

## The Planning Inspectorate

### COMMENTS ON CASE (Online Version)

Please note that comments about this case need to be made within the timetable. This can be found in the notification letter sent by the local planning authority or the start date letter. Comments submitted after the deadline may be considered invalid and returned to sender.

**Appeal Reference: APP/Q3115/W/22/3295364**

#### DETAILS OF THE CASE

Appeal Reference APP/Q3115/W/22/3295364

Appeal By MR EDMUND RUBE

Site Address  
Land West of Manor Road,  
Goring  
Oxfordshire  
Grid Ref Easting: 460055  
Grid Ref Northing: 180104

#### SENDER DETAILS

Name CLERK TO THE COUNCIL GORING-ON-THAMES PARISH COUNCIL

Address  
Gardiner Pavilion, Upper Red Cross Road,  
Goring  
Reading  
Reading  
Oxfordshire  
RG8 9BD

Company/Group/Organisation Name Goring-on-Thames Parish Council

#### ABOUT YOUR COMMENTS

In what capacity do you wish to make representations on this case?

- ☐ Appellant
- ☐ Agent
- ☒ Interested Party / Person
- ☐ Land Owner
- ☐ Rule 6 (6)

What kind of representation are you making?

- ☐ Final Comments
- ☐ Proof of Evidence
- ☐ Statement

- ☐ Statement of Common Ground
- ☒ Interested Party/Person Correspondence
- ☐ Other

## YOUR COMMENTS ON THE CASE

Goring-on-Thames PC continues to object to this proposal. The Appeal statement claims four grounds of appeal, none of which are valid for the reasons below.

1. Conformance with Local Plan policies STRAT1, H1, H4 and H13.

- STRAT1; The application does not add any meaningful support or enhancement to the role of Goring as a larger village, which is the only clause in STRAT1 that relates to Goring. Indeed, it contradicts the Goring Neighbourhood Plan policies 01 and 04.
- H1: The application does not comply with Policy H1. This says that residential development will be permitted at sites that are allocated by Neighbourhood Development Plans. This site was specifically excluded from allocation by the Goring Neighbourhood Plan.
- H4: The application does not comply with policy H4 which says that housing requirement of 257 homes will be collectively delivered through Neighbourhood Development Plans and Local Plan site allocations at the Larger Villages. The site was not allocated by the Goring Neighbourhood Plan and there is no additional allocation for Goring in Policy H4.
- H13: The application does not comply with this policy because its location means it does not have good access to public transport and local facilities for this demographic, the application has not demonstrated the need for this type of accommodation in Goring, and Goring is not a strategic housing development.

2. The need for specialist homes for older people outweighs any impact on the character and appearance of the surrounding area.

The Goring Neighbourhood Plan Landscape and Visual Impact Assessment concluded that any impact on the AONB of development on this site could be adequately mitigated and the site was not excluded on AONB grounds. However, the 'tilted balance' argument is still not a valid ground for appeal for this application because:

- the application has not demonstrated the need for this type of development in Goring.
- this development has little or no relevant value to outweigh any visual impact. The Goring Neighbourhood Plan concluded that there was no need for this type of development in Goring.

3. The sequential test is met. This is not a valid ground for appeal for several reasons which demonstrate that this site is clearly unsuitable for any type of residential development in principle.

3.1. The appellant claims that the site has passed the sequential test, but this is not the case. The wrong type of sequential test has been applied – a within-site test has been applied but the allocation of the site for development of the site must be the subject of a Goring-wide sequential test.

- A sequential test was undertaken by the Goring Neighbourhood Plan and this site excluded from the housing allocations for failing the multi-site sequential test. This is still the case.
- The site is in flood zones 2 and 3. Goring Neighbourhood Plan specifically excluded it on flood risk grounds. There is no case for revisiting this decision.

3.2. The appellant's flood risk assessment identifies changes to the proposal that would, in its view, be necessary and sufficient to make the site acceptable from a flood risk perspective.

- A number of the proposed mitigations would be very likely to be unacceptable e.g. raised walkways, road humps, emergency egress which would still be flooded, just to a lesser degree, stranding of cars

in a flooded car park, etc. As such, it must be viewed that the proposed mitigations are unrealistic and therefore that a design that can remain safe for its lifetime has not been demonstrated.

- The appellant is proposing to mitigate the flood risk to residents via by offering a safe pedestrian evacuation route ("albeit wet") via raised boardwalks each side of Manor Road, a road hump to cross the road, then further boardwalks across the GNP3 development site towards Elmcroft.
- Boardwalks are not acceptable in principle as a safe means of escape, and particularly not for the demographic proposed.
- The appellant also states that: "... the proposed development will be surrounded by flood water during the 100-year plus climate change fluvial event and vehicular safe access and egress will not be available during the peak of the event...."
- The statement of ownership on the Site Ownership Certificate, part of the Planning Appeal Form, misrepresents the facts.
  - o The appellant implies that site GNP3 might need a boardwalk for safe access, which is factually incorrect. A full flood risk assessment has been conducted for that site.
  - o The owner of GNP3 has been consulted on this proposal and does not support it. The appellant does not own, or have right to use, site GNP3, although the application relies on access to this land for safe access.

4. Planning obligations cannot be secured at the permission in principle stage.

The inclusion of this point of argument, together with the failure to amend the application plans to include the changes identified in the FRA, plus the unacceptability of some of the changes proposed by the FRA raises several concerns, which demonstrate that permission in principle should not be granted to this site.

- That there is no realistic set of mitigations that could make the site acceptable from a planning perspective, making a permission in principle applicable unsuitable for this site.
- A lack of commitment to implement any mitigations that would be necessary to ensure a safe and realistic development.
- As such permission in principle should not be granted to this site, which would require planning obligations to be certain that development is safe for its lifetime, realistic and achievable.

Points of argument in the body of the appeal

#### A. Validity of the policies in the Goring Neighbourhood Plan

The appellant claims in 2.1 iv that:

Some policies in the Neighbourhood Plan may not conform to the more up-to-date Local Plan, adopted in December 2020 e.g. Policy.01 on the number of dwellings, for which it hopes to deliver 94 dwellings. Policy.04 on Housing for the elderly seeks to restrict the number of care homes, but not long-term social care clients supported at home, e.g. in specialist private sector sheltered housing, proposed on the appeal site. The Neighbourhood Plan policy does not address future needs identified by the Local Plan Inspector in Local Plan Policy H13.

There is a potential misconception that the SODC local plan 2035 has rendered the GNP and its policies out of date. This is not the case.

At examination, the Goring Neighbourhood Plan was assessed against, and complied with, SODC's draft LOCAL PLAN 2011-2033.

The alignment of the GNP policies with those in the emerging SODC local plan 2033 were assessed in the Basic Conditions Statement submitted to the Examiner. The Examiner specifically included these policies in his public consultation before making his deliberation.

A more detailed check will be undertaken but, as far as the GNP is concerned, the relevant policies in the emerging / draft 2033 plan and their counterparts in the adopted 2035 plan seem to be identical. As such the best assumption is that the policies in the GNP align with those in the adopted local plan and that they continue to form part of the SODC planning framework and policies. It should not be

assumed that any claims to the contrary, as made in this appeal, are valid. Regarding the specific allegations:

#### B. Housing numbers in Goring

The level of housing allocation for Goring in the adopted Local Plan 2035 is that specified in the made Goring Neighbourhood Plan.

- In the Grounds for Appeal Statement (Section 4, paragraph 1.1 GROUND 1. THE PRINCIPLE OF DEVELOPMENT CONFORMS TO LOCAL PLAN POLICIES STRAT1, H1, H4 and H13), the appellant states that:

"Local Plan Table 4f sets out this Strategy, based on a Core Strategy plus 15% growth in Larger Villages, with provision for 329 new dwellings in Goring."

- These claims misrepresent SODC's adopted LOCAL PLAN 2011-2035, which clearly states the level of housing allocation for Goring is that specified in the made Goring Neighbourhood Plan. On the same row in Table 4f as the 329 number, it states that the 'Outstanding requirement for NDP' for Goring is zero.

- By way of explanation of this apparent disconnect, the Local Plan paras 4.17 – 4.30 (Larger Villages) states that Goring, as a larger village, might provide 329 additional dwellings over the Plan period using the growth allocation formula of Core Strategy + 15%. SODC repeatedly advised GPC during the development of the Plan that this is not a target and that the Local Plan also accepts that some villages will not deliver these numbers due to constraints such as the AONB and flood zones. These constraints were recognised and accepted in the examination of the Goring Neighbourhood Plan.

#### C. Housing for the elderly

The appellant claims that Neighbourhood Plan policy does not address future needs identified by the Local Plan Inspector in Local Plan Policy H13. This is not the case, the future needs were specifically addressed in the GNP, resulting in Policy.04 Housing for the Elderly.

- The appellant is attempting to conflate an SODC-wide condition with the position in Goring.
- The GNP Examiner specifically welcomed "the draft NDP's recognition of the needs of the elderly".
- The GNP specifically considered the level of specialist housing in Goring (pre-empting the Local Plan Inspector's comments) and concluded that, within the lifetime of the Plan, there was no need for further development of this type of accommodation.
- The GNP policy 04 seeks to ensure that further accommodation of this type is not approved unless a specific need for accommodation within Goring is demonstrated.
- GNP Policy 4: Housing for the Elderly, supports independent living for older people in mixed-age residential areas. Development of purpose-built housing for people aged 55+ and/or 75+ will be supported only where it can be shown that existing specialist retirement provision in Goring has fallen below the proportions recommended by OCC in the SHMA operating at the time, and does not have sufficient capacity to meet demand from local residents. There is no evidence to support the need for more provision of this sort at present.

#### D. Five-year Housing Supply

The appellant claims the need for planning authorities to demonstrate a 5-year housing supply.

On 11 May in a statement relating to the Levelling up and Regeneration Bill, the government said it was intending that a planning authority with an up to date local plan, which SODC has, would no longer be required to maintain a rolling 5-year housing supply. This means that, if the Bill is carried, a case for housing on unallocated sites will not be valid in principle.

<b>Title</b>	End of Year Finance – FY 2021-2022
<b>Authors</b>	Clerk
<b>Meeting</b>	Goring-on-Thames Parish Council Meeting – 15 <sup>th</sup> June 2022

### 8.1. To approve payments for March 2022, not approved at the March 2022 Meeting

*All Payments from Current Account.*

Voucher	Code	Date	Description	Supplier	Net	VAT	Total
532	Property Sundries	31/03/2022	Cleaning Supplies - Refund J Hatton	Makro	28.96	4.10	33.06
536	Inspections Surveys & Reports	31/03/2022	Legionella Maintenance	SMS Environmental	130.81	26.16	156.97
537	Telephone & Internet	31/03/2022	Refund L White	YayYay Limited	4.99	1.00	5.99
538	Postage, copies and printing	31/03/2022	Freepost	Royal Mail Group Limited	121.44	24.29	145.73
540	Street Light Replacements	31/03/2022	Street Light Replacement	Enerveo	818.35	163.67	982.02
541	Street Light Replacements	31/03/2022	Street Light Replacement	Enerveo	1,138.86	227.77	1,366.63
542	Street Light Replacements	31/03/2022	Street Light Replacement	Enerveo	356.62	71.32	427.94
543	Legal Fees	31/03/2022	Legal Fees	Fenton Elliott Solicitors Ltd	770.00	154.00	924.00
545	Trees	31/03/2022	Trees	Heritage Tree Services Ltd	725.00	145.00	870.00
550	Inspections Surveys & Reports	31/03/2022	Legionella Maintenance	Smartway Electrical Services	238.09	47.62	285.71
551	Summer of Play 2021	31/03/2022	GoTSOP - Refund L White	CostCo Wholesale	115.54	16.53	132.07
552	Software and back-ups	31/03/2022	Office 365 & Back-ups	Get Support IT Services Ltd	36.45	7.29	43.74
533	Allowances, Expenses & Training	31/03/2022	Training -Reimb L White	Egerton Consulting	100.00		100.00
534	Allowances, Expenses & Training	31/03/2022	Training -Reimb L White	Egerton Consulting	100.00		100.00
535	Property Sundries	31/03/2022	Cleaning Supplies - Refund J Hatton	Goring Hardware	22.95		22.95
539	Playground Equipment Maintenance	31/03/2022	Playground Repairs	Noel Carter	205.82		205.82
544	WHBG General Maintenance	31/03/2022	Burial Ground Maintenance	Paul Carter	1,136.74		1,136.74
546	Jubilee 2022	31/03/2022	Jubilee Garden	Julia Charles Design	766.40		766.40
547	Jubilee 2022	31/03/2022	Jubilee Fun & Games	AlfresGo	1,650.00		1,650.00
548	General Maintenance & Repair	31/03/2022	Maintenance / Installation	Taps & Toilets	117.00		117.00
549	General Maintenance & Repair	31/03/2022	Maintenance / Installation	Taps & Toilets	110.00		110.00
					<b>8,694.02</b>	<b>888.75</b>	<b>9,582.77</b>

8.2. To note receipts for 17<sup>th</sup> March 2022 – 31<sup>st</sup> March

Voucher	Code	Date	Description	Supplier	Net	VAT	Total
110	Property Income	22/03/2022	Tennis Club Fees	Tennis Club	713.09	142.62	855.71
112	Grants/S106/Donations	28/03/2022	Donation	M.I.G.G.S.	130.00	0.00	130.00
113	Allowances, Expenses & Training	31/03/2022	Error Pay	L White	50.10	0.00	50.10
111	Interments and Plots	31/03/2022	PLot & Interment	A B Walker & Son Ltd	1,147.02	0.00	1,147.02
115	Events Income	31/03/2022	Stock Transfer	South Stoke Parish Council	3.74	0.75	4.49
117	Postage, copies and printing	31/03/2022	Stock Transfer	South Stoke Parish Council	4.36	0.87	5.23
118	Events Income	31/03/2022	GoTSOP - Income	Woodcote Preschool	96.19	19.24	115.43
119	Property Income	31/03/2022	Holiday Cricket Camps	The Performance Sports Group	297.00	59.40	356.40
114	Grazing & Miscellaneous	31/03/2022	WHBG Paddock Fees	Lissie Steward	58.24	0.00	58.24
116	Events Income	31/03/2022	Stock Transfer	South Stoke Parish Council	4.08	0.00	4.08
					<b>2,503.82</b>	<b>222.88</b>	<b>2,726.70</b>

8.3. To note the reconciled bank account and reserves balances as at 31<sup>st</sup> March 2022

<b>A</b>	<b>Bank Reconciliation at 31/03/2022</b>		
	Cash in Hand 01/04/2021		201,350.30
	<b>ADD</b> Receipts 01/04/2021 - 31/03/2022		275,070.93
	<b>SUBTRACT</b> Payments 01/04/2021 - 31/03/2022		476,421.23
	<b>Cash in Hand 31/03/2022</b> (per Cash Book)		211,030.69
			<b>265,390.54</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 31/03/2022	0.00	
	TSB Reserve Account 31/03/2022	259,415.16	
	TSB Current Account 31/03/2022	5,975.38	
			<b>265,390.54</b>
	Less unrepresented payments		
			265,390.54
	Plus unrepresented receipts		
			265,390.54
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>265,390.54</b>
	<b>A = B Checks out OK</b>		

8.4. To review and confirm the asset register as at 31<sup>st</sup> March 2022

**Goring-on-Thames Parish Council**  
**Fixed Assets and Long Term Investments**

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
<b>001 - Assets</b>							
2 Sets of Gates to Sheepcot Field		1,434.00	1,434.00				
Battery for PA System	22/10/2017	69.00	69.00				
Bourdillon Field		1.00	1.00				
Charles Arnold Baker 11th Edition	11/2018	110.99	110.99				
Contents Gardiner Pavillion		515.00	515.00				
Contents Sheepcot Pavillion		515.00	515.00				
Defibrillator - Railway Station	08/09/2018	1,500.00	1,500.00				
Dell latitude Laptop 5400 (Assistant Clerk)	17/02/2020	995.00	995.00				
Dell latitude Laptop 5400 (Facilities Assistant)	04/2020	995.00	995.00				
Dell Optiplex 5080 (Office Desktop)	17/02/2020	565.00	565.00				
Ferry Lane Open Space	28/04/1964	1.00	1.00				
Freedom Display Board - in Village Hall	30/05/2019	700.00	700.00				
Garage at Burial Ground		2,868.00	2,868.00				
Gate to Sheepcot Field		4,302.00	4,302.00				
Gate to White Hill Burial Ground		3,579.00	3,579.00				
Gated to Gardiner Field - Donated							
Gates to Rectory Garden		2,380.00	2,380.00				
Goring Village Hall	29/04/1983	1.00	1.00				
High Street Planter	Historical	500.00	500.00				
Land at Burial Ground		1.00	1.00				
Land at Gardiner Recreation Ground		1.00	1.00				
Land at Sheepcot Recreation Ground		1.00	1.00				
Land at The Birches	03/07/1978	1.00	1.00				
Land at Yew Tree Court		1.00	1.00				
Leases		490.00	490.00				
Memorial & Other Benches across parish	Historical						



**Goring-on-Thames Parish Council**  
**Fixed Assets and Long Term Investments**

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Memorial Bench and Fixings	01/03/2019	557.00	557.00				
Office at Burial Ground		28,683.00	28,683.00				
Office Chair #1	13/06/2016	211.50	211.50				
Office Chair #2	12/06/2018	211.50	211.50				
OJFS Fridge - now at Gardiner	21/11/2013	145.00	145.00				
Old Jubilee Fire Station		143,250.00	143,250.00				
Orientation Plaque - Railway Station		2,337.00	2,337.00				
Playground Equipment - Bourdillon		13,542.00	13,542.00				
Playground Equipment - Gardiner		14,178.00	14,178.00				
Pre 2014-2015 Assets; less Disposals since.	31/03/2015	5,709.05	5,709.05				
Public Address System		760.00	760.00				
Regalia (Chairman's Chain of Office)		1,000.00	1,000.00				
Salt & Grit Bins	Historical						
School - Speed Warning Signs	08/09/2018	1,767.00	1,767.00				
Sign to Rectory Garden		626.00	626.00				
Sports Pavilion, Gardiner Recreation Ground		224,903.00	224,903.00				
Sports Pavilion, Sheepcot Recreation Ground		143,346.00	143,346.00				
Street Lamps across parish	Historical						
Swordfish Shredder	22/09/2016	145.00	145.00				
The Rectory Garden		1.00	1.00				
Village Hall Defibrillator	2015	1,382.00	1,382.00				
		<b>604,280.04</b>	<b>604,280.04</b>				

**600 Facilities**

2-off Oppo 4G Smart Phones	31/05/2021	464.99	464.99				
2-off Sandwich Boards / ChalkBoards	30/07/2021	113.09	113.09				
Dell Laptop LATITUDE 5510	31/05/2021	700.00	700.00				
Memorial Bench Purchase 2-off	10/08/2021	811.92	811.92	Ferry Lane Space	20y		

**Goring-on-Thames Parish Council**  
**Fixed Assets and Long Term Investments**

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Outdoor Games	30/06/2021	186.89	186.89				
		<u>2,276.89</u>	<u>2,276.89</u>				
<b>Grand Total:</b>		<b>606,556.93</b>	<b>606,556.93</b>				

**8.5. To approve the annual accounts for 2021/2022, including:**

- **variances report**
- **budget variations**
- **cash and investment reconciliation – Balance Sheet**
- **adjustments**
- **reconciliation of box 7 and box 8**

See following Pages.

