

**Bradley Stoke Town Council**

**Financial Statements**

**For the year ended 31 March 2015**

**Bradley Stoke Town Council**

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**31 March 2015**

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**Bradley Stoke Town Council**

**Council Information**

**31 March 2015**

**( Information current at 24th June 2015 )**

**Chair**

Cllr R. Avenin

**Councillors**

Cllr T. Aditya

Cllr J. Ashe

Cllr R. Avenin

Cllr K. Cranney

Cllr T. Griffiths

Cllr G. Gupta

Cllr D. Hardwick

Cllr E. Hardwick

Cllr P. Hardwick

Cllr B. Hopkinson

Cllr A. Lau

Cllr F. Owusu-Antwi

Cllr B. Randles

Cllr A. Ward

Cllr M. Ward

**Town Clerk**

Mrs Sharon Petela

**Responsible Financial Officer (R.F.O.)**

Miss Rachel Pullen

**Auditors**

Grant Thornton UK LLP

Hartwell House

55-61 Victoria Street

Bristol

BS1 6FT

**Bradley Stoke Town Council**  
**Annual Governance Statement**  
**31 March 2015**

**Scope of Responsibility**

Bradley Stoke Town Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.

The Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, the Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, and which includes arrangements for the management of risk.

The Council has approved and adopted a code of corporate governance which is consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government. This statement explains how the Council has complied with the code and also meets the requirements of the Accounts and Audit (England) Regulations 2011 in relation to the publication of a statement on internal control.

**The purpose of the governance framework**

The governance framework comprises the systems and processes, and culture and values, by which the Council is directed and controlled and its activities through which it accounts to, engages with and leads the community. It enables the Council to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective services.

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and 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 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.

The governance framework has been in place at Bradley Stoke Town Council for the year ended 31 March 2015 and up to the date of approval of the annual report and accounts.

**The governance framework**

The key elements of Bradley Stoke Town Council's systems and processes that comprise the governance arrangements are:-

- The Council identifies its visions as part of its programme setting process and communicates its intentions and intended outcomes to its citizens and service users via its web site, local news leaflet and press releases.
- The definition and documenting of the roles within the authority are as contained within the Council's standing orders and delegation scheme. The Council's disciplinary and grievance procedures cover the staff element and the Council Members are covered by the national code of conduct adopted by the Town Council.
- The Council procedures are updated when required to take account of changes in legislation and the changing needs of the authority. The Finance and Leisure Committee acts as the Committee for assuring adherence with financial matters and is the Committee responsible also in regard to matters of complying with all laws and regulations.
- The Council has an informal and formal complaints procedure for the public, including a formal whistle blowing procedure. The Council's grievance procedure would permit such matters to be dealt with properly.
- The Council has clear channels of communication with all sectors including public sessions during its meetings, surveys of users and local residents' needs and views and encourages the public to give to the

**Bradley Stoke Town Council**  
**Annual Governance Statement**  
**31 March 2015**

Council their views upon all aspects of the Council services provided.

- The Council has agreed as a fundamental policy partnership working with other local authorities and organisations within the Town where benefit can be shown by such partnership working.

**Review of effectiveness**

Bradley Stoke Town Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the control exercised by members and the work of the internal auditor and the executive managers within the Council, who have responsibility for the development and maintenance of the governance framework. It is further enhanced by reports and comments made by the external auditors and other review agencies and inspectors.

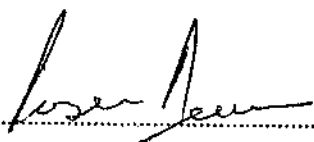
We continue to be advised on the implications of the result of the review of the governance framework by the Council, relevant committees, officers and the internal auditor, and plan to address weaknesses as they arise and thus ensure continuous improvement of the system is in place.


**Significant governance issues**

To date no significant governance issues have been identified. As such issues arise, effective steps will be taken to ensure that matters are addressed, weaknesses eradicated and revised arrangements implemented at the earliest possible opportunity.

**Approval of Statement**

This statement was approved at a meeting of the council held on 24th June 2015 when authority was given for the Chair and the Town Clerk to sign.

