

Annual Governance and Accountability Return 2018/19 Part 2

To be completed only by Local Councils, Internal Drainage Boards and other smaller authorities* where the higher of gross income or gross expenditure was £25,000 or less, that meet the qualifying criteria, and that wish to certify themselves as exempt from a limited assurance review

Guidance notes on completing Part 2 of the Annual Governance and Accountability Return 2018/19

1. Every smaller authority in England where the higher of gross income or gross expenditure was £25,000 or less must following the end of each financial year, complete Part 2 of the Annual Governance and Accountability Return in accordance with *Proper Practices*, unless the authority:
 - a) does not meet the qualifying criteria for exemption; or
 - b) does not wish to certify itself as exempt
2. Smaller authorities where the higher of gross annual income or gross annual expenditure does not exceed £25,000 and that meet the qualifying criteria as set out in the Certificate of Exemption are able to declare themselves exempt from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review provided the authority completes:
 - a) The Certificate of Exemption, page 3 and returns a copy of it to the external auditor either by email or by post (not both); and
 - b) The Annual Governance and Accountability Return (Part 2) which is made up of:
 - Annual Internal Audit Report (page 4) to be completed by the authority's internal auditor.
 - Section 1 – Annual Governance Statement (page 5) to be completed and approved by the authority.
 - Section 2 – Accounting Statements (page 6) to be completed and approved by the authority.

NOTE: Authorities certifying themselves as exempt SHOULD NOT send the completed Annual Governance and Accountability Return to the external auditor.
3. The authority must approve Section 1 Annual Governance Statement before approving Section 2 Accounting Statements and both must be approved and published on a website before 1 July 2019.

Publication Requirements

Smaller authorities must publish various documents on a public website as required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities. These include:

- Certificate of Exemption, page 3
- Annual Internal Audit Report 2018/19, page 4
- Section 1 – Annual Governance Statement 2018/19, page 5
- Section 2 – Accounting Statements 2018/19, page 6
- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

Limited Assurance Review

Providing the authority certifies itself as exempt, and completes and publishes the Annual Governance and Accountability Return, there is no requirement for the authority to have a limited assurance review.

Any smaller authority may, however, request a limited assurance review. In these circumstances the authority should not certify itself as exempt, and not complete the Certificate of Exemption, but complete Part 3 of the Annual Governance and Accountability Return 2018/19 and return it to the external auditor for review together with the supporting documentation requested by the external auditor.

The cost to the smaller authority for the review will be £200 +VAT.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Part 2 of the Annual Governance and Accountability Return 2018/19, Sections 1 and 2

- An authority that wishes to declare itself exempt from the requirement for a limited assurance review must do so at a meeting of the authority after 31 March 2019. It should not submit its Annual Governance and Accountability Return to the external auditor. However, as part of a more proportionate regime, the authority **must** comply with the requirements of the Transparency Code for Smaller Authorities.
- The authority **must** comply with Proper Practices in completing Sections 1 and 2 of this Annual Governance and Accountability Return and the Certificate of Exemption. Proper Practices are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end.
- The authority **should** receive and note the annual internal audit report if possible prior to approving the annual governance statement and before approving the accounts.
- Make sure that the Annual Governance and Accountability Return is complete (i.e. no empty highlighted boxes), and is properly signed and dated. Avoid making amendments to the completed annual return. Any amendments must be approved by the authority and properly initialled.
- Use the checklist provided below to review the Annual Governance and Accountability Return for completeness at the meeting at which it is signed off.
- **You should inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant email addresses and telephone numbers.**
- It is recommended that the authority has numerical and narrative explanations for significant variances in the accounting statements on page 6, should a question be raised by a member of the public. There is guidance provided in the *Practitioners' Guide** that may assist.
- Make sure that the accounting statements add up and the balance carried forward from the previous year (Box 7 of 2018) equals the balance brought forward in the current year (Box 1 of 2019).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights. From the commencement date for a single period of 30 consecutive working days, the approved accounts and accounting records can be inspected. Whatever period the RFO sets **must** include a common inspection period – during which the accounts and accounting records of all smaller authorities **must** be available for public inspection – of the first ten working days of July.
- The authority **must** publish the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2019**.

