

Annex 1  
Background Papers to  
Section 1 of the  
Annual Return

LOCAL COUNCILS IN ENGLAND AND WALES

ANNUAL RETURN

FOR THE YEAR ENDED 31 March 2015

Cranleigh Parish Council 2014/15

SECTION 1 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer  Date

I confirm that these accounts are approved by the Council and recorded as council minute reference  Dated

Signed on behalf of the above Council (Chair)  Date

	<u>Last Year £</u>	<u>This Year £</u>	<u>General Notes for Guidance</u>
1 Balances brought forward	110,932	184,649	Total balances & reserves at the beginning of the year as recorded in the Council Financial Records
2 Annual Precept	245,808	268,818	Total amount of Precept income received in the year
3 Total other receipts	203,524	204,080	Total income or receipts as recorded in the cashbook minus the Precept
4 Staff costs	209,334	215,306	Total expenditure or payments made to and on behalf of all council employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses
5 Loan interest/Capital repayments	210	10,452	Total expenditure or payments of capital and interest made during the year on the Council borrowings
6 Total other payments	166,071	* 319,666	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)
7 Balances carried forward	184,649	112,122	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]
8 Total Cash & Investments	181,937	113,134	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March
9 Total Fixed Assets	3,900,261	3,923,537	The recorded current book value at 31 March of all tangible fixed assets owned by the Council as recorded in the asset register
10 Total Borrowings	59,625	50,223	The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB)

\* Includes £100,000 long term asset investment

The following documents should accompany the accounts when submitted to the auditor:

- \* A brief explanation of significant variations from last year to this year in Section 1;
- \* Bank Reconciliation as at 31 March

## Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
1	-53,610	-47,726	310	0	GENERAL RESERVE
1	1,622	1,723	321	0	EMR WAR MEMORIAL A/C
1	212	212	322	0	EMR WALL HANGING A/C
1	408	0	330	0	EMR GRANTS UNSPENT
1	10,182	2,260	331	0	EMR PUBLIC CONVENIENCES
1	530	530	332	0	EMR VILLAGE LITTER BINS
1	5,177	3,000	333	0	EMR ADDITIONAL SERVICES
1	475	425	340	0	EMR VILLAGE DESIGN SMT
1	3,100	3,100	341	0	EMR - OFFICE FURNITURE & EQUIP
1	1,650	3,300	345	0	EMR - ELECTIONS
1	10,000	5,555	348	0	EMR YOUTH CENTRE REFURB
1	15,000	15,000	351	0	EMR REC MUGA
1	4,139	1,439	352	0	EMR- Rec machinery
1	0	300	353	0	EMR Rec lighting for paths
1	1,000	915	356	0	EMR REC Goal Posts
1	2,105	4,613	357	0	EMR-Rec Tennis Courts
1	500	0	358	0	EMR- Rec Road and Paths
1	179	0	359	0	EMR REC STORAGE
1	6,668	8,104	360	0	EMR - Youth Cafe
1	1,905	0	361	0	EMR - Snoxhall Car Park
1	538	2,851	362	0	EMR - Rec bins
1	9,964	17,864	366	0	EMR-Rec Playground equipment
1	0	1,500	367	0	EMR CCTV
1	0	4,933	370	0	EMR - Commitments
1	5,000	5,500	371	0	EMR-VH FURNITURE
1	4,000	5,125	372	0	EMR VH Floor replacement
1	9,308	11,608	373	0	EMR-VH Redecoration
1	54,375	116,350	374	0	EMR - VH ROOF
1	1,655	2,446	375	0	EMR - VH P A System
1	5,825	6,757	376	0	EMR - VH BOILER
1	2,660	0	377	0	EMR VH COOKER
1	1,440	1,440	378	0	EMVH Central Heating Radiators
1	4,605	4,605	383	0	EMR Cem Paths and Roads
1	0	600	388	0	EMR CEM Management System
1	320	320	389	0	EMR Snoxhall Kitchen Equip
1	<b>Balances brought forward</b>	<b>110,932</b>	<b>184,649</b>	Total balances & reserves at the begining of the year as recorded in the Council Financial Records	
2	245,808	268,818	1076	101	PRECEPT
2	<b>Annual Precept</b>	<b>245,808</b>	<b>268,818</b>	Total amount of Precept income received in the year	
3	0	72	1010	101	RENT RECEIVED
3	0	180	1010	201	RENT RECEIVED
3	2,753	3,053	1010	204	RENT RECEIVED
3	6,011	6,237	1010	205	RENT RECEIVED
3	1,421	1,290	1013	301	CUPBOARD HIRE