**Goring-on-Thames Parish Council**  
**ANNUAL RETURN - Section 2 : Statement of Accounts**

**Explanation of variances**

This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on an INCOME and EXPENDITURE basis.

Box No.	Description	Last Year £	31/03/2022 £	Variance £	Variance %	Explanation Required?	Notes
1	Balances brought fwd	142388.31	204727.31				BALANCE B/F AGREES
2	Annual precept	150768.00	158306.00	7538.00	5%	No	N/A
3	Total other receipts	61656.00	96356.89	34700.89	56%	Yes	See Accompanying Documentation
4	Staff Costs	31813.00	39129.90	7316.90	23%	Yes	See Accompanying Documentation
5	Loan interest/capital repayments	0.00	0.00	0.00	0%	No	N/A
6	Total other payments	118272.00	147370.75	29098.75	25%	Yes	See Accompanying Documentation
7	Balances carried forward	204727.31	272889.55	68162.24	33%	No	
8	Total Cash and Short Term Investments	201350.30	265390.54	64040.24	32%	No	
9	Total Fixed Assets and Long Term Investments	603588.00	606556.93	2968.93	0%	No	N/A
10	Total Borrowings	0.00	0.00	0.00	0%	No	N/A

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

Variance in Box 3

£	61,656.00	FY2020-2021
£	96,356.89	FY2021-2022
£	34,700.89	Variance
	56%	As a %age

Explanation

The Nation was in the grip of a global pandemic throughout 2020-2021 - the Parish Council:

- Reduced Rents for Sport Clubs
- Reduced Rent for Car Parking Spaces
- Saw significant reduction of memorials being installed at the Burial Ground
- Despite the pandemic saw lower than average numbers of interments at the Burial Ground.

In 2021-2022 there was an increase in:

- Burial Ground Activity - increased numbers of memorials and interments
- Increased amount of interest from TSB
- Return of Holiday Cricket Camps and normal Sports Club Fees
- Return of normal rates for the Car Park, and increased number of spaces rented.
- Hugely successful summer event with bar sales.
- Donations for memorial benches.

**NOTE:** Previous finance software rounded all figures to whole pounds for AGAR reporting. New software retains all pence figures; this results in some minor reporting errors between the two years.

**NOTE:** Despite many hours of work, there is no explanation for why there is £10 difference on the absolute total and AGAR box 3 total for FY 2020 - 2021. This £10 represent a 0.016% error on the total value, and is unexplained. The Parish Council has now moved to an alternate supplier for our financial records and accounting, and a similar error has not been found this year.

FY 2020-2021 Box 3 Items			
Name of Payer	Transaction Detail	£ Amount	
Oxfordshire County Council	Grant - High St Strategic	£ 10,000.00	
Wayleave	Wayleave £4	£ 4.00	
J Boyd	Ashes - Invoice 1275	£ 380.00	
South Oxfordshire DC	CIL, April 2020	£ 6,872.10	
South Oxfordshire DC	COVID-19 Small Business	£ 10,000.00	
Martin Day	Invoice 1276 CECR2 L16	£ 380.00	
Oxfordshire County Council	Grass Cutting 2020-2021	£ 1,743.00	
Howard Chadwick Funeral Servic	RC2 / P9	£ 1,102.67	
Tomalin & Son	CE2 / E122 Inv 1278	£ 1,047.53	
S J Hoare	Interment - J Pollard	£ 380.42	
HM Revenue & Custom	JRS Grant (furlough)-	£ 270.90	
Howard Chadwick Funeral Servic	Quiggin Inv 1267 & Lee Inv	£ 280.51	
Sheepcot Residents Assoc	Donation - Security for	£ 800.00	
HMRC	JRS Grant	£ 187.56	
Funeral Services Ltd	Inv 1281 (Interment Hunt)	£ 1,703.62	
Goring Poor Allotment Charity	Donation COVID19 Efforts	£ 1,000.00	
Reeves Memorial Co Ltd	CECR2 L18, Memorial	£ 101.44	
Reeves Memorial Co Ltd	RC1 L6 Additional	£ 55.13	
	CECR2 K24 Additional	£ 55.13	
	RC1 G5 Additional	£ 55.13	
	CE2 E121 Additional	£ 55.13	
Howard Chadwick Funeral Servic	Reopen CE2/121G &	£ 1,047.63	
Stop Goring Hydro	Final Contr, Stop Goring	£ 2,081.00	
Mr P Baker	Inerment CECR2/G18	£ 132.32	
Howard Chadwick Funeral Servic	Inv 1292, Interm	£ 132.32	
Royal Mail Group	Outstanding Balance -	£ 61.90	
Howard Chadwick Funeral Servic	Balance Pay Intern	£ 250.77	
Claire Leppard	New Plot & Interment	£ 1,016.01	
Howard Chadwick Funeral Servic	New Plot CECR2 L14	£ 383.09	
Goring Cricket Club	Gardiner Use 2020-21,	£ 999.00	
Howard Chadwick Funeral Servic	Memorial Permit	£ 102.15	
The Performance Sports Group	Gardiner Rec, Cricket	£ 525.00	
Tony Adcock	Car Parking 2020-21 Inv	£ 364.00	
GUFC	Licence 2020-21 - Refu	£ 691.49	
J Russell - Community Donation	Donation Village Security	£ 971.71	
Tomalin & Son	New Plot RC2/R11	£ 1,110.38	
Goring Robins FC	Licence 2020-21, Refu	£ 775.15	
ET Sheppard	Memorial Tablet	£ 102.15	
Reeves Memorial Co Ltd	Additional Inscrip	£ 172.11	
Frazer Mott	Invoice 1310; Rec Ground	£ 13.00	
SPB Stoneworks Ltd	Inv 1309 2nd Inscrip	£ 172.11	
SSE	Wayleaves Magpie House	£ 53.82	
Tennis Club	Inv 1299 Sept 2020-2021	£ 1,048.03	
Bowls Club	Inv 1295 Gardiner Sept	£ 421.36	

FY 2022-2022 Box 3 Items		
Name of Payer	Transaction Detail	£ Amount
Chris Ellison	Holiday Cricket Camps	£ 297.00
Max Townsend	GoTSOP - Income	£ 96.19
South Stoke Parish Council	Stock Transfer	£ 4.36
South Stoke Parish Council	Stock Transfer	£ 4.08
South Stoke Parish Council	Stock Transfer	£ 3.74
Lissie Steward	WHBG Paddock Fees	£ 58.24
L White	Error Pay	£ 50.10
John Boler	Donation	£ 130.00
Claudine Russell	PLot & Interment	£ 1,147.02
Chairman	Tennis Club Fees	£ 713.09
G&A Bowls Club	Bowls Clubs Fees	£ 257.39
Elizabeth Doherty	Goring 10k	£ 34.41
T Adcock	Car Park	£ 182.00
Tim Monk	Schools Cross Country	£ 50.18
Davis Tate	Car Park	£ 606.08
Oxfordshire County Council	Summer of Play Grant	£ 7,000.00
Kent FE	Wayleave	£ 1.00
L White	GoTSOP - Income	£ 91.12
Ashley Cox	PLot & Interment	£ 240.00
Ashley Cox	PLot & Interment	£ 802.92
Ashley Cox	Memorial Permit	£ 68.82
British Gas Limited	Boiler Service	£ 437.87
SSE	Wayleave	£ 11.33
HM Revenue & Customs	VAT Refund	£ -
Shane Benzie	Gardiner - Full Day - Running Reborn	£ 122.90
Alex Fletcher	Goring United Fees	£ 694.63
Don Shrimpton	U3A Croquet	£ 116.67
Jonny Russell	Cricket Club Fees	£ 888.58
Frazer Mott	Occasional Use of Pavilions	£ 104.00
Sonia Lofthouse	GoTSOP - Income	£ 51.85
Joyce Wood	Memorial Permit	£ 105.52
Vici Cranfield	Memorial Permit	£ 105.52
J Franklin	Car Park	£ 181.99
GapHR Services	Car Park	£ 74.68
SPB Stoneworks Ltd	Memorials 2nd Inscription	£ 177.78
Richard Wilson Long	Car Park	£ 545.99
D McPherson	Car Park	£ 363.99
David Brooker	GoTSOP - Income	£ 27.79
Howard Chadwick Funeral Service	PLot & Interment	£ 137.65
A B Walker & Son Ltd	PLot & Interment	£ 2,603.75
Vici Cranfield	Memorial Permit	£ 105.52
RW Engleman	WHBG - Donation	£ 619.00
Howard Chadwick Funeral Service	Reopen & Interment	£ 1,089.67
Howard Chadwick Funeral Service	Memorial Permit	£ 68.82

South Oxfordshire DC	CIL Share Oct 2020	£ 4,926.11	
Tomalin & Son	Inv 1308 Double Plot ND1	£ 1,110.38	
A. J. Batchelor	Inv 1311, Interment	£ 383.09	
Goring Gap Business Network	Funds as per July 2020	£ 1,530.74	
Jones, Simon	WHBG, Inv 1312,	£ 55.51	
E Steward	Grazing WHBG Dec'20-	£ 56.39	
Howard Chadwick Funeral Servic	Reopen & Interment CE2	£ 1,054.86	
SSE	Wayleaves	£ 11.33	
Howard Chadwick Funeral Servic	Interment CE3 H109	£ 333.11	
BRIAN GOLDTHORP	£50 Donation -Christmas	£ 50.00	
Tomalin & Son	Reopen & Interment CE3	£ 1,715.55	
RGR Memorials	Inv 1313; 2nd Inscript	£ 172.11	
AB Walker & Son Ltd	Interment CECR2-L12	£ 383.09	
Reeves Memorial Co. Ltd	2nd Inscription RC1-C5	£ 55.51	
Kent	Wayleave	£ 1.00	
AB Walker & Son Ltd	Memorial CECR2 12L	£ 102.14	
Tomalin & Son	2nd Inscription E122	£ 55.51	
TSB Bank plc	April 2020 Interest	£ 108.86	
TSB Bank plc	Interest May 2020	£ 105.34	
TSB Bank plc	Credit interest	£ 108.94	
TSB Bank plc	July Interest	£ 92.38	
TSB Bank plc	August Interest	£ 62.17	
TSB Bank plc	Interest Month of	£ 63.63	
TSB Bank plc	October Interest	£ 71.31	
TSB Bank plc	November Interest	£ 74.69	
TSB Bank plc	December 2020 Interest	£ 72.31	
TSB Bank plc	January Interest	£ 74.81	
TSB Bank plc	February Interest	£ 74.02	
TSB Bank plc	Interest - March 2021	£ 40.70	
Simple Human	Refund of Donation	-£ 380.00	
<b>BOX 3:</b>	<b>Total Receipts</b>	<b>£ 61,666.36</b>	Absoloute Total
Target	Value on last year's AGAR	£ 61,656.00	Value on AGAR
	Difference	-£ 10.36	Difference

Joyce Wood	Memorial - Clean or Renewal	£ 34.41
Goring Robins FC	Hatch - Sheepcot	£ 700.00
Dawn Cooper	Memorial Permit	£ 57.34
MEI LING TAN	PLot & Interment	£ 520.73
Dawn Cooper	Memorial Permit	£ 57.34
SSE	Electricity - Sheepcot	£ 86.75
HM Revenue & Customs	VAT Refund	£ -
TSB Bank plc	Bank Interest	£ 44.99
TSB Bank plc	Bank Interest	£ 49.80
TSB Bank plc	Bank Interest	£ 49.79
TSB Bank plc	Bank Interest	£ 48.17
TSB Bank plc	Bank Interest	£ 49.76
South Oxfordshire District Council	CIL October	£ 30,986.63
Howard Chadwick Funeral Service	PLot & Interment	£ 395.73
J Franklin	Car Park	£ 182.00
All Events Customers	GoTSoP - Income	£ 340.15
All Events Customers	GoTSoP - Income	£ 299.08
Howard Chadwick Funeral Service	PLot & Interment	£ 383.09
A F Jones	Error Pay	£ 29.00
SQUARE	Square Receipts	£ 28.94
SQUARE	Square Receipts	£ 75.88
SQUARE	Square Receipts	£ 550.06
SQUARE	Square Receipts	£ 151.44
SQUARE	Square Receipts	£ 61.54
SQUARE	Square Receipts	£ 48.37
SQUARE	Square Receipts	£ 372.09
SQUARE	Square Receipts	£ 1.22
SSE	Wayleave	£ 10.00
MA Harding	Memorial Bench - Donation	£ 606.00
R Dunn	Memorial Bench - Donation	£ 606.00
HM Revenue & Customs	VAT Refund	£ -
Chris Ellison	Holiday Cricket Camps	£ 490.50
J Huggins	WHBG - Donation	£ 195.00
B Haworth	Memorial Permit	£ 416.40
B Haworth	PLot & Interment	£ 1,016.01
A B Walker	PLot & Interment	£ 383.09
Howard Chadwick Funeral Service	PLot & Interment	£ 1,110.38
J Franklin	Car Park	£ 79.78
West Cottage	WHBG - Donation	£ 162.50
Goring Arts Society	Grant	£ 500.00
SPB Stoneworks Ltd	Memorial Permit	£ 133.25
Reeves Memorials Co Ltd	Memorial Permit	£ 188.76
SPB Stoneworks Ltd	Memorials 2nd Inscription	£ 55.51
D McPherson	Car Park	£ 121.34
Stewart JA & PJ	Car Park	£ 51.50
SSE	Wayleave	£ 30.00
Co-Operative Funeral Care	PLot & Interment	£ 1,047.53
A B Walker	Reopen & Interment	£ 1,715.55

Davis Tate	Car Park	£ 637.00
P Johnson	Yew Tree Dell	£ 1.00
A B Walker	Memorial Permit	£ 102.14
A Anderson / S Carter	Reopen & Interment	£ 365.24
SPB Stoneworks Ltd	Memorial Permit	£ 416.40
S Sweeten	PLot & Interment	£ 1,016.01
A F Jones	Memorial Permit	£ 499.68
Running Reborn	Occasional Use of Pavilions	£ 404.10
SPB Stoneworks Ltd	Memorial Permit	£ 416.40
SPB Stoneworks Ltd	Memorial Permit	£ 102.14
Reeves Memorials Co Ltd	Memorials 2nd Inscription	£ 55.51
FM Fitness	Occasional Use of Pavilions	£ 39.00
Oxfordshire County Council	Grass Cutting	£ 1,743.00
South Oxfordshire District Council	Community Infrastructure Levy	£ 20,476.14
TSB Bank plc	Bank Fees	£ 135.00
Howard Chadwick Funeral Services	Reopen & Interment	£ 1,054.86
SSE	Wayleave	£ 4.00
Running Reborn	Occasional Use of Pavilions	£ 78.00
TSB Bank plc	Bank Interest	£ 48.14
TSB Bank plc	Bank Interest	£ 49.74
TSB Bank plc	Bank Interest	£ 49.72
TSB Bank plc	Bank Interest	£ 48.11
TSB Bank plc	Bank Interest	£ 49.70
TSB Bank plc	Bank Interest	£ 50.88
TSB Bank plc	Bank Interest	£ 48.95
Adjustments:	See Adjustments Report	£ 3,469.39
<b>BOX 3:</b>	<b>Total Receipts</b>	<b>£ 96,356.89</b>



Variance in Box 4

£	31,813.00	FY2020-2021
£	39,129.90	FY2021-2022
£	7,316.90	Variance
	23%	As a %age

Explanation

The Nation was in the grip of a global pandemic throughout 2020-2021 - the Parish Council:

- Furloughed Cleaner; then struggled to replace them
- Lost 1 Assistant Clerk in October, who was not replaced until March 2021

In 2021-2022 there was an increase because:

- Cleaning Costs - return to cleaning
- Retirement of 1 Assistant Clerk, replaced with a different Assistant Clerk with greater responsibilities and more hours.
- Registration with Pension Provider, and registration of staff in to Pension mid year.

For full details of the figures, see tables below.

**NOTE:** Previous finance software rounded all figures to whole pounds for AGAR reporting. New software retains all pence figures; this results in some minor reporting errors between the two years.

