

Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of
smaller authority here:

BROADSTAIRS + ST PETER'S TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including 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 2017, that:

	Answer		If 'No', state the grounds for this
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	prepared for 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to ensure 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 smaller authority to conduct its business or on its finances.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	during the year gave all persons interested the opportunity to inspect and ask questions about the authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	considered the financial and other risks it faces and has 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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 smaller authority and, where appropriate have included them in the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	has that all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by the smaller authority on:

05/06/2017

and recorded as minute reference:

51

Signed by Chair at meeting where approval is given:

[Signature]

Clerk:

[Signature]

*Note: Please provide explanations to the internal auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Section 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

BROADSTAIRS + ST PETER'S TOWN COUNCIL

	Year ending		Notes and details
	31 March 2016	31 March 2017	
1. Balance brought forward	711,715	773,615	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	269,758	264,295	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	130,740	80,612.28	Total income or receipts as recorded in the cashbook less the precept or receipts received (line 2). Include any grants received.
4. (-) Staff costs	101,869	94,352.9	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	35,824	35,824	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	200,904	166,685.35	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balance carried forward	773,615	921,697.7	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	706,711	877,551	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	293,214	293,326	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	443,642	430,543	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 charities)			The Council acts as sole trustee for and is responsible for managing Trust funds or assets. % B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

[Signature]

Date: 05/06/17

I confirm that these accounting statements were approved by this smaller authority on:

05/06/2017

and recorded as minute reference:

51

Signed by Chair at meeting where approval is given:

[Signature]

Consolidated Balance Sheet

31/03/16

£

31/03/17

£

Long Term assets

0.00	Investments	0.00
0.00	Long Term Debts	0.00
0.00	TOTAL LONG TERM ASSETS	0.00

Current assets

500,000.00	Investments	500,000.00
0.00	Loans Made	0.00
0.00		0.00
0.00	Investments	0.00
0.00	Stocks	0.00
10,843.44	VAT Recoverable	10,445.88
5,491.58	Debtors	0.00
1.87	Payment in Advance	0.00
237,379.99	Cash in Hand at Bank	377,550.81
753,716.88	TOTAL CURRENT ASSETS	887,996.69
753,716.88	TOTAL ASSETS	887,996.69

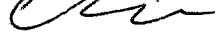
Current liabilities


443,642.42	Loans Received	430,543.60
0.00	Temporary Borrowing	0.00
0.00	VAT Payable	0.00
5,790.04	Creditors	5,087.90
0.00	Receipts in Advance	0.00
449,432.46	TOTAL CURRENT LIABILITIES	435,631.50
304,284.42	TOTAL ASSETS LESS CURRENT LIABILITIES	452,365.19

0.00	Long Term Borrowing	0.00
0.00	Deferred Liabilities	0.00
0.00	Deferred Credits	0.00
0.00		0.00
304,284.42	NET ASSETS	452,365.19

Represented by

244,544.53	General Fund	392,656.56
	RESERVES	
19,500.00	Reserve for Election Costs	19,500.00
	31/03/15 balance £456,115.59	
0.00	PWLB Community Centre	0.00
1,434.96	Defibrillator	1,434.96
	Centenary WWI	
8,136.36	Heritage Lottery Grant WWI	8,136.36
273,615.85		421,727.88

X Signed 
Chairman
Date 05/06/17
AUDIT OPINION


Responsible Financial Officer
05/06/17