Completion checklist – No answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes been completed?	✓	
	Have the dates set for the period for the exercise of public rights been published?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', is an explanation available should a question be raised by a local elector and/or an interested party?	✓	
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Is an explanation of significant variations from last year to this year available, should a question be raised by a local elector and/or an interested party?	✓	
	Is an explanation of any difference between Box 7 and Box 8 available, should a question be raised by a local elector and/or an interested party?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? (<i>Local Councils only</i>)	N/A	

*Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Certificate of Exemption – AGAR 2018/19 Part 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2019, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, provided that the authority has certified itself as exempt at a meeting of the authority after 31 March 2019 and a completed Certificate of Exemption is submitted notifying the external auditor.

CANNOCK WOOD PARISH COUNCIL

certifies that during the financial year 2018/19, the higher of the authority's gross income for the year or gross annual expenditure, for the year did not exceed £25,000

Annual gross income for the authority 2018/19: £13677.04

Annual gross expenditure for the authority 2018/19: £11750.55

There are certain circumstances in which an authority will be unable to certify itself as exempt, so that a limited assurance review will still be required. If an authority is unable to confirm the statements below then it cannot certify itself as exempt and it must submit the completed Annual Governance and Accountability Return Part 3 to the external auditor to undertake a limited assurance review for which a fee of £200 +VAT will be payable.

By signing this Certificate of Exemption you are confirming that:

- The authority has been in existence since before 1st April 2015
- In relation to the preceding financial year (2017/18), the external auditor has not:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor either by email or by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website* before 1 July 2019. By signing this certificate you are also confirming that you are aware of this requirement.

Signed by the Responsible Financial Officer



Date 20/6/19

06.06.2019

Signed by Chairman



Date 20/6/19

Email

clerkcannockwood@outlook.com

Telephone number

01543 685262

*Published web address

www.cannockwood.org

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor.

Annual Internal Audit Report 2018/19

CANNOCK WOOD PARISH COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation during the financial year ended 31 March 2019.

The internal audit for 2018/19 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. Asset and investments registers were complete and accurate and properly maintained.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Periodic and year-end bank account reconciliations were properly carried out.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. IF the authority certified itself as exempt from a limited assurance review in 2017/18, it met the exemption criteria and correctly declared itself exempt. ("Not Covered" should only be ticked where the authority had a limited assurance review of its 2017/18 AGAR)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
L. During summer 2018 this authority has correctly provided the proper opportunity for the exercise of public rights in accordance with the requirements of the Accounts and Audit Regulations.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

07-06-2019

Name of person who carried out the internal audit

Gwyneth Dawson

Signature of person who carried out the internal audit

Date 07-06-2019

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2018/19

We acknowledge as the members of:

CANNOCK WOOD PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2019, that:

	Agreed		Yes means that this authority
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
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 a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
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.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
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.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by 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.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.			has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.

*For any statement to which the response is 'no', an explanation should be published

This Annual Governance Statement was approved at a meeting of the authority on:

20/06/2019

and recorded as minute reference:

8.2.2

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Patricia Husell

Clerk

W. Hus

Section 2 – Accounting Statements 2018/19 for

CANNOCK WOOD PARISH COUNCIL

	Year ending		Notes and guidance				
	31 March 2018 £	31 March 2019 £					
1. Balances brought forward	14968	15334	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.				
2. (+) Precept or Rates and Levies	10451	10591	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.				
3. (+) Total other receipts	989	3086	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.				
4. (-) Staff costs	1410	1500	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 employment expenses.				
5. (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).				
6. (-) All other payments	9664	10251	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).				
7. (=) Balances carried forward	15334	17260	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).				
8. Total value of cash and short term investments	15334	17260	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.				
9. Total fixed assets plus long term investments and assets	NIL	NIL	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.				
10. Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).				
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)			<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td></td> <td>✓</td> </tr> </table> <p>The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets.</p> <p>N.B. The figures in the accounting statements above do not include any Trust transactions.</p>	Yes	No		✓
Yes	No						
	✓						