FY 2020-2021 Box 4 Items			
09/04/2020	Payroll Deductions	HM Revenue & Customs	£196.00
30/04/2020	Total Salary April	Sum of All Staff	£3,102.72
30/04/2020	Payroll Deductions	HM Revenue & Customs	£509.70
31/05/2020	Total Salary May	Sum of All Staff	£2,433.52
31/05/2020	Payroll Deductions	HM Revenue & Customs	£439.66
30/06/2020	Total Salary June	Sum of All Staff	£2,741.09
30/06/2020	Payroll Deductions	HM Revenue & Customs	£495.87
31/07/2020	Total Salary July	Sum of All Staff	£2,029.53
10/08/2020	Payroll Deductions	HM Revenue & Customs	£431.93
31/08/2020	Total Salary August	Sum of All Staff	£2,067.52
31/08/2020	Payroll Deductions	HM Revenue & Customs	£423.22
30/09/2020	Total Salary September	Sum of All Staff	£2,161.53
01/10/2020	Payroll Deductions	HM Revenue & Customs	£421.59
30/10/2020	Total Salary October	Sum of All Staff	£2,832.10
31/10/2020	Payroll Deductions	HM Revenue & Customs	£939.52
30/11/2020	Total Salary November	Sum of All Staff	£1,850.50
30/11/2020	Payroll Deductions	HM Revenue & Customs	£657.02
31/12/2020	Total Salary December	Sum of All Staff	£1,341.13
25/01/2021	Payroll Deductions	HM Revenue & Customs	£321.63
31/01/2021	Total Salary January	Sum of All Staff	£1,918.12
31/01/2021	Payroll Deductions	HM Revenue & Customs	£548.72
28/02/2021	Total Salary February	Sum of All Staff	£1,534.32
28/02/2021	Payroll Deductions	HM Revenue & Customs	£436.93
31/03/2021	Total Salary March	Sum of All Staff	£1,978.66
	<b>BOX 4:</b>	<b>Total Staff Costs</b>	<b>£31,812.53</b>

FY 2022-2022 Box 4 Items			
12/04/2021	Payroll Deductions	HM Revenue & Customs	£655.75
30/04/2021	Total Salary April	Sum of All Staff	£1,586.27
17/05/2021	Payroll Deductions	HM Revenue & Customs	£406.77
31/05/2021	Total Salary May	Sum of All Staff	£2,510.27
10/06/2021	Payroll Deductions	HM Revenue & Customs	£765.80
30/06/2021	Total Salary June	Sum of All Staff	£2,076.57
12/07/2021	Payroll Deductions	HM Revenue & Customs	£486.07
30/07/2021	Total Salary July	Sum of All Staff	£2,667.88
12/08/2021	Payroll Deductions	HM Revenue & Customs	£904.93
31/08/2021	Total Salary August	Sum of All Staff	£2,982.48
13/09/2021	Payroll Deductions	HM Revenue & Customs	£1,370.79
30/09/2021	Total Salary September	Sum of All Staff	£2,310.51
11/10/2021	Payroll Deductions	HM Revenue & Customs	£592.20
27/10/2021	Total Salary October	Sum of All Staff	£2,559.06
11/11/2021	Payroll Deductions	HM Revenue & Customs	£839.72
18/11/2021	Pension	LGPS Oxfordshire	£623.31
30/11/2021	Total Salary November	Sum of All Staff	£2,088.01
03/12/2021	Pension	LGPS Oxfordshire	£407.39
16/12/2021	Payroll Deductions	HM Revenue & Customs	£624.21
16/12/2021	Pension	LGPS Oxfordshire	£122.03
22/12/2021	Total Salary December	Sum of All Staff	£1,868.49
12/01/2022	Payroll Deductions	HM Revenue & Customs	£331.22
18/01/2022	Pension	LGPS Oxfordshire	£342.52
31/01/2022	Total Salary January	Sum of All Staff	£2,482.68
09/02/2022	Pension	LGPS Oxfordshire	£525.33
09/02/2022	Payroll Deductions	HM Revenue & Customs	£636.87
01/03/2022	Payroll Deductions	HM Revenue & Customs	£480.63
01/03/2022	Pension	LGPS Oxfordshire	£426.48
01/03/2022	Total Salary February	Sum of All Staff	£1,911.86
30/03/2022	Total Salary March	Sum of All Staff	£2,832.55
31/03/2022	Pension	LGPS Oxfordshire	£711.25
	<b>BOX 4:</b>	<b>Total Staff Costs</b>	<b>£39,129.90</b>

Variance in Box 6

£	118,272.00	FY2020-2021
£	147,370.75	FY2021-2022
£	29,098.75	Variance
	25%	As a %age

Explanation

The Nation was in the grip of a global pandemic throughout 2020-2021 - the Parish Council:

- Reduced use of the buildings; thus less repairs and general maintenance.
- No Village Hall Hire or other venue Hire

In 2021-2022 there was an increase because:

- Return to use of buildings, increased maintenace.
- Consulation for Public Spaces, Landscape Architect Fees; Summer of Play Event - addtional £10k spend budget.
- Significantly more Street Lighting Repairs.
- Office Move to Gardiner Pavilion - moving costs, office modification costs etc.
- Return of Training Courses

For full details of the figures, see tables below.

**NOTE:** Previous finance software rounded all figures to whole pounds for AGAR reporting. New software retains all pence figures; this results in some minor reporting errors between the two years.

**NOTE:** Despite many hours of work, there is no explanation for why there is £22 difference on the absoloute total and AGAR box 6 total for FY 2020 - 2021. This £22 represent a 0.019% error on the total value, and is unexplained. The Parish Council has now moved to an alternate supplier for our financial records and accounting, and a similar error has not been found this year.

FY 2020-2021 Box 6 Items			
Business Rates,	SODC	£	93.10
Invoice 11391	Get Support IT Services Ltd	£	11.88
Invoice 11355 -		£	995.00
Invoice 11152		£	27.29
Invoice 11057		£	5.50
Invoice 11354 -		£	525.00
Service Charge	TSB Bank plc	£	5.00
Xerox DD	Xerox	£	75.48
Hosting NP	BJ Urbick	£	8.28
Hosting NP Site		£	8.28
Printing COVID19		£	92.95
Kettle for Office	Samantha Jones	£	18.00
Stamps		£	7.32
Milk & Cleaning		£	5.40
WHB - Digging	M&C Landscapes	£	313.20
Grass Cutting	M&C Landscapes	£	1,204.39
Litter Picking March	BGG Garden & Tree Care	£	392.00
Dog Waste 1Jan -	SODC	£	115.12
Weed Control WBG	Complete Weed Control	£	160.00
Traffic Calming	Glanville Consultants Ltd	£	1,380.00
Street Light	SSE	£	694.71
Street Light Repairs	SSE	£	264.64
Giff Gaff SIM March	LEA White	£	8.00
Water - WHB	Castle Water	£	43.24
Water - Office	Castle Water	£	10.50
Water - Gardiner	Castle Water	£	11.10
Water - Sheepcot	Castle Water	£	52.51
Water - ??	Castle Water	£	196.97
Call Charges 05-	Mainstream Digital	£	4.10
Refund Training	OALC	-£	102.00
Hosting	Public Internet	£	210.00
Unmetered	SSE	£	945.65
Software &	Get Support IT Services Ltd	£	19.99
Waste WBG	Grundon Waste Magt.	£	5.58
Waste - Office	Grundon Waste Magt.	£	8.01
NP Web Hosting	BJ Urbick	£	8.28
Grant 1st April thru	readibus	£	350.00
Assistant Clerk	LEA White	£	37.00
Assistant Clerk	LEA White	£	12.00
Q1 Phone Licences	Streatley Parish Council	£	80.74
Street Light Maint	SSE	£	694.71
Risk Assessment	SMS Environmental	£	550.00
Storage &	Get Support IT Services Ltd	£	33.70
Rates OJFS	SODC	£	95.00
serv chg to 9-4-	TSB Bank plc	£	5.00

FY 2022-2022 Box 6 Items		
Bank Charges	TSB Bank plc	£ 5.00
Telephone & Internet	Public Internet	£ 335.00
Postage, copies and printing	Xerox	£ 75.48
GNP Misc Expenses / Purchases	Google ireland Ltd	£ 9.20
Rates and Taxes	South Oxfordshire District Council	£ 53.90
Rates and Taxes	South Oxfordshire District Council	£ 93.10
WHBG Waste	Grundon Waste Management	£ 5.47
Waste / Litter / Street Cleaning	Grundon Waste Management	£ 7.90
Street Lighting	SSE	£ 974.83
Utilities - Gas, Water, Electricity	Castle Water	£ 33.97
Bank Charges	TSB Bank plc	£ 5.00
Rates and Taxes	South Oxfordshire District Council	£ 55.00
Rates and Taxes	South Oxfordshire District Council	£ 95.00
Telephone & Internet	Public Internet	£ 49.00
Software and back-ups	Get Support IT Services Ltd	£ 38.95
Postage, copies and printing	Xerox	£ 9.21
Property Sundries	Goring Hardware	£ 14.50
Public Spaces Review	Thirlwall Associates Ltd	£ 930.00
WHBG Plot Preparation	M&C Landscapes	£ 313.20
WHBG Plot Preparation	M&C Landscapes	£ 240.00
WHBG Mowing & Hedges	M&C Landscapes	£ 243.21
Grass Weeding Strimming Fertilising	M&C Landscapes	£ 1,368.86
WHBG Mowing & Hedges	M&C Landscapes	£ 130.96
Grass Weeding Strimming Fertilising	M&C Landscapes	£ 877.22
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£ 500.00
Inspections Surveys & Reports	SMS Environmental	£ 127.00
Waste / Litter / Street Cleaning	South Oxfordshire District Council	£ 448.50
Inspections Surveys & Reports	SMS Environmental	£ 51.50
Inspections Surveys & Reports	RES Systems Limited	£ 59.65
High Street Strategic Project	Oxfordshire County Council	£ 25,000.00
Inspections Surveys & Reports	Smartway Electrical Services	£ 476.19
Legal Fees	Prettys Solicitors LLP	£ 933.00
<b>Legal Fees</b>	<b>Prettys Solicitors LLP</b>	£ 454.00
Street Lighting	SSE	£ 760.72
Grass Weeding Strimming Fertilising	Complete Weed Control	£ 410.00
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£ 392.00
GNP Misc Expenses / Purchases	Google ireland Ltd	£ 9.20
COVID-19 Response (not Staff)	Streatley Parish Council	£ 106.67
Audit and Accountancy	Jane Olds - Internal Auditor	£ 250.00
Utilities - Gas, Water, Electricity	SSE	-£ 86.77
Utilities - Gas, Water, Electricity	SSE	£ 188.82
Utilities - Gas, Water, Electricity	SSE	£ 100.99
Street Lighting	SSE	£ 1,034.97
Waste / Litter / Street Cleaning	Grundon Waste Management	£ 7.90

Water Sheepcot	Castle Water	£	52.51	
Water Gardiner	Castle Water	£	11.10	
Water OJFS	Castle Water	£	10.50	
Domain name	Public Internet	£	14.00	
copies 1-1-20 to 31-	Xerox	£	8.91	
Call chgs 31-3 to 8-	Mainstream Digital	£	3.45	
Unmetered	SSE	£	943.59	
Electricity Gardiner	SSE	£	142.04	
Electricity OJFS	SSE	£	202.52	
Gas - OJFS	SSE	£	128.82	
Gas - Gardiner	SSE	£	266.00	
Waste - WHBG	Grundon Waste Magt.	£	5.40	
Waste - OJFS	Grundon Waste Magt.	£	7.83	
Electricity -	SSE	£	102.00	
Gas - Sheepcot	SSE	£	38.24	
Office 365 &	Get Support IT Services Ltd	£	33.70	
Rates - OJFS	SODC	£	95.00	
Svc chg to 9-5-2020	TSB Bank plc	£	5.00	
Water - Sheepcot	Castle Water	£	52.51	
Water - OJFS	Castle Water	£	10.50	
Water - Gardiner	Castle Water	£	11.10	
Clerk mob phones	LEA White	£	31.67	
Street Lighting	SSE	£	694.71	
Repl Streetlight	SSE	£	349.40	
Repl Streetlight -	SSE	£	963.91	
Elec Meter Box	Prestige Electrics	£	216.10	
Inv 41678 - High St	Glanville Consultants Ltd	£	1,685.00	
Refund of Donation	Simplehuman UK Ltd	£	380.00	
Various	Paul F Carter	£	80.00	
Litter Picking Apr &	BGG Garden & Tree Care	£	882.00	
Grass cutting	M&C Landscapes	£	1,850.16	
Grave digging		£	353.20	
Reimb Q1C Covid-	Streasley Parish Council	£	14.88	
Weed control	Complete Weed Control	£	410.00	
Misc maintenance	Goring Hardware	£	3.70	
Reimb website	BJ Urbick	£	16.57	
Reimb GoToMeeting		£	114.00	
Misc supplies	Goring Hardware	£	3.70	
Misc supplies	Goring Hardware	£	59.60	
Tel & Internet thru	Mainstream Digital	£	118.29	
Unmetered elec	SSE	£	974.87	
Waste collection	Grundon Waste Magt.	£	7.90	
Waste colelction	Grundon Waste Magt.	£	5.47	
Boiler services - all	Harry Denison	£	150.00	
Eviction of	Able Inv & Enforce (Castle Bus	£	4,525.00	
reimb planters at	David & Jaqueline Wilkins	£	17.75	
Street Lighting	SSE	£	139.54	
Grass cuts May	M&C Landscapes	£	1,640.53	

WHBG Waste	Grundon Waste Management	£	5.47
Utilities - Gas, Water, Electricity	Castle Water	£	33.97
Security, Fire & Safety	RES Systems Limited	£	132.00
Vandalism	ADS Signs Ltd	£	135.00
Office Equipment	Dell Products	£	700.00
Office Equipment	Amazon.co.uk	£	464.99
Postage, copies and printing	Amazon Svc Eur SarL	£	18.32
Telephone & Internet	GiffGaff Ltd	£	26.67
Postage, copies and printing	Post Office Ltd	£	15.84
Rates and Taxes	South Oxfordshire District Council	£	95.00
Rates and Taxes	South Oxfordshire District Council	£	55.00
Utilities - Gas, Water, Electricity	SSE	£	115.38
Utilities - Gas, Water, Electricity	SSE	£	60.73
Utilities - Gas, Water, Electricity	SSE	£	45.68
Software and back-ups	Get Support IT Services Ltd	£	38.95
Bank Charges	TSB Bank plc	£	5.00
Telephone & Internet	Public Internet	£	35.00
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20
Street Lighting	SSE	£	879.06
Waste / Litter / Street Cleaning	<b>Grundon Waste Management</b>	£	7.90
WHBG Waste	Grundon Waste Management	£	5.47
Utilities - Gas, Water, Electricity	Castle Water	£	29.11
Utilities - Gas, Water, Electricity	Castle Water	£	7.56
S137 and Other (Non-Grant) Payments	Goring in Bloom	£	452.00
General Maintenance & Repair	Noel Carter	£	790.00
Summer of Play 2021	BG Clapson	£	1,250.00
WHBG General Maintenance	D Wilkins	£	15.40
WHBG General Maintenance	D Wilkins	£	34.30
Software and back-ups	GoToMeeting	£	136.80
Allowances, Expenses & Training	M Ward	£	1.54
Street Lighting	SSE	£	760.72
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	400.00
Telephone & Internet	GiffGaff Ltd	£	18.33
Summer of Play 2021	Amazon Svc Eur SarL	£	61.01
Property Sundries	Amazon Svc Eur SarL	£	6.66
Summer of Play 2021	Quickdraw Supplies Limited	£	49.95
Summer of Play 2021	Amazon.co.uk	£	19.12
Property Sundries	Amazon.co.uk	£	43.19
Office Equipment	Amazon.co.uk	£	21.66
Summer of Play 2021	TTS Group	£	186.89
Street Light Repalcements	SSE	£	358.19
Street Lighting	SSE	£	124.79
Inspections Surveys & Reports	Smartway Electrical Services	£	509.31
Inspections Surveys & Reports	SMS Environmental	£	82.40
Inspections Surveys & Reports	SMS Environmental	£	130.81
General Maintenance & Repair	Glasdon UK Ltd	£	506.76
Software and back-ups	Play Services Ireland Ltd	£	295.00
Postage, copies and printing	Xerox	£	75.48

Grave digging May	M&C Landscapes	£	791.40	
Rates, OJFS Store	SODC	£	95.00	
Gas Gardiner	SSE	£	35.71	
Gas Sheepcot	SSE	£	22.53	
Gas OJFS	SSE	£	31.25	
Office 360 July	Get Support IT Services Ltd	£	46.55	
Quarterly Printer	Xerox	£	75.48	
Monthly Service	TSB Bank plc	£	5.00	
Electricity Gardiner	SSE	£	130.18	
Electricity Sheepcot	SSE	£	34.02	
Electricity OJFS	SSE	£	73.09	
Water Sheepcot	Castle Water	£	52.51	
Water Gardiner	Castle Water	£	11.10	
Water OJFS	Castle Water	£	10.50	
COVID19 Database	Streatley Parish Council	£	29.69	
Padlocks & Chains,	Goring Hardware	£	50.00	
June Litter Picking	BGG Garden & Tree Care	£	392.00	
DBS Checks,	Streatley Parish Council	£	417.60	
MobileSIMS	LEA White	£	18.00	
Land Registry		£	9.00	
Biro's & Stamp Ink	LEA White	£	16.74	
COVID Expenses	Nicola Swan	£	20.00	
Dog Bin Emptying	SODC	£	448.50	
Henley Standard	Westholme Stores	£	41.85	
Burial Ground Skip	Grundon Waste Magt.	£	328.04	
General Office	Grundon Waste Magt.	£	7.90	
June Unmetered	SSE	£	943.58	
Quarterly	Smartway Electrical Services	£	476.49	
Misc Maintenace		£	773.47	
yearly Membership	ICO	£	35.00	
Half Yearly Car	Oxfordshire County Council	£	1,200.00	
High Street Scheme	Oxfordshire County Council	£	1,800.00	
Burial Ground June -	M&C Landscapes	£	626.58	
Cuting, June 2020	M&C Landscapes	£	1,299.19	
CopyPaper -	Amazon.co.uk	£	16.30	
50% CiLCA Fees	SLCC Enterprises Ltd	£	175.00	
Street Light	SSE	£	737.55	
Liquid Soap -	Amazon.co.uk	£	5.00	
Sevice Agreemen	Xerox	£	2.71	
Office 366 &	Get Support IT Services Ltd	£	36.20	
August Service	TSB Bank plc	£	5.00	
Rates; Hall &	SODC	£	65.90	
Raes; August;	SODC	£	95.00	
August Water;	Castle Water	£	52.51	
August Water;	Castle Water	£	11.10	
August Water; OJFS	Castle Water	£	10.50	
Neighbourhood Plan	Google ireland Ltd	£	8.28	
Annual Contract to	Initial Washroom Hygiene	£	54.08	

