

## Explanation of variances – pro forma

Name of smaller authority: **Great Waltham**  
County area (local council) an: **ES99X**

**Insert figures from Section 2 of the AGAR in all Blue highlighted boxes**

**Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:**

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2019 £	2020 £	Variance £	Variance %	Explanation Required?	
1 Balances Brought Forward	48,161	45,512			Automatic responses trigger below based on figures input. <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
2 Precept or Rates and Levies	44,880	46,000	1,120	2.50%	NO	Explanation of % variance from PY opening balance not required – Balance brought forward does not agree, query this
3 Total Other Receipts	9,990	22,155	12,165	121.77%	YES	Cll Receipt of £15,301 received for development on houses within Parish.
4 Staff Costs	20,643	26,370	5,827	28.36%	YES	Clerks Pay rate increase two spiral points SP22 £10,953 to SP24 £11,911. Passed Cllca and annual appraisal. Hours increased from 18 per week to 21 per week
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	36,986	35,711	-1,245	3.37%	NO	
7 Balances Carried Forward	45,532	51,586			NO	VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	45,512	51,586				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	394,263	399,763	5,510	1.40%	NO	
10 Total Borrowings			0	0.00%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

**Contact details**

Name of smaller authority: GREAT WALTHAM PARISH COUNCIL

County Area (local councils and parish meetings only): ESSEX

Please complete this form and send it back to us with the AGAR or exemption certificate

Name	Clerk/RFO (Main contact)	Chair
Name	W ADSEARD - GRANT	M. Steel
Address	PARISH OFFICE GREAT WALTHAM VILLAGE HALL SOUTH STREET GREAT WALTHAM ESSEX	'SYCAMORES' SOUTH STREET GREAT WALTHAM CHELMSFORD CM3 1DT
Daytime telephone number	07880717329	01245 360918
Mobile telephone number	07880717329	
Email address	CLERK GREAT WALTHAM PARISH COUNCIL ESSEX	MIKE.2.STEEL@BTINTERNET.COM

**Bank reconciliation – pro forma**

This reconciliation should include all bank and building society accounts, including short term investment accounts. It **must** include all receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative numbers.

Name of smaller authority: Great Waltham Parish Council

County area (local councils and parish meetings only): Essex

Financial year ending 31 March 2020

Prepared by (Name and Role): W.Adshhead-Grant RFO

Date: 15/05/2020

Balance per bank statements as at 31/3/20: £ account 1  
account 2

[add more accounts if necessary]

51,586.0

Petty cash float (if applicable) -

Less: any un-presented cheques as at 31/3/20 (enter these as negative numbers)

[add more lines if necessary]

Add: any un-banked cash as at 31/3/xx

51,586.0

Net balances as at 31/3/xx (Box 8)