Continued on Page 2

## Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
3	3,898	4,452	1020	201	PITCH HIRE INCOME
3	763	1,403	1021	201	TENNIS INCOME
3	120	660	1030	101	LETTING INCOME
3	-815	0	1030	203	LETTING INCOME
3	27,688	22,272	1030	301	LETTING INCOME
3	19	0	1031	301	HIRERS INSURANCE
3	8,223	9,116	1040	401	BURIAL FEES
3	4,886	3,694	1041	401	MEMORIAL FEES
3	2,646	3,918	1042	401	GRANT OF RIGHTS
3	700	795	1043	401	Transfer Fees for Graves
3	275	0	1050	104	YOUTH CAFE INCOME
3	13,554	15,716	1051	203	YOUTH CENTRE INCOME
3	757	2,201	1061	502	CRANLEIGH EVENT INCOME
3	0	4,592	1073	101	NP GRANTS RECEIVED
3	59,625	0	1074	308	LOAN RECEIPTS
3	8,129	7,258	1075	101	PRECEPT SUPPORT GRANT
3	30,540	27,386	1077	201	COMPENSATORY GRANT
3	-5,796	0	1078	101	OTHER GRANTS RCD
3	1,100	1,000	1078	104	OTHER GRANTS RCD
3	8,667	8,763	1078	105	OTHER GRANTS RCD
3	498	0	1078	201	OTHER GRANTS RCD
3	0	100	1078	401	OTHER GRANTS RCD
3	0	460	1079	502	DONATIONS RECEIVED
3	177	0	1087	104	INSURANCE CLAIMS
3	18,418	6	1089	101	MISCELLANEOUS INCOME
3	356	728	1089	104	MISCELLANEOUS INCOME
3	459	1,821	1089	201	MISCELLANEOUS INCOME
3	50	0	1089	205	MISCELLANEOUS INCOME
3	536	0	1089	502	MISCELLANEOUS INCOME
3	7,746	1,908	1090	101	INTEREST RECEIVED
3	118	0	1095	101	CRANLEIGH IN BLOOM - INCOME
3	0	75,000	1100	101	INCOME FROM INVESTMENT
3	Total other receipts	<b>203,524</b>	<b>204,080</b>	Total income or receipts as recorded in the cashbook minus the Precept	
4	46,738	45,871	4001	101	STAFF PAY/OP COSTS
4	9,979	10,418	4001	104	STAFF PAY/OP COSTS
4	3,920	3,893	4001	105	STAFF PAY/OP COSTS
4	61,075	60,651	4001	201	STAFF PAY/OP COSTS
4	11,701	11,570	4001	203	STAFF PAY/OP COSTS
4	3,954	3,959	4001	204	STAFF PAY/OP COSTS
4	9,564	9,462	4001	205	STAFF PAY/OP COSTS
4	13,393	13,206	4001	301	STAFF PAY/OP COSTS
4	31,519	33,329	4001	401	STAFF PAY/OP COSTS
4	4,697	6,050	4001	501	STAFF PAY/OP COSTS
4	15,808	16,087	4001	502	STAFF PAY/OP COSTS

Continued on Page 3

## Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
4	338	40	4009	101	TRAVELLING EXPENSES
4	379	505	4009	102	TRAVELLING EXPENSES
4	269	266	4009	201	TRAVELLING EXPENSES
4	-4,000	0	4906	502	CRAN EVENT CO-ORDINATOR
4	<b>Staff costs</b>	<b>209,334</b>	<b>215,306</b>	Total expenditure or payments made to and on behalf of all council employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses	
5	210	10,452	4052	308	LOAN INTEREST CHARGES
5	<b>Loan interest/Capital repayments</b>	<b>210</b>	<b>10,452</b>	Total expenditure or payments of capital and interest made during the year on the Council borrowings	
6	540	0	4003	101	TEMPORARY WORKERS
6	2,001	2,862	4003	201	TEMPORARY WORKERS
6	553	0	4003	301	TEMPORARY WORKERS
6	167	700	4003	401	TEMPORARY WORKERS
6	67	211	4006	102	CHAIRMAN'S ALLWCE
6	333	557	4008	101	TRAINING
6	130	112	4008	102	TRAINING
6	80	199	4008	104	TRAINING
6	285	330	4008	201	TRAINING
6	0	13	4008	203	TRAINING
6	0	13	4008	205	TRAINING
6	0	113	4008	301	TRAINING
6	0	13	4008	401	TRAINING
6	3,742	3,815	4011	101	RATES
6	3,541	2,190	4011	105	RATES
6	3,326	3,391	4011	203	RATES
6	2,033	2,072	4011	205	RATES
6	2,287	2,332	4011	301	RATES
6	566	577	4011	401	RATES
6	163	-852	4012	105	WATER
6	81	333	4012	201	WATER
6	266	32	4012	203	WATER
6	421	603	4012	204	WATER
6	883	303	4012	205	WATER
6	585	286	4012	301	WATER
6	287	196	4012	401	WATER
6	630	1,767	4014	101	ELECTRICITY
6	202	466	4014	105	ELECTRICITY
6	775	858	4014	203	ELECTRICITY
6	1,810	1,328	4014	205	ELECTRICITY
6	1,030	2,686	4014	301	ELECTRICITY
6	245	83	4014	401	ELECTRICITY
6	823	1,306	4015	203	GAS
6	2,987	4,712	4015	205	GAS
6	2,064	3,285	4015	301	GAS

