

Section 1 – Accounting statements for

CONNAM'S QUAY TOWN COUNCIL

	Year ending		Notes and guidance for compilers
	31 March 2010 £	31 March 2011 £	
			Please round all figures to nearest £. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to the council's underlying financial records for the relevant year.
1. Balances brought forward	132,065	601,309	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	264,325	267,740	Total amount of precept income received in the year.
3. (+) Total other receipts	721,619	755,525	Total income or receipts recorded in the cashbook minus the precept. Includes support, discretionary and revenue grants.
4. (-) Staff costs	126,942	147,304	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	16,867	33,379	Total expenditure or payments of capital and interest made during the year on the Council's borrowing (if any).
6. (-) Total other payments	372,891	1,096,598	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	601,309	347,293	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
8. (+) Debtors and stock balances	70,570	119,666	Income and expenditure accounts only: enter the value of debts owed to and stock balances held at the year-end.
9. (+) Total cash and investments	547,642	348,815	All accounts: 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	16,903	13,488	Income and expenditure accounts only: enter the value of monies owed by the Council (except borrowing) at the year-end.
11. (=) Balances carried forward	601,309	347,293	Total balances should equal Line 7 above: enter the total of (8+9-10).
12. Total fixed assets and long-term assets	1,775,655	2,099,930	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	499,950	489,850	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
14. Trust funds disclosure note	YES/NO No	YES/NO No	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).