



NEW TOWN AND BROUGHTON COMMUNITY COUNCIL

ANNUAL ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

Financials

During the period ended 31st March 2021, the New Town and Broughton Community Council received its statutory grant of £925.08 on 28 August 2020 from the City of Edinburgh Council. After requesting clarification of the reason for the reduced grant versus 2019, the Council agreed that a further £150 contribution towards meeting room costs should have been included, this was received on 25 September 2020.

No remuneration or expenses have been paid to any Community Council member during the year. Although reimbursement of expenses incurred by members for postage, photocopying, paper and print cartridges etc., incurred in the course of community council work is permitted, no expenses were actually claimed by any member during the year 2020/21.

Due to Covid-19 restrictions, ten meetings have been held online using the Zoom platform – all of these meetings have used the Chair’s personal Zoom account. There were no ‘in-person’ meetings held during the year.

| <u>Receipts and Payments Accounts</u> | 2021 | 2020 |
|--|--------------|--------------|
| | £ | £ |
| Receipts | | |
| Grants and other income ¹ | 1,075 | 1,375 |
| Interest after tax | 1 | 3 |
| Total receipts | 1,076 | 1,378 |
| Payments | | |
| Payments relating to main activities; | | |
| Rent ² | - | 360 |
| Advertising ³ | - | 50 |
| Web site hosting ⁴ | 88 | 12 |
| Secretary's fees ⁵ | 530 | 450 |
| Insurance ⁶ | 112 | 112 |
| Data Protection Registration fee ³ | - | 36 |
| Total payments | 730 | 1,020 |
| Surplus/ (Deficit) for the year⁷ | 346 | 358 |

Statement of Balances

| | | |
|--------------------------------|-------------|------------|
| Opening bank balance | 755 | 397 |
| Surplus/(Deficit) for the year | 346 | 358 |
| Closing bank balance | 1101 | 755 |

Footnotes for 2020/21 Annual Accounts:

1. A grant of £925.08 was received on 28 August 2020 from the City of Edinburgh Council & a further supplement of £150 received on 25 September 2020 as contribution towards meeting room costs.
2. Room rental paid in March 2020 for 12 meetings. Broughton St Mary's Church have agreed a credit for unused bookings due to Covid-19 restrictions from April 2020 (resulting in suspension of access to their meeting room). This credit covers 8 bookings for April '20 through to December '20 inclusive, to be used once in-person meetings resume.
3. No advertising costs or Data Protection Registration fees were invoiced during the period.
4. Website hosting renewed for a period of 3 years (payable in advance).
5. These are paid to an independent minutes' secretary, not the elected Secretary of the Community Council.
6. Insurance against public liability (insurance against libel and slander claims relating to the website) was prepaid for the 2021 policy. Cover runs for 12 months from May each year.
7. All receipts and payments are accounted using the Actual / Cash Basis of Accounting.

Independent Examiner's Report to the Committee of the New Town and Broughton Community Council

I report on the accounting statements of the organisation for the period ended 31 March 2021 which are set out above and the accompanying notes thereto.

Respective Responsibilities of Committee Members and Examiner

The Committee members are responsible for the preparation of the accounts and consider that the Community Council is entitled not to have an audit. It is my responsibility to examine the accounts and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

An examination includes a review of the accounting records kept by the Community Council and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the Committee members concerning such matters. The procedures undertaken do not provide all the evidence that would be required by an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In my opinion:

To the best of my knowledge and belief the Receipts and Payments Accounts and Statement of Balances have been properly prepared from the records and are in agreement with them.

The accounting statements comply with the constitution of the Community Council.

Colin Anderson ACCA (Part Qualified)

Independent Examiner

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