

MIDDLETON CHENEY

Parish Council



Parish Meeting Room
Main Road
Middleton Cheney
Banbury
Oxon
OX17 2LR

PKF Littlejohn LLP (REF:SBA Team)
1 Westferry Circus
Canary Wharf
London E14 4HD

10th May 2021

Dear Sir/Madam

Annual Return for the year ending 31st March 2021

Before proceeding, I hope all members of staff are staying well during COVID-19 - uncertain times. So that you are aware, I'm currently working from home. My home Tel.No. should you need to contact me is: [REDACTED] – and as you will hopefully appreciate a little different from working in the office where I would have access to files. However, hopefully the attached, including the Internal Auditors Report covers what is required on behalf of the Parish Council for the Annual Return.

I have explained in previous years how our Barclays Bank Accounts operate and hopefully it helps to explain some variances. However, to remind you and to save you looking it up we have 3 main accounts plus 1 that was set-up to hold any funding secured for new Play Equipment and repairs.

1. Community Account – [REDACTED] – The only account we have a cheque-book for.
2. The Premium Account – [REDACTED] tops up the Community Account – a sweeper account and operates automatically so that we are never overdrawn – a facility that Barclays do not now operate.
3. Tracker Account – [REDACTED] is used for EMR's and free cash reserves.
4. We have an account set-up to hold any funding secured for new Play Equipment (Middleton Cheney Playground Improvements Team) referred to as MCPIT

The attached Annual Return was approved at the Parish Council Meeting on Tuesday, 4th May 2021, Agenda item – Section 1: 21/782 and Section 2: 21/783. We will be endeavouring to exercise public rights from 15th June to 26th July 2021 – Covid 19 Regs being taken into account. However, until these Minutes are approved by full Council and signed by the Chair they will not be on the Website – if you would like to see the Draft Minutes for the meeting, please let me know.

If I can be of any further help, please let me know. Attached comments relating to the Internal Auditor's Report and your comments last year.

Yours faithfully

Val Furniss (Mrs)
Clerk/RFO
c.c. Cllr. Sue Jerrams Coughtrey - Chair

Chairman: Cllr. Sue Jerrams Coughtrey
Vice Chairman: Cllr. Kristian Burgess
Clerk: 01295 713500 - Email: clerk@middletoncheney.org.uk