

LAVERSTOCK & FORD PARISH COUNCIL

Report for Agenda Item PC26.066 Approval of Accounting Statements 2025/26.

Subject: Accounting Statements 2025/26
Date: 15th May 2026
Author: Andrew Prince, RFO

1. Report Summary.

1.1 This report presents the Accounting Statements 2025/26.

2. Background.

2.1 The Local Audit and Accountability Act 2014 and the Accounts and Audit Regulations 2015 require all authorities to prepare a statement of accounts for each financial year. Where an authority's gross income or expenditure exceeds £200,000 for that year the accounts must be presented as Income and Expenditure (I & E) instead of Receipts and Payments (R & P).

2.2 All accounting for 2025/26 has been completed using Scribe Accounts software. Scribe operates on a Receipts and Payments basis and then uses adjustments at year-end to convert to Income and Expenditure.

3. Accounting Statements 2024/25

3.1 The final Accounting Statements were produced entirely by Scribe including box 9 which records total fixed assets. The Asset Register had previously been kept manually using an excel spreadsheet.

3.2 The draft Accounting Statements 2025/26 are attached at Annex A. They have been agreed by the Internal Auditor

3.3 The Income and Expenditure adjustments result in a difference between Box 7 and Box 8. This requires an explanation which is given in the Scribe Reconciliation attached at Annex B. A version of this explanation must be submitted with the Annual Return.

4. Recommendation.

4.1 That the Council approve the attached Accounting Statements 2025/26.

Annex A – Section 2 – Accounting Statements 2025/26

Section 2 – Accounting Statements 2025/26 for

LAVERSTOCK AND FORD PARISH COUNCIL: OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
			<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	1862322	1786402	<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	321404	370951	<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	132104	99853	<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	179353	207105	<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	349875	244989	<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	1786402	1805112	<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	1788849	1812058	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	1597702	1635070	<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>
For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.</i>

I certify that for the year ended 31 March 2026 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 18/05/2026

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

18/05/2026

as recorded in minute reference:

PC26.066 REFERENCE

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

SIGNATURE REQUIRED

Annex B – Reconciliation between Box 7 and Box 8

15 April 2026 (2025-2026)

Laverstock & Ford Parish Council
Reconciliation between Box 7 and Box 8
 31/03/2026

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>
Box 7 - Balances carried forward		1,805,112.21
Debtors		
Prepayments		
Stocks and Stores		
VAT Recoverable	2,218.50	
TOTAL DEDUCTIONS		2,218.50
Creditors	9,163.90	
Receipts in Advance		
Doubtful Debts		
TOTAL ADDITIONS		9,163.90
Box 8 - Total cash and short term investments		1,812,057.61