Software and back-ups	Get Support IT Services Ltd	£	38.95	
Rates and Taxes	South Oxfordshire District Council	£	55.00	
Rates and Taxes	South Oxfordshire District Council	£	95.00	
Bank Charges	TSB Bank plc	£	5.00	
Summer of Play 2021	Purple Chilli Ltd.	£	638.00	
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20	
Telephone & Internet	Public Internet	£	35.00	
Street Lighting	SSE	£	941.49	
Waste / Litter / Street Cleaning	Grundon Waste Management	£	251.90	
WHBG Waste	Grundon Waste Management	£	5.47	
Utilities - Gas, Water, Electricity	Castle Water	£	7.56	
Utilities - Gas, Water, Electricity	Castle Water	£	72.52	
Utilities - Gas, Water, Electricity	Castle Water	£	29.11	
Subscriptions	Information Commissioner's Office	£	35.00	
Summer of Play 2021	Solopress	£	237.83	
Allowances, Expenses & Training	HM Land Registry	£	6.00	
Allowances, Expenses & Training	HM Land Registry	£	6.00	
Allowances, Expenses & Training	M Ward	£	4.05	
Software and back-ups	Scribe Accounts	£	2,706.00	
Website	Woo Commerce	£	20.92	
Grass Weeding Strimming Fertilising	M&C Landscapes	£	1,382.37	
WHBG Mowing & Hedges	M&C Landscapes	£	130.96	
Property Sundries	Goring Hardware	£	41.88	
Street Lighting	SSE	£	760.72	
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	400.00	
Car Park	Oxfordshire County Council	£	1,200.00	
Summer of Play 2021	Dor2Dor Oxford	£	110.00	
Inspections Surveys & Reports	SMS Environmental	£	51.50	
Software and back-ups	RBS Ltd	£	62.00	
General Maintenance & Repair	Norman R Cox & Partners	£	77.00	
General Maintenance & Repair	Hartwell & Company	£	126.19	
Waste / Litter / Street Cleaning	South Oxfordshire District Council	£	897.00	
Audit and Accountancy	Moore	£	2,300.00	
Public Spaces Review	Baker Ross	£	19.54	
Property Sundries	GOCABLETIES LIMITED	£	6.66	
Property Sundries	IG Design Group UK Limited	£	2.97	
Property Sundries	Amazon.co.uk	£	7.98	
Property Sundries	Amazon Svc Eur SarL	£	17.50	
Summer of Play 2021	Diva Package Ltd	£	94.92	
Property Sundries	Packing Box Limited	£	7.46	
Property Sundries	Ryman Ltd	£	29.16	
Public Spaces Review	Stephensons	£	113.09	
Property Sundries	Super Stickers	£	16.20	
Allowances, Expenses & Training	R Wood	£	55.80	
Software and back-ups	Get Support IT Services Ltd	£	38.95	
Rates and Taxes	South Oxfordshire District Council	£	95.00	
Rates and Taxes	South Oxfordshire District Council	£	55.00	
Bank Charges	TSB Bank plc	£	5.00	

August Gas - OJFS	SSE	£	43.90	
August Electric	SSE	£	168.54	
August Gas	SSE	£	57.31	
August Electric	SSE	£	119.58	
Invoice 35092 29	Public Internet	£	73.39	
Invoice 35330 1 Jul -		£	35.00	
Invoice 35484 1		£	35.00	
August Electric	SSE	£	121.18	
August Gas	SSE	£	23.60	
Street Light	SSE Contracting Ltd	£	694.71	
Office Waste July	Grundon Waste Magt.	£	8.81	
July, Bin WHBG	Grundon Waste Magt.	£	5.47	
Unmetered Electic	SSE	£	1,037.29	
Correction of	M&C Landscapes	-£	0.15	
2020 RoSPA	PlaySafety Ltd (RoSPA)	£	161.50	
B Novell PAT	Goring Village Hall	£	22.50	
Water Samples -	SMS Environmental	£	217.00	
Grass Cutting July	M&C Landscapes	£	1,969.06	
Alpha 1year licence	Rialtas Business Solutions	£	124.00	
July Litter Picking	BGG Garden & Tree Care	£	490.00	
COVID19 Phone	Streatley Parish Council	£	57.85	
Internal Aduit Costs	Jane Olds - Internal Auditor	£	250.00	
Street Light	SSE Contracting Ltd	£	737.55	
Water Sampleing	SMS Environmental	£	501.00	
ADLS & On-Net	Public Internet	£	35.00	
Store & Premisis	SODC	£	95.00	
Hall & Premisis	SODC	£	69.00	
Office 360, Veeam,	Get Support IT Services Ltd	£	36.20	
Sevice Sharge Sept	TSB Bank plc	£	5.00	
OJFS	Castle Water	£	10.50	
Gardiner		£	11.10	
Sheepcot		£	52.51	
NP Hosting August	Google ireland Ltd	£	8.28	
OJFS	eFireSafety Ltd	£	160.00	
Gardiner Pavilion		£	160.00	
Sheepcot Pavilion		£	160.00	
Emergency Remove	M&C Landscapes	£	100.00	
Removal Oak	M&C Landscapes	£	150.00	
Grass Cutting Aug	M&C Landscapes	£	1,658.48	
Litter Picking Aug	BGG Garden & Tree Care	£	392.00	
SSE Lighting Maint	SSE	£	737.55	
Waste Collection	Grundon Waste Magt.	£	7.90	
WTN Skip WHBG	Grundon Waste Magt.	£	5.47	
Unmetered	SSE	£	912.15	
Arboricultural Works	Heritage Tree Service Ltd	£	1,945.00	
Works on Oak tree	Heritage Tree Service Ltd	£	420.00	
Fix Leak at Burial	Harry Denison	£	50.00	
Clerk SLCC	SLCC Enterprises Ltd	£	108.00	

Postage, copies and printing	Xerox	£	6.16	
Summer of Play 2021	BG Clapson	£	1,000.00	
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20	
Waste / Litter / Street Cleaning	Initial Washroom Hygiene	£	72.15	
Utilities - Gas, Water, Electricity	SSE	£	189.42	
Utilities - Gas, Water, Electricity	SSE	£	88.56	
Utilities - Gas, Water, Electricity	SSE	£	115.42	
Street Furniture & Seats	TDP Limited	£	811.92	
Summer of Play 2021	Onyx Presentations	£	1,395.00	
Publications	Higgs Printing	£	168.90	
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	500.00	
Grass Weeding Strimming Fertilising	M&C Landscapes	£	1,407.31	
WHBG Mowing & Hedges	M&C Landscapes	£	203.71	
WHBG Plot Preparation	M&C Landscapes	£	360.00	
Street Lighting	SSE	£	760.72	
Summer of Play 2021	CostCo Wholesale	£	233.33	
Summer of Play 2021	Makro	£	199.92	
Publications	Westholm Stores	£	70.20	
Subscriptions	SLCC Enterprises Ltd	£	185.00	
Summer of Play 2021	South Oxfordshire District Council	£	42.00	
Summer of Play 2021	BG Clapson	£	350.00	
Summer of Play 2021	BG Clapson	£	71.70	
Telephone & Internet	Public Internet	£	35.00	
Utilities - Gas, Water, Electricity	SSE	£	43.68	
Summer of Play 2021	BG Clapson	£	795.00	
Utilities - Gas, Water, Electricity	SSE	£	62.25	
Street Lighting	SSE	£	1,239.87	
Waste / Litter / Street Cleaning	Grundon Waste Management	£	8.81	
WHBG Waste	Grundon Waste Management	£	343.52	
Summer of Play 2021	BG Clapson	£	610.00	
Property Sundries	The Range	£	43.94	
Summer of Play 2021	BG Clapson	£	1,250.00	
Utilities - Gas, Water, Electricity	SSE	£	139.55	
Inspections Surveys & Reports	Harry Denison	£	80.00	
Inspections Surveys & Reports	SMS Environmental	£	51.50	
Software and back-ups	RBS Ltd	£	62.00	
Summer of Play 2021	JM Entertainment & Fun	£	2,740.00	
Summer of Play 2021	Henley Birthcare	£	30.00	
Summer of Play 2021	Solopress	£	26.08	
Utilities - Gas, Water, Electricity	Castle Water	£	7.56	
Utilities - Gas, Water, Electricity	Castle Water	£	29.11	
Summer of Play 2021	K Chetin Taichi	£	90.00	
Allowances, Expenses & Training	M Ward	£	1.76	
Utilities - Gas, Water, Electricity	Castle Water	£	50.00	
Inspections Surveys & Reports	Playground Facilities Ltd	£	198.33	
General Maintenance & Repair	Smartway Electrical Services	£	369.00	
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	400.00	
Street Lighting	SSE	£	760.72	

Framing FotParish	Chaucers Framing	£	65.50	
Parish Insurance	Zurich Insurance	£	1,755.75	
Freedom of the	Jan Mehigan	£	400.00	
Mobile Phoen SIM	LEA White	£	42.00	
Cleaning Materials		£	36.99	
Cleaning Materials	Samantha Jones	£	17.20	
Stamps		£	4.68	
Rates, Hall &	SODC	£	69.00	
Rates, Store &	SODC	£	95.00	
Xerox Payment 1 of	Xerox	£	75.48	
Office 365 &	Get Support IT Services Ltd	£	36.20	
Sservice Charge	TSB Bank plc	£	5.00	
Water Gardiner	Castle Water	£	11.10	
Water Sheepcot	Castle Water	£	52.51	
OJFS Water	Castle Water	£	10.50	
Litter Picking Sept	BGG Garden & Tree Care	£	392.00	
Sheepcot Surveys	SMS Environmental	£	135.00	
Pavilions Temp &	SMS Environmental	£	127.00	
Operational	Playground Facilities Ltd	£	130.00	
Playground Signs	The Sign Shed Limited	£	120.73	
goringplan.co.uk	Google ireland Ltd	£	8.28	
Refund OJFS	SSE	-£	104.88	
OJFS Gas Refund	SSE	-£	12.46	
PEA Sanitiser	Slic Sheet Metal Fabrications	£	312.00	
Grave Digging; Sept	M&C Landscapes	£	353.20	
Mowing Sept 2020	M&C Landscapes	£	1,357.12	
1/4 Standard Maint	Smartway Electrical Services	£	626.49	
Dog Waste July-	SODC	£	448.50	
Unmetered	SSE	£	943.59	
1st Half HighSt	Oxfordshire County Council	£	15,428.23	
1st Half HighSt		£	9,571.77	
OJFS Waste Sacks	Grundon Waste Magt.	£	7.90	
WHBG Skip WTN	Grundon Waste Magt.	£	5.47	
ADSL Oct 2020	Public Internet	£	35.00	
Free School Meals,	N Swan	£	45.00	
Installation of	M&C Landscapes	£	500.00	
2nd Treatment	Complete Weed Control	£	410.00	
Stamp Expenses	Samantha Jones	-£	4.68	
Rechargable	SSE	£	459.55	
Maintenance Charge	SSE	£	737.55	
TVH Training	OALC	£	75.00	
Padlock for	Amazon.co.uk	£	11.62	
Office Foot Rest		£	15.47	
Litter Scraper		£	7.93	
GiffGaff SIM Costs	LEA White	£	18.00	
LWhite Expenses	swhenzhenshizonglianbaozhuan	£	41.95	
LWhite Expenses -	SHENZHENSHIBINXIANGSHIDAIAIK	£	7.49	
LWhite Expenses -	Wrimes Cosmetics Ltd	£	18.32	

Summer of Play 2021	Amazon Svc Eur SarL	£	31.66	
Summer of Play 2021	Amazon Svc Eur SarL	£	12.48	
Inspections Surveys & Reports	David Barrington Ltd	£	675.00	
Software and back-ups	Get Support IT Services Ltd	£	38.95	
Rates and Taxes	South Oxfordshire District Council	£	55.00	
Rates and Taxes	South Oxfordshire District Council	£	95.00	
Bank Charges	TSB Bank plc	£	5.00	
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20	
Grass Weeding Strimming Fertilising	M&C Landscapes	£	1,368.31	
WHBG Mowing & Hedges	M&C Landscapes	£	334.17	
Street Lighting	SSE Contracting	£	254.75	
Street Lighting	SSE	£	1,163.68	
WHBG Waste	Grundon Waste Management	£	5.47	
Waste / Litter / Street Cleaning	Grundon Waste Management	£	7.90	
Utilities - Gas, Water, Electricity	Castle Water	£	29.11	
Utilities - Gas, Water, Electricity	Castle Water	£	50.00	
Utilities - Gas, Water, Electricity	Castle Water	£	7.56	
Allowances, Expenses & Training	M Ward	£	0.71	
Insurance	Zurich Municipal	£	1,748.67	
General Maintenance & Repair	Noel Carter	£	280.00	
Website	AYS-PRO.COM	£	48.20	
Summer of Play 2021	WM Morrison Supermarket PLC	£	29.25	
Summer of Play 2021	Goring Village Butcher	£	160.00	
Street Lighting	SSE Contracting	£	760.72	
Street Light Repalcements	SSE Contracting	£	358.31	
Inspections Surveys & Reports	Smartway Electrical Services	£	476.19	
Public Spaces Review	Thirlwall Associates Ltd	£	930.00	
Grass Weeding Strimming Fertilising	Complete Weed Control	£	410.00	
Inspections Surveys & Reports	Playsafety Ltd (RoSPA)	£	161.50	
Summer of Play 2021	Amazon Svc Eur SarL	£	180.73	
Office Equipment	Livewire Telecom Limited	£	35.82	
Property Sundries	Amazon.co.uk	£	14.85	
Property Sundries	Amazon.co.uk	£	10.00	
Office Equipment	Amazon.co.uk	£	15.83	
Summer of Play 2021	Gifts Under 10 Pound Ltd	£	10.79	
Summer of Play 2021	Hyde's Toys & Gifts Ltd	£	9.58	
Summer of Play 2021	CostCo Wholesale	£	121.13	
Property Sundries	CostCo Wholesale	£	35.56	
Summer of Play 2021	CostCo Wholesale	£	80.28	
Summer of Play 2021	Lidl	£	46.83	
Summer of Play 2021	CostCo Wholesale	£	90.95	
Summer of Play 2021	CostCo Wholesale	£	9.38	
Summer of Play 2021	Amazon.co.uk	£	4.17	
Summer of Play 2021	CostCo Wholesale	£	137.72	
Summer of Play 2021	CostCo Wholesale	£	52.33	
Summer of Play 2021	WM Morrison Supermarket PLC	£	31.46	
Summer of Play 2021	Lidl	£	26.37	
Subscriptions	CostCo Wholesale	£	56.00	



Rates Store &	SODC	£	95.00	
Office 365 & Back-	Get Support IT Services Ltd	£	36.20	
Rates Hall &	SODC	£	69.00	
Monthly Service	TSB Bank plc	£	5.00	
Printing July - Sept	Xerox	£	16.76	
Water OJFS	Castle Water	£	52.51	
Water - OJFS	Castle Water	£	10.50	
Water - Gardiner	Castle Water	£	11.10	
Goringplan.co.uk	Google ireland Ltd	£	9.15	
Phone Line and	Public Internet	£	50.00	
Padlocks and Keys	Goring Hardware	£	92.05	
Litter Picking	BGG Garden & Tree Care	£	490.00	
OJFS & Burial	Complete Weed Control	£	160.00	
Grave Digging	M&C Landscapes	£	353.20	
October Grass Cuts	M&C Landscapes	£	2,118.75	
Refund, Gas OJFS	SSE	-£	3.04	
Gardiner Electricity	SSE	£	197.15	
OJFS - Gas	SSE	£	71.94	
Unmetered	SSE	£	1,006.17	
Burial Ground Skip	Grundon Waste Magt.	£	5.47	
OJFS Waste	Grundon Waste Magt.	£	7.90	
Electricity -	SSE	£	142.59	
REFUND - Electricity	SSE	-£	98.02	
Free School Meals -	Sally Alexander	£	30.00	
High Street Little	Greefield Farm Partnership	£	105.00	
Yearly Miantenance	Stanley Security Solutions Ltd	£	146.28	
Parish Online	GEOXPHERE	£	60.00	
Maintenance	SMS Environmental	£	496.00	
Sanitiser - Refund L	Wrimes Cometics Ltd	£	58.33	
SIM Costs Nov	GiffGaff Ltd	£	10.00	
COVID Travel	Samantha Jones	£	29.51	
Rates, Store &	SODC	£	95.00	
Rates, Hall &	SODC	£	69.00	
Office 365 & Back-	Get Support IT Services Ltd	£	36.20	
Phone & Internet	Public Internet	£	35.00	
SSL Cert - Queried		£	15.00	
Service Charge,	TSB Bank plc	£	5.00	
Water, OJFS, Dec	Castle Water	£	10.50	
Water, Sheepcot,	Castle Water	£	52.51	
Water, Gardiner,	Castle Water	£	11.10	
GoringPlan.co.uk G	Google ireland Ltd	£	9.20	
1 year Membership	Oxfordshire Playing Fields Ass	£	74.00	
Litter Picking Nov	BGG Garden & Tree Care	£	392.00	
Pavilion	Paul Carter	£	40.00	
Grass Cutting, Nov	M&C Landscapes	£	251.13	
Quaterly	Smartway Electrical Services	£	476.19	
Inspections - Nov	SMS Environmental	£	510.00	
Inspections, Oct	SMS Environmental	£	50.00	

