

Steventon Parish Council - Finance Report for the Financial Year ending 31 March 2024

The Parish Council has responsibility for two bank accounts: the Council's own current account (non-interest bearing) and a deposit account (interest bearing), relating to the former Steventon Cricket Club. The transactions arising in these two accounts during the year are shown below. We hold no petty cash and have no credit cards or borrowing facilities.

Parish Council Current Account

Date	Line	Receipt	Payment	Balance
01 April 2023	Opening balance			£2,659.44
May 2023	Basingstoke & Deane Borough Council – 50% of precept	£600.00		
19 June 2023	Council Insurance		(£196.00)	
19 June 2023	Coronation Wine		(£179.82)	
25 September 2023	Basingstoke & Deane Borough Council – 50% of precept	£600.00		
22 January 2024	Village Hall Hire for Council Meetings		(£50.00)	
05 February 2024	Repairs to wooden railings		(£11.67)	
18 March 2024	Erroneous receipt of Councillor Community Grant from BDBC	£294.00		
Sub totals		£1,494.00	(£437.49)	
31 March 2024	Balance			£3,715.95

- Parish precept raised of £1,200 for FY23/24, received in two equal instalments in May & September.
- We have raised a precept of £1,200 for FY23/24 as approved by the Parish Council earlier this year.
- Parish Council Insurance remains directly with Zurich.
- A payment of £294.00 was received in error from Basingstoke and Deane Borough Council. This will be repaid in April 2024, falling in FY24/25.

Steventon Cricket Club Account

Date	Line	Receipt	Payment	Balance
01 April 2023	Opening balance			£1,065.31
FY23/24	Interest arising during the year	£14.31		
31 March 2024	Balance			£1,079.62

- No transactions within Cricket Club account.

Annual Governance Statement

The Parish Council is required to review and approve the following statement as part of the year-end financial accounts process:

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
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 significant financial effect on the ability of this authority to conduct its business or manage its finances.
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.
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.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
7. We took appropriate action on all matters raised in reports from internal and external audit.
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.

Other matters

1. This is my first report as RFO of Steventon Parish Council.
2. The information in this report is unaudited; the Parish Council's financial records are subject to review by the appointed local authority auditors which takes place during the summer. The financial statements will be published on the village website in due course.
3. The Parish Council reports the bus shelter and tree seat in its financial statements; the insured value of these assets is £7,420.

Karl Baker

Responsible Financial Officer
Steventon Parish Council