Signed:   
Cllr R. Avenin  
Chair

  
Mrs Sharon Petela  
Town Clerk

Date: 24-06-15

**Bradley Stoke Town Council**

**Statement of Responsibilities**

**31 March 2015**

**The Council's Responsibilities**

The council is required:

- to make arrangements for the proper administration of its financial affairs
- to secure that one of its officers (R.F.O.) has the responsibility for the administration of those affairs. At this council that officer is the Responsible Finance Officer, and
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

**The Responsible Financial Officer's Responsibilities**

The R.F.O. is responsible for the preparation of the council's Financial Statements in accordance with Part 4 of the Governance and Accountability for Local Councils – A Practitioners Guide (England) (as amended)" (the guide), so far as is applicable to this council, to present a true and fair view of the financial position of the council at 31 March 2015 and its income and expenditure for the year then ended.

In preparing the Financial Statements, the R.F.O. has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent, and
- complied with the guide.

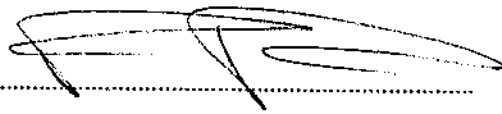
The R.F.O. has also:

- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

**Responsible Financial Officer's Certificate**

I hereby certify that the Financial Statements for the year ended 31 March 2015 required by the Accounts and Audit Regulations 2010 (as amended) are set out in the following pages.

I further certify that the Financial Statements present a true and fair view of the financial position of Bradley Stoke Town Council at 31 March 2015, and its income and expenditure for the year ended 31 March 2015.

Signed:  .....

Miss Rachel Pullen- Responsible Finance Officer

Date: 24/6/15 .....

**Bradley Stoke Town Council**

**Statement of Accounting Policies**

**31 March 2015**

**Accounting Convention**

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (FRSSE) issued by the Accounting Standards Board, as applied to Local Councils by part 4 of Governance and Accountability for Local Councils – A Practitioners Guide (England) (the guide). Comparative figures have been restated to conform to the revised formats where appropriate. Certain requirements have been omitted for clarity and simplicity as these statements are not subject to audit. They are produced in support of the council's audited Statement of Accounts contained within the Annual Return Statement of Accounts.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

All expenditure in excess of (on any one item or group of similar items) on the acquisition, creation or enhancement of fixed assets is capitalised on an accruals basis in the accounts. Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefits to the authority and the services it provides, for a period of more than one year. Fixed assets are valued on the basis recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA) and in accordance with the statements of asset valuation principles and guidance notes issued by the Royal Institution of Chartered Surveyors (RICS). The closing balances are stated on the following basis:

land and buildings are included in the balance sheet at Depreciated Replacement Cost (DRC). The DRC basis of valuation requires an estimate of the value of the land in its existing use, together with the current replacement cost of the building and its external works, from which appropriate deductions have been made to reflect the age, condition, economic, functional and environmental obsolescence and other locational factors which might result in the existing building being worth less than a new replacement building,

all other assets are included in the balance sheet at the lower of cost (estimated where not known) or estimated realisable value, except that,

certain community assets are the subject of restrictive covenants as to their use and /or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at nominal value only.

The surplus or deficit arising on periodic revaluations of fixed assets has been credited or debited to the Revaluation Reserve. Subsequent revaluations of fixed assets are planned at five yearly intervals, although material changes to asset valuations will be adjusted in the interim period, should they occur.

In accordance with Financial Reporting Standard (FRS) 15, depreciation is provided on all operational buildings (but not land), as well as other assets.

**Depreciation Policy**

Buildings and leasehold land are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis.

Freehold land is not depreciated.

Non Operational Assets (including Investment Properties) are not depreciated

Vehicles, plant, equipment and furniture are depreciated over 4 to 10 years on a straight line basis.

Play equipment is depreciated over 5 years at 20% per annum straight line.

Infrastructure assets are depreciated over 10 years at 10% per annum straight line.

Courts and pitches are depreciated over 20 years at 5% per annum straight line.

Community assets are not depreciated.

Depreciation is accounted for as a Balance Sheet movement only, not through the Income and Expenditure Account.

**Bradley Stoke Town Council**  
**Statement of Accounting Policies**  
**31 March 2015**

**Grants or Contributions from Government or Related Bodies**

**Capital Grants**

Where a fixed asset has been acquired or improved with the financing either wholly or in part by a grant or contribution from government or a related body, e.g. Sports Council, the amount of the grant has been credited to Deferred Grants Account and carried forward. Grants so credited are released back to revenue over the life of the asset to match, and thereby offset wholly or in part, depreciation charged.

**Revenue Grants**

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

**Stocks and Work in Progress**

Stocks held for resale, where significant (generally in excess of £1,000), are valued at the lower of cost or net realisable value. Consumable stocks have been treated as an expense when purchased because their value was not material.

