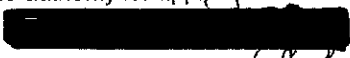



Section 2 – Accounting Statements 2021/22 for

Hassocks Parish Council

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £		
1. Balances brought forward	389,231	349,479	<i>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.</i>	
2. (+) Precept or Rates and Levies	295,545	295,545	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>	
3. (+) Total other receipts	62,549	24,977	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>	
4. (-) Staff costs	133,632	134,636	<i>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.</i>	
5. (-) Loan interest/capital repayments	6,712	6,464	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>	
6. (-) All other payments	257,502	110,333	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>	
7. (=) Balances carried forward	349,479	418,568	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>	
8. Total value of cash and short term investments	392,888	450,662	<i>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.</i>	
9. Total fixed assets plus long term investments and assets	1,107,594	1,113,985	<i>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.</i>	
10. Total borrowings	27,600	22,300	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A	<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
			✓	<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

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

Date

22/05/2022

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

as recorded in minute reference:

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

Hassocks Parish Council Current Year

Page 1

Working details for ANNUAL RETURN - Year ended 31 March 2022

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
1	167,830	220,077	310	0	General Reserves
1	500	500	323	0	EMR- Hassocks Traders Assoc
1	5,000	2,000	328	0	EMR- Youth Work
1	159,735	38,887	333	0	EMR- Adastra Skate/Masterplan
1	3,000	3,000	338	0	EMR- Village Sign
1	10,000	10,000	342	0	EMR- Bus Shelter New
1	4,426	1,276	346	0	EMR- Tree Planting
1	18,785	18,785	354	0	EMR - Repairs Fund
1	8,000	8,000	355	0	EMR - Legal/Land Transfer
1	3,000	3,000	357	0	EMR - Parish Acoustics
1	6,000	6,000	358	0	EMR - PROW Improvements
1	2,954	2,954	359	0	EMR - SDNPA Cil Funds
1	0	35,000	360	0	EMR - Business Plan
1	Balances brought forward	389,231	349,479	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	295,545	295,545	1076	110	Precept
2	(+) Precept or Rates and Levies	295,545	295,545	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3	1,542	1,616	1000	140	Allotment Income
3	6,002	5,978	1020	150	Burial Fees
3	1,300	0	1030	220	Memorial Bench donations
3	0	2,114	1040	170	Adastra Park Income
3	4,193	9,242	1040	180	Adastra Park Income
3	2,565	2,271	1040	183	Adastra Park Income
3	2,448	1,915	1040	190	Adastra Park Income
3	32,999	0	1045	181	Adastra Park Masterplan
3	600	365	1050	240	Street Tree Fund
3	500	950	1060	270	Parking Disc Income
3	400	86	1090	110	Bank Interest
3	10,000	0	1105	110	Covid-19 Grant
3	0	440	1110	110	CIL/s106 Funds
3	(+) Total other receipts	62,549	24,977	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4	77,677	79,599	4000	100	Salaries - All Staff
4	1,296	1,224	4010	100	Salaries - Office Cleaning
4	59	0	4035	100	Salaries - Extra Time
4	25,784	26,830	4040	100	PAYE/NI
4	28,817	26,983	4045	100	Pension Costs
4	(-) Staff costs	133,632	134,636	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	6,712	6,464	4155	110	PWLB
5	(-) Loan interest/capital	6,712	6,464	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	

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Hassocks Parish Council Current Year

