

Smaller authority name: KNOWLTON PARISH COUNCIL

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF ANNUAL GOVERNANCE & ACCOUNTABILITY
RETURN (EXEMPT AUTHORITY)**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

**Local Audit and Accountability Act 2014 Sections 25, 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE	NOTES
<p>1. Date of announcement <u>16 MAY 2019</u> (a)</p> <p>2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review.</p> <p>Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2019, these documents will be available on reasonable notice by application to:</p> <p>(b) <u>MRS LISA GOODWIN - CLERK</u> <u>STONE COTTAGE, HINTON MARTLE</u> <u>WIMBORNE, DORSET. BH21 7HE</u> <u>CLERK@KNOWLTONPARISHCOUNCIL.DY.UK</u> commencing on (c) <u>Monday 17 June 2019</u></p> <p>and ending on (d) <u>Friday 26 July 2019</u></p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none">• The opportunity to question the appointed auditor about the accounting records; and• The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 1 Westferry Circus Canary Wharf London E14 4HD (sba@pkf-littlejohn.com)</p> <p>5. This announcement is made by (e) <u>MRS LISA GOODWIN</u> <u>CLERK</u></p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and at least 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority</p>

LOCAL AUTHORITY ACCOUNTS: A SUMMARY OF YOUR RIGHTS

Please note that this summary applies to all relevant smaller authorities, including local councils, internal drainage boards and 'other' smaller authorities.

The basic position

The [Local Audit and Accountability Act 2014](#) (the Act) governs the work of auditors appointed to smaller authorities. This summary explains the provisions contained in Sections 26 and 27 of the Act. The Act and the [Accounts and Audit Regulations 2015](#) also cover the duties, responsibilities and rights of smaller authorities, other organisations and the public concerning the accounts being audited.

As a local elector, or an interested person, you have certain legal rights in respect of the accounting records of smaller authorities. As an interested person you can inspect accounting records and related documents. If you are a local government elector for the area to which the accounts relate you can also ask questions about the accounts and object to them. You do not have to pay directly for exercising your rights. However, any resulting costs incurred by the smaller authority form part of its running costs. Therefore, indirectly, local residents pay for the cost of you exercising your rights through their council tax.

The right to inspect the accounting records

Any interested person can inspect the accounting records, which includes but is not limited to local electors. You can inspect the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records. You can copy all, or part, of these records or documents. Your inspection must be about the accounts, or relate to an item in the accounts. You cannot, for example, inspect or copy documents unrelated to the accounts, or that include personal information (Section 26 (6) – (10) of the Act explains what is meant by personal information). You cannot inspect information which is protected by commercial confidentiality. This is information which would prejudice commercial confidentiality if it was released to the public and there is not, set against this, a very strong reason in the public interest why it should nevertheless be disclosed.

When smaller authorities have finished preparing accounts for the financial year and approved them, they must publish them (including on a website). There must be a 30 working day period, called the 'period for the exercise of public rights', during which you can exercise your statutory right to inspect the accounting records. Smaller authorities must tell the public, including advertising this on their website, that the accounting records and related documents are available to inspect. By arrangement you will then have 30 working days to inspect and make copies of the accounting records. You may have to pay a copying charge. The 30 working day period must include a common period of inspection during which all smaller authorities' accounting records are available to inspect. This will be 1-12 July 2019 for 2018/19 accounts. The advertisement must set out the dates of the period for the exercise of public rights, how you can communicate to the smaller authority that you wish to inspect the accounting records and related documents, the name and address of the auditor, and the relevant legislation that governs the inspection of accounts and objections.

The right to ask the auditor questions about the accounting records

You should first ask your smaller authority about the accounting records, since they hold all the details. If you are a local elector, your right to ask questions of the external auditor is enshrined in law. However, while the auditor will answer your questions where possible, they are not always obliged to do so. For example, the question might be better answered by another organisation, require investigation beyond the auditor's remit, or involve disproportionate cost (which is borne by the local taxpayer). Give your smaller authority the opportunity first to explain anything in the accounting records that you are unsure about. If you are not satisfied with their explanation, you can question the external auditor about the accounting records.