**Debtors and Creditors**

The revenue accounts of the council are maintained on an accruals basis in accordance with the regulations. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of regular quarterly and other accounts (e.g. telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's annual budget.

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

**External Loan Repayments**

The council accounts for loans on an accruals basis. Details of the council's external borrowings are shown at note 17.

**Leases**

Rentals payable under operating leases are charged to revenue on an accruals basis. Details of the council's obligations under operating leases are shown at note 16.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 19 to 20

Certain reserves are maintained to manage the accounting processes for tangible fixed assets, available for sale investments and retirement benefits. They do not represent usable resources for the council:

Capital Financing Account -- represent the council's investment of resources in such assets already made.

**Interest Income**

All interest receipts are credited initially to general funds.

**Cost of Support Services**

The costs of management and administration have been apportioned to services on an appropriate and consistent basis.



**Bradley Stoke Town Council**  
**Statement of Accounting Policies**  
**31 March 2015**

**Pensions**

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31st March 2016 and any change in contribution rates as a result of that valuation will take effect from 1st April 2017.

**Bradley Stoke Town Council**  
**Income and Expenditure Account**  
**31 March 2015**

	Notes	2015 £	2014 £
<b>Income</b>			
Precept on District Council		764,877	717,434
Grants Receivable		71,583	70,362
Rents Receivable, Interest & Investment Income		5,618	4,151
Charges made for Services		138,769	123,181
Other Income		11,111	2,832
<b>Total Income</b>		<b>991,958</b>	<b>917,960</b>
<b>Expenditure</b>			
<b>Direct Service Costs:</b>			
Salaries & Wages		(192,116)	(206,627)
Grant-aid Expenditure		(64,801)	(63,003)
Other Costs	1	(322,290)	(349,714)
<b>Democratic, Management &amp; Civic Costs:</b>			
Salaries & Wages		(159,622)	(122,062)
Other Costs	1	(37,908)	(53,752)
<b>Total Expenditure</b>		<b>(776,737)</b>	<b>(795,158)</b>
<b>Excess of Income over Expenditure for the year.</b>		<b>215,221</b>	<b>122,802</b>
<b>Exceptional Items</b>			
(Loss) on the disposal of fixed assets		(2,746)	(89)
<b>Net Operating Surplus for Year</b>		<b>212,475</b>	<b>122,713</b>
<b>STATUTORY CHARGES &amp; REVERSALS</b>			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(22,294)	(21,843)
Capital Expenditure charged to revenue	11	(38,484)	(18,437)
Reverse profit on asset disposals		2,746	89
Transfer (to) Earmarked Reserves	20	(175,921)	(44,914)
<b>(Deficit)/Surplus for the Year (from)/to General Fund</b>		<b>(21,478)</b>	<b>37,608</b>
<b>Net Surplus for the Year</b>		<b>154,443</b>	<b>82,522</b>
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer (to) Earmarked Reserves	20	175,921	44,914
<b>(Deficit)/Surplus for the Year (from)/to General Fund</b>		<b>(21,478)</b>	<b>37,608</b>
		<b>154,443</b>	<b>82,522</b>

The council had no other recognisable gains and/or losses during the year.

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*The notes on pages 14 to 22 form part of these statements.*

**Bradley Stoke Town Council**  
**Statement of Movement in Reserves**  
**31 March 2015**

Reserve	Purpose of Reserve	Notes	2015 £	Net Movement in Year £	2014 £
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	19	3,047,371	(34,852)	3,082,223
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	20	887,234	175,921	711,313
General Fund	Resources available to meet future running costs		43,846	(21,478)	65,324
Total			3,978,451	119,591	3,858,860

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*The notes on pages 14 to 22 form part of these statements.*