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## Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
6	767	730	4016	101	CLEANING
6	11,380	10,150	4016	105	CLEANING
6	1,500	1,843	4016	203	CLEANING
6	3,635	2,233	4016	205	CLEANING
6	2,517	2,491	4016	301	CLEANING
6	2,095	3,840	4017	201	REFUSE COLLECTION
6	1,358	354	4017	205	REFUSE COLLECTION
6	1,155	686	4017	301	REFUSE COLLECTION
6	1,634	699	4017	401	REFUSE COLLECTION
6	0	121	4017	502	REFUSE COLLECTION
6	7	214	4018	101	HEALTH & SAFETY
6	0	54	4018	104	HEALTH & SAFETY
6	1,023	2,284	4018	105	HEALTH & SAFETY
6	1,905	1,298	4018	201	HEALTH & SAFETY
6	2,154	478	4018	203	HEALTH & SAFETY
6	1,176	887	4018	205	HEALTH & SAFETY
6	1,358	1,410	4018	301	HEALTH & SAFETY
6	210	81	4018	401	HEALTH & SAFETY
6	51	0	4019	101	SECURITY
6	183	199	4019	201	SECURITY
6	0	243	4019	203	SECURITY
6	473	482	4019	205	SECURITY
6	392	35	4019	301	SECURITY
6	42	35	4019	401	SECURITY
6	2,941	911	4020	101	MISC. EXPENSES
6	20	91	4020	102	MISC. EXPENSES
6	1,528	896	4020	104	MISC. EXPENSES
6	5	0	4020	105	MISC. EXPENSES
6	1,319	1,070	4020	201	MISC. EXPENSES
6	74	98	4020	203	MISC. EXPENSES
6	5	0	4020	204	MISC. EXPENSES
6	5	107	4020	205	MISC. EXPENSES
6	84	73	4020	301	MISC. EXPENSES
6	400	426	4020	401	MISC. EXPENSES
6	0	25	4020	501	MISC. EXPENSES
6	2,321	1,427	4021	101	TELEPHONE/FAX
6	869	716	4021	201	TELEPHONE/FAX
6	0	147	4021	203	TELEPHONE/FAX
6	214	324	4021	205	TELEPHONE/FAX
6	136	160	4021	301	TELEPHONE/FAX
6	206	176	4021	401	TELEPHONE/FAX
6	94	0	4021	501	TELEPHONE/FAX
6	0	223	4021	502	TELEPHONE/FAX
6	968	1,404	4023	101	STATIONERY/PRINTING
6	170	0	4023	502	STATIONERY/PRINTING

## Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
6	2,988	3,554	4024	101	SUBSCRIPTIONS
6	42	40	4024	201	SUBSCRIPTIONS
6	90	90	4024	401	SUBSCRIPTIONS
6	2,604	2,462	4025	101	INSURANCE
6	525	500	4025	105	INSURANCE
6	2,618	2,527	4025	201	INSURANCE
6	436	372	4025	203	INSURANCE
6	1,272	1,168	4025	205	INSURANCE
6	1,503	1,291	4025	301	INSURANCE
6	700	700	4025	401	INSURANCE
6	1,233	962	4026	101	COMPUTER/IT COSTS
6	26	0	4026	203	COMPUTER/IT COSTS
6	137	0	4026	205	COMPUTER/IT COSTS
6	0	77	4032	101	PUBLICITY
6	189	199	4032	301	PUBLICITY
6	170	1,249	4036	101	PROPERTY MAINTENANCE
6	733	1,225	4036	105	PROPERTY MAINTENANCE
6	48	198	4036	201	PROPERTY MAINTENANCE
6	590	2,000	4036	203	PROPERTY MAINTENANCE
6	938	1,264	4036	205	PROPERTY MAINTENANCE
6	2,421	2,054	4036	301	PROPERTY MAINTENANCE
6	0	60	4036	401	PROPERTY MAINTENANCE
6	6,707	6,438	4037	201	GROUNDS MAINTENANCE
6	674	71	4037	204	GROUNDS MAINTENANCE
6	420	398	4037	401	GROUNDS MAINTENANCE
6	1,011	1,300	4038	101	EQPT HIRE/CONTRACTS
6	906	0	4038	105	EQPT HIRE/CONTRACTS
6	4,454	4,362	4038	201	EQPT HIRE/CONTRACTS
6	399	800	4038	401	EQPT HIRE/CONTRACTS
6	401	411	4039	401	FLOWERBEDS
6	1,494	1,500	4040	201	PLAY EQUIPT MAINT'CE
6	1,458	1,831	4041	201	EQPT/VHICLE/MC/MNTCE
6	1,368	1,100	4041	401	EQPT/VHICLE/MC/MNTCE
6	1,853	0	4042	201	TREE MANAGEMENT
6	1,999	250	4042	401	TREE MANAGEMENT
6	206	369	4043	201	TRACTOR MAINTENANCE
6	3,139	3,219	4044	201	FUEL & OIL
6	442	543	4044	401	FUEL & OIL
6	1,612	1,215	4048	201	EQUIPMENT - PURCHASE
6	517	100	4048	301	EQUIPMENT - PURCHASE
6	901	533	4048	401	EQUIPMENT - PURCHASE
6	657	655	4051	101	BANK CHARGES
6	805	596	4055	101	ACCOUNTING SUPPORT
6	1,352	1,904	4057	101	AUDIT FEES
6	842	1,175	4059	101	OTHER PROF FEES