Summer of Play 2021	21ET Limited	£	44.71	
Summer of Play 2021	Lidl	£	28.81	
Summer of Play 2021	Sainsbury's Supermarkets Ltd	£	18.00	
Rates and Taxes	South Oxfordshire District Council	£	95.00	
Rates and Taxes	South Oxfordshire District Council	£	55.00	
Bank Charges	TSB Bank plc	£	5.00	
Software and back-ups	Get Support IT Services Ltd	£	38.95	
Postage, copies and printing	Xerox	£	34.87	
Postage, copies and printing	Shred Station	£	180.00	
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20	
Postage, copies and printing	Xerox	£	6.30	
Street Lighting	SSE	£	1,163.68	
Waste / Litter / Street Cleaning	Grundon Waste Management	£	7.90	
WHBG Waste	Grundon Waste Management	£	343.52	
Allowances, Expenses & Training	Playsafety Ltd (RoSPA)	£	670.00	
Postage, copies and printing	City Company Seals	£	105.00	
Audit and Accountancy	Moore	£	400.00	
Legal Fees	Prettys Solicitors LLP	£	750.00	
Memorials; Including Bench Donations	ET Sheppard	£	29.00	
Utilities - Gas, Water, Electricity	Castle Water	£	50.00	
Utilities - Gas, Water, Electricity	Castle Water	£	29.11	
Utilities - Gas, Water, Electricity	Castle Water	£	7.56	
Rates and Taxes	South Oxfordshire District Council	£	55.00	
Rates and Taxes	South Oxfordshire District Council	£	95.00	
Software and back-ups	Get Support IT Services Ltd	£	38.95	
Bank Charges	TSB Bank plc	£	10.94	
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20	
Utilities - Gas, Water, Electricity	SSE	£	703.03	
Utilities - Gas, Water, Electricity	SSE	£	119.39	
Telephone & Internet	Public Internet	£	70.00	
Inspections Surveys & Reports	SMS Environmental	£	525.30	
Software and back-ups	GeoXphere Ltd	£	60.00	
Property Sundries	Goring Hardware	£	42.68	
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	400.00	
WHBG Mowing & Hedges	Heritage Tree Services Ltd	£	260.00	
Waste / Litter / Street Cleaning	South Oxfordshire District Council	£	897.00	
Inspections Surveys & Reports	SMS Environmental	£	166.86	
WHBG Mowing & Hedges	M&C Landscapes	£	261.92	
Grass Weeding Strimming Fertilising	M&C Landscapes	£	1,279.47	
Street Light Repalcements	SSE Contracting	£	355.11	
Street Lighting	SSE Contracting	£	760.72	
Street Lighting	SSE Contracting	£	179.69	
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	400.00	
WHBG Mowing & Hedges	M&C Landscapes	£	130.96	
Grass Weeding Strimming Fertilising	M&C Landscapes	£	1,253.48	
WHBG Plot Preparation	M&C Landscapes	£	313.20	
WHBG Plot Preparation	M&C Landscapes	£	120.00	
WHBG Mowing & Hedges	M&C Landscapes	£	297.25	

Bin Bag	Goring Hardware	£	0.25	
Playground		£	38.50	
Christmas Tree		£	53.11	
Street Light	SSE	£	737.55	
Christmas Lights	Fesival Vision	£	350.00	
GGBN Contribution	Festival Vision	£	500.00	
Resident Donation		£	50.00	
Chirstmas Lights		£	64.80	
Staff Contract &	Gap HR Services Ltd	£	750.00	
Electricity,	SSE	£	70.87	
Streetlights,	SSE	£	912.15	
Skip, WHBG	Grundon Waste Magt.	£	5.47	
Waste, OJFS	Grundon Waste Magt.	£	7.90	
Dec Pavilion	SMS Environmental	£	127.00	
January 2021	TSB Bank plc	£	5.00	
Quarterly Service	Xerox	£	75.48	
SODC Rates - Hall	SODC	£	69.00	
SODC Rates - Store	Castle Water	£	95.00	
Water OJFS	Castle Water	£	10.50	
Water - Gardiner	Castle Water	£	11.10	
Water - Sheepcot	Castle Water	£	52.51	
Office 365 &	Get Support IT Services Ltd	£	43.44	
Google ireland Ltd	Google ireland Ltd	£	9.20	
Waste Collection -	Grundon Waste Magt.	£	9.42	
Skip Empty & WTN -	Grundon Waste Magt.	£	328.04	
Electricity -	SSE	£	1,068.57	
Car Park- Half	Oxfordshire County Council	£	1,200.00	
Priorty2 Works; Ref	Heritage Tree Service Ltd	£	3,070.00	
WHBG Drive Tree	Heritage Tree Service Ltd	£	650.00	
Wallingford Road	SSE	£	13.64	
Springhill Road o/s		£	33.98	
Fairfield Road o/s		£	32.32	
Maintenance Dec -	SSE	£	737.55	
Temp Checks -	SMS Environmental	£	50.00	
Litter Pick Jan 2021	BGG Garden & Tree Care	£	392.00	
Litter Picking - Dec	BGG Garden & Tree Care	£	490.00	
Hedge Trimming -	M&C Landscapes	£	400.00	
Hege Trimming -	M&C Landscapes	£	150.00	
Pads x 2 - VH &	WEL Medical	£	72.00	
Battery - Village Hall		£	176.00	
Postage (After		£	1.15	
Jan Sim Costs -	GiffGaff Ltd	£	10.00	
Filing Boxes -	Ryman	£	87.49	
Rates - Hall &	SODC	£	69.00	
Office 365 &	Get Support IT Services Ltd	£	36.20	
Monthly Service	TSB Bank plc	£	5.00	
Variable Charges	Xerox	£	5.95	
Dog Waste Oct-Dec	SODC	£	448.50	

Grass Weeding Strimming Fertilising	M&C Landscapes	£	1,600.67	
Inspections Surveys & Reports	SMS Environmental	£	51.50	
General Maintenance & Repair	Smartway Electrical Services	£	885.00	
General Maintenance & Repair	P Carter	£	120.00	
WHBG General Maintenance	P Carter	£	140.00	
Waste / Litter / Street Cleaning	Goring & District Community Centre Trust	£	27.00	
Street Lighting	SSE	£	1,201.78	
Waste / Litter / Street Cleaning	Grundon Waste Management	£	7.90	
WHBG Waste	Grundon Waste Management	£	5.47	
Property Sundries	Barleycorn Removals & Storage	£	474.10	
Trees	Greenfield Farm Partnership (TreeBarn)	£	105.00	
Grass Weeding Strimming Fertilising	Complete Weed Control	£	160.00	
Legal Fees	GapHR Services	£	60.00	
Allowances, Expenses & Training	South Stoke Parish Council	£	175.00	
Utilities - Gas, Water, Electricity	Castle Water	£	7.56	
Utilities - Gas, Water, Electricity	Castle Water	£	50.00	
Utilities - Gas, Water, Electricity	Castle Water	£	29.11	
Telephone & Internet	GiffGaff Ltd	£	90.04	
Allowances, Expenses & Training	L White	£	123.30	
Rates and Taxes	South Oxfordshire District Council	£	55.00	
Rates and Taxes	South Oxfordshire District Council	£	95.00	
Property Sundries	Westholm Stores	£	27.55	
Utilities - Gas, Water, Electricity	SSE	£	60.27	
Utilities - Gas, Water, Electricity	SSE	£	70.87	
Utilities - Gas, Water, Electricity	SSE	£	79.56	
Software and back-ups	Get Support IT Services Ltd	£	38.95	
Bank Charges	TSB Bank plc	£	5.00	
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20	
Playground Equipment Maintenance	R Wood	£	24.00	
Transport S26-29 LGR Act 1997	Readibus	£	350.00	
WHBG General Maintenance	J Wilkins	£	11.48	
Property Sundries	R Wood	£	8.00	
Trees	Yattendon Estates	£	152.50	
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	400.00	
Inspections Surveys & Reports	SMS Environmental	£	130.81	
Street Lighting	Enerveo	£	894.08	
WHBG Mowing & Hedges	M&C Landscapes	£	259.84	
Grass Weeding Strimming Fertilising	M&C Landscapes	£	1,195.26	
Security, Fire & Safety	Stanley Security Solutions Ltd	£	153.48	
WHBG Waste	Grundon Waste Management	£	5.47	
Waste / Litter / Street Cleaning	Grundon Waste Management	£	7.90	
Street Lighting	SSE	£	1,163.67	
COVID-19 Response (not Staff)	Goring Free Church	£	600.00	
COVID-19 Response (not Staff)	Goring PCC (St Marys)	£	600.00	
COVID-19 Response (not Staff)	Q1F - The Hub	£	1,400.00	
Utilities - Gas, Water, Electricity	Castle Water	£	29.11	
Utilities - Gas, Water, Electricity	Castle Water	£	50.00	
Utilities - Gas, Water, Electricity	Castle Water	£	7.56	

goringplan.co.uk	Google ireland Ltd	£	9.20	
Water OJFS	Castle Water	£	10.50	
Water Gardiner	Castle Water	£	11.10	
Water Sheepcot	Castle Water	£	52.51	
Norton 360 Antivirus	Colin Ratcliff	£	84.99	
2-off WHBG Reopen	M&C Landscapes	£	626.40	
Street Light Maint	SSE	£	737.55	
Electricity -	SSE	£	881.03	
CORRECT Refund	SSE	-£	167.71	
CORRECT Refund	SSE	-£	5.15	
Monthly WTN - Skip	Grundon Waste Magt.	£	5.47	
Waste OJFS	Grundon Waste Magt.	£	7.90	
Electricity Gardiner	SSE	£	1,129.89	
Electricity OJFS	SSE	£	57.70	
Gas Gardiner	SSE	£	67.53	
Gas OJFS	SSE	£	190.68	
2-off Sims - Refund	GiffGaff Ltd	£	10.00	
Temperature	SMS Environmental	£	50.00	
Electricity -	SSE	£	737.55	
Rates - Hall &	SODC	£	69.00	
365 & Back-ups	Get Support IT Services Ltd	£	36.20	
Water - OJFS	Castle Water	£	10.50	
Water - Gardiner	Castle Water	£	11.10	
Water - Sheepcot	Castle Water	£	52.51	
Bank Charges	TSB Bank plc	£	5.00	
G Suite Basic - Feb	Google ireland Ltd	£	9.20	
OALC Membership	OALC	£	584.37	
High St Col 6; LED	SSE	£	354.92	
Litter Picking -	BGG Garden & Tree Care	£	392.00	
Cemertay Software	Rialtas Business Solutions	£	193.00	
Membership 2021-	Oxfordshire Playing Fields Ass	£	32.00	
COVID Village	Streatley Parish Council	£	47.26	
COVID Village	Streatley Parish Council	£	52.53	
DBS Checks Village	Streatley Parish Council	£	100.80	
Unmetered Supply	SSE	£	881.03	
Feb - General	Grundon Waste Magt.	£	7.90	
Skip WTN Feb	Grundon Waste Magt.	£	5.47	
Area 1 & 2 Mar/April	Complete Weed Control	£	160.00	
Gas Safety	Harry Denison	£	130.00	
Lighting	SSE	£	737.55	
Key Tags	Goring Hardware	£	5.84	
Planning SIM -	GiffGaff Ltd	£	5.00	
Clerk SIM - Refund		£	5.00	
Carbon Monoxide	Amazon EU S.a.r.l	£	25.18	
Expanding File -	Amazon Services Europe	£	7.49	
Mourning Ribbon	L White	£	6.99	
Inv 14034	Get Support IT Services Ltd	£	36.20	
Inv 14150		£	4.37	

Software and back-ups	Get Support IT Services Ltd	£	31.54	
Bank Charges	TSB Bank plc	£	5.00	
Rates and Taxes	South Oxfordshire District Council	£	95.00	
Rates and Taxes	South Oxfordshire District Council	£	55.00	
Property Sundries	J Hatton	£	372.86	
Utilities - Gas, Water, Electricity	Castle Water	£	116.68	
Postage, copies and printing	Xerox	£	34.87	
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	400.00	
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20	
Waste / Litter / Street Cleaning	Grundon Waste Management	£	9.42	
WHBG Waste	Grundon Waste Management	£	5.47	
Telephone & Internet	Public Internet	£	85.00	
Street Lighting	SSE	£	1,315.87	
General Maintenance & Repair	Harry Denison	£	650.00	
General Maintenance & Repair	Harry Denison	£	550.00	
Publications	Solopress	£	215.04	
Allowances, Expenses & Training	Amazon Svc Eur SarL	£	4.99	
Allowances, Expenses & Training	Amazon.co.uk	£	2.49	
COVID-19 Response (not Staff)	Wrimes Cosmetics Ltd	£	78.33	
COVID-19 Response (not Staff)	Amazon.co.uk	£	37.88	
COVID-19 Response (not Staff)	Amazon.co.uk	£	33.92	
Property Sundries	Amazon.co.uk	£	10.00	
COVID-19 Response (not Staff)	Triency Ltd	£	112.42	
Property Sundries	Amazon.co.uk	£	3.33	
Property Sundries	Amazon Svc Eur SarL	£	28.32	
Property Sundries	Amazon.co.uk	£	24.99	
Property Sundries	Amazon Svc Eur SarL	£	8.32	
Property Sundries	Tinyyo Limited	£	39.98	
Property Sundries	Amazon.co.uk	£	7.07	
Property Sundries	Amazon.co.uk	£	7.49	
Property Sundries	Amazon Svc Eur SarL	£	5.82	
Property Sundries	Amazon.co.uk	£	5.83	
Property Sundries	Amazon.co.uk	£	7.47	
Car Park	Oxfordshire County Council	£	1,200.00	
Allowances, Expenses & Training	SLCC Enterprises Ltd	£	50.00	
Summer of Play 2021	L White	£	150.00	
Utilities - Gas, Water, Electricity	Castle Water	£	7.56	
Utilities - Gas, Water, Electricity	Castle Water	£	12.40	
Utilities - Gas, Water, Electricity	Castle Water	£	50.00	
Office Equipment	L White	£	50.10	
Software and back-ups	C Ratcliff	£	84.99	
Postage, copies and printing	Envelopes Printing 4 Less Limited	£	196.00	
Bank Charges	TSB Bank plc	£	3.50	
Postage, copies and printing	Xerox	£	9.64	
Software and back-ups	Get Support IT Services Ltd	£	36.45	
Rates and Taxes	South Oxfordshire District Council	£	-	
Rates and Taxes	South Oxfordshire District Council	£	-	
GNP Misc Expenses / Purchases	Google ireland Ltd	£	9.20	

<b>BOX 6:</b>	<b>Total Other Payments</b>	<b>118294.17</b>	
Target	Value on AGAR	£ 118,272.00	Value on AGAR
	Difference	-£ 22.17	Difference

Publications	Westholm Stores	£ 17.40
Allowances, Expenses & Training	L White	£ 50.10
Property Sundries	J Hatton	£ 341.20
Waste / Litter / Street Cleaning	South Oxfordshire District Council	£ 897.00
Allowances, Expenses & Training	High Speed Training	£ 30.00
Allowances, Expenses & Training	High Speed Training	£ 60.00
Inspections Surveys & Reports	SMS Environmental	£ 51.50
Street Lighting	Enerveo	£ 777.39
Street Light Repalcements	Enerveo	£ 346.13
Street Light Repalcements	Enerveo	£ 346.13
Street Light Repalcements	Enerveo	£ 346.13
Street Light Repalcements	Enerveo	£ 346.13
Street Light Repalcements	Enerveo	£ 346.13
Street Lighting	Enerveo	£ 649.56
Publications	Dor2Dor Oxford	£ 110.00
Inspections Surveys & Reports	Smartway Electrical Services	£ 238.09
Inspections Surveys & Reports	Smartway Electrical Services	£ 238.09
Telephone & Internet	YayYay Limited	£ 24.98
Street Light Repalcements	Enerveo	£ 346.13
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£ 400.00
Street Lighting	Enerveo	£ 777.39
Postage, copies and printing	Royal Mail Group Limited	£ 99.70
Utilities - Gas, Water, Electricity	SSE	£ 511.68
Utilities - Gas, Water, Electricity	SSE	£ 89.08
Utilities - Gas, Water, Electricity	SSE	£ 60.27
Utilities - Gas, Water, Electricity	SSE	£ 193.51
Telephone & Internet	Public Internet	£ 265.00
Utilities - Gas, Water, Electricity	SSE	£ 44.72
Utilities - Gas, Water, Electricity	SSE	£ 115.91
Street Lighting	SSE	£ 1,087.48
Waste / Litter / Street Cleaning	Grundon Waste Management	£ 2.43
General Maintenance & Repair	PUmps UK Limited	£ 310.00
Utilities - Gas, Water, Electricity	Castle Water	£ 50.00
Utilities - Gas, Water, Electricity	Castle Water	£ 12.40
Utilities - Gas, Water, Electricity	Castle Water	£ 7.56
Bank Charges	TSB Bank plc	£ 5.00
Software and back-ups	Get Support IT Services Ltd	£ 36.45
General Maintenance & Repair	Harry Denison	£ 160.00
Telephone & Internet	YayYay Limited	£ 4.99
Street Lighting	Enerveo	£ 777.39
Defibrillator	WEL Medical	£ 249.65
Street Light Repalcements	Enerveo	£ 974.50
WHBG Plot Preparation	M&C Landscapes	£ 313.20
Telephone & Internet	Public Internet	£ 35.00
Rates and Taxes	South Oxfordshire District Council	£ -
Rates and Taxes	South Oxfordshire District Council	£ -
Property Sundries	J Hatton	£ 240.00
GNP Misc Expenses / Purchases	Google ireland Ltd	£ 9.20