Great Waltham Parish Council					
Payments from Cashbook 2019-20					
Date	Details		Transaction or Cheque no:	Value £	
01.04.19	Office Rent	Weedon	DD	£665.00	y
08.04.19	ICO	Annual	DD	£35.00	y
15.04.19	SWALEC	Office	DD	£84.75	y
16.04.19	Sage	Payroll	DD	£7.20	y
16.04.19	Vodafone	Office Phone	DD	£29.00	y
23.04.19	M Howard	Audit Fee	BT	£160.00	y
23.04.19	Aurora Security	Alarm Maintenance	BT	£113.70	y
23.04.19	Clerk	Monthly Expenses	BT	£297.98	y
26.04.19	MD Landscapes	Monthly Grounds	BT	£377.69	y
26.04.19	EALC	Annual Subscription	BT	£504.23	y
26.04.19	EALC	Course Fees	BT	£192.00	y
26.04.19	Wave	Water for office	BT	£28.78	y
26.04.19	EALC	Course Fees	BT	£132.00	y
01.05.19	Office Rent	Weedon	DD	£665.00	y
02.05.19	Handyman	Salary	BT	£310.05	y
02.05.19	Pension	Clerks Pension	BT	£292.35	y
02.05.19	HMRC	PAYE	BT	£390.73	y
02.05.10	Clerk	Salary	BT	£480.10	y
02.05.19	BHIB	Annual Insurance	BT	£1,210.68	y
15.05.19	Vodafone	Wifi	DD	£29.00	y
16.05.2019	Sage	software	DD	£7.20	y
10.05.19	Felsted Mill Litho	Annual Report Printing	TBP	£230.00	y
24.05.19	Handyman	Salary	BT	£604.80	y
24.05.19	Pension	Clerk Pension	BT	£292.35	y
24.05.19	HMRC	PAYE	BT	£391.13	y
24.05.19	Clerk	Salary	BT	£479.70	y
24.05.19	Clerk	Expenses	see tab	£392.32	y
24.05.19	EALC	Training	BT	£108.00	y
24.05.19	EALC	Training	BT	£108.00	y
24.05.19	Grant	Litter Picker	BT	£42.24	y
24.05.19	Grant	British Legion	BT	£1,137	y
24.05.19	MD Landscapes	Grounds	BT	£377.69	y
03.06.2019	Office Rent	Weedon	SO	£665.00	y
14.06.2019	Vodafone	Broadband&Phone	DD	£29.00	Y
17.06.2019	Sage	Payroll Software	DD	£7.20	Y
27.06.2019	Amazon	Shredder sheets	BT	£15.75	y
27.06.2019	Amazon	Football Goals Pegs	BT	£13.95	y
24.06.2019	M D Landscapes	Contract Maintenance	BT	£377.69	Y
17.06.2019	Mrs Steel	Expenses for annual	Cheque	£4.38	Y
26.04.3019	¼ Payment to Caretaker	Playground attendant and	Cheque	£169.92	Y
27.06.2019	Handyman Wages	Monthly wage +Expenses	BT	£446.55	y
27.06.2019	Clerks Wages	Monthly Wage+Travel	BT	£675.22	y
24.06.2019	EALC	Cllr Dunn Training	BT	£108	Y
27.06.2019	Amazon	Football Net and Clips	BT	£65.94	y
24.06.2019	Lawn Doctor	Work on GW Recreation Park	BT	£2,004	Y
28.06.2019	HMRC	Tax & NI	BT	£629.44	y
27.06.2019	Pension	Essex Pension	BT	£394.69	y
24.06.2019	Amazon	Door Gate	BT	£8.23	Y
24.06.2019	Rospa	Play Safety	BT	£297.00	Y
27.06.2019	JCM Services	Verge cut	BT	£114.00	y
27.06.2019	Amazon	Gate catch	BT	£4.94	y
27.06.2019	Amazon	staples	BT	£4.55	y
27.06.2019	Amazon	A4 paper	BT	£22.98	y
27.06.2019	SWALEC	electricity	DD	£33.65	y
30.06.19	Unity Trust Bank	Debit Interest	DD	£0.29	y
30.06.19	Unity Trust Bank	Service Charge	DD	£18.00	y
01.07.19	NPOWER	Electricity -	DD	£60.63	y
01.07.19	Office Rent	Weedon	SO	£665.00	y
16-Jul-19	Direct Debit (VODAFONE LTD)	7038182347-1002	DD	£29.00	y
22-Jul-19	B/P to: MD Landscapes Ltd	GW001	BT	£377.69	y
22-Jul-19	B/P to: Adshead-Grant W	SALARY/EXPENSES	BT	£131.12	y
23-Jul-19	Cheque	300006	Cheque	£330.00	y