I certify that for the year ended 31 March 2019 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority. Signed by Responsible Financial Officer before being presented to the authority for approval

[Signature]

Date

20.06.19

I confirm that these Accounting Statements were approved by this authority on this date:

20/06/2019

as recorded in minute reference:

8-2-3

Signed by Chairman of the meeting where the Accounting Statements were approved

[Signature]

POST



Can we help?
0800 4561247

Branch Address
3 George Street
Tamworth
B79 7LA

MRS REBECCA SARA MASON
15 School Walk
Chase Terrace
Burntwood
Staffordshire
WS7 1NQ

000000000000

1301000692

Page 1 of 2

Your Club & Societies Current Account statement.

Statement date
08 April 2019

Account name
CANNOCK WOOD PARISH
COUNCIL

Statement No: 267

Date	Description	Debits	Credits	Balance
08 Mar 2019	Previous statement			16901.62
12 Mar	000852	500.00 ✓		16401.62
13 Mar	000853	325.00 ✓		16076.62
20 Mar	000851	500.00 ✓		15576.62
25 Mar	000857	135.00 ✓		
	000858	20.00 ✓		
	000860	34.99 ✓		15386.63
27 Mar	000859	150.00 ✓		
	000861	375.00 ✓		
	000864	200.00 ✓		12961.63

Sort Code
05-05-64

Account number
61843803

IBAN
GB54YORK05056461843803

BIC
YORKGB21564

Current balance
£12,961.63

Bank reconciliation – Example

This reconciliation must include all bank and building society accounts and other short-term investments*. It must agree to Box 8 in the column headed "Year ending 31 March 2019" in Section 2 of the Annual Return. It will also agree to Box 7 where the accounts are prepared on a receipts and payments (cash) basis.

Local Council Name _____ Cannock Wood Parish Council _____

Financial year ending 31 March 2019

Prepared by Mrs R S Mason – Parish Clerk _____ (Name and Position) Date 06.06.2019 _____

Balance per bank statements as at 31 March 2019:		£	£
e.g. Current account		12861.63	
High interest account			
Building society premium a/c		4399.05	
		<hr/>	
		17260.68	
Petty cash float (if applicable)			
Less: any un-presented cheques at 31 March 2019 (normally only current account)			
Cheque number		0	
		<hr/>	
		0	
Add: any un-banked cash at 31 March 2019			
e.g. Allotment rents banked 31 March 2019 (but not credited until 1 April)			
		<hr/>	
Net balances as at 31 March 2019			17260.68

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK

Opening Balance 1 April 2018	18654.09
Add: Receipts in the year	13677.04
Less: Payments in the year	15070.45
	<hr/>
Closing balance per cash book [receipts and payments book] as at 31 March 2019 (must equal net balances above)	17260.68

* **Note:** Long-term investments should be excluded from the bank reconciliation and from Section 2, Boxes 1, 7 and 8. They must be shown in Section 2, Box 9 and recorded in the asset and investment register.

Explanation of significant variances in the accounting statements - Section 2Local council name: Cannock Wood Parish Council

Please explain any variances of more than 15% between the totals for individual boxes in Section 2. We do not require explanations for variances of less than £200; however, in some cases there may be 'compensating' variances which leave the overall total for a box relatively unchanged – e.g. where there was a major one-off project in one year (e.g. contribution to village hall extension of £30,000), but a totally different expense of a similar size in the next (e.g. purchase of playground equipment of £28,000). In such cases, it would be helpful to provide an explanation of movements within each box. **We also ask you to explain any change where there is a movement to or from zero.** Please either use the proforma below, or complete a separate schedule if more space is required.

