

Tony Turner

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Mike Elliott

ELLIOTT NEWS SERVICE

FREELANCE JOURNALISTS AND OFFICE SERVICES

19/21 Main Street – Keyworth – Nottinghamshire – NG12 5AA – Tel: 0115 9376506

Email: elliottnews@btconnect.com

Coddington Parish Council
Mrs Y M Wellard
Flawford Cottage
Coddington
Newark
Notts
NG24 2QJ

May 25, 2015

Dear Mrs Wellard

CODDINGTON PARISH COUNCIL

Please find enclosed the completed Annual Return for the above Parish Council for the year ended 31 March 2015 along with a note of my charges for the internal examination of the accounts.

With regards to the reporting of variations over 15% and more than £250 I would confirm the following items:-

1. Other receipts decrease of 36.2% - which is broken down as follows:-

	<u>2015</u>	<u>2014</u>	<u>+/(-)</u>
VAT repayment	3384	nil	3384
Grass Cutting Grant	nil	4064	(4064)
Community Centre repayments	nil	1967	(1967)

All other items are below £250.

2. Staff costs increase of 24.2% - relates to the increase in the Clerk's Salary in the year.

3. Other payments decrease of 21.8% - which is broken down as follows:-

	<u>2015</u>	<u>2014</u>	<u>+/(-)</u>
Community Centre costs	3758	5253	(1495)
Grants paid	nil	1400	(1400)
VAT Claimable	1180	1784	(604)

All other items below £250.

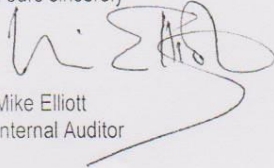
Please note for the second year running the cut off point on the Reserve Account is incorrect as the interest received on 31 March 2015 is not included. This is not significant as the amount is below £1. It would be a good idea to ask for bank statements to come on the 1st of each month

Is the council aware of the new requirements in regard to publication of agendas and minutes of the council and accounts including details of all expenditure items above £100? The accounts have to be displayed by July 1 for the year ending March 31 the same year. Agendas and any papers provided to councillors need to be displayed on the website at least five days before the date of the meeting, and should remain on site for 12 months..

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The minutes of meetings are extremely good. A point to consider would be not to state 'holiday' as a reason for an apology. In these days of new style crime, it could be a way to advise someone a particular house was going to be vacant.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mike Elliott', with a long, sweeping underline that extends to the right.

Mike Elliott
Internal Auditor