26-Jul-19	B/P to: Adshead-Grant W	SALARY/EXPENSES	BT	£559.27	y
26-Jul-19	B/P to: AMAZON PAYMENTS L	A2UZ7O18Q12Q1G	BT	£89.26	y
26-Jul-19	B/P to: Buckley Jason	SALARY	BT	£447.90	y
26-Jul-19	B/P to: AMAZON PAYMENTS L	A2UZ7O18Q12Q1G	BT	£7.57	y
26-Jul-19	B/P to: AMAZON PAYMENTS L	A2UZ7O18Q12Q1G	BT	£107.98	y
31-Jul-19	B/P to: HMRC	083PZ00166031	BT	£504.66	y
31-Jul-19	B/P to: Essex Pension Fund	PENS2020	BT	£340.31	y
31-Jul-19	B/P to: Chatham Hall Est	GWPC	BT	£0.08	y
01-Aug-19	S/O to: Weedon CP and AM	OFFICE RENT	SO	£665.00	y
06-Aug-19	B/P to: EALC	GTWALT	BT	£180.00	y
06-Aug-19	B/P to: EALC	GTWALT	BT	£180.00	y
06-Aug-19	B/P to: AMAZON PAYMENTS L	A2UZ7O18Q12Q1G	BT	£13.74	y
06-Aug-19	B/P to: EALC	GTWALT	BT	£192.00	y
12-Aug-19	Cheque	300008	Cheque	£89.28	y
12-Aug-19	B/P to: AMAZON PAYMENTS L	A2UZ7O18Q12Q1G	BT	£79.99	y
12-Aug-19	B/P to: SBC BUILDING	80638	BT	£78.20	y
14-Aug-19	Direct Debit (VODAFONE LTD)	7038182347-1002	DD	£29.00	y
16-Aug-19	B/P to: Adshead-Grant W	EXPENSES	BT	£348.00	y
16-Aug-19	B/P to: Adshead-Grant W	EXPENSES	BT	£531.09	y
16-Aug-19	B/P to: Chelmsford C C	D002907	BT	£154.00	y
16-Aug-19	B/P to: EALC	GTWALT	BT	£120.00	y
16-Aug-19	B/P to: EALC	GTWALT	BT	£120.00	y
21/08/2019	Cllr Jackson	Allotment	Cheque 3000007	£37.97	y
23.08.19	MD Landscapes	Grounds Contract	BT	£377.69	y
23.08.19	B/P to: Adshead-Grant W	Salary	BT	£559.67	y
23.08.19	J. Buckley	Salary and Expenses	BT	£442.95	y
28.08.19	HMRC	PAYE	BT	£504.26	y
30.08.19	Essex Pension Fund	Pension	BT	£340.31	y
02.09.19	Weedon	office rent	DD	£665.00	y
04.09.19	Amazon	INK CARTRIDGES	BT	£19.93	y
06.09.19	Cheque 300009	Ceyrat presentation	Cheque	£99.90	y
10.09.19	D.Bearman	Padlock and Chain	BT	£29.99	y
16.09.19	Vodaphone	Broadband&Phone	DD	£29.00	y
23.09.19	Clerk	expenses	BT	£230.96	y
23.09.19	S.Burton	fencing	BT	£918.82	y
23.09.19	DM Payroll	Payroll	BT	£51.00	y
23.09.19	Chatham Hall	Allotments	BT	£350.00	y
24.09.19	NPOWER	Office Electricity	BT	£54.40	y
26.09.19	MD Landscapes	Grounds Maintenance	BT	£377.69	y
27.09.19	Clerk	SALARY	BT	£559.67	y
27.09.19	EALC	Training	BT	£120.00	y
27.09.19	Handyman	Wages	BT	£434.11	y
27.09.19	Swalec	Changing rooms	BT	£72.79	y
30.09.19	HMRC	PAYE	BT	£504.26	y
30.09.19	Essex Pension Fund	Pension	BT	£340.31	y
30.09.19	PKF Littlejohn	External Audit	BT	£360.00	y
30.09.19	service charge	Bank	DD	£18.00	y
1.10.19	Office Rent	Weedon	DD	£665.00	Y
25.10.19	M D Landscapes	Contract Maintenance	BT	£377.69	Y
22.10.19	NPower	Office Electricity	DD	£20.90	Y
25.10.19	HMRC	PAYE + NI	BT	£504.26	Y
21.10.19	Chelmsford City Council	Bollards	BT	£2,160.00	Y
21.10.19	Ford End Village Hll	Grant	BT	£3,000	Y
21.10.19	Essex Pension Fund	Pension	BT	£340.31	Y
24.10.19	Handyman Wages	Salary	BT	£435.75	Y
21.10.19	Clerks Wages	Salary	BT	£559.27	Y
21.10.19	Amazon	Paint for Parish Office	BT	23.85	Y
21.10.19	Amazon	Paint for Village Hall	BT	19.4	Y
21.10.19	Amazon	Painting Accessories	BT	39.63	Y
21.10.19	Amazon	Painting Accessories	BT	9.98	Y
21.10.19	Amazon	Paining Accessories	BT	17.68	Y
21.10.19	EALC	Training	BT	£120	Y
21.10.19	Clerks Expenses	Assorted	BT	£707.21	Y
25.10.19	Cllr Steel	Expenses	CHEQUE-300010	54.12	y
13.11.19	Caretaker	¼ Payment	CHEQUE - 300011	£161.56	y
21.10.19	Chelmsford City Council	Play in the Park	BT	£721.00	Y