Hire of Meeting Room	Goring & District Community Centre Trust	£	38.50
WHBG General Maintenance	ScrewFix	£	9.15
Telephone & Internet	GiffGaff Ltd	£	46.67
Postage, copies and printing	Amazon Svc Eur SarL	£	27.70
Postage, copies and printing	Amazon Svc Eur SarL	£	16.73
Postage, copies and printing	Wrap It and Pack It Ltd	£	7.59
Legal Fees	Fenton Elliott Solicitors Ltd	£	420.00
General Maintenance & Repair	Goddard & Son Construction Ltd	£	1,350.00
Waste / Litter / Street Cleaning	BGG Garden & Tree Care	£	400.00
Inspections Surveys & Reports	SMS Environmental	£	51.50
Property Sundries	FlagMakers	£	394.95
General Maintenance & Repair	PUMPS UK Limited	£	310.00
Street Lighting	SSE	£	1,087.47
WHBG Waste	Grundon Waste Management	£	5.47
WHBG Waste	Grundon Waste Management	£	5.47
Waste / Litter / Street Cleaning	Grundon Waste Management	£	7.90
Property Sundries	J Hatton	£	240.00
Utilities - Gas, Water, Electricity	Castle Water	£	50.00
Utilities - Gas, Water, Electricity	Castle Water	£	12.40
Utilities - Gas, Water, Electricity	Castle Water	£	7.56
Subscriptions	Oxfordshire Playing Fields Association	£	56.00
Subscriptions	Oxfordshire Association of Local Councils	£	606.25
Waste / Litter / Street Cleaning	South Oxfordshire District Council	£	897.00
Property Sundries	Makro	£	28.96
Inspections Surveys & Reports	SMS Environmental	£	130.81
Telephone & Internet	YayYay Limited	£	4.99
Postage, copies and printing	Royal Mail Group Limited	£	121.44
Street Light Repalcements	Enerveo	£	818.35
Street Light Repalcements	Enerveo	£	1,138.86
Street Light Repalcements	Enerveo	£	356.62
Legal Fees	Fenton Elliott Solicitors Ltd	£	770.00
Trees	Heritage Tree Services Ltd	£	725.00
Inspections Surveys & Reports	Smartway Electrical Services	£	238.09
Summer of Play 2021	CostCo Wholesale	£	115.54
Software and back-ups	Get Support IT Services Ltd	£	36.45
Allowances, Expenses & Training	Egerton Consulting	£	100.00
Allowances, Expenses & Training	Egerton Consulting	£	100.00
Property Sundries	Goring Hardware	£	22.95
Playground Equipment Maintenance	Noel Carter	£	205.82
WHBG General Maintenance	Paul Carter	£	1,136.74
Jubilee 2022	Julia Charles Design	£	766.40
Jubilee 2022	AlfresGo	£	1,650.00
General Maintenance & Repair	Taps & Toilets	£	117.00
General Maintenance & Repair	Taps & Toilets	£	110.00
<b>BOX 6:</b>	<b>Total Other Payments</b>		<b>147370.75</b>

**Goring-on-Thames Parish Council**  
**Summary of Income & Expenditure 2021 - 2022**  
**All Cost Centres and Codes (Between 01/04/2021 and 31/03/2022)**

**100 General Income**

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1010	Bank Interest	500.00	587.75	87.75				87.75 (17%)
1020	CIL Receipts		51,462.77	51,462.77				51,462.77 (N/A)
1030	Community Car Park	2,400.00	4,537.05	2,137.05				2,137.05 (89%)
1040	Events Income		1,863.39	1,863.39				1,863.39 (N/A)
1050	Grants/S106/Donations		11,982.65	11,982.65				11,982.65 (N/A)
1060	Insurance							(N/A)
1070	Miscellaneous Income / Other	50.00	135.00	85.00				85.00 (170%)
1080	Precept	158,306.00	158,306.00					(0%)
1090	Property Income	3,700.00	5,159.45	1,459.45				1,459.45 (39%)
1100	VAT Refund							(N/A)
<b>SUB TOTAL</b>		<b>164,956.00</b>	<b>234,034.06</b>	<b>69,078.06</b>				<b>69,078.06 (N/A)</b>

**200 Burial Ground Income**

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2010	Grazing & Miscellaneous	14.00	58.24	44.24				44.24 (316%)
2020	Interments and Plots	9,000.00	16,592.65	7,592.65				7,592.65 (84%)
2030	Memorials; Including Bench Donat	5,986.00	3,398.86	-2,587.14		29.00	-29.00	-2,616.14 (-43%)
<b>SUB TOTAL</b>		<b>15,000.00</b>	<b>20,049.75</b>	<b>5,049.75</b>		<b>29.00</b>	<b>-29.00</b>	<b>5,020.75 (84%)</b>

**300 Administration**

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3010	Allowances, Expenses & Training		50.10	50.10	1,700.00	1,441.74	258.26	308.36 (18%)
3020	Awards and honours				1,000.00		1,000.00	1,000.00 (100%)
3030	COVID-19 Response (not Staff)					2,969.22	-2,969.22	-2,969.22 (N/A)
3040	Election Fees							(N/A)
3050	Hire of Meeting Room				500.00	38.50	461.50	461.50 (92%)
3060	Postage, copies and printing		4.36	4.36	450.00	1,040.33	-590.33	-585.97 (-130%)
3070	Publications				100.00	581.54	-481.54	-481.54 (-481%)
3080	Subscriptions				800.00	938.25	-138.25	-138.25 (-17%)
3090	Legal Fees				1,000.00	3,387.00	-2,387.00	-2,387.00 (-238%)
3100	Rates and Taxes				2,000.00	1,497.00	503.00	503.00 (25%)
3110	Website					69.12	-69.12	-69.12 (N/A)
<b>SUB TOTAL</b>			<b>54.46</b>	<b>54.46</b>	<b>7,550.00</b>	<b>11,962.70</b>	<b>-4,412.70</b>	<b>-4,358.24 (N/A)</b>

**400 General Finance and Gran**

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4010	Audit and Accountancy				1,000.00	2,950.00	-1,950.00	-1,950.00 (-195%)
4020	Bank Charges				100.00	64.44	35.56	35.56 (35%)
4030	Churches S214(6) LG Act 1972							(N/A)
4040	Miscellaneous Expenditure				306.00		306.00	306.00 (100%)
4050	S137 and Other (Non-Grant) Payrr				5,000.00	452.00	4,548.00	4,548.00 (90%)
4060	Staff Costs				50,000.00	39,129.90	10,870.10	10,870.10 (21%)
4070	Transport S26-29 LGR Act 1997				1,000.00	350.00	650.00	650.00 (65%)

**Goring-on-Thames Parish Council**  
**Summary of Income & Expenditure 2021 - 2022**  
**All Cost Centres and Codes (Between 01/04/2021 and 31/03/2022)**

SUB TOTAL				57,406.00	42,946.34	14,459.66	14,459.66 (N/A)
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500 Burial Ground Expenses

		Income		Expenditure			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
5010	WHBG General Maintenance				450.00	1,347.07	-897.07	-897.07 (-199%)
5020	WHBG Mowing & Hedges				2,000.00	2,252.98	-252.98	-252.98 (-12%)
5030	WHBG Plot Preparation				3,500.00	1,659.60	1,840.40	1,840.40 (52%)
5040	WHBG Waste				1,000.00	741.74	258.26	258.26 (25%)
SUB TOTAL					6,950.00	6,001.39	948.61	948.61 (52%)

600 Facilities

		Income		Expenditure			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6010	Car Park				3,000.00	2,400.00	600.00	600.00 (20%)
6020	Defibrillator				200.00	249.65	-49.65	-49.65 (-24%)
6030	General Maintenance & Repair		437.87	437.87	4,000.00	6,710.95	-2,710.95	-2,273.08 (-56%)
6040	Grass Weeding Strimming Fertilisi				12,500.00	12,712.95	-212.95	-212.95 (-1%)
6050	Hedges/Fences/Paddocks/Gates				3,000.00		3,000.00	3,000.00 (100%)
6060	High Street Strategic Project					25,000.00	-25,000.00	-25,000.00 (N/A)
6070	Inspections Surveys & Reports				3,500.00	4,953.43	-1,453.43	-1,453.43 (-41%)
6080	Insurance				1,900.00	1,748.67	151.33	151.33 (7%)
6090	Office Equipment				2,000.00	1,288.40	711.60	711.60 (35%)
6100	Playground Equipment Maintenan				2,500.00	229.82	2,270.18	2,270.18 (90%)
6110	Property Sundries				200.00	2,640.38	-2,440.38	-2,440.38 (-1220%)
6120	Public Spaces Review					1,992.63	-1,992.63	-1,992.63 (N/A)
6130	Security, Fire & Safety				150.00	285.48	-135.48	-135.48 (-90%)
6140	Software and back-ups				950.00	3,859.28	-2,909.28	-2,909.28 (-306%)
6150	Street Furniture & Seats				500.00	811.92	-311.92	-311.92 (-62%)
6160	Street Lighting				20,000.00	23,013.93	-3,013.93	-3,013.93 (-15%)
6170	Street Light Repalcements					6,436.72	-6,436.72	-6,436.72 (N/A)
6180	Summer of Play 2021					12,872.92	-12,872.92	-12,872.92 (N/A)
6190	Telephone & Internet				1,050.00	1,160.67	-110.67	-110.67 (-10%)
6200	Traveller Eviction & Cleanup							(N/A)
6210	Trees					982.50	-982.50	-982.50 (N/A)
6220	Utilities - Gas, Water, Electricity		86.75	86.75	10,000.00	4,085.71	5,914.29	6,001.04 (60%)
6230	Vandalism				500.00	135.00	365.00	365.00 (73%)
6240	Waste / Litter / Street Cleaning				5,000.00	9,463.41	-4,463.41	-4,463.41 (-89%)
6250	Winter & Flooding				600.00		600.00	600.00 (100%)
6255	Jubilee 2022					2,416.40	-2,416.40	-2,416.40 (N/A)
SUB TOTAL			524.62	524.62	71,550.00	125,450.82	-53,900.82	-53,376.20 (N/A)

700 Neighbourhood Plan

		Income		Expenditure			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7010	GNP Consultancy							(N/A)
7020	GNP Examination & Preparation							(N/A)
7030	GNP Meetings							(N/A)
7040	GNP Misc Expenses / Purchases				120.00	110.40	9.60	9.60 (8%)
7050	GNP Printing / Exhibitions							(N/A)

**Goring-on-Thames Parish Council**  
**Summary of Income & Expenditure 2021 - 2022**  
**All Cost Centres and Codes (Between 01/04/2021 and 31/03/2022)**

7060 GNP Printing							(N/A)
7070 GNP Referendum Preparation							(N/A)
7080 GNP Research Materials							(N/A)

<b>SUB TOTAL</b>				<b>120.00</b>	<b>110.40</b>	<b>9.60</b>	<b>9.60 (N/A)</b>
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<b>Restated</b>							<b>(N/A)</b>
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<b>NET TOTAL</b>	<b>179,956.00</b>	<b>254,662.89</b>	<b>74,706.89</b>	<b>143,576.00</b>	<b>186,500.65</b>	<b>-42,924.65</b>	<b>31,782.24 (9%)</b>
<b>V.A.T.</b>		<b>23,877.43</b>			<b>24,530.04</b>		
<b>GROSS TOTAL</b>		<b>278,540.32</b>			<b>211,030.69</b>		



**Goring-on-Thames Parish Council**  
**Income & Expenditure Account**  
**01/04/2021 to 31/03/2022**

*(Last) Year Ended*  
*31 Mar 2021*

*(Current) Year Ended*  
*31 Mar 2022*

**Income**

100 General Income	234,034.06
200 Burial Ground Income	20,049.75
300 Administration	54.46
600 Facilities	524.62
	<u><b>£254,662.89</b></u>

**Expense**

200 Burial Ground Income	29.00
300 Administration	11,962.70
400 General Finance and Grants	42,946.34
500 Burial Ground Expenses	6,001.39
600 Facilities	125,450.82
700 Neighbourhood Plan	110.40
	<u><b>£186,500.65</b></u>

**General Fund**

Balance at 01 Apr 2021	<b>10,806.38</b>
ADD Total Income	<u>254,662.89</u>
	265,469.27
DEDUCT Total Expenditure	<u>186,500.65</u>
	78,968.62
DEDUCT Reserves Balance	<u>65,469.23</u>
Balance at 31 Mar 2022	<u><b>£13,499.39</b></u>
<b><u><u>£10,806.38</u></u></b>	

Reserves:

Earmarked Reserve Balance £259390.16

**Goring-on-Thames Parish Council**  
**ADJUSTMENTS FOR THE YEAR ENDING 31/03/2022**

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**Debtors - Increase Income**

4 Car Parking Spaces  
Sports Club Fees  
Plot and Interment  
Invoice Not paid in Full - Cricket Camp    Chris Ellison

**Code**

Community Car Park	1,510.70
Property Income	778.67
Interments and Plots	1,147.02
Property Income	33.00
	<hr/>
	<b>£3,469.39</b>

**Goring-on-Thames Parish Council  
Reconciliation between Box 7 and Box 8**

**31/03/2022**

This report explains the difference between the total balance in Box 7 and the cash balance in Box 8 by showing the totals for each type of adjustment, the details of which can be listed using the Adjustments report. It deducts the additional assets which have been included on the balance sheet and adds back in the liabilities to arrive at the balance for actual cash and short term investments. This only applies to Annual Returns prepared on Income and Expenditure basis

	<i>Amount</i>	<i>Amount</i>
<b>Box 7 - Balances carried forward</b>		<b>272,889.55</b>
Debtors	3,469.39	
Prepayments		
Stocks and Stores		
VAT Recoverable	4,029.62	
<b>TOTAL DEDUCTIONS</b>		<b>7,499.01</b>
Creditors		
Receipts in Advance		
Doubtful Debts		
<b>TOTAL ADDITIONS</b>		
<b>Box 8 - Total cash and short term investments</b>		<b>265,390.54</b>

**8.6. To receive the Internal Audit report, consider recommendations and agree actions**

See following Pages.

8 June 2022

Jane Olds  
13 Oak Close  
Bicester  
Oxfordshire  
OX26 3XD  
01869 247171  
janeolds.parishclerk@gmail.com

## 2021/22 Internal Audit Report for Goring Parish Council

From Jane Olds – Internal Auditor

I reviewed the documents provided and met with the Clerk, Laura White and Assistant Clerk Sinead Archer, on 4 May via Zoom and finalised the information on 8 June following receipt of the AGAR.

### **BASIS OF REPORT**

This internal audit report is based upon the JPAG (Joint Panel on Accountability and Governance) Governance and Accountability for Smaller Authorities in England 2021 publication.

The scope of this internal audit is focused on assessing the effectiveness of the Council's internal controls and was outlined in the original Letter of Engagement. Where any such controls are found to be deficient, the internal audit will help lead to improvement in those processes.

By applying the principles of internal auditing, outlined in the current Accounts and Audit Regulations and applying the approach to internal audit testing outlined above, every effort is made to ensure that all internal audits are conducted with due professional care, integrity and independence. All conclusions derived from the audit are based upon objective and traceable evidence.

Please note: it would be incorrect to view internal audit as the detailed inspection of all records and transactions of the Council in order to detect error or fraud. It is the periodic independent review of a Council's internal controls resulting in an assurance report designed to improve effectiveness and efficiency of the activities and operating procedures under the Council's control. Managing the Council's internal controls should be a day-to-day function of the staff and Councillors and not left for internal audit. (Source: Governance and Accountability for Smaller Councils - A Practitioners' Guide 2021 – Section 4).

<b>Annual Return Section</b>	<b>Process</b>	<b>Findings</b>	<b>Recommendations and actions</b>
A	Bookkeeping Arrangements	Appropriate books of account have been kept properly throughout the year and are maintained with audit trails.	No further recommendations.

Annual Return Section	Process	Findings	Recommendations and actions
B	Council's Financial Regulations have been met with regard to expenditure	<p>The Council's Financial Regulations have been met in that appropriate authorisations have been given for each level of expenditure.</p> <p>Payments were supported by invoices, and expenditure was approved and VAT appropriately accounted for.</p>	No further recommendations.
C	Review of Internal Controls	I have noted that Council has assessed the significant risks to achieving its objectives using their Risk Assessment and have seen the document.	<p>The Risk Management Assessment could be expanded on to include more of the financial risks which could affect the Council.</p> <p>Recommendations on what to include in a more comprehensive document are included in the latest edition of JPAG starting at 5.84 (page 43).</p>
D	Budgetary Controls (Precept requirement)	The annual Precept requirement resulted from an adequate budgetary process.	Ensure that the budget amount (both expected expenditure and expected income) and the Precept amount are agreed and Minuted by Full Council.
D	Budgetary Controls (Budget monitoring)	Progress against the budget was monitored and presented to Council.	More detail should be included in the Minutes.
D	The final Outturn is in line with expectations.	The final outturn was broadly in line with expectations.	No further recommendations.
E	Income controls	Expected income was received and properly recorded in the accounting system.	More detail should be included in the Minutes.
F	Petty cash controls	Petty cash is not operated by the Council.	No further recommendations.
G	Payroll controls	Salaries to employees were paid in accordance with Council approvals.	No further recommendations.

<b>Annual Return Section</b>	<b>Process</b>	<b>Findings</b>	<b>Recommendations and actions</b>
H	Asset Controls - the register has correctly recorded all material assets?	The current asset register has correctly recorded all material Assets. The correct basis of valuation has been applied.	No further recommendations.
H	Asset Controls - all additions correctly recorded?	Additions in the year have been correctly recorded within the Cash Book and Register.	No further recommendations.
H	Asset Controls - all Deeds and Titles established and shown on register?	All appropriate Deeds and Titles have been established but are not available on the current iteration of the Register.	Ensure that the Registration Titles are included in Scribe.
I	Bank Reconciliations	Periodic and year-end reconciliations were properly carried out.	No further recommendations.
J	Accounting Statements	The Accounting Statements prepared during the year were prepared on the correct accounting basis and were supported by an adequate audit trail.	No further recommendations.
K	Limited Assurance Review Exemption	The Council does not meet the exemption criteria.	No further recommendations.
L	Information published on website	The information is available.	No further recommendations.
M	Exercise of Public Rights	The Parish Council published the exercise of public rights on the website and noticeboard.	Ensure that the Electors' Rights dates are for 30 working days and cover the first ten working days of July.
N	AGAR Publication Requirements	The Parish Council complied with the publication requirements for the 2020/21 AGAR.	No further recommendations.
O	Trust Funds (If applicable)	The Parish Council operates as a Trustee for three external bodies. 'Zero' returns are filed as no accounts are necessary.	No further recommendations.

