

**COTTENHAM PARISH COUNCIL**

**ACCOUNTS FOR THE YEAR  
ENDED 31ST MARCH 2013**

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**COTTENHAM PARISH COUNCIL**

**INCOME AND EXPENDITURE ACCOUNT  
for the year ended 31 March 2013**

<b>Summary</b>	<b><u>2013</u></b>	<b><u>2012</u></b>
Income	198,397.87	214,619.20
Expenditure	219,538.65	143,998.31
Surplus for the year	<u>- 21,140.78</u>	<u>70,620.89</u>
Surplus b/f	<u>320,740.38</u>	<u>250,119.49</u>
Surplus c/f	<u><b>299,599.60</b></u>	<u><b>320,740.38</b></u>

**COTTENHAM PARISH COUNCIL**

**INCOME AND EXPENDITURE ACCOUNT  
for the year ended 31 Mar 2013**

**Income**

	<u><b>2013</b></u>	<u><b>2012</b></u>
<b>Precept</b>	153,000.00	153,000.00
<b>Recreation ground rentals</b>		
Pre-school building	6,219.80	6,219.80
Sports & Social Club	7,500.00	7,000.00
Cricket Club	555.00	909.00
Football Clubs	2,500.00	2,338.00
Bowls Club	20.00	20.00
<b>Other Income</b>		
S106 Income	5,282.62	22,609.15
Received from Church & Causeways	2,000.00	2,000.00
Insurance Claims	-	-
Village Green Fees	810.00	720.00
Recreation Ground Hire	583.00	-
Miscellaneous	1,049.20	629.00
Village Hall Rentals	15,409.00	13,700.00
Recouped Utility Costs	1,571.40	2,015.05
Business Rates Small Business Relief	-	3,315.12
Bank interest Received	1,897.85	144.08
	<u><b>198,397.87</b></u>	<u><b>214,619.20</b></u>

**COTTENHAM PARISH COUNCIL**

**INCOME AND EXPENDITURE ACCOUNT  
for the year ended 31 March 2013**

**Expenses**

	Note	<u>2013</u>	<u>2012</u>
<b>Personnel &amp; Expenses</b>			
Staff costs		54,353.15	49,800.12
Clerk's and members expenses		20.00	-
Training		1,060.00	-
<b>Office and Administration</b>			
Postage & Stationery		511.76	854.19
Insurance		4,492.91	4,940.75
Room Hire		56.55	-
Telephone/Elec/Oil/Water		9,647.08	10,571.85
Office Rent		520.00	7,000.00
Computer costs		120.00	1,253.27
Website costs		692.00	730.00
Other Administration costs		349.99	
General Rates		-	1,926.85
<b>Legal and professional</b>			
Legal, Professional & Consultancy		1,697.50	2,107.10
Auditing Fees		900.00	1,212.00
Subscriptions		1,043.47	87.00
<b>Outside Services</b>			
Groundsman mileage & holiday cover		351.28	360.40
Fen Reeves		1,500.00	175.00
Bus Shelters		-	135.00
Tree Works		4,760.50	1,495.00
Other Repairs & Renewals		1,911.93	7,381.90

**Other Facilities costs**

Other Rec Ground expenses	2	11,964.19	15,600.21
Old Rec Ground Broad Lane		285.00	449.00
Village Hall Running Costs		6,401.65	5,931.86

**Donations and section 137**

Section 137 expenditure	3	10,439.50	7,235.00
Xmas concerts		1,346.61	696.87
Donations/Grants		4,125.00	4,500.00

**Local Projects**

Play Area		73,300.08	1,721.00
Memorial and open spaces		325.00	581.90
Footway Lighting		651.90	1,395.30
Building Fund		11,650.53	
Crowlands Manor		3,828.40	3,194.00
Youth Provision		5,000.00	3,500.00
Equipment Replacement		-	2,900.00

**Financial Costs**

Loan repayments including interest	4	6,116.38	6,116.38
Bank charges		116.29	146.28
Credit surcharges			
Bad debt write offs			0.08

**Total Expenditure**

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**219,538.65**

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**143,998.31**

## COTTENHAM PARISH COUNCIL

### BALANCE SHEET

As at 31 March 2013

	Note	<u>2013</u>	<u>2012</u>
<b>Assets</b>			
Debtors and prepayments	5	7,771.90	9,298.51
VAT Recoverable		23,332.90	9,547.02
Cash at Bank and in hand		268,494.80	311,792.85
Income Tax Recoverable		-	5.88
		<u>299,599.60</u>	<u>330,644.26</u>
<b>Liabilities</b>			
Creditors	6	-	9,903.88
Taxation		-	9,903.88
		<u>-</u>	<u>9,903.88</u>
<b>Net Assets</b>	7	<u>299,599.60</u>	<u>320,740.38</u>
Ear Marked Provisions	8	215,774.63	233,142.54
General Reserves		83,824.97	87,597.84