Section 2	2017/18 £	2018/19 £	Variance (+/-) £	Detailed explanation of variance (for each reason noted please include monetary values (to nearest £10))
Box 2 Precept	10451	10591	+1.34	
Box 3 Other income	989	3086	+212.03	There was a increase due to Community Infrastructure Levy of £3086.11 being received. No other income was received
Box 4 Staff costs	1410	1500	+6.38	
Box 5 Loan interest/ capital	0	0		
Box 6 Other payments	9664	10251	+6.07	Please see appendix 1
Box 7 Balances carried forward	15334	17260	+12.56	If some of the year-end balances are earmarked for specific purposes rather than as a general reserve, please provide a breakdown. £5000 is an earmarked reserve for Neighbourhood Plan project £4000 is an earmarked reserve for Elections £1500 is an earmarked reserve for Village hedge cutting.
Box 9 Fixed assets & long term assets	NIL	NIL		Explain all movements in this category and not just those above 15%
Box 10 Total borrowing	NIL	NIL		

Reconciliation between Box 7 and Box 8 in Section 2 (31/03/2019). Note – this form is only required for authorities preparing their accounts on an income and expenditure basis

Local council name: _____ Cannock Wood Parish Council _____

There should only be a difference between Box 7 and Box 8 where the accounts are prepared on an Income & Expenditure basis and where there are year-end adjustments for debtors/prepayments and creditors/receipts in advance. Please provide details of the year-end adjustments, showing how the net difference between them is equal to the difference between Boxes 7 and 8.

		£	£
	Total of Box 7: Balances carried forward (31/3/2019)		17260.68
Deduct:	Debtors		
	•		
	•		
	•		
	•		
Deduct:	Payments made in advance (prepayments)		
	•		
	•		
	Total deductions		
Add:	Creditors		
	•		
	•		
	•		
	•		
Add:	Receipts in advance		
	•		
	•		
	Total additions		
	Total of Box 8: Total cash and short term investments (31/3/2019)		17260.68
	(must agree to the net balances on bank reconciliation)		

Local Council name: Cannock Wood Parish Council

Confirmation of contact details

Please confirm the contact details for the Clerk, RFO (if not the clerk) and Chair, to assist us in ensuring that our records are kept up to date:

<p>Clerk's name: <i>None currently in post.</i></p>	<p>RFO's name (if not clerk) <i>Arril GREEN</i></p>	<p>Chair's name Councillor Mrs Patricia Ansell</p>
<p>Clerk contact address:</p>	<p>RFO contact address: <i>Tukawa</i> <i>S Uplands Close</i> <i>Cannock Wood</i> <i>Staffs</i> <i>WS15 4RN</i></p>	<p>Chair contact address: <i>6 Upland Close</i> Cannock Wood Staffordshire WS15 4RH</p>
<p>Telephone: Primary contact number: Mobile/Alternative number:</p>	<p>Telephone: Primary contact number: <i>01543 684805</i> Mobile/Alternative number:</p>	<p>Telephone: Primary contact number: ...07811 592282... Mobile/Alternative number:</p>
<p>Clerk e-mail:</p>	<p>RFO e-mail:</p>	<p>Chair e-mail: patricia.ansell@cannockwood.org</p>

Please return this form together with the Annual Governance & Accountability Return and other information requested.

APPENDIX A

Cannock Wood Explanation of differences in Box 6 of - £587.00

In 2017/18 the insurance was £405.16 in 2018/19 it increased to £455.16 which is +£50.00 on 2018/19

The expenditure on Grants last year was £7065. In 2018/19 the grant expenditure was £7875 this was made up of Village Hall Maintenance Grant of £2000, Cannock Wood Playing Field Grant of £1500, Cannock Wood Welfare grant of £2000, Tumble Tots Grant of £375, Cannock Chase Shed Grant of £500, Welfare Club grant £500 and Playing Fields grant of £1000 this is an increase of £810 on 2017/18.

Expenses in 2017/18 at £220. In 2018/19 Expenses are £550 this is increase of £330 which is due to reimbursement to Councillors for travel costs to Neighbourhood Planning conference in London of £310.00. The monthly clerks' expenses are £20 which is £240 per annum in 2017/18 the clerk only claimed for 11 months expenses due to being off sick for a month and not requiring them.

Subs were £286 in 2017/18. In 2018/19 £20 was paid for subs to Staffordshire Playing Field Association. This is a-£266 on 2017/18 as the SPCA subscription for 2019/20 has not been received.

Miscellaneous expenses were £1687.83 in 2017/18. In 2018/19 Miscellaneous expenses was 1065.39 this is a reduction of £622.44 this was due to no longer employing a company to install the Christmas Lights on the tree.