05.12.19	Office Rent - VH	DECEMBER	BT	£312	y
09.12.19	M D Landscapes	Contract Maintenance	BT	£377.69	y
19.11.19	HMRC	PAYE + NI	BT	£504.26	y
19.11.19	Essex Pension Fund	pension	BT	£340.31	y
19.11.19	Handyman Wages	salary	BT	£491.60	y
19.11.19	Clerks Wages	salary	BT	£559.27	y
19.11.19	Clerks Expenses	Assorted	BT	£54.09	y
17.11.19	Clir Steel	Expenses	cheque-300012	£167.41	y
31.10.19	Weedon	Lease Surrender	BT	£1,000	Y
30.10.19	Everett painting	Paint Old Fire Station	BT	£880	Y
21.10.19	Ford End Village Hall Hire	Payments for years usage	BT	£90	Y
19.11.19	Ashe Green	FE Car Park	BT	£825.60	y
19.11.19	JCM	Pendon Hill	BT	£114	y
19.11.19	M.Harper	Return of Key Deposit	BT	£100	y
19.11.19	Amazon	Archive boxes	BT	£20.48	y
19.11.19	Amazon	Laminating A5	BT	£7.55	y
19.11.19	Amazon	Laminating A4	BT	£12.32	y
19.11.19	Amazon	Blind for Fire Station	BT	£18.48	y
17.11.19	WJ Gowers	Water Spend at Bury	CHEQUE-300013	23.7	y
03.12.19	Office Rent - VH	NOVEMER	BT	312	
09.12.19	SBC BUILDINGS	Bollards	BT	£498.00	Y
17.12.19	AMAZON	DOOR BELL	BT	£15.99	Y
17.12.19	AMAZON	NAME PLATE	BT	£7.03	Y
17.12.19	AMAZON	POST BOX	BT	£52.73	Y
17.12.19	MULTIFLOORING	GW VH FLOOR	BT	£767.04	Y
17.12.19	CLERK	EXPENSES	BT	£99.19	Y
17.12.19	CLERK	SALARY	BT	£559.67	Y
17.12.19	HANDYMAN	SALARY	BT	£449.25	Y
17.12.19	Essex Pension Fund	PENSION	BT	£340.31	Y
17.12.19	HMRC	PAYE	BT	£504.26	Y
17.12.19	MD LANDSCAPES	GROUNDNS CONTRACT	BT	£377.69	Y
17.12.19	CONSULTANTS SEA LTD	CONTAINER FOR BURY	BT	£1,632.00	Y
17.12.19	BT ADOPT A PHONE	NORTH END PHONEBOX	CHEQUE 300015	£1.00	y
17.12.19	SSE SWALEC	ELECTRICITY AT GW CHANGING ROOMS	DD	£33.54	Y
17.12.19	CLLR STEEL	OFFICE SIGN	CHEQUE	£25.00	Y
02.01.2020	Office Rent - VH	January	SO	£312	y
02.01.2020	M D Landscapes	Contract Maintenance	BT	£377.69	y
02.01.2020	HMRC	PAYE + NI	BT	£504.26	y
02.01.2020	Essex Pension Fund	PENSION	BT	£340.31	y
02.01.2020	Handyman Wages	SALARY	BT	£444.75	y
02.01.2020	Clerks Wages	SALARY	BT	£559.67	y
02.01.2020	Clerks Expenses	Assorted	BT	£204.73	y
02.01.2020	Service charge	Bank	DD	£18.00	Y
02.01.2020	M&G	Service fire extinguishers	BT	£45.00	y
02.01.2020	AMAZON	BLACK BIROS X 50	BT	£5.98	y
02.01.2020	AMAZON	INK CARTRIDGES	BT	£83.29	y
02.01.2020	AMAZON	PRINTER CABLE	BT	£5.39	y
02.01.2020	AMAZON	A4 PAPER X 2500 SHEETS	BT	£21.25	y
02.01.2020	AMAZON	A4 LAMINATING POUCHES	BT	£7.89	y
02.01.2020	NPOWER	OLD OFFICE POWER	DD	£84.57	y
6.01.2020	jcm	raid again	bt	£114.00	Y
28.01.2020	CARETAKER	WAGES	CHEQUE 300016	£150.02	Y
03.02.2020	Office Rent - VH	Febuary	SO	£312	y
07.02.2020	AMAZON	Balance payment	BT	£4.49	y
07.02.2020	Clerks Expenses	expenses	BT	£280.17	y
07.02.2020	GW VILLAGE HALL	CAR PARK ANNUAL	BT	£937.50	y
17.02.2020	Handyman Wages	SALARY	BT	£444.75	y
17.02.2020	HMRC	PAYE + NI	BT	£504.26	y
17.02.2020	Essex Pension Fund	PENSION	BT	£340.31	y
17.02.2020	Clerks Wages	SALARY	BT	£559.27	y
17.02.2020	DM Payroll	ANNUAL CHARGE	BT	£51.00	y
24.02.2020	HJM LANDSCAPES	TREE AT BROADS GREEN	BT	£400.00	y
02.03.2020	GW VILLAGE HALL	OFFICE RENT	SO	£312.00	y
17.03.2020	Chatham Hall	ALLOTMENT RENT	BT	£350.00	y
17.03.2020	EALC	H&S COURSE	BT	£16.80	y

