



Starston Parish Council

Parish Clerk: Libby Alexander, 25 Hill Farm Road, Long Stratton, NR15 2WA
Tel: 07943 279946; Email: starstonparishcouncil@yahoo.co.uk

Receipts & Payments Account For the Year Ended 31st March 2023

Income 2022-2023

Precept	6716.00
SNC Grant Funding	0.00
Interest on Investments	0.00
Grant Funding	600.00
Sundry	620.00
Transparency Funding	0.00
VAT refunds	232.63
Members Ward	0.00
CIL	1613.47

Total Parish Council Income	9782.10
Neighbourhood Plan Grant Funding	0.00
Total Income for the Parish Council & the Neighbourhood Plan	9782.10



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Expenditure

Clerk Salary 2022-23	3532.95
PAYE Administration	120.00
Audit Fees	125.00
ICO	35.00
SNC Dog Bins	110.60
Insurance	362.26
Office Expenses	26.13
NALC	113.62
Covid Expenses	115.67
Training	250.00
Mileage	63.45
Clerk Broadband / Telephone	20.00
Village Maintenance	0.00
Bank charges	72.00
Jubilee Hall Hire Charges	0.00
Section 137 payments (£8.41 per elector):	
Car Parking Harleston	100.00
Village Website (transparency code)	0.00
Grants	1000.00



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Event refreshments	0.75
Vat on payments	178.49
Members Ward - Earmarked - Village Sign	300.00
CIL	1457.50
Jubilee	450.00
Warm Spaces Initiative	165.44

Total Parish Council expenditure	8598.86
PARISH COUNCIL Surplus / -Loss	1183.24

Neighbourhood Planning-allocated to CIL 0.00

Neighbourhood Planning 3430.86

Total Neighbourhood Plan expenditure	3430.86
Total Parish Council money & Neighbourhood Plan	12029.72

Surplus / -Loss INCLUDING NP -2247.62



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Explanation of variances

Section 1	2021/22 £	2022/23 £	Variance (+/-) £	Detailed explanation of variance (with amounts £)
Box 1 <i>Balance brought forward</i>	£11,199.90	£14,520.90	3321.00	
Box 2 <i>Precept</i>	6,716	6,716	0.00	
Box 3 <i>Other Income</i>	8396.99	3066.10	-620.00	Insurance claims
			-0.99	Overpayment of expenses
			-20.00	Litter Pick income
			-40.00	Training refund
			-7496.00	Additional funding for Neighbourhood Plan
			600.00	One off Warm Spaces Grant
			400.00	One off Jubilee and Coronation Grants
			232.63	VAT Repayment
			1613.47	CIL Money 2022/23
		-5330.89	Totals	
Box 4 <i>Staff Cost</i>	3273.13	3532.95	259.82	Increase in NALC Salary Scale
Box 5 <i>Loan interest/capital</i>	0.00	0.00	0.00	
Box 6 <i>Other Payments</i>	8518.86		-43.34	Decrease in VAT Paid
			59.00	Increase in Audit Fees
			154.78	Increase in Insurance Premium
			-103.00	Decrease in Other Memberships (SLCC)
			3.31	Increase in Norfolk ALC Membership
			-25.00	No invoice for Website received
			-135.17	Decrease in Office expenses due to no major purchases of equipment
			20.00	Increase in Broadband expenses (Due to Clerk house move)
			22.05	Increase in travel expenses due to Clerk house move
			121.00	Increase in Training Courses due to Clerk CILCA course
			110.60	Increase in Dog emptying charge due to Invoice received 2022/23 and not in 2021/22
0.75	Increase in refreshments due to COVID restrictions being lifted completely			



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			450.00	Increase in Other Contingency Costs due to Queens Jubilee Celebrations
			115.67	Increase in Covid Expenses
			300.00	Increase in Village Sign as refurbishment completed
			100.00	Increase in Grants due to additional Grant to Pigeon Post
			165.44	Increase in Warm Spaces as new project to address cost of living initiated
			1457.50	Increase in CIL money to pay for Village Sign
			-801.77	Decrease in Other Maintenance costs as none required
			-1993.91	Decrease in Neighbourhood Plan expenditure
		8496.77	-22.09	Totals
Box 7 <i>Balances carried forward</i>	14520.90	12273.28	-2247.62	Ring fenced CIL Money £1799.35 / Ring Fenced Covid Grant £884.33 / Ring Fenced Warm Spaces Grant £434.56. Money Held = £3118.24. General reserves = £9155.04
Box 9 <i>Fixed assets & long term assets</i>	9147.66	9147.66	0.00	
Box 10 <i>Total borrowings</i>	0.00	0.00	0.00	