## Transparency Compliance

Process	Criteria	Findings	Recommendations and actions
Review of Internal audit action plan has been considered and actioned?	Good Practice	The Internal Audit had been reviewed the previous year.	No further recommendations.
External Audit recommendations have been considered and actioned.	Good Practice	The Conclusion of Audit report had not yet been received for 20/21.	No further recommendations.
Accounting Statements agreed and reconciled to the Annual Return	Section 2 of the Annual Return is complete and accurate and reconciles to the statement of accounts.	The accounting statements in this annual return present fairly the financial position of the Council and its income and expenditure.	No further recommendations.
Compliance with the Transparency Act	While the Parish Council does not fall in to the criteria for Councils below the £25k threshold, it is good practise for Parish Councils above the threshold to comply.		
Compliance with the Transparency Act	1) Expenditure over £100 is recorded on the Council Web-Site and with all information requirements	Recorded in the Finance Appendix of the Minutes.	The Council may like to consider a different value threshold.
Compliance with the Transparency Act	2) Annual Return published on the Web-Site	Available on the website.	No further recommendations.
Compliance with the Transparency Act	3) Explanation of significant variances	Available on the website.	No further recommendations.
Compliance with the Transparency Act	4) Explanation of difference between Box 7 & 8 if applicable	Not currently available.	Ensure that the difference is published.
Compliance with the Transparency Act	5) Annual Governance Statement recorded	Available on the website.	No further recommendations.
Compliance with the Transparency Act	6) Internal Audit Report Published	Available on the website.	No further recommendations.
Compliance with the Transparency Act	7) A List of Councillors' responsibilities	Available on the website.	No further recommendations.
Compliance with the Transparency Act	8) Details of Public Land and Building Assets	Available on the website.	No further recommendations.
Compliance with the Transparency Act	9) Minutes & Agenda	Available on the website.	No further recommendations.



### **Further Recommendations:**

Following the completion of the Internal Audit, the Council should undertake a review of effectiveness as per Regulation 6 of the Accounts and Audit Regulations 2015. A blank form can be supplied.

### **Training**

The Council should be congratulated on supporting the Clerk in order that she could attain her CiLCA qualification.

The Clerk has undertaken training, but I recommend that the other staff and Councillors, should also be encouraged to take up the training offered by the local County Association and SLCC to increase their knowledge and understanding of the sector. I recommend including a regular agenda item for training.

### **Banking**

With the change in Councillors, another review of the bank mandate is required. The current situation must be rectified as soon as possible.

I recommend that the Clerk / RFO and possibly the Assistant Clerk are administrators on the bank accounts and that the Council has at least three Councillor authorisers / signatories. To protect the Council and staff, a similar procedure should be maintained whether cheques or online payments are made – ie that the staff prepares the payment and at least one Councillor (for online) authorises it having seen and checked the appropriate paperwork.

As part of the banking review, the Council should consider some form of payment card on the account for the Clerk / RFO, in order that items such as Office 365, can be ordered online. With the appropriate safeguards in place this would be more appropriate than the Clerk having to use their own personal debit card for Parish Council expenses.

Consideration should also be given to bank accounts which hold more than £85,000 due to the Financial Services Compensation Scheme thresholds. Holding all the funds in one bank account is not prudent. Additionally, there are more appropriate ways of investing the funds for a more satisfactory return.

### **Financial Responsibility**

While the Clerk/RFO is responsible for the day-to-day running of the Parish, the Council should be reminded that, as a corporate body, it is the Council which is responsible for financial governance and this responsibility should not be taken lightly. I recommend that the Council continues to appoint a Councillor Responsible for Internal Financial Control to help the Clerk/RFO and reviews the Internal Financial Control Policy.

### **Finance Reports**

As the Council has increased in size, I recommend that a separate Finance Committee is created to oversee all the financial aspects of the Council (apart from the setting of the Budget and Precept which must be done at Full Council). A financial report should be included as part of the agenda. This should include the state of the bank accounts (amounts in the bank accounts), any outstanding payments, any standing order or direct debit transactions and any income received.

I also recommend that the Council receives a budget monitoring report of actual expenditure over budget at least quarterly in order that the Council is able to ensure expenditure is on track.

### **Insurance**

While the Insurance is currently in a three-year long term agreement, the Council must ensure that any new assets are added to the insurance schedule and a review of the list of assets insured undertaken regularly to ensure that it is still relevant.

### **Councillor Allowances**

While Councillors do not to take an allowance, I recommend that the Council adopts an expenses policy which covers both staff and Councillors. This could include an agreement that Councillors are able to claim mileage to meetings outside the Parish (should they wish) where they are representing Goring.

### **2020/21 AGAR**

I understand that the External Auditor is yet to complete the 2020/21 AGAR due to some additional questions. Responding to these questions should have been a matter of priority.

### **Conclusion**

The above are recommendations to help the Council improve its processes and in no way detract from the work it, and the Clerk, has already done.

I have noted that many of the actions which I recommended last year have been completed; the Clerk and Council should be commended for this.

Goring Parish Council has an electorate in the region of 2,774 and the Precept for the year 21/22 was set at £158,306.

In general, I believe that the Council has reasonably competent arrangements in place to satisfy itself that its systems of internal financial control are transparent and effective. There are approval and authorisation controls to minimise risk. The audit and management trail for financial transactions is acceptable.

This report should be noted and taken to the next meeting of the Council for minuting to inform them of the Internal Audit work carried out.

I hope that this report is of help to the Council. If you would like any further assistance or clarification, please do contact me.

*Jane Olds*

Jane Olds  
Internal Auditor

**8.7. To agree content and approve the Annual Governance and Accountability Return (AGAR) Section 1 “Annual Governance Statement” 2021/2022**

See following Pages.

**8.8. To approve the Annual Governance and Accountability Return (AGAR) Section 2 “Accounting Statements” 2021/2022**

See following Pages.

# Annual Governance and Accountability Return 2021/22 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities\*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
  - are unable to certify themselves as exempt (fee payable); or
  - have requested a limited assurance review (fee payable)

## Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2021/22

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
  - The **Annual Internal Audit Report** **must** be completed by the authority's internal auditor.
  - **Sections 1 and 2** **must** be completed and approved by the authority.
  - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2022**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2022**. Reminder letters will incur a charge of £40 +VAT:
  - the Annual Governance and Accountability Return Sections 1 and 2, together with
  - a bank reconciliation as at 31 March 2022
  - an explanation of any significant year on year variances in the accounting statements
  - notification of the commencement date of the period for the exercise of public rights
  - Annual Internal Audit Report 2021/22

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

## Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2022 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2021/22**, approved and signed, page 4
- **Section 2 - Accounting Statements 2021/22**, approved and signed, page 5

Not later than 30 September 2022 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

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 Form 3 of the Annual Governance and Accountability Return (AGAR) 2021/22

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *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 and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty), and is properly signed and dated. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2022.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide\**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2021) equals the balance brought forward in the current year (Box 1 of 2022).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage 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 2022**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including <b>the dates set for the period for the exercise of public rights</b> , been provided for the external auditor?		
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', has an explanation been published?		
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?		
	Has an explanation of significant variations been published where required?		
	Has the bank reconciliation as at <b>31 March 2022</b> been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? <b>NB:</b> do not send trust accounting statements unless requested.		

*\*Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from [www.nalc.gov.uk](http://www.nalc.gov.uk) or from [www.ada.org.uk](http://www.ada.org.uk)

# Annual Internal Audit Report 2021/22

Goring-on-Thames Parish Council

www.GoringParishCouncil.gov.uk

During the financial year ended 31 March 2022, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2021/22 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	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
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.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
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.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2020/21, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")</i>			✓
L. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements	✓		
M. The authority, during the previous year (2020-21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(evidenced by the notice published on the website and/or authority approved minutes confirming the dates set)</i> .	✓		
N. The authority has complied with the publication requirements for 2020/21 AGAR <i>(see AGAR Page 1 Guidance Notes)</i> .	✓		
O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.	✓		

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

Name of person who carried out the internal audit

20/03/2022 04/05/2022 08/06/2022

JANE OLDS

Signature of person who carried out the internal audit

SIGNATURE REQUIRED

Date

08/06/2022

\*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 2021/22

We acknowledge as the members of:

### Goring-on-Thames 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 2022, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
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.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
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.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
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.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
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.	Yes	No	N/A
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

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

15/06/2022

and recorded as minute reference:

MINUTE REFERENCE

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

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

www.GoringParishCouncil.gov.uk

## Section 2 – Accounting Statements 2021/22 for

### Goring-on-Thames Parish Council

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward	142,388	204,727	<i>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.</i>
2. (+) Precept or Rates and Levies	150,768	158,306	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	61,656	96,357	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	31,813	39,129	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	118,272	147,371	<i>Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	204,727	272,890	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	201,350	265,391	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b></i>
9. Total fixed assets plus long term investments and assets	603,588	606,557	<i>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.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A
		✓	
			<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
			<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2022 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 REQUIRED

Date

06/06/2022

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

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED



## Section 3 – External Auditor’s Report and Certificate 2021/22

In respect of

Goring-on-Thames Parish Council

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

### 2 External auditor’s limited assurance opinion 2021/22

(Except for the matters reported below)\* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

### 3 External auditor certificate 2021/22

We certify/do not certify\* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2022.

\*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YY

- 8.9. To approve the dates for the public rights of inspection: 17<sup>th</sup> June – 28<sup>th</sup> July 2022, being 30 working days including the first 10 working days of July.
- 8.10. To confirm the arrangements for insurance cover in respect of all insurable risks
- 8.11. To approve revised budget for 2022-2023, in light of resolutions regarding: Elections; Jubilee Garden; Jubilee morning of fun and games.

Updates also included for change to waste suppliers; telephone and internet suppliers, and other minor adjustments.

		2022-2023	
INCOME			
		Previously Approved	Proposed
<b>100</b>	<b>General Income</b>		
1010	Bank Interest	560	560
1020	CIL Receipts		
1030	Community Car Park	2400	2400
1040	Events Income		
1050	Grants/S106/Donations		1500
1060	Insurance		
1070	Miscellaneous Income / Other	200	200
1080	Precept	160065	160065
1090	Property Income	3500	8500
1100	Loan Repayments		7000
<b>Total</b>	<b>General Income</b>	<b>166725</b>	<b>180225</b>
<b>200</b>	<b>Burial Ground Income</b>		
2010	Grazing & Miscellaneous	14	60
2020	Interments and Plots	14000	14000
2030	Memorials; Including Bench Donations	6000	6000
<b>Total</b>	<b>Burial Ground Income</b>	<b>20014</b>	<b>20060</b>
<b>Total</b>	<b>All Income</b>	<b>186739</b>	<b>200285</b>

EXPENDITURE			
		Previously Approved	Proposed
<b>300</b>	<b>Administration</b>		
3010	Allowances Expenses Training	2000	2000
3020	Awards and honours	1000	1000
3030	COVID-19 Response (not Staff)		
3040	Election fees		17000
3050	Hire of Meeting Room	500	500
3060	Postage, copies and printing	2000	2000
3070	Publications	400	700
3080	Subscriptions	800	1000
3090	Legal Fees	2500	2500
3100	Rates and Taxes	2000	1500
3110	Website	0	100
<b>Total</b>	<b>Administration</b>	<b>11200</b>	<b>28300</b>
400	General Finance & Grants		
4010	Audit and Accountancy	1000	1000
4020	Bank Charges	100	100
4030	Churches S214(6) LG Act 1972		
4040	Miscellaneous Expenditure	306	
4050	S137 and Other (Non-Grant) Payments		
4060	Staff Costs	50000	45000
4070	Transport S26-29 LGR Act 1997	700	700
4080	Loans to Local Organisations		7000
4090	Grants Under GPoC		7000
<b>Total</b>	<b>General Finance &amp; Grants</b>	<b>52106</b>	<b>60800</b>
500	Burial Ground		
5010	General Maintenance	1000	1000
5020	Mowing & Hedges	3500	3500
5030	Plot Preparation	3000	3000
5040	WHBG Waste	1200	1200
<b>Total</b>	<b>Burial Ground</b>	<b>8700</b>	<b>8700</b>

## Appendix B

600	Facilities		
6010	Car Park	3000	3000
6020	Defibrillator	1000	1000
6030	General Maintenance & Repair	4000	4000
6040	Grass Weeding Strimming Fertil	18500	14500
6050	Hedges/Fences/Paddocks/Gates	1000	1000
6060	Pedestrian Safety Projects	3000	3000
6070	Inspections Surveys & Reports	5000	5000
6080	Insurance	1749	1749
6090	Office Equipment	2000	2000
6100	Playground Equipment Maintenance	2500	2500
6110	Property Sundries	1000	4000
6120	Public Spaces Review	3000	3000
6130	Security, Fire & Safety	450	450
6140	Software and back-ups	4000	4000
6150	Street Furniture & Seats	500	500
6160	Street Lighting	22000	22000
6170	Street Light Replacements		
6180	Summer of Play	9000	22000
6190	Telephone & Internet	1050	500
6210	Trees	1500	1500
6220	Utilities - Gas, Water, Electr	5000	4000
6230	Vandalism	500	500
6240	Waste / Litter / Street Cleaning	7500	5000
6250	Winter & Flooding	600	0
6255	Jubilee 2022	0	13500
6260	Village Planting	4000	4000
<b>Total</b>	<b>Facilities</b>	<b>101849</b>	<b>122699</b>
700	Neighbourhood Plan		
7040	Misc Expenses/ purchases NP	120	120
<b>Total</b>	<b>Neighbourhood Plan</b>	<b>120</b>	<b>120</b>
<b>Total</b>	<b>All Expenditure</b>	<b>173975</b>	<b>220619</b>
TOTAL	INCOME	186739	200285
TOTAL	EXPENDITURE	173975	220619
SURPLUS	`--> EMR	12764	-20334

EARMARKED RESERVES				
	Account	End Last Year FY 2021-2022	In Year Amendment	Proposed End of Year FY 2022-2023
320	EMR Operating Reserve	71464		71464
325	EMR Tree Felling & Replacement	12000		12000
330	EMR Playground Equipment	20500		20500
335	EMR MIGGS Pavement Widening	5000		5000
340	EMR Car Park Reserves	12000		12000
345	EMR CIL	31415		31415
350	EMR High Street Strategic Project	0		0
355	EMR Street Lighting Replacement	42489	1146	43635
360	EMR Covid-19 Response	4555		4555
365	EMR Security	3249		3249
370	EMR Public Spaces Strategy	11007		11007
375	EMR GGBN Reserved Monies	1031		1031
380	EMR External Audit Costs	3700		3700
385	EMR WHBG Reserved Plots	5500		5500
390	EMR Summer of Play	12303	-12303	0
395	EMR Winter of Play	0		0
400	EMR Jubilee 2022	4803	-4803	0
410	EMR WHBG - 99y Maintenance	5000		5000
415	EMR Public Buildings		8000	8000
420	EMR Election Costs	8000	-8000	0
425	EMR Freedom of Goring	1000		1000
430	EMR Previous Financial Year Commitments	4374	-4374	0
	<b>TOTAL RESERVES</b>	<b>259390</b>	<b>-20334</b>	<b>239056</b>

Jane Olds  
13 Oak Close  
Bicester  
Oxfordshire  
OX26 3XD  
01869 247171  
Janeolds.parishclerk@gmail.com

Laura White  
Parish Clerk to Goring on Thames Parish Council

25 August 2020

Dear Laura,

### **Letter of Engagement 2020/21**

I hope that the Council was satisfied with the audit work I did last year. In order to continue, I thought that it was most straight forward if I sent you a new letter of engagement now so that the Parish can start the audit process for this new financial year in good time.

As previously, the purpose of this letter is to set out the basis on which the Parish Council would engage me.

My role as your Internal Auditor will be to be your 'critical friend'. I will look through your Parish's processes and procedures and, where necessary, will make recommendations which, I hope, will help improve the Council's working. Some of these recommendations will be long-term goals, others may need to be implemented more quickly, but I will be available as part of the Audit process to help guide you through what is needed.

This letter confirms the basis on which I will provide services to you to avoid any misunderstandings of our respective responsibilities.

#### **1. Internal Audit of the Council**

- a. The primary objectives of Internal Audit are:
  - i. to review, appraise and report upon the adequacy of internal control systems operating throughout the Council; to achieve this I will adopt a predominantly systems-based approach to the audit;
  - ii. to carry out an annual inspection of the books and records of the Council.

The Council is responsible for providing those documents as prescribed within the attached checklist.

- b. Timescales for the effective and efficient method of completing the audit are as follows:
  - i. ensure that the process laid down within this engagement letter are acceptable;
  - ii. sign the engagement on the last page and scan and return that page by email. (Please send this by the end of **October** to give time for completion of the checklist.)

- c. A checklist will then be forwarded. This should be answered and returned with any documents requested by **December**. This will be then be reviewed prior to my visit (see d.).
- d. I would hope to make one visit to the Parish to inspect the books and clarify any queries following the return of my questionnaire. This will be part of my audit process, although mileage will be charged at 45p per mile. Any further visits requested would be charged at £30 per hour.
- e. Any overhang issues will be concluded before the 31st March 2021.
- f. Provided I am satisfied that the Council has met the Internal Audit criteria, I will sign off the AGAR, send it to you and conclude the Audit. An Annual Report will be issued with any action points.
- g. Unfortunately, if timescales are not observed, this could attract extra charges over and above the quoted fee as laid down below.
- h. If you wish me to check your year-end Annual Return figures before you send it off to the External Auditors, I am quite happy to do this. I can also check your Annual Financial Statements for compliance.

## **2. Scope of Work**

Predominantly Internal Audit will review the books and records of the Council culminating in the completion of the Internal Audit Report as stated above. I will identify if the following key areas are in place and working satisfactorily.

- a. Proper Book-keeping
- b. Payment controls in relation to Financial Regulations
- c. Review of the Internal Controls, which will include:
  - i. The Parish Risk Assessment;
  - ii. Review of the effectiveness of Internal Financial Control;
  - iii. An overall review of your Internal Controls.
- d. Budgetary controls
- e. Income controls
- f. Petty Cash procedures (if applicable)
- g. Payroll controls
- h. Asset controls
- i. Bank reconciliations
- j. Application of Spending Powers
- k. Review of the status of Trusts (if applicable)
- l. Policies review
- m. Review and completeness of minutes
- n. Review and completeness of audit action plans
- o. Year End procedures, which will include:
  - i. Financial Statements review;
  - ii. Review of Council balances;
  - iii. Analytical Review;

iv. Annual Return review.

### **3. Roles and Responsibilities**

My role as an Internal Auditor is one of independence. I must make it clear that I can in no way involve myself in the financial decision-making, appointments or any other areas that may give rise to conflicts of interest.