**Bradley Stoke Town Council**

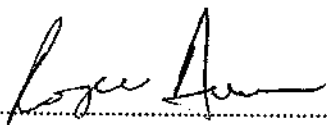
**Balance Sheet**

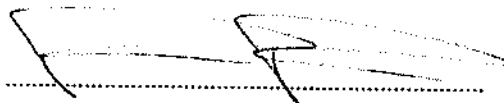
**31 March 2015**

	Notes	2015 £	2015 £	2014 £
<b>Fixed Assets</b>				
Tangible Fixed Assets	10		3,253,561	3,301,054
<b>Current Assets</b>				
Stock	13	3,786		3,874
Debtors and prepayments	14	39,851		40,579
Cash at bank and in hand		<u>932,839</u>		<u>771,322</u>
		976,476		815,775
<b>Current Liabilities</b>				
Current Portion of Long Term Borrowings		(22,753)		(22,294)
Creditors and income in advance	15	<u>(45,396)</u>		<u>(39,139)</u>
<b>Net Current Assets</b>			908,327	754,342
<b>Total Assets Less Current Liabilities</b>			4,161,888	4,055,396
<b>Long Term Liabilities</b>				
Long-term borrowing	17		(146,708)	(169,460)
Deferred Grants	18		(36,729)	(27,076)
<b>Total Assets Less Liabilities</b>			<u>3,978,451</u>	<u>3,858,860</u>
<b>Capital and Reserves</b>				
Capital Financing Reserve	19		3,047,371	3,082,223
Earmarked Reserves	20		887,234	711,313
General Reserve			43,846	65,324
			<u>3,978,451</u>	<u>3,858,860</u>

The Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2015, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 24th June 2015 .

Signed:   
Clr R. Avenin  
Chair

  
Miss Rachel Pullen  
Responsible Financial Officer

Date: 24/06/2015

24/6/15

*The notes on pages 14 to 22 form part of these statements.*

**Bradley Stoke Town Council**

**Cash Flow Statement**

**31 March 2015**

	Notes	2015 £	2015 £	2014 £
<b>REVENUE ACTIVITIES</b>				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(351,738)		(328,302)
Other operating payments		(410,436)		(480,162)
			(762,174)	(808,464)
<i>Cash inflows</i>				
Precept on District Council		764,877		717,434
Cash received for services		147,445		134,490
Revenue grants received		71,583		70,362
			983,905	922,286
<b>Net cash inflow from Revenue Activities</b>	23		221,731	113,822
<b>SERVICING OF FINANCE</b>				
<i>Cash outflows</i>				
Interest paid		(3,817)		(4,267)
<i>Cash inflows</i>				
Interest received		4,380		3,739
<b>Net cash inflow/(outflow) from Servicing of Finance</b>			563	(528)
<b>CAPITAL ACTIVITIES</b>				
<i>Cash outflows</i>				
Purchase of fixed assets		(53,493)		(24,757)
<i>Cash inflows</i>				
Capital grant received		15,009		-
<b>Net cash (outflow) from Capital Activities</b>			(38,484)	(24,757)
<b>Net cash inflow before Financing</b>			183,810	88,537
<b>FINANCING AND LIQUID RESOURCES</b>				
<i>Cash outflows</i>				
Loan repayments made			(22,293)	(21,844)
<b>Net cash (outflow) from financing and liquid resources</b>			(22,293)	(21,844)
<b>Increase in cash</b>	24		<b>161,517</b>	<b>66,693</b>

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*The notes on pages 14 to 22 form part of these statements.*

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2015**

**1 Other Costs Analysis**

Other Costs reported in the council's Income and Expenditure Account comprise the following:

**Direct Service Costs**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Community Centres	224,559	243,082
Outdoor Sports & Recreation Facilities	11,103	6,668
Community Parks & Open Spaces	12,308	11,330
Allotments	425	588
Community Events	21,555	23,793
Community Development	93,951	110,057
Routine Repairs (other roads)	23,190	17,199
Less: Grant-aid Expenditure	(64,801)	(63,003)
<b>Total</b>	<b>322,290</b>	<b>349,714</b>

**Democratic, Management & Civic Costs**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Corporate Management	14,561	27,784
Democratic Representation & Management	13,637	17,815
Civic Expenses	5,943	3,947
Interest Payable	3,767	4,206
<b>Total</b>	<b>37,908</b>	<b>53,752</b>

As reported in the Statement of Accounting Policies, apportionment of central costs is not reflected in the above analysis.

**2 Interest and Investment Income**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	5,618	4,151
	<b>5,618</b>	<b>4,151</b>

**3 Interest Payable and Similar Charges**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
External Interest Charges - Loans	3,767	4,206
	<b>3,767</b>	<b>4,206</b>

## Bradley Stoke Town Council

### Notes to the Accounts

31 March 2015

#### **4 Agency Work**

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

#### **5 Related Party Transactions**

The council entered into no material transactions with related parties during the year.

#### **6 General Power of Competence**

With effect from 20th November 2013 Bradley Stoke Town Council acquired the right to exercise the Power of General Competence extended to Town and Parish Councils under the Localism Act 2011 by S.I. 2012 No 965 (The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012). Therefore, with effect from 20th November 2013 the council no longer exercises the powers conveyed by Section 137 of the Local Government Act 1972 (as amended).