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Balance Sheet as at 31st March 2023

Year Ended 31st March 2022		Year Ended 31st March 2023
	LONG TERM ASSETS	
NIL	Investments	NIL
<u>NIL</u>	Long Term Debts	<u>NIL</u>
NIL		NIL
	CURRENT ASSETS	
NIL	Stocks and Stores	NIL
NIL	Work in Progress	NIL
NIL	Debtors	NIL
NIL	Payments in Advance	NIL
NIL	VAT Recoverable	NIL
NIL	Temporary Lendings	NIL
<u>14,520.90</u>	Cash in Hand	<u>12,273.28</u>
<u>14,520.90</u>	TOTAL ASSETS	<u>12,273.28</u>
	CURRENT LIABILITIES	
NIL	Creditors	NIL
NIL	Temporary Loans	NIL
NIL	Receipts in Advance	NIL
NIL	Cash Overdrawn	NIL
<u>14,520.90</u>	TOTAL ASSETS LESS	<u>12,273.28</u>
<u>NIL</u>	CURRENT LIABILITIES	<u>NIL</u>
<u>14,520.90</u>	LONG TERM(PWLB)	<u>12,273.28</u>
	NET ASSETS	
<u>11,199.90</u>	Represented by:- GENERAL FUND	<u>7342.03</u>
NIL	PROVISIONS	NIL
NIL	Long Term Loan (PWLB)	NIL
<u>00,000.00</u>	RESERVES	
	Earmarked Funds	
		CIL <u>1799.35</u>
		NP <u>1613.01</u>
		Village Sign <u>0.00</u>
		NCF Covid Grant <u>884.33</u>
		Warm Spaces Grant <u>434.56</u>
		Coronation Grant <u>200.00</u>
<u>14,520.90</u>		<u>12,273.28</u>



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The above statement represents fairly the financial position of the authority as at 31 March 2023 and reflects its income and expenditure during the year.

Signed
Chairman

Date

Responsible Financial Officer

Date

AUDIT OPINION



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ACCOUNTS For the Year Ended 31st March 2023

Bank Reconciliation

Balance at Bank as at 31st March 2023:

Unity Trust Bank Account	<u>£12,273.28</u>
<u>Minus:</u> Unpresented cheques	£0.00
<u>Plus:</u> Unpresented receipts	£0.00
Total after cheques have cleared.	<u>£12,273.28</u>

The net balances reconcile to the BANK STATEMENTS for the year as follows:

Opening Balance at 1st April 2022:	£14,520.90
Add: Receipts	£9782.10
Less: Payments	£12,029.72
Closing balance per cash book as at 31 March 2023	<u>£12,273.28</u>

Prepared by:

RFO

Date:

Libby Alexander

12th April 2023



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ACCOUNTS

Workings for Balance Sheet

1.	Debtors	NIL
2.	Payments in Advance	NIL
3.	Creditors	NIL
4.	Receipts in Advance	NIL



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ACCOUNTS For the Year Ended 31st March 2023 Supporting Statement

Assets (Included below)

Movements in the Year

a) During the year the following assets were purchased: **Cost**
None
TOTAL **0.00**

b) The following assets were disposed of: **Receipt**
None **£0.00**

At 31st March 2023 the following assets were held:

ASSET	Date Purchased	Cost	Insurance Value
Starston Village Sign	2008	£2,833.00	£4,149.00
Land on which sign stands	N/A		
Parish Council Notice Board	No record	No record	Too low for insurance purposes
Village Footpath Map & Board	01/11/2010	£243.00	£243.00
Grit Bin	01/01/2011	£183.00	£183.00
Mobile Vehicle Activated Sign	30/06/2014	£3,289.00	£3,289.00
Data Recorder for Mobile Vehicle Activated Sign	Jun-15	£420.00	£350.00
Fencing	No record	£1,000.00	£1,170.00
Laptop	Jul-16	£329.00	£329.00
Grit Bin (Wood Lane)	Dec- 2017	£85.90	£85.90
Pathway along The Street	N/A		
Slimline wall mounted lockable waterproof mailbox – Jubilee Hall	21/01/2019	£21.95	£21.95
HP15S EQ1516SA Laptop	18/12/2020	£445.00	£445.00
The Clerks' Manual 2019	23/03/2021	£52.30	£52.30
HP Deskjet 2710 Printer	25/03/2021	£39.00	£39.00
Vankyo Projector	01/04/2021	£99.99	£83.32
Grit Bin (Clintergate)	05/11/2021	£106.52	£88.77
TOTAL		£9147.66	£10529.24