### **4. The Council Responsibilities**

The Responsible Financial Officer / Proper Officer, together with the Council, have clearly defined responsibilities for Risk Management, Internal Control, Internal Audit and the prevention of Fraud and Corruption.

The existence of Internal Audit does not diminish the responsibility of the Council to establish systems of internal control to ensure that activities are conducted in a secure and well-ordered manner.

### **5. Fees**

My fees for all work undertaken are based on the number of hours I have estimated it is likely to take to complete the Internal Audit.

Fees for 2020/21

Fixed for the year with an Internal Audit visit

Precept of under £25,000:	£130.00
Precept of £25,000 - £40,000:	£145.00
Precept of £40,000 - £80,000:	£165.00
Precept of £80,000 - £100,000:	£190.00
Precept of £100,000 – £125,000	£215.00
Precept of £125,000 – £150,000	£250.00

The budgeted hours are estimated and are on the understanding that all requests for documents and responses to my Internal Audit checklist are forwarded to me within the above timescales.

Travel to and from the Council is charged at 45p per mile.

### **6. Requests for attendance at Council Meetings**

I would be happy to attend a Council meeting, given reasonable notice, if convenient. This gives the Council an opportunity to ask me questions, clarify the scope and nature of the work undertaken and to make me aware of any issues that may be relevant as my cycle of Internal Audit progresses.

A nominal cost for this service is charged at £60 plus travel.



## **7. Request for work outside the scope of Paragraphs 1 to 3**

Any such request for extra audit time to be provided will be discussed at the time and will be subject to an appendix agreement.

## **8. Agreement of terms**

Once agreed, this letter will remain effective from the date of signature until it is replaced. Either party may vary or terminate my authority to act on your behalf at any time; however, if work has already been undertaken, a charge for the work so far, would be made. Notice of termination must be given in writing.

This agreement will remain effective until the Parish formally disengages me. This must be done before the Audit cycle begins and no later than the end of July for the following year. Failure to do this could result in an administration charge being incurred. Please confirm your agreement to the terms of this letter of engagement by signing and returning one copy to me at the above address. Two signatures are required (1) The RFO or Parish Clerk and (2) An appropriate member of the Council.

I trust that this is acceptable to the Council and look forward to hearing from you.

Yours sincerely,



Jane Olds (Mrs)

## Agreement of Terms

Goring on Thames Parish Council confirms that the Council considered and agreed to

the contents of this letter at a meeting on: \_\_\_\_\_

Minute Reference: \_\_\_\_\_

and agrees that it accurately reflects the services that Goring on Thames Parish Council has instructed Jane Olds, as Internal Auditor, to provide.

Goring on Thames Parish Council  
RFO/Parish Clerk

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Goring on Thames Parish Council Chairman or appropriate Council Member

Position: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_



## **RESERVES POLICY**

### **1 Introduction**

- 1.1 Goring-on-Thames Parish Council is required to maintain adequate financial reserves to meet the needs of the Council. The purpose of this policy is to set out how the Council will determine and review the level of reserves.
- 1.2 Local Government Finance Act 1992 s32 & 43 require local authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. However, there is no specified minimum level of reserves that an authority should hold and it is the responsibility of the Responsible Financial Officer to advise the Council about the level of reserves and to ensure that there are procedures for their establishment and use.

### **2 Types of Reserves**

- 2.1 Reserves can be categorised as general or earmarked.
- 2.2 Earmarked reserves can be held for several reasons:
  - a) Renewals – to enable services to plan and finance an effective programme of vehicle, equipment and infrastructure replacement and planned property maintenance. These reserves are a mechanism to smooth expenditure so that a sensible replacement programme can be achieved without the need to vary budgets.
  - b) Carry forward of underspend - some services commit expenditure to projects, but cannot spend the budget in year. Reserves are used as a mechanism to carry forward these resources.
  - c) Insurance reserve – to enable the Council to meet the excesses of claims not covered by insurance.
  - d) Other earmarked reserves may be set up from time to time to meet known or predicted liabilities.
  - e) General Reserves are funds which do not have any restrictions as to their use. These reserves can be used to smooth the impact of uneven cash flows, offset the budget requirement if necessary or can be held in case of unexpected events or emergencies.

### **3 Earmarked Reserves**

- 3.1 Earmarked reserves will be established on a “needs” basis, in line with anticipated requirements.
- 3.2 Any decision to set up a reserve must be made by the Council.
- 3.3 Expenditure from reserves can only be authorised by the Council.
- 3.4 Reserves should not be held to fund on-going expenditure. This would be unsustainable as, at some point, the reserves would be exhausted. To the extent that reserves are used to meet short term funding gaps, they must be replenished in the following year. However, earmarked reserves that have been used to meet a specific liability would not need to be replenished, having served the purpose for which they were originally established.
- 3.5 All Earmarked Reserves are recorded on a central schedule held by the Responsible Financial Officer which lists the various Earmarked Reserves and the purpose for which they are held.



- 3.6 Reviewing the Council's Financial Risk Assessment is part of the budgeting and year end accounting procedures and identifies planned and unplanned expenditure items and thereby indicates an appropriate level of Reserves.

## **4 General Reserves**

- 4.1 The level of General Reserves is a matter of judgement and so this policy does not attempt to prescribe a blanket level. The primary means of building general reserves will be through an allocation from the annual budget. This will be in addition to any amounts needed to replenish reserves that have been consumed in the previous year.
- 4.2 Setting the level of General Reserves is one of several related decisions in the formulation of the medium term financial strategy and the annual budget. The Council must build and maintain sufficient working balances to cover the key risks it faces, as expressed in its financial risk assessment.
- 4.3 If in extreme circumstances General Reserves were exhausted due to major unforeseen spending pressures within a particular financial year, the Council would be able to draw down from its earmarked reserves to provide short term resources.
- 4.4 Even at times when extreme pressure is put on the Council's finances the Council must keep a minimum balance sufficient to pay one month's salaries to staff in General Reserves at all times.

## **5 Opportunity Cost of Holding Reserves**

- 5.1 In addition to allowing the Council to manage unforeseen financial pressures and plan for known or predicted liabilities, there is a benefit to holding reserves in terms of the interest earned on funds which are not utilised. This investment income is fed into the budget strategy.
- 5.2 However, there is an "opportunity cost" of holding funds in reserves, in that these funds cannot then be spent on anything else. As an example, if these funds were used to repay debt, the opportunity cost would equate to the saving on the payment of interest and the minimum revenue provision, offset by the loss of investment income on the funds. However, using reserves to pay off debt in this way would leave the Council with no funds to manage unexpected risks nor provide a mechanism to fund the planned expenditure for which the reserves were earmarked.
- 5.3 Given the opportunity costs of holding reserves, it is critical that reserves continue to be reviewed each year as part of the budget process to confirm that they are still required and that the level is still appropriate.

## **6 Current Level of Financial Reserves**

- 6.1 The level of financial reserves held by the council will be agreed by the Parish Council during the discussions held regarding the setting of the budget for the next financial year.
- 6.2 The current level of operating reserves to be held by the Council is approximately 40% of the annual precepted figure, this fully covers approximately six months' expenditure of standard payments. This figure is current £71464 for the financial year of 2022/23. The Council agreed to the following levels of reserves:



<b>EARMARKED RESERVES</b>				
	Account	End Last Year FY 2021-2022	In Year Amendment	Proposed End of Year FY 2022-2023
320	EMR Operating Reserve	71464		71464
325	EMR Tree Felling & Replacement	12000		12000
330	EMR Playground Equipment	20500		20500
335	EMR MIGGS Pavement Widening	5000		5000
340	EMR Car Park Reserves	12000		12000
345	EMR CIL	31415		31415
350	EMR High Street Strategic Project	0		0
355	EMR Street Lighting Replacement	42489	1146	43635
360	EMR Covid-19 Response	4555		4555
365	EMR Security	3249		3249
370	EMR Public Spaces Strategy	11007		11007
375	EMR GGBN Reserved Monies	1031		1031
380	EMR External Audit Costs	3700		3700
385	EMR WHBG Reserved Plots	5500		5500
390	EMR Summer of Play	12303	-12303	0
395	EMR Winter of Play	0		0
400	EMR Jubilee 2022	4803	-4803	0
410	EMR WHBG - 99y Maintenance	5000		5000
415	EMR Public Buildings		8000	8000
420	EMR Election Costs	8000	-8000	0
425	EMR Freedom of Goring	1000		1000
430	EMR Previous Financial Year Commitments	4374	-4374	0
<b>TOTAL RESERVES</b>		<b>259390</b>	<b>-20334</b>	<b>239056</b>

6.3 These levels of Reserves were agreed at the meeting of the Parish Council in May 2022.

## **7 Review of the Policy**

7.1 This policy was reviewed and updated by the Parish Council at its meeting on 15<sup>th</sup> June 2022 and will be reviewed periodically, but not less than once per council term (nominally 4 years).

Signed:

B Urbick  
Chair



# GORING-ON-THAMES PARISH COUNCIL

## Appendix D

### FINANCIAL RISK ASSESSMENT AND MANAGEMENT

For the period 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023

#### 1 Income

Topic	Risk Identified	Risk Level H/M/L	Management of Risk	Staff action	Internal Audit Checks (Every)
Precept	Not submitted	L	Full PC Minute – RFO follow up	Diary	12 months
	Not paid by DC	L	Check & Report To PC.	Diary	12 months
	Adequacy of precept	H	Quarterly review of budget to actual	Diary	12 months
Grants – All	Claims procedure	M	Clerk/RFO check quarterly		12 months
	Receipt of grant when due	M	Check & Report to PC.	Diary	12 months
Investment Income	Receipt when due	L		Diary	12 months
	Investment Policy	L	Review policy annually	Diary	12 months
	Surplus funds	L	Review policy annually		12 months

#### 2 Expenditure

Topic	Risk Identified	Risk Level H/M/L	Management of Risk	Staff action	Internal Audit Checks (Every)
Salaries	Wrong salary paid	M	Check to minute	Member verify	12 months
	Wrong hours paid	M	Check to timesheet/contract	Member verify	12 months
	Wrong rate of pay	M	Check to contract	Member verify	12 months
	False employee	L	Check to PAYE Records & lists	Member verify	12 months
	Wrong deductions – NI	M	Check to PAYE Calcs	Member verify	12 months
	Wrong deductions – Income tax	M	Check to PAYE Calcs	Member verify	12 months
Direct Costs and overhead expenses	Goods not supplied to TC	M	Order system	Approval check	12 months
	Invoice incorrectly calculated	L	Check arithmetic	Approval check	12 months
	Cheque payable is excessive	M	Signatory initials etc Stub & Voucher	Member verify	6 months
	Cheque payable to wrong party	M	Signatory initials etc Stub & Voucher	Member verify	6 months

Topic	Risk Identified	Risk Level H/M/L	Management of Risk	Staff action	Internal Audit Checks (Every)
Cllrs Allowances	Cllr overpaid	M	Claim form & minute	RFO verify	6 months
	Income tax deduction	M	Check to PAYE Records & lists	RFO verify	6 months
Fiscal Support	Power to pay	M	Minute power	Member verify	12 months
	Agreement of Council to pay	L	Minute	Member verify	12 months
	Conditions agreed	L	Use reasonable condition	RFO check	12 months
	Cheque & voucher	M	Signatory initials etc Stub & Voucher	Member verify	12 months
	Follow up verification	M	RFO check and consider budget	RFO verify	12 months
Election Costs	Invoice at agreed rate	L	RFO check and consider budget	RFO verify	Whenever

### 3 Review of the policy.

This policy was reviewed by the Parish Council at its meeting on -15 June 2022 and will be reviewed annually. It was noted by the Council that the advice of the Internal Auditor the Risk should be updated to a numbering system, this will be completed at the next review, or earlier if resource allows.

Signed:

B Urbick  
Chair

15 June 2022



## **STATEMENT OF INTERNAL CONTROLS**

For the period 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023

### **1. Scope of the Responsibility**

- 1.1. Goring-on-Thames Parish Council (the Council) is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.
- 1.2. In discharging this overall responsibility, the Council is also responsible for ensuring that there is a sound system of internal control which facilitates the effective exercise of the Council's functions and which includes arrangements for the management of risk.

### **2. The Purpose of the System of Internal Control**

- 2.1. The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Council's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.
- 2.2. The system of internal control is in place at the Council from date of approval for the year ending 31<sup>st</sup> March 2023 and up to the date of approval of the annual report and accounts in accordance with proper practice.

### **3. The Internal Control Environment**

- 3.1. The Council
  - 3.1.1. The Council has appointed a Chairman who is responsible for the smooth running of meetings and for ensuring that all Council decisions are lawful.
  - 3.1.2. The Council reviews its obligations and objectives and approves budgets for the following year at its November and December meetings. The December meeting of the Council approves the level of precept for the following financial year.
  - 3.1.3. The Council monitors progress against objectives, financial systems and procedures, budgetary control and carries out regular reviews of financial matters.
  - 3.1.4. The full Council normally meets at least 6 times each year and monitors progress against its aims and objectives at each meeting by receiving relevant reports from the Clerk.
  - 3.1.5. The Council carries out regular reviews of its internal controls, systems and procedures.
- 3.2. Clerk to the Council & Responsible Financial Officer
  - 3.2.1. The Council has appointed a Clerk to the Council who acts as the Council's advisor and administrator. The Clerk is the Council's Responsible Financial Officer and is responsible for administering the Council's finances. The Clerk is responsible for the day to day compliance with laws and regulations that the Council is subject to and for managing risks. The Clerk also ensures that the Council's procedures, control systems and policies are adhered to.
- 3.3. Payments
  - 3.3.1. All payments are reported to the Council for approval. Two members of the Council must authorise all payments.
- 3.4. Risk Assessments / Risk Management



3.4.1. The Council carries out regular risk assessment in respect of actions and regularly reviews its systems and controls.

3.5. Internal Audit

3.5.1. The Council will appoint an independent Internal Auditor for the year 2020/2021 who will report to the Council on the adequacy of its records, procedures, systems, internal controls and risk management. The effectiveness of the internal audit is reviewed annually.

3.6. External Audit

3.6.1. The Council has been appointed External Auditor Moore until further notice. Following completion of the External Audit the annual Certificate of Audit is provided, which is presented to the Council.

**4. Review of Effectiveness**

4.1. Goring-on-Thames Parish Council has responsibility for conducting an annual review of the effectiveness of its system of internal controls. The review of the effectiveness of the system of internal controls is monitored and informed by:

4.1.1. the Clerk to the Council/Responsible Financial Officer

4.1.2. the work of the Independent Internal Auditor

4.1.3. the External Auditors through the Annual Return and their annual letter

4.1.4. the number of significant issues that are raised during the year.

**5. Review of the Statement**

This statement was accepted by the Parish Council at its meeting on 15<sup>th</sup> June 2022 and will be reviewed annually.

Signed:

Dated: 15<sup>th</sup> June 2022

B Urbick, Chair



**REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT**

For the period 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023

<b>Expected Standard</b>	<b>Evidence of Achievement</b>	<b>Areas for Development</b>
1. Scope of internal audit	Terms of reference were (re)-approved by full council on 09 May 2022 Scope of audit work takes into account risk management processes and wider internal control. Terms of reference define audit responsibilities in relation to fraud.	Standing Orders and Governance Documents are formally reviewed throughout the year, with Standing Orders Approved as suitable for use at the Annual Council Meeting – this has been delayed to the July 2022 meeting as part of a full Governance Review. Audit responsibilities are reviewed annually and address concerns of ways to protect against fraud.
2. Independence	Internal Auditor has direct access to those charged with governance (see Financial Regulations). Reports are made in own name to council. Auditor does not have any other role within the council.	Confirmed.
3. Competence	No evidence that internal audit work has not been carried out ethically, with integrity and objectivity.	Confirmed.
4. Relationships	Responsible officers (Clerk, RFO etc) are consulted on the internal audit plan and on the scope of each audit, (evidence is on audit files). Responsibilities for officers and internal audit are defined in relation to internal control, risk management and fraud and corruption matters. The responsibilities of council members are understood; training of members is carried out as necessary.	Confirmed, though training is determined as it is locally available, based on need. Clerk, Assistant Clerk and all Councillors are provided information about all opportunities for training, and to support this effort funds are budgeted each year.
5. Audit planning and reporting	The audit plan properly takes account of corporate risk. The plan has been approved by the council. Internal Auditor has reported in accordance with the plan.	Confirmed. For the audit plan, see Financial Regulations. Internal audit report received by the council on 15 June 2022 was in accordance with the audit requirements.

<b>Characteristics of 'Effectiveness'</b>	<b>Evidence of Achievement</b>	<b>Areas for Development</b>
Internal audit work is planned	Planned internal audit work is based on risk assessment and designed to meet the council's governance assurance needs.	Confirmed, and reviewed each year.
Understanding the whole organisation, its needs and objectives	The annual audit plan demonstrates how audit work will provide assurance in relation to the council's annual governance statement.	Confirmed, and reviewed each year.
Be seen as a catalyst for change	Supportive role of audit for corporate developments such as corporate governance review, risk management and ethics.	Confirmed. Internal audit and Financial Risk Assessment drives procedural changes for continuous improvement.
Add value and assist the organisation in achieving its objectives	Demonstrated through positive management responses to recommendations and follow up action where called for.	Confirmed. There is a history and ethos in the Council to address any internal concerns and recommendations as they arise.
Be forward looking	When identifying risks and in formulating the annual audit plan, changes on national agenda are considered. Internal audit maintains awareness of new developments in the services, risk management and corporate governance.	Confirmed. This is addressed as changes are notified and is considered in each annual review.
Be challenging	Internal audit focuses on risks and encourages members to develop their own responses to risks, rather than solely relying on audit recommendations. The aim of this is to encourage greater ownership of the control environment.	Confirmed.
Ensure the right resources are available	Adequate resource is made available for internal audit to complete its work. Internal Auditor understands the body and the legal and corporate framework in which it operates.	Confirmed.
Note: Review of effectiveness of internal audit must be reviewed and adopted by council annually during the financial year and before 31 March.		

### **Review of the policy.**

This policy was accepted by the Parish Council at its meeting on 15<sup>th</sup> June 2022 and will be reviewed annually.

Signed:

B Urbick  
Chair