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## Working details for ANNUAL RETURN - Year ended 31 March 2015

	Last Year £	This Year £	Code and	Centre	Code Description	
6	0	130	4059	301	OTHER PROF FEES	Green highlighting relates to boxes 7 & 8 on Annual Return
6	0	3,991	4061	101	ELECTIONS	
6	770	740	4062	101	NEWSLETTER	
6	6,211	0	4090	101	STREET FURNITURE	
6	0	100,000	4100	101	INVESTMENT OF FUNDS	
6	690	620	4701	107	GRANTS POWER GEN COMPETENCE	
6	0	2,332	4705	101	NEIGHBOURHOOD PLANNING	
6	1,384	0	4705	501	NEIGHBOURHOOD PLANNING	
6	0	3,150	4706	209	SNOXHALL IMPROVEMENTS	
6	118	0	4750	101	CRANLEIGH IN BLOOM - EXPENSES	
6	0	1,388	4901	108	FGP CAP OFF EQUIP'T	
6	662	1,993	4907	502	CRAN EVENT EXPENSES WBC	
6	0	2,900	4908	109	FGP MISC PROJECTS	
6	110	0	4919	208	REC CAP TENNIS COURTS	
6	1,065	370	4920	208	REC PATHS ROADS C PARK	
6	3,400	0	4922	208	REC MACHINERY	
6	0	3,520	4940	308	VH CAP FLOOR	
6	1,375	0	4940	309	VH CAP FLOOR	
6	7,650	68,196	4952	308	VH CAP ROOF	
6	1,451	0	4955	308	VH COOKER	
6	4,500	0	4960	208	SNOXHALL PAV.ELECTRICAL WORK	
6	0	300	4971	208	SNOXHALL PAV CCTV	
6	85	0	4973	209	GOAL POSTS	
6	4,445	3,259	4982	209	YOUTH CENTRE	
6	Total other payments	166,071	319,666	Total expenditure or payments as recorded in the cashbook minus employment costs(Line 4) and loan / interest expenditure / payments(Line 5)		
7	Balances carried forward	184,649	112,122	Total balances and reserves at the end of the year.[Must equal (1+2+3)-(4+5+6)]		SEE BALANCE SHEET
8		127,204	61,820	200	0	LLOYDS CURRENT A/C
8		212	213	206	0	WALLHANGING POSTCARD
8		1,723	932	213	0	WAR MEMORIAL ACCOUNT
8		808	0	214	0	NAT WEST BONUS SAVER
8		1,820	0	215	0	NAT WEST COMM CURRENT AC
8		50,000	50,000	219	0	LLOYDS FIXED RATE DEPOSIT
8		100	100	220	0	PETTY CASH FLOAT
8		70	70	221	0	YOUTH CENTRE PETTY CASH
8	Total Cash & Investments	181,937	113,134	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March		
9		3,900,261	3,923,537	9	0	Total Fixed Assets
9	Total Fixed Assets	3,900,261	3,923,537	The recorded current book value at 31 March of all tangible fixed assets owned by the Council as recorded in the asset register		SEE FIXED ASSET REGISTER
10		59,625	50,223	10	0	Total Borrowings

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Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>	<u>Code Description</u>
10 Total Borrowings	59,625	50,223		The outstanding capital balances as at 31 March of all loans from third parties(usually PWLB)



