

## Section 1 – Accounting statements for:

INSERT COUNCIL NAME

THE HAVENS

	Year ending		Notes and guidance for compilers
	31 March 2013 (£)	31 March 2014 (£)	
1. Balances brought forward	7273	6748	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to Line 7 of the previous year.
2. (+) Annual precept	11273	11180	Total amount of precept income received in the year.
3. (+) Total other receipts	3193	3404	Total income or receipts recorded in the cashbook minus the precept. Includes support, discretionary and revenue grants.
4. (-) Staff costs	3565	3169	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 related expenses.
5. (-) Loan interest/ capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the Council's borrowing (if any).
6. (-) Total other payments	11426	14368	Total expenditure or payments as recorded in the cashbook minus staff costs (Line 4) and loan interest/capital repayments (Line 5).
7. (=) Balances carried forward	6748	3795	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
8. (+) Debtors and stock balances	NIL	NIL	<b>Income and expenditure accounts only:</b> Enter the value of debts owed to and stock balances held at the year-end.
9. (+) Total cash and investments	6748	3795	<b>All accounts:</b> The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	NIL	NIL	<b>Income and expenditure accounts only:</b> Enter the value of monies owed by the Council (except borrowing) at the year-end.
11. (=) Balances carried forward	6748	3795	<b>Total balances should equal Line 7 above:</b> Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	6582	7288 6582	The recorded current book value at 31 March of all fixed assets owned by the Council and any other long-term assets – eg, loans to third parties, other investments to be held for the long term ie, more than 12 months.
13. Total borrowing	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

  

14. Trust funds disclosure note	Yes	No	N/A	Yes	No	N/A	The Council acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).
		NO			NO		