COTTENHAM PARISH COUNCIL

NOTES TO THE ACCOUNTS  
for the year ended 31 March 2013

1 - Long Term assets

	<u>Basis</u>	<u>2013</u>	<u>2012</u>
Village Hall	Valuation	198,094.00	198,094.00
Ladybirds Building	Valuation	132,603.00	132,603.00
Ladybirds Extension	Valuation	160,000.00	160,000.00
Groundsmans Buildings	Valuation	6,000.00	6,000.00
Village Sign	Cost	2,690.00	2,690.00
Bus Shelters	Cost	10,000.00	10,000.00
Tractor	Cost	1,800.00	1,800.00
Machinery	Cost	5,579.00	5,579.00
Office Equipment	Cost	4,956.00	4,956.00
Large Sit on Lawnmower	Cost	21,706.00	21,706.00
Upons: Spiker/scarifier	Cost	2,750.00	2,750.00
Container at Rec	Cost	1,300.00	1,300.00
Diesel Tank at Rec	Cost	1,150.00	1,150.00
John Deere X540 Sit on Mower	Cost	5,000.00	5,000.00
John Deere R475 Pedestrian mower	Cost	1,050.00	1,050.00
Line Marker	Cost	580.00	580.00
Flail/Hedgecutter	Cost	4,500.00	4,500.00
Pedestrian Aerator Groundsman 460HD	Cost	2,900.00	2,900.00
Replacement Play Equipment*	Cost	73,000.00	-
<b>Total</b>		<b>635,658.00</b>	<b>562,658.00</b>

\* New equipment purchased in 12-13

2 - Other Recreation ground expenses

Vehicle Expenses	3,128.14	1727.52
Rec Ground Building Repairs	2,605.46	3887.01
Rec Ground General Costs	6,230.59	9985.68
	<b>11,964.19</b>	<b>15,600.21</b>

3- S137 and Donations

Mobile Warden	S137	1,500.00	1,200.00
Roller Hockey Club	S137	500.00	200.00
CAB	S137	500.00	500.00
Area Victim Support	S137	250.00	250.00
Cottenham Day Centre	S137	1,200.00	1,200.00
Cottenham Community Centre	S137	5,000.00	-
Fen Edge Family Festival	S137	-	2,000.00
One Off payments	S137	139.50	-
Ladybirds Preschool	S137	1,000.00	1,500.00
Bobby Scheme	S137	250.00	250.00
	Paid from Church & Causeway donation received		
Goode Bequest		3,000.00	4,500.00
Poppy Appeal		35.00	35.00
Summer Reading Challenge		100.00	100.00
Jubilee Celebrations		1,090.00	
		<b>14,564.50</b>	<b>11,735.00</b>

4 - Loan Repayments - Public Works Loan Board

Balance b/f from previous year		32,171.17	35,471.21
Repaid during year (capital only)	-	3,573.62	3,300.04
<b>Balance c/f to next year</b>		<b>28,597.55</b>	<b>32,171.17</b>

**5 - Debtors**

		<u>2012</u>
Bowls Club	100.00	100.00
After School Club	2,385.00	3,688.00
Colts Football	1,250.00	1,100.00
CUFC	1,250.00	1,150.00
CUSSC	2,187.86	2,075.00
Day Centre	240.00	480.00
Jane Williams	200.00	420.00
Ladybird	81.00	103.51
Allotments	46.04	182.00
Buggy Bootcamp	32.00	
	<u>7,771.90</u>	<u>9,298.51</u>

**6 - Creditors**

All creditors cleared at 31/3/13

		8,400.00
		180.00
		132.50
		66.38
		760.00
		365.00
	<u>-</u>	<u>9,903.88</u>

**7 - Accumulated Surplus**

Surplus b/f from previous year	<b>320,740.38</b>	250,119.49
Surplus/Deficit arising in current year	- 21,140.78	70,620.89
<b>Surplus c/f to next year</b>	<u><b>299,599.60</b></u>	<u><b>320,740.38</b></u>

**8 - Ear marked Provisions for future Capital Projects**

	125,299.47	77,950.00
Changing Room Project		
Provision - Equipment Replacement	25,020.00	25,020.00
Provision - Joint funding minor improvements	-	3,000.00
Provision - Rec Building	-	45,000.00
Ring Fencing - S106 Income	41,501.96	66,219.34
Ring Fencing - Income from Football Club re Pavilion	2,800.00	2,800.00
Ring Fencing - Income from Brenda Gautrey	12,153.20	13,153.20
Traffic calming measures - Histon Road	5,000.00	
Legal Fees - Planning Appeals	4,000.00	
	<u>215,774.63</u>	<u>233,142.54</u>
<b>Total Ear marked Provisions c/f into next year</b>	<b>215,774.63</b>	<b>233,142.54</b>
<b>Total General Reserves c/f into next year</b>	<b>83,824.97</b>	<b>87,597.84</b>

Funds have been moved from Rec Building to here as we will cover the refurb of the existing building with future borrowing

This reduces annually to cover cost of grass cutting at BG Way