN	NEXT TO CSC/PETPACKS BUS SHELTER	300.00	300.00
VILLAGE MAP	ST NEOTS RD WEST	400.00	400.00
BUS SHELTER	ST NEOTS RD WEST	2397.99	2397.99
CYCLE RACKS	NEXT TO ST NEOTS RD WEST BUS SHELTER	440.00	440.00
BIN	NEXT TO BUS SHELTER AT ST NEOTS RD /CAMBRIDGE RD	395.00	395.00
BIN	AT LAYBY ON ST NEOTS RD EAST OF CAMBRIDGE RD	395.00	395.00
BIN	NEXT TO BUS SHELTER ON ST NEOTS RD OPP DSA	395.00	395.00
BIN	OPP MERIDIAN CL		276.19
Main Street			
Public Notice Board	Main Street Junction with Portway Rd	300.00	300.00
Bus Shelter	Main Street Junction with Portway Rd	3000.00	3000.00
Bench	Main Street In front of Church	700.00	700.00
BIN	Main Street In front of Church	450.00	450.00
Village Sign	Main Street In front of Church	3000.00	3000.00
Millenium Sign	Main Street In front of Church	400.00	400.00
PUMP	Main Street In front of Church	1000.00	1000.00
DITCH GRILL	Main Street In front of Church	200.00	200.00
DOG BIN	DITCH	170.00	170.00
PHONE BOX	Main Street In front of Church	1.00	1.00
Church Play Area			
BENCH	CHURCH PLAY AREA	300.00	300.00
NO KITE SIGN	CHURCH PLAY AREA	70.00	70.00
BIN	CHURCH PLAY AREA	450.00	450.00

COW ROCKER	CHURCH PLAY AREA	1109.00	1109.00
TRACTOR ROCKER	CHURCH PLAY AREA	1109.00	1109.00
SPINNING BOWL	CHURCH PLAY AREA	1500.00	1500.00
EMBANKMENT SLIDE	CHURCH PLAY AREA	1672.46	1672.46
SPINNER 4 SEAT	CHURCH PLAY AREA	1379.00	1379.00
BUTTERFLY ROCKER	CHURCH PLAY AREA	1109.00	1109.00
SWINGS	CHURCH PLAY AREA	4181.19	4181.19
BENCH	CHURCH PLAY AREA	711.00	711.00
BENCH	CHURCH PLAY AREA	711.00	711.00
CHILDREN PLAYING SIGN	CHURCH PLAY AREA	50.00	50.00
NO BALL GAMES SIGN	LAXTON AVE POS	150.00	150.00
SALT SPREADER X2		106.06	106.06
HIVIS JACKETS	WITH PAT PORTLOCK	30.00	30.00
LITTER PICKING HOOPS	WITH PAT PORTLOCK	69.99	69.99
MISC SURFACING		5411.85	5411.85
SAFETY SURFACING	ALL AREAS	20000.00	20000.00
	TOTAL	632469.30	658980.81

Assets are valued at historic value