The law limits the time available for you formally to ask questions. This must be done in the period for the exercise of public rights, so let the external auditor know your concern as soon as possible. The

advertisement or notice that tells you the accounting records are available to inspect will also give the period for the exercise of public rights during which you may ask the auditor questions, which here means formally asking questions under the Act. You can ask someone to represent you when asking the external auditor questions.

Before you ask the external auditor any questions, inspect the accounting records fully, so you know what they contain. Please remember that you cannot formally ask questions, under the Act, after the end of the period for the exercise of public rights. You may ask your smaller authority other questions about their accounts for any year, at any time. But these are not questions under the Act.

You can ask the external auditor questions about an item in the accounting records for the financial year being audited. However, your right to ask the external auditor questions is limited. The external auditor can only answer 'what' questions, not 'why' questions. The external auditor cannot answer questions about policies, finances, procedures or anything else unless it is directly relevant to an item in the accounting records. Remember that your questions must always be about facts, not opinions. To avoid misunderstanding, we recommend that you always put your questions in writing.

The right to make objections at audit

You have inspected the accounting records and asked your questions of the smaller authority. Now you may wish to object to the accounts on the basis that an item in them is in your view unlawful or there are matters of wider concern arising from the smaller authority's finances. A local government elector can ask the external auditor to apply to the High Court for a declaration that an item of account is unlawful, or to issue a report on matters which are in the public interest. You must tell the external auditor which specific item in the accounts you object to and why you think the item is unlawful, or why you think that a public interest report should be made about it. You must provide the external auditor with the evidence you have to support your objection. Disagreeing with income or spending does not make it unlawful. To object to the accounts you must write to the external auditor stating you want to make an objection, including the information and evidence below and you must send a copy to the smaller authority. The notice must include:

- confirmation that you are an elector in the smaller authority's area;
- why you are objecting to the accounts and the facts on which you rely;
- details of any item in the accounts that you think is unlawful; and
- details of any matter about which you think the external auditor should make a public interest report.

Other than it must be in writing, there is no set format for objecting. You can only ask the external auditor to act within the powers available under the [Local Audit and Accountability Act 2014](#).

A final word

You may not use this 'right to object' to make a personal complaint or claim against your smaller authority. You should take such complaints to your local Citizens' Advice Bureau, local Law Centre or to your solicitor. Smaller authorities, and so local taxpayers, meet the costs of dealing with questions and objections. In deciding whether to take your objection forward, one of a series of factors the auditor must take into account is the cost that will be involved, they will only continue with the objection if it is in the public interest to do so. They may also decide not to consider an objection if they think that it is frivolous or vexatious, or if it repeats an objection already considered. If you appeal to the courts against an auditor's decision not to apply to the courts for a declaration that an item of account is unlawful, you will have to pay for the action yourself.

For more detailed guidance on public rights and the special powers of auditors, copies of the publication [Local authority accounts: A guide to your rights](#) are available from the NAO website.

If you wish to contact your authority's appointed external auditor please write to the address in paragraph 4 of the *Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return*.

Certificate of Exemption – AGAR 2018/19 Part 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2019, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2019 and a completed Certificate of Exemption is submitted notifying the external auditor.

KNOWLTON PARISH COUNCIL

certifies that during the financial year 2018/19, the higher of the authority's gross income for the year **or** gross annual expenditure, for the year did not exceed **£25,000**

Annual gross income for the authority 2018/19: £24,444

Annual gross expenditure for the authority 2018/19: £18,272

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Part 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority has been in existence since before 1st April 2015
- In relation to the preceding financial year (2017/18), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website* before 1 July 2019. **By signing this certificate you are also confirming that you are aware of this requirement.**

Signed by the Responsible Financial Officer

Date



15/05/2019

Signed by Chairman



Date

15/05/2019

Email

clerk@knowltonparishcouncil.org.uk

Telephone number

01258 840935

*Published web address

www.knowltonparishcouncil.org.uk

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor.