31st March 2014

31st March 2015

<b>Current Assets</b>		
6,250	TRADE DEBTORS	6,318
3,799	VAT CONTROL	3,516
2,750	PREPAYMENTS	11,649
8,320	ACCRUED INTEREST INCOME	1,045
127,204	LLOYDS CURRENT A/C	61,820
212	WALLHANGING POSTCARD	213
1,723	WAR MEMORIAL ACCOUNT	932
808	NAT WEST BONUS SAVER	0
1,820	NAT WEST COMM CURRENT AC	0
50,000	LLOYDS FIXED RATE DEPOSIT	50,000
100	PETTY CASH FLOAT	100
70	YOUTH CENTRE PETTY CASH	70
<b>203,056</b>		<b>135,661</b>

	<b>203,056</b>	<b>Total Assets</b>		<b>135,661</b>
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<b>Current Liabilities</b>		
7,551	TRADE CREDITORS	16,043
2,712	ACCRUED EXPENSES	6,028
210	Accrued Loan Interest	0
7,934	DEFERRED GRANT INCOME	1,468
<b>18,408</b>		<b>23,539</b>

	<b>184,649</b>	<b>Total Assets Less Current Liabilities</b>		<b>112,122</b>
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<b>Long Term Liabilities</b>		
<b>0</b>		<b>0</b>

	<b>184,649</b>	<b>Total Assets Less Long Term Liabilities</b>		<b>112,122</b>
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**Represented By**

-47,726	GENERAL RESERVE	-4,607 *
1,723	EMR WAR MEMORIAL A/C	932
212	EMR WALL HANGING A/C	213
2,260	EMR PUBLIC CONVENIENCES	0
530	EMR VILLAGE LITTER BINS	530

\* The General Reserve stands at £95,393

Box 7  
on the  
ANNUAL  
RETURN

**31st March 2014**

**31st March 2015**

3,000	EMR ADDITIONAL SERVICES	0
425	EMR VILLAGE DESIGN SMT	0
3,100	EMR - OFFICE FURNITURE & EQUIP	3,334
3,300	EMR - ELECTIONS	4,950
5,555	EMR YOUTH CENTRE REFURB	9,136
15,000	EMR REC MUGA	0
1,439	EMR- Rec machinery	2,439
300	EMR Rec lighting for paths	1,300
915	EMR REC Goal Posts	915
4,613	EMR-Rec Tennis Courts	4,613
0	EMR- Rec Road and Paths	4,655
8,104	EMR - Youth Cafe	0
2,851	EMR - Rec bins	2,851
0	EMR REC Fencing	300
17,864	EMR-Rec Playground equipment	17,864
1,500	EMR CCTV	6,500
4,933	EMR - Commitments	0
5,500	EMR-VH FURNITURE	5,500
5,125	EMR VH Floor replacement	5,625
11,608	EMR-VH Redecoration	14,128
116,350	EMR - VH ROOF	0
2,446	EMR - VH P A System	1,291
6,757	EMR - VH BOILER	7,689
1,440	EMVH Central Heating Radiators	1,440
4,605	EMR Cem Paths and Roads	4,605
600	EMR CEM Management System	1,200
320	EMR Snoxhall Kitchen Equip	320
0	EMR - Neighbourhood Plan	7,740
0	EMR - Glide Lok	2,500
0	EMR - Fitness Equipment	1,000
0	EMR - Snoxhall Refurb	3,160
<b>184,649</b>		<b>112,122</b>

Box 7

ON THE ANNUAL RETURN

The above statement represents fairly the financial position of the authority as at 31st March 2015 and reflects its Income and Expenditure during the year.