Page 2

Working details for ANNUAL RETURN - Year ended 31 March 2022

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
repayments					
6	154	113	4030	100	Salaries - Casual Staff
6	57	13	4050	100	Staff Expenses
6	196	0	4055	100	Training Staff
6	2,910	2,605	4060	110	Subscriptions
6	978	753	4065	110	Communications/Publications
6	420	420	4070	100	Payroll
6	0	92	4075	110	Hospitality
6	2,755	2,755	4100	110	Rates
6	928	1,195	4105	160	Utilities
6	1,253	1,616	4105	170	Utilities
6	60	20	4110	140	Repairs & Renewals
6	809	250	4110	150	Repairs & Renewals
6	2,090	578	4110	160	Repairs & Renewals
6	2,336	2,810	4110	170	Repairs & Renewals
6	0	7,084	4110	180	Repairs & Renewals
6	218	2,011	4110	181	Repairs & Renewals
6	922	2,110	4110	190	Repairs & Renewals
6	10,883	11,942	4110	230	Repairs & Renewals
6	2,406	3,597	4120	110	Web-site & IT Support
6	651	967	4125	160	Equip Incl Comp/Photocopier
6	245	0	4125	170	Equip Incl Comp/Photocopier
6	951	1,034	4130	110	Telephone
6	943	793	4135	110	Stationery & Office Supplies
6	3,788	4,401	4140	110	Insurance
6	1,145	1,558	4145	110	Audit Fees
6	35	3,050	4150	110	Professional Fees
6	262	362	4160	110	Bank Charges
6	3,794	0	4170	110	Covid-19 Expenditure
6	542	274	4200	120	Chairman's Allowance
6	60	0	4205	120	Training - Councillors
6	0	45	4210	120	Members Allowances
6	2,237	3,980	4250	130	S137 Grants/Expenditure
6	3,874	2,840	4255	280	Christmas Lights
6	3,000	2,000	4270	130	Youth Work
6	500	500	4280	210	S137 The Fauna & Flora Group
6	683	303	4300	140	Water
6	94	91	4300	150	Water
6	539	250	4300	160	Water
6	411	200	4300	170	Water
6	98	63	4300	190	Water
6	200	200	4305	140	HAHA Funding
6	729	998	4410	160	Building Maintenance Contracts
6	2,082	3,838	4410	170	Building Maintenance Contracts
6	3,661	3,615	4415	150	Grounds Maintenance Contracts
6	4,263	4,829	4415	180	Grounds Maintenance Contracts

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Hassocks Parish Council Current Year

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Working details for ANNUAL RETURN - Year ended 31 March 2022

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code</u>	<u>and Centre</u>	<u>Code Description</u>	
6	612	1,167	4415	181	Grounds Maintenance Contracts	
6	200	200	4415	210	Grounds Maintenance Contracts	
6	0	184	4420	170	Grounds Supplies	
6	1,063	1,616	4420	180	Grounds Supplies	
6	152	96	4420	183	Grounds Supplies	
6	164,036	0	4430	181	Adastra Park Masterplan	
6	0	5,428	4500	240	Footpaths	
6	0	3,244	4505	220	Village Sign	
6	0	280	4510	240	BHTC Reactive Work	
6	2,387	2,600	4520	220	Floral Displays	
6	1,390	0	4525	220	Finger Post Maintenance	
6	0	485	4530	220	Bus Shelter Maintenance	
6	1,458	0	4535	220	Seats	
6	400	800	4540	270	Parking Discs	
6	0	86	4550	220	Greener Hassocks Funding	
6	3,374	1,017	4555	220	TRO Funding	
6	750	750	4560	240	S137/The Monday group	
6	0	424	4565	220	Pedestrian Environment	
6	4,289	4,132	4600	230	WSCC Energy	
6	2,451	1,369	4650	180	Biffa Waste	
6	1,280	750	4655	180	Tree Maintenance	
6	255	909	4655	200	Tree Maintenance	
6	2,425	525	4655	210	Tree Maintenance	
6	3,750	4,050	4660	240	Tree Planting	
6	1,943	2,560	4665	220	Dog Bins & Maintnce Contract	
6	692	810	4700	160	Grounds Machinery&Equip	
6	0	700	4705	200	Environment Projects	
6	432	0	4710	140	Grounds Projects	
6	(-) All other payments	257,502	110,333		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	349,479	418,568		Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]	
8		33,726	39,410	200	0	Current Bank A/C 2114
8		358,977	411,066	205	0	Tracker A/C 3548
8		86	86	210	0	Business Saver 3
8		0	0	215	0	Business Saver 2
8		100	100	250	0	Petty Cash
8	Total value of cash and short term investments	392,888	450,662			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		1,107,594	1,113,985	9	0	Total Fixed Assets
9	Total fixed assets plus long term investments and assets	1,107,594	1,113,985			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		27,600	22,300	10	0	Total Borrowings

Continued over page

Hassocks Parish Council Current Year

Working details for ANNUAL RETURN - Year ended 31 March 2022

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>	<u>Code Description</u>
10 Total Borrowings	27,600	22,300		The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Section 3 – External Auditor’s Report and Certificate 2021/22

In respect of Hassocks Parish Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2021/22

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2021/22

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2022.

*We do not certify completion because:

External Auditor Name

External Auditor Signature

Date