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The basis of valuation of these assets is replacement value.

Borrowings

At the close of business on 31st March 2023, the following loans to the Council were outstanding:

None



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Accounts For the Year Ended 31st March 2023 Supporting Statement

Leases

At 31st March 2023, the following Leases were in operation:

Lessor Purpose	Annual Rent	Year of Payable	Expiry
None			

Debts Outstanding

At 31st March 2023, debts of under **£100** were outstanding and due to the Council- **NONE**

At 31st March 2023, debts of over **£100** were outstanding and due to the Council- **VAT Reclaim in March 2023**

Tenancies

During the year the following tenancies were held:

Council as Landlord

Tenant	Property	Rent p.a.	Repairing/Non Repairing
None			

Council as Tenant

None

Section 137 Payments

Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £8.82 per head of electorate for the benefit of people in the area on activities and projects not specifically authorised by other powers.

The payments made were:

Payee	Nature of Payment	£
Redenhall with Harleston TC	Car Parking contribution	100.00
TOTAL		100.00



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Accounts For the Year Ended 31st March 2023 Supporting Statement

Agency Work

During the year the Council undertook the following agency work on behalf of other authorities:

Commissioning Authority	Nature of Works	Amount
None		

Website

The following costs were incurred during the year:	0.00
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Neighbourhood Plan	3430.86
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Contingent Liabilities

There are no Contingent Liabilities.	NIL
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Pensions

There are no pensionable employees.	NIL
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General Fund

£7342.03

Earmarked Funds

£1799.35 CIL Money
£884.33 NCF Covid Grant
£1613.01 Neighbourhood Plan
£434.56 Warm Spaces Grant
£200.00 Coronation Grant

Trust Funds

The Council does not administer any trust funds.	NIL
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Signed

Chairman

Responsible Financial Officer

Date 15th May 2023



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ACTUAL RECEIPTS & PAYMENTS 2022-2023

Balance in reserve at beginning 2022-2023		£14,520.90
Receipts (Not including CIL/ Neighbourhood Plan)		
		£8168.63
Income CIL	+	£1613.47
Income Neighbourhood Plan	+	£0.00
		<u>£9782.10</u>
Payments (Not including CIL/Members Wards/Neighbourhood Plan)		
		£6841.36
Expenditure CIL	-	£1457.50
Expenditure Members Ward Village Sign	-	£300.00
Expenditure Neighbourhood Plan	-	£3430.86
		<u>£12029.72</u>
Surplus	=	-£2247.62
Balance in Reserves at beginning 2022/2023		£14520.90
<u>YEAR END BALANCE</u>		£12273.28



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Community Infrastructure Levy Annual Report

Parish of Starston

Year from 1st April 2022 to 31st March 2023

Total CIL receipts for 2022/2023	£1613.47
Total CIL receipts retained from years: 1.4.2015 - 31.3.2016	NIL
1.4.2016 – 31.3.2017	£259.03
1.4.2017 – 31.3.2018	£333.83
1.4.2018 – 31.3.2019	£319.93
1.4.2019 – 31.3.2020	730.59
1.4.2020 – 31.3.2021	NIL
Total CIL Expenditure for 2022/2023 as listed below	£1457.50
Total amount of CIL receipts received in 2022/2023 retained at the end of 31 st March 2023	£1613.47
Total amount of CIL receipts from previous years retained at the end of 31 st March 2023	£185.88

Summary of CIL expenditure during the year

Purpose	Amount
Village Sign Restoration	£1457.50
	-

Completed by : LIBBY ALEXANDER

Position: CLERK & RFO TO STARSTON PARISH COUNCIL

Date: 12/04/23