Signed :  
Chairman \_\_\_\_\_ Date : \_\_\_\_\_

Signed :  
Responsible  
Financial  
Officer \_\_\_\_\_ Date : \_\_\_\_\_

**Cranleigh Parish Council 2014/15**

**Working Detail for Reserves Reconciliation for ANNUAL RETURN 31 March 2015**

<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
	<b>Total Reserves</b>	<b>178,813.93</b>	<b>112,121.63</b>
2	100 TRADE DEBTORS	6,250.05	6,317.58
2	105 VAT CONTROL	3,798.79	3,515.68
2	110 PREPAYMENTS	2,749.76	11,648.53
2	120 ACCRUED INTEREST INCOME	8,320.08	1,045.08
	<b>Less Total Debtors</b>	<b>21,118.68</b>	<b>22,526.87</b>
3	500 TRADE CREDITORS	7,551.37	16,042.99
3	511 ACCRUED EXPENSES	2,711.85	6,028.40
3	512 Accrued Loan Interest	210.00	0.00
3	556 DEFERRED GRANT INCOME	7,934.40	1,468.00
	<b>Plus Total Creditors</b>	<b>18,407.62</b>	<b>23,539.39</b>
	<b>Equals Total Cash and Bank Accounts</b>	<b>176,102.87</b>	<b>113,134.14</b>
5	200 LLOYDS CURRENT A/C	127,203.53	61,819.93
5	206 WALLHANGING POSTCARD	212.49	212.61
5	213 WAR MEMORIAL ACCOUNT	1,722.97	931.60
5	214 NAT WEST BONUS SAVER	808.20	0.00
5	215 NAT WEST COMM CURRENT AC	1,820.26	0.00
5	219 LLOYDS FIXED RATE DEPOSIT	50,000.00	50,000.00
5	220 PETTY CASH FLOAT	100.00	100.00
5	221 YOUTH CENTRE PETTY CASH	70.00	70.00
	<b>Total Cash and Bank Accounts</b>	<b>181,937.45</b>	<b>113,134.14</b>

BOX 8 ON THE ANNUAL  
RETURN

**CRANLEIGH PARISH COUNCIL**

**PROPERTY ASSET REGISTER 2015**

Year ending 31st March 2015

**Fixed Assets Register**

BUILDINGS	VALUATION	VALUATION/ ACQUISITION YEAR	Freehold Land and Buildings
VILLAGE HALL	1,269,005	2010 Freehold	X
SNOXHALL PAVILION and outbuildings	851,681	2010 Freehold	
YOUTH CENTRE	540,080	2012 Freehold	
SNOXHALL MACHINE SHED	213,488	2010 Freehold	
COUNCIL OFFICES	82,897	2010 Freehold	
CEMETERY WORKSHOP	92,312	2010 Freehold	
CAB BUILDING	253,024	2012 Freehold building leased to CAB for peppercorn rent	
LYCHGATE AT CEMETERY	5,948	2010 Freehold	
VILLAGE WAY CONVENIENCES	84,140	2012 Freehold	
CRANLEIGH COMMON PUBLIC CONVENIENCES	1	2012 Leasehold	
<b>Freehold Land and Buildings</b>	<b>3,392,676</b>		<b>X</b>
<b>COMMUNITY LAND AND ASSETS</b>			
LAND ADJOINING PC OFFICES	1	Freehold	
GUIDE HUT		Freehold collect peppercorn rent for the building	
BAND ROOM		Freehold collect peppercorn rent for the building	
SCOUT HUT		Freehold collect peppercorn rent for the building	
LAND ADJOINING VILLAGE HALL	1	Freehold	
SNOXHALL FIELDS	1	Freehold	
FOOTBALL FIELD		Freehold with covenant	
CRICKET FIELD		Freehold with covenant	
BERYL HARVEY MEMORIAL FIELD		2012 Freehold with covenant	
CEMETERY		Freehold	
ELMIDGE ALLOTMENTS		Freehold	
LAND ON WHICH TENNIS COURTS ARE SITED		Freehold	
HIGH STREET		Freehold	
FLOWERBEDS		Responsibility	
o/s Cromwells		Responsibility	
o/s Inspirations		Responsibility	
o/s Post office		Responsibility	
o/s Village Hall		Responsibility	
MILLENNIUM SCULPTURE	15000	Ownership	
WAR MEMORIAL		Ownership	
FLAGPOLE near War Memorial		Ownership	
NOTICE BOARD near Post Office		Ownership	
NOTICE BOARD opposite Co-op		Ownership	
MILLENNIUM TAPESTRY		Ownership	
SEAL (Civic Regalia)		Ownership	
BADGES (Chair V Chair) (Civic Regalia)	1,515	Ownership	
COAT OF ARMS	724	Ownership	
<b>Community Assets</b>	<b>28316</b>	Ownership	
		not replaceable	
		indefinite	
		Oct-08 indefinite	
		Moved from Office	
		Oct-08 equipment	
		Apr-07 indefinite	
		28316	
<b>INFRASTRUCTURE ASSETS</b>			
SNOXHALL FIELDS TENNIS COURTS & SURROUNDING AREA INCLUDING BRIDGE	28,000	Freehold	
CEMETERY FENCING	1000		
CEMETERY ROADS AND PATHS	3553		
SAFETY SURFACING	4005		
WASTE AND DOG BINS	5155		
FENCING AROUND BRUCE MCKENZIE MEMORIAL FIELD	6000		
FENCING ON RECREATION GROUNDS	7606		
VILLAGE AREAS			
Litter bins x 4	1543	Moved from Office equipment	
Seats x 3 (2 outside Village Hall, 1 outside Guide Hall,	576	Moved from Office equipment	
<b>Infrastructure Assets</b>	<b>57,438</b>		<b>X</b>