17.03.2020	EALC	GDPR COURSE	BT	£16.80	y
17.03.2020	ICO	DATA PROTECTION	DD	£35.00	y
17.03.2020	EON	ELECTRICITY	BT	£76.62	y
17.03.2020	AMAZON	LEVER ARCH A4	BT	£16.26	y
17.03.2020	AMAZON	TAPE DISPENSER	BT	£3.38	y
17.03.2020	Handyman Wages	SALARY	BT	£444.75	y
17.03.2020	HMRC	PAYE + NI	BT	£504.26	y
17.03.2020	Essex Pension Fund	PENSION	BT	£340.31	y
17.03.2020	Clerks Wages	SALARY	BT	£559.67	y
17.03.2020	Clerks Expenses	expenses	BT	£120.17	y
17.03.2020	FE VILLAGE HALL	GRANT FOR CAR PARK	BT	£336.00	Y
23.03.2020	SWALEC	Changing rooms	DD	£83.06	Y
23.03.2020	Cllrsteel	key cutting	cheque	£8.50	y
31.03.2020	service charge	Bank	DD	£18.00	Y
				£62,080.69	



**Great Waltham Parish Council**

**Receipts 2019-2020**

**RECEIPTS**

Date	Details	Precept	Grants	Interest In Account	Allotments & Football Income	CIL	VAT Refund	TOTAL
01.04.2019	Cheque payment EALC - Clerks Bursary		£498.75					£498.75
08.04.2019	HMRC Vat return						£967.13	£967.13
23.04.2019	50% of precept	£23,000.00						£23,000.00
07.05.2019	Football Invoice				£180.00			£180.00
08.05.2019	Cil Monies - 18/01446/FUL - Well House Farm					£981.41		£981.41
17.05.19	Allotment rent				£13.13			£13.13
20.05.19	Allotment rent				£39.01			£39.01
21.05.2019	Allotment rent				£9.75			£9.75
21.05.2019	Allotment rent				£21.76			£21.76
21.05.2019	Allotment rent				£9.38			£9.38
21.05.2019	Allotment rent				£52.13			£52.13
21.05.2019	Allotment rent				£13.88			£13.88
21.05.2019	Allotment rent				£30.01			£30.01
21.05.2019	Allotment rent				£52.13			£52.13
22.05.2019	Allotment rent				£23.25			£23.25
29.05.2019	Allotment rent				£19.73			£19.73
28.06.2019	Tesco Bags Charity		£1,000.00					£1,000.00
04.06.2019	Allotment rent				£85.14			£85.14
07.06.2019	Allotment rent				£12.75			£12.75
14.06.2019	Allotment rent				£9.75			£9.75
17.06.2019	Allotment rent				£15.75			£15.75
30.06.2019	Credit Interest			£45.63				£45.63
12.07.2019	VAT Return						£217.17	£217.17
19.07.2019	Tom Amos Grant		£367.97					£367.97
19.07.2019	Allotment rent				£32.26			£32.26
19.07.2019	Allotment rent				£12.75			£12.75
19.07.2019	Allotment rent				£24.75			£24.75
29.07.2019	Allotment rent				£13.13			£13.13
29.07.2019	Allotment rent				£13.13			£13.13
14.08.2019	Allotment rent				£9.90			£9.90
21.08.2019	Allotment rent				£12.00			£12.00
02.09.2019	French Club				£240.00			£240.00