Annual Internal Audit Report 2018/19

KNOWLTON PARISH COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation **during** the financial year ended 31 March 2019.

The internal audit for 2018/19 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		No CASH
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. IF the authority certified itself as exempt from a limited assurance review in 2017/18, it met the exemption criteria and correctly declared itself exempt. ("Not Covered" should only be ticked where the authority had a limited assurance review of its 2017/18 AGAR)	✓		
L. During summer 2018 this authority has correctly provided the proper opportunity for the exercise of public rights in accordance with the requirements of the Accounts and Audit Regulations.			Not applicable ✓
M. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable ✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

13 05 2019

Name of person who carried out the internal audit

ALAN JOHN NADEN

Signature of person who carried out the internal audit

Alan John Naden

Date

13/05/2019

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2018/19

We acknowledge as the members of:

KNOWLTON 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	No	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
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.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
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.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
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.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
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
			✓

*For any statement to which the response is 'no', an explanation should be published

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

15/05/2019

and recorded as minute reference:

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

Chairman

Clerk


L. Good

Section 2 – Accounting Statements 2018/19 for

KNOWLTON PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2018 £	31 March 2019 £	
1. Balances brought forward	40,763	49,750	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	19,000	20,099	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	716	4,344	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	5,548	5,847	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	5,181	12,424	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	49,750	55,922	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	49,750	55,922	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	12,682	16,624	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

LGood

Date

12/05/2019

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

15/05/2019

as recorded in minute reference:

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

[Signature]



Knowlton Parish Council

Group Council for the Parishes of Chalbury, Horton, Wimborne St Giles & Woodlands

Clerk to the Council: Mrs Lisa Goodwin 01258 840935
Stone Cottage, Hinton Martell, Wimborne, Dorset. BH21 7HE
E-Mail: clerk@knowltonparishcouncil.org.uk

Bank Reconciliation 31 March 2019

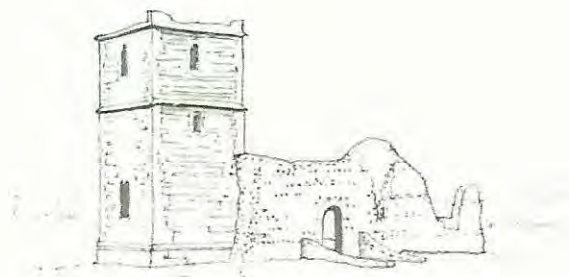
Natwest Treasurers Account	£50,046.44
Natwest Reserve Account	£5875.54
Total	£55,921.88
less un-cleared payments at 31st March 2019:	£0.00
Total Balances	£55,921.88
Of which	
Defibrillator Fund Balance – Wimborne St Giles	£317.04
Defibrillator Fund Balance – Woodlands	£154.46
Allocated Reserves	£19,018.50

Significant Variances

Box	2018	2019	Difference	Explanation
2	£19000	£20,099	+£1099	Increase in Annual Precept as per Budget approved 03/01/18
3	£716	£4344	+£3628	Four grants received for projects.
4	£5548	£5847	+£299	Salary Increase 2% approved Nov 18 and 2% Pension Contribution
6	£5181	£12,424	+£7716	Purchases Bus Shelter £3807 – Community Transport £2426 – Noticeboard Chalbury £1731

Signed:..... Chairman

Date: 15 May 19



Knowlton Parish Council

Group Council for the Parishes of Chalbury, Horton, Wimborne St Giles & Woodlands

Asset Register 2018-2019

	Description	Date Acquired	Purchase Value ex VAT	Insured
01	Clerks Laptop and office equipment	2008	£1000.00	Yes
02	Goal Posts on Woodlands Village Green		£1059.00	Yes
03	Horton Pump		£5000.00	Yes
04	Noticeboards x 5 Wimborne St Giles Horton Chalbury Woodlands Church Hill Woodlands Green	2016 2019 2013	£1500.00 £1.00 £1443.00 £1.00 £1014.00	Yes £2000
05	Wooden Benches x 4 Woodlands Village Green		£4.00	Yes £1600
06	Telephone Kiosk – WSG adopted £1	2015	£1.00	Yes £3000
07	Projector	2016	£455.00	Yes
08	Speed Indicator Device	2016	£2645.00	Yes
09	Telephone Kiosk – Woodlands adopted £1	2017	£1.00	Yes £3000
10	Bus Shelter Woodlands	2018	£2499.00	Yes
11	Burgess Field Play Area	2019	£1	Yes £40,000
	Total		£16,624	