**CRANLEIGH PARISH COUNCIL**

**ASSET REGISTER  
2015**

ASSETS ARE ONLY CAPITALISED IF THEY HAVE A LIFE EXPECTANCY OF AT LEAST TWO YEARS AND A MINIMUM VALUE OF £500

Year ending 31st March 2015

Description	Supplier	Cost at purchase ex VAT	Date of acquisition	Action in year to 31st March 2015 to be reflected in 2014/15 asset register	Totals from asset register 2013/14
<b>OFFICE EQUIPMENT</b>					
3 computers	Dell	1107	Jan-15	New asset in 2014/15	
3 computers	Dell	1605	Mar-06	1 became server, 1 to replace GM computer at Snoxhall, 1 spare	
Projector /screen	Dell	810	Apr-07		
Lap top computer	hp	725	Jul-11		
Office Heating system	HW Electric	1458	Dec-07		
Telephone system	BT	1500	Apr-07		
Office furniture	GLS	1000	Jul-07		
<b>Total Office Equipment</b>		<b>8205</b>			<b>8205</b>
<b>VILLAGE HALL EQUIPMENT</b>					
Stage lighting	Brady and Renaud	1737	Feb-00		
Stage Blocks	Steel deck	3500	Apr-96	on Disposal 2015 tab	
Folding tables (46)	GLS Dudley Ltd	3408	Jan 95 - Mar 09		
Millennium sign CCTV system - video and camera	John Mc Entee	1090	Nov-07		
PA System	Sound Systems	1652	Jan-06		
Loop system	Sound Systems	1000	Feb-06		
			May 06 & July		
Chairs	Rosehill	10000	07		
Piano	Donated	0	2000		
Curtains and backdrops	ins value	1500	1987		
Bollards x 3	Street Furnishings	545	Aug-07		
Bollers	ins value	10500	Aug-03		
VH Heating	ins value	4000	Aug-04		
Cooker	Brake Bros	1075	Sep-13		
Water heater	ins value	750	Aug-08		
Chair trolley	Rosehill	517	Mar-13		
Projector screen	MJ Visual	762	Feb-15	New asset in 2014/15	
<b>Total Village Hall Equipment</b>		<b>42036</b>			<b>42036</b>
<b>SNOXHALL PAVILION EQUIPMENT</b>					
Falcon dominator G2101 cooker	CJB	1543	Feb-06		
<b>Total Snoxhall Pavilion Equipment</b>		<b>1543</b>			<b>1543</b>
<b>SNOXHALL PAVILION CCTV</b>					

Disposed of one camera  
£1035 see list on Disposals

CCTV/computer	John McEntee	9965	Mar-09	Dec-09	2015	tab			
CCTV Camera	John McEntee	1035	Mar-15	New asset in 2014/15					
Total Snaxhall Pavilion CCTV		11000							11000

**CEMETERY EQUIPMENT**

Tractor mower -		903		Jun-99					
Hayter heritage 13/30 Store	Murray	1000		Jun-06					
1 lghing column	Extraspac	2445		Jul-07					
Shanks 48 mower x2	EDF	1200		May-07					
Stihle combi paver & Hedge trimmer	Withybush Farm	509		Dec-08					
Hedge trimmer	Withybush Farm	660		Jun-11					
Henshman platform	Henshman	535		Jun-14	New asset in 2014/15				
Bushcutter	Withybush Farm	535		Jun-14	New asset in 2014/15				
Total Cemetery Equipment		7252							7252

**RECREATION TRACTOR MOUNTED EQUIPMENT**

Major Finishing mower	Oakes	1475		Jun-07					
Reco Flail hedgecutter	Palehouse	2500		Apr-06					
Charterhouse Flail Collector	Palehouse	2000		Apr-05					
Quadruply Grooming unit	Sisis	1737		Nov-04					
Wessex Fertiliser spreader	Sussex tractors	700		Jun-03					
Wessex RM18 Roller Mower	Sussex Tractors	2100		Jul-98					
Sisis tractor mounted aerator (Auto rotorate MK5)	Pitchcare	3525		2006					
Ransomes Marquis Cricket Mower		1500		2000					
Allman Tractor Mounted sprayer		1500		1989					
<b>RECREATION PEDESTRIAN EQUIPMENT</b>									
Ransomes cricket wicket mower	Parkers groundcare	1200		May-86					
Sisis pedestrian roller	Sisis	1500		Nov-04					
Cricket scarifier	Cheltenham Mower services	1200		Jun-05					
Hayter 48 mower		527		Apr-07					
Scout 3 wheel sprayer	Pitchcare	890		May-09					
Shanks 19" Roller lawnmowers x 2	Cheltenham Mower Ltd	1282		Dec-03					
Ibea mower	Alfold Mowers	621		Apr-07					
Pluggger/aerator	DJ Turfcare	1600		Apr-07					
Bear Cat Vac	Abbey Garden Sales	1280		May-09					
Sithi Combi Hedgetrimmer	Cheltenham Mower Ltd	535		May-09					
Echo backpack Blower	Cheltenham Mower Ltd	529		May-09					
Handheld tools		2000		Oct-11					
Roller mower	AF Wiltshire	4800							