12.09.2019	Credit									£203.63				£203.63
26.09.2019	Precept	£23,000.00												£23,000.00
30.09.2019	Interest				£46.18									£46.18
15.10.2019	VAT Return											£920.44		£920.44
25.10.19	French Club									£60.00				£60.00
08.11.19	return anglan water									£104.55				£104.55
12.11.19	Oil income													
19.11.19	Jcm invoice returned											£114.00		£114.00
19.12.19	Village Hall			£280.00										£280.00
31.12.2019	Credit Interest				£46.50									£46.50
31.03.2020	Credit Interest				£54.55									£54.55
	<b>Total</b>	<b>£46,000.00</b>	<b>£2,146.72</b>	<b>£192.86</b>	<b>£1,427.65</b>	<b>£16,283.33</b>	<b>£2,104.74</b>	<b>£68,155.30</b>						<b>£68,155.30</b>

**CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS**

Name of smaller authority: GREAT WALTHAM PARISH COUNCIL

County Area (local councils and parish meetings only): ESSEX

**On behalf of the smaller authority, I confirm that the dates set for the period for the exercise of public rights are as follows:**

Commencing on 15 JUNE 2020

and ending on 24 JULY 2020

(Please enter the dates set by the smaller authority as appropriate which must be 30 working days (i.e. Monday – Friday only, and not Bank Holidays) inclusive and must commence on or before 1 September 2020).

We have suggested the following dates: Monday 15 June – Friday 24 July 2020. The latest possible dates that comply with the statutory requirements are Tuesday 1 September – Monday 12 October 2020.)

Signed: 

Role: RFO

**This form is only for use by smaller authorities subject to a review:**

Please submit this form to PKF Littlejohn LLP with the AGAR Part 3 and other requested documentation – this form is not for publication on your website.



Smaller authority name: GREAT WALTHAM PARISH Council

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION  
OF UNAUDITED ANNUAL GOVERNANCE &  
ACCOUNTABILITY RETURN**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

**Local Audit and Accountability Act 2014 Sections 25, 26 and 27**

**The Accounts and Audit Regulations 2015 (SI 2015/234)**

**The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404)**

NOTICE	NOTES
<p>1. Date of announcement <u>01st June 2020</u> (a)</p> <p>2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.</p> <p>Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2020, these documents will be available on reasonable notice by application to:</p> <p>(b) <u>CLERK /O THE PARISH OFFICE,</u> <u>GREAT WALTHAM VILLAGE HALL,</u> <u>SOUTH STREET</u> <u>CLERK GREAT WALTHAM PARISH</u> commencing on (c) <u>Monday 15 June 2020</u> <u>COUNCIL HOUSE</u></p> <p>and ending on (d) <u>Friday 24 July 2020</u></p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none"><li>• The opportunity to question the appointed auditor about the accounting records; and</li><li>• The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.</li></ul> <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 15 Westferry Circus Canary Wharf London E14 4HD (sba@pkf-littlejohn.com)</p> <p>5. This announcement is made by (e) <u>W ADAMSHEAD - GRAL</u></p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and at least 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must start on or before 1 September 2020.</p> <p>(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority</p>

**Great Waltham Parish Council****Balance per Bank statements as at 31st March 2020**

Details		£	£
Business Account - 20394204		145.56	
Reserve Account - 20394217		51,440.88	
<b>(Less)</b>	<b>Unpresented Cheques</b>	£	51,586
		C/N	
			£51,586
			£
			-
Add any unbanked cash at 31st March 2020			
Total Cash and short term investment (Box 8) 2018/2019			
			£ 51,586
<b>Cash Book</b>			
Opening Balance - Box 8 (2018/2019)			
		£	45,512
Add receipts for the year			
		£	68,155
Less payments in the year			
		£	62,081
Closing Balance per Cash Book			
		£	51,586
Invoiced Not received (subtracted from receipts)			
		0	
		-£	0


  
 28/3/20