Date	VAT Registration No.	Cheque No.	TO WHOM PAID	PARTICULARS OF PAYMENTS	Highways	Rights of Way/Open Spaces	Woodlands Green	Clerks Salary & Expenses	Staff Pension Contribution	General Admin	Training	Street Lighting	Citizens Advice Bureau	Donation Churchyard 5214	Charities & Gifts 5137	Property Maintenance	Noticeboard	KPCBF	Defibrillator	LGA 1997 S26-29 Community Transport	LGA 1953 S4 Power to provide Bus Shelters	LGA 1976 Power to provide Recreation	Members Allowances Travel 5174	VAT	Total Inc VAT	
25/04/2018		Online	DAPTC	Training Clerk - External Audit							15.00															15.00
		Online	Alderholt PC	First Qtr Payment 97 Bus for 2018																312.46						812.46
		Online	Clerk	Expenses Jan - March 2018				54.90		6.51																63.41
		Online	Clerk	Salary - April 2018				453.16																		453.16
		Online	HMRC	Due 19th May				0.80																		0.80
23/05/2018		Online	DAPTC	GDPR Training for Clerk							25.00															25.00
	187155146	Online	DCC	Grit Bin Refill Jubilee Hill	32.00																		6.40			38.40
		Online	Came & Company	Annual Insurance Premium due 1st June 18						347.30																347.30
		Online	Cutler Brothers Ltd	Woodlands Green Grass Cutting x 2			80.00																	16.00		96.00
		Online	Clerk	Salary - May 2018				452.96																		452.96
		Online	HMRC	Due 19th June 2018				1.00																		1.00
20/06/2018		Online	Cutler Brothers Ltd	Woodlands Green Grass Cutting x 4			160.00																	32.00		192.00
		Online	Mr M McCarthy	Annual Maintenance Horton Pump												80.00									80.00	
	155847044	Online	Glasdon	Grit Bin for Chalbury Hill	188.17																				37.63	225.80
		Online	DAPTC	Annual Subscription						497.42																497.42
	209169717	Online	B&C Shelter Solutions Ltd	Bus Shelter for Woodlands																2499.00				499.80	2998.80	
		Online	Clerk	Salary - June 2018				452.96																		452.96
		Online	HMRC	Due 19th July 2018				1.00																		1.00
		Online	ICO	Initial Annual Payment						35.00																35.00
18/07/2018		Online	Cutler Brothers Ltd	Woodlands Green Grass Cutting x 1			40.00																		8.00	48.00
		Online	Clerk	Salary - July 2018				452.96																		452.96
		Online	HMRC	Due 19th August 2018				1.00																		1.00
12/09/2018		Online	Clerk	Salary - August 2018				452.96																		452.96
		Online	HMRC	Due 19th September 2018				1.00																		1.00
		Online	Cutler Brothers Ltd	Woodlands Green Cutting x 3			120.00																		24.00	144.00
		Online	Alderholt PC	Second Qtr Payment 97 Bus for 2018																716.82						716.82
10/10/2018		Online	Clerk	Salary - Sept 2018				452.96																		452.96
		Online	HMRC	Due 19th October 2018				1.00																		1.00
		Online	Dorset County Council	Footpath extension for new Bus Shelter	674.00																				134.80	808.80
		Online	Cutler Brothers Ltd	Woodlands Green x 1 cut			40.00																		8.00	48.00
		Online	Letchers Solicitors	Disbursements Fee for Burgess Fields Asset																		950.00				950.00
07/11/2018		Online	Clerk	Salary - October 2018				452.96																		452.96
		Online	HMRC	Due 19th November 2018				1.00																		1.00
		Online	DAPTC	Clerks Seminar							70.00															70.00
		Online	Clerk	Expenses Apr - Sept 2018				89.25		7.48																96.73
05/12/2018		Online	Alderholt PC	Third Qtr Payment 97 Bus for 2018																716.82						716.82
