

**Gosford and Water Eaton Parish Council  
Bank Reconciliation at 31 March 2016**

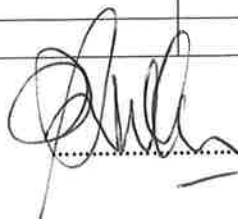
Opening Balance		54,810.14
Plus Receipts		25,090.08
		<u>79,900.22</u>
Less: Payments: Less Adjustments		36,561.56
<b><u>Adjustments</u></b>		
Adjustment		
15.4.2015 W/b Unpresented	101915	20.00
		<u>20.00</u>
		<u><u>43,358.66</u></u>
Bank Balances		
Community Account		34,802.38
Barclays BS 80419672		4,487.94
Barclays BS 90419621		4,068.34
		<u>43,358.66</u>
Less unpresented Cheque		
10975 Photocopying		0.00
		<u>0.00</u>
		<u><u>43,358.66</u></u>
		0.00

Annual Return			
Box		2015	2016
1	Balances	11,513	54,810
2	Annual Precept	17,635	18,186
3	Other Receipts	52,108	6,904
4	Staff Costs	-5,058	-5,181
5	Loan Interest/Capital	0	0
6	Other Payments	-21,388	-31,360
7	Balances Forward	54,810	43,359
8	Cash	54,810	43,359
9	Fixed Assets	82,300	91,000
10	Borrowings	0	0

**Assurance by Risk Area**

The objective of the internal audit process is to provide the Council with assurance on the adequacy and effectiveness of its internal controls, processes and records to mitigate risks in the following areas:

Risk Area	Met	Partially Met	Not Met
The Council's Financial Regulations and Standing Orders specify appropriate systems of accounting and internal control.	Yes		
Payments are evidenced by valid authorised invoices and the treatment of VAT is correct.	Yes		
The Council has effective risk management processes in place to support the achievement of its objectives.	Yes		
The annual precept requirement resulted from an adequate budgetary process, performance against budget is monitored and reserves are appropriate.	Yes		
Income is received in full, properly recorded and promptly banked. VAT treatment is correct. Security of cash is effective.	Yes		
Petty Cash Payments are supported by valid receipts. Expenditure is approved and VAT appropriately accounted for.	N/a		
Salaries to employees are paid in accordance with contracts and council approvals. Income Tax and NI deductions are properly accounted for.	Yes		
Asset registers are complete and accurate.	Yes		
The council's risks are properly insured.	Yes		
Regular bank reconciliations are completed and errors investigated and promptly cleared.	Yes		
Year-end accounts are prepared on the correct basis, agreed with the accounting records and supported by an adequate audit trail.	Yes		
The annual return is completed on time and submitted by the notified audit date	Yes		



GOSFORD AND WATER EATON PARISH COUNCIL

FROM CARL SMITH

Sue Marchand of CDC's Community Services has accepted from contact between myself and Cherie that some of G&WEPC New Homes Bonus Money can be spent towards the drainage improvement at C43 burial ground/ temporary allotment site.

This could be based on the usual voting percentage of population between KPC & G&WEPC. To maximise the use of the amount that the Parish Council can agree to use of this NHB money on, from my discussions with Cherie it could include not only a contribution towards the pending drainage work but include as an additional payment for recognising the annual maintenance contribution for 2015/16.

The contribution could then be based on

- 1) Removal surplus soil and fence off the two overflow areas by the northern boundary ditch.
- 2) Widen existing blind ditch at bottom of site and improve surface water swale in north-eastern corner.
- 3) Evaluating maintenance contribution for 2015/16 as a recognised additional payment for supporting 1) & 2) above.