Trailline marker	Kellands Agriculture	716	Jun-12
Strimmer hedgecutter	Cheltenham Mowers	696	Nov-12
Multiclip petrol walk-behind	Alford Mowers	505	Mar-10
Chernsafe	Spaldings	1079	Jun-10
John Deere	Oakes Bros	3600	Nov-11
Mower	Cheltenham Mower Ltd	4052	Dec-12
Marking machine			
Glider 50 bal.	Rigby Taylor	525	Apr-14 New asset in 2014/15
<b>Total Recreation Equipment</b>		<b>46174</b>	

<b>SPORTS EQUIPMENT</b>			
Goalposts x 3	Edwards	1445	Jun-07
Goalposts x 1 (Senior pitch)	Edwards	510	Oct-07
<b>Total Sports Equipment</b>		<b>1955</b>	

<b>STREET FURNITURE</b>			
<b>SNOXHALL FIELDS</b>			
Dog bins	Glasdon	2033	Aug-06
Waste bins	Glasdon	2213	Sep-08
Fuel bund	Tuffa Tanks	755	Sep-06
2 lighting columns towards Northdowns	EDF	3160	Jun-06
1 lighting column	EDF	1598	Mar-07
Hitherwood		6000	
6 lighting columns			
1 8 metre lighting column	EDF	1800	Jun-07
Signs	Signs express	1073	Jan-09
Gate	A Wright	545	Feb-11
<b>Total Street Furniture</b>		<b>19177</b>	
<b>Snoxhall Fields</b>		<b>19177</b>	

<b>YOUTH CENTRE EQUIPMENT</b>			
Celling net	Olympic Gymnasium Services	2917	Nov-13
<b>Total Youth Centre Equipment</b>		<b>2917</b>	

<b>RECREATION STORAGE</b>			
Collapsible storage unit	Extra-space Industries	1066	Nov-04
Storage unit	The Container Man	1535	Oct-08
<b>Total Recreation Storage</b>		<b>2601</b>	

<b>PLAY PARK EQUIPMENT</b>			
Net mountain	Hegs Play	6326	Oct-02
Senior swings	Ins value	1620	
Toddler swings	Playdale	1941	Feb-07
Toddler swings	Kompan	850	May-09
Nest swing	Playdale	1670	Nov-08
Rock and Cross	Monster	6649	Nov-08
Star Surfer	Star Surfer	1592	Mar-09
Meeting Pollnt	Kompan	3060	Mar-09

Rock it	1592	Mar-09	Kompan
Spica	920	Mar-09	Kompan
Argo	1517	Mar-09	Kompan
Sandworks	6723	May-09	Kompan
You and Me	586	May-09	Kompan
Mighty Musketeer	1369	May-09	Kompan
Billy Goat Gruff	782	May-09	Kompan
Criss Cross	858	May-09	Kompan
Supanova	3040	May-09	Kompan
Blooz	10000	Sep-09	Kompan
Multiplay	25500	Dec-09	Kompan
Crest	16615	Feb-10	Kompan
Spinning cups	1560	Feb-11	Kompan
Nest swing and surfacing	9907	May-13	Playsafe
Youth shelter	6995	Aug-08	Monster
<b>Total Play Park Equipment</b>	<b>111872</b>		

111872

<b>FITNESS EQUIPMENT</b>			
Air skler	674	Sep-09	Fresh air fitness
Seated Chest Press	1764	Sep-09	Fresh air fitness
Self weighted rower	999	Sep-09	Fresh air fitness
<b>Total Fitness Equipment</b>	<b>3437</b>		

3437

Owned by the Parish Council. Supplied by Carmel Electrical Services Aug 1999	55000	1999	
cost £27119			
Oakes Bros	27000	Feb-13	Football floodlights
Horsham	701	Mar-13	New Holland TCE 55 Tractor
Broxap	2938	Mar-13	Seat outside Library
SCH Suppliers			Tipper trailers
Oakes Bros	3400	Mar-13	Dropside trailer
Horsham			

55000

27000

701

2938

3400

Grounds Maintenance Equipment			
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347208

**FINAL TOTAL**

Summary of fixed assets.

Buildings	3,392,576
Community Assets	26,315
Infrastructure	57,438
Equipment	347,208
Long term investment	100,000

3,923,537

X