		Online	Clerk	Pension Contribution Payment 2017/18					107.09																	107.09
		Online	Cutler Brothers Ltd	Woodlands Green Cutting x 1			40.00																		8.00	48.00
		Online	Clerk	Salary - November 2018				517.88																		517.88
		Online	HMRC	Due 19th December 2018				17.20																		17.20
	1542	Online	CAB	Donation										200.00												200.00
03/01/2019		Online	Clerk	Salary - December 2018				467.69																		467.69
		Online	HMRC	Due 19th January 2019				4.60																		4.60
07/02/2019		Online	Clerk	Salary - January 2019				467.69																		467.69
		Online	HMRC	Due 19th February 2019				4.60																		4.60
		Online	Clerk	Reimbursement Ink Cartridges						46.55															9.79	56.44
		Online	Alderholt PC	Fourth Qtr Payment 97 Bus for 2018						297.00										680.06						680.06
		Online	Horton & Chalbury Hall	Hire for meetings 2019																						297.00
	1543	Online	Wimborne TIC	Final donation of 3																						200.00
		Online	Greenbarnes Ltd	Noticeboard Chalbury																1443.08				288.63	1731.71	
	1544	Online	Woodlands Churchyard	Donation toward maintenance										200.00												200.00
27/02/2019		Online	DAPTC	Annual Conference 2018 (JL)							70.00															70.00
		Online	Clerk	Salary - February 2019				467.69																		467.69
		Online	HMRC	HMRC due 19th March 2019				4.60																		4.60
27/03/2019		Online	1545 X2 Connect Ltd	Window for BT Kiosk WSG													17.47								3.49	20.96
		online	DAPTC	Planning System Training (JL)							65.00															65.00
		online	Clerk	Salary March 2019				467.69																		467.69
		online	HMRC	HMRC due 19th April 2019				4.60																		4.60
		online	Wheeler Brown	Accountancy Services to March 2020						225.00															45.00	270.00
		online	Letchers Solicitors	Legal Services for Community Asset Transfer																					150.00	803.80
					894.17	0.00	480.00	5740.11	107.09	1464.36	245.00	0.00	200.00	200.00	200.00	97.47	1443.08	0.00	0.00	2426.16	2499.00	653.80	0.00	1271.54	18271.78	
				Bank Reconciliation 31/03/19																						
				Natwest Treasurers		50046.44																				
				Natwest Savings		5875.54																				
						55921.98																				
				Uncleared Payments																						
				Uncleared Receipts		0.00																				
				Balance		55921.98																				
				WSG Defib Balance		817.04																				
				Wood Defib Balance		154.46																				
				Parish Council Balance		55450.48																				
				KPCBF Balance held in own account		59940.62	less E46/16 not yet granted																			
				PAYMENTS DATED 27th March 2019 AUTHORISED FOR PAYMENT - TO BE MADE BY THE CLERK																						
				Cllr Jerry Laker:																						

Date	Paying In Ref	From Whom received	Particulars of Receipt	Precept	Interest	Grants	VAT	Total
30/04/2018		EDDC	Precept 2018-2019	10050.00				10050.00
		EDDC	Ward Grant for Bus Shelter			500.00		500.00
05/06/2018		HMRC	VAT Refund				337.82	337.82
22/06/2018		KPCBF	Grant for Woodlands Bus Shelter			2499.00		2499.00
28/09/2018		Ramblers Society	Grant for E46/16			500.00		500.00
01/10/2018		EDDC	Precept 2018-2019	10049.99				10049.99
05/03/2019		EDDC	Grant for Woodlands Xrds Fingerpost			500.00		500.00
		Natwest	Interest		7.25			7.25
				20099.99	7.25	3999.00	337.82	24444.06