#### **7 Audit Fees**

The council is required to report and disclose the cost of services provided by its external auditors.

These may be summarised as follows:

	2015	2014
	£	£
Fees for statutory audit services	2,000	2,000
Total fees	<u>2,000</u>	<u>2,000</u>

#### **8 Employees**

The average weekly number of employees during the year was as follows:

	2015	2014
	Number	Number
Full-time	8	7
Part-time	7	9
Temporary	1	1
	<u>16</u>	<u>17</u>

All staff are paid in accordance with nationally agreed pay scales.

## Bradley Stoke Town Council

### Notes to the Accounts

31 March 2015

#### **9 Pension Costs**

The council participates in the Avon Pension Fund Pension Fund.

The Avon Pension Fund Pension Fund is a defined benefit scheme, but the council is unable to identify its share of the underlying assets and liabilities because all town and parish councils in the scheme pay a common contribution rate.

Financial Reporting Standard for Small Enterprises (FRSSE), for schemes such as Avon Pension Fund requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

The cost to the council for the year ended 31 March 2015 was £39,855 (31 March 2014 - £35,939).

There were no outstanding contributions at balance sheet date.

The most recent actuarial valuation was carried out as at 31st March 2013, and the council's contribution rate is confirmed as being 16.00% of employees' contributions, plus a lump sum of £8,000, with effect from 1st April 2015 (year ended 31 March 2015 – 14.70%, plus a lump sum of £7,600).

#### **10 Tangible Fixed Assets**

	<b>Operational Leasehold Land and Buildings</b>	<b>Vehicles and Equipment</b>	<b>Infra- structure Assets</b>	<b>Community Assets</b>	<b>Assets under construction</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 31 March 2014	3,481,068	429,676	111,501	22,998	-	4,045,243
Additions	-	38,145	15,348	-	-	53,493
Disposals	-	(26,463)	(703)	-	-	(27,166)
At 31 March 2015	3,481,068	441,358	126,146	22,998	-	4,071,570
<b>Depreciation</b>						
At 31 March 2014	(338,734)	(297,257)	(108,198)	-	-	(744,189)
Charged for the year	(60,245)	(34,550)	(3,445)	-	-	(98,240)
Eliminated on disposal	-	23,717	703	-	-	24,420
At 31 March 2015	(398,979)	(308,090)	(110,940)	-	-	(818,009)
<b>Net Book Value</b>						
At 31 March 2015	3,082,089	133,268	15,206	22,998	-	3,253,561
At 31 March 2014	3,142,334	132,419	3,303	22,998	-	3,301,054

Although classified as capital expenditure, certain minor equipment purchases are not included in the above as they are not material in overall value.

#### **Fixed Asset Valuation**

The freehold and leasehold properties that comprise the council's properties have been valued as at 31st March 2008 by external independent valuers, Messrs the Valuation Agency. Valuations have been made on the basis set out in the Statement of Accounting Policies, except that not all properties were inspected. This was neither practical nor considered by the valuer to be necessary for the purpose of valuation. Plant and machinery that form fixtures to the building are included in the valuation of the building.

#### **Assets Held under Finance Agreements**

The council has no such assets



**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2015**

**11 Financing of Capital Expenditure**

	2015	2014
	£	£
The following capital expenditure during the year:		
Fixed Assets Purchased	53,493	18,437
	<u>53,493</u>	<u>18,437</u>
was financed by:		
Capital Grants	15,009	-
Precept and Revenue Income	38,484	18,437
	<u>53,493</u>	<u>18,437</u>

**12 Information on Assets Held**

Fixed assets owned by the council include the following:

**Operational Land and Buildings**

Community Centres – 3

Council Offices

**Vehicles and Equipment**

Light Vans - 2

Play Equipment at 8 sites

Sundry grounds maintenance equipment

Sundry office equipment

**Infrastructure Assets**

Lighting and Floodlighting

Fencing and gates at various sites

Bus shelters - 31

Other street furniture

**Community Assets**

The Village Green

Primrose Cottage Land

Council Artefacts & Regalia

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2015**

**13 Stocks**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Leisure/Sports Centres	916	485
Office Stationery and Computer Supplies	2,870	3,389
	<u>3,786</u>	<u>3,874</u>

**14 Debtors**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Trade Debtors	7,634	5,073
VAT Recoverable	11,081	11,951
Prepayments	19,291	22,948
Accrued Interest Income	1,845	607
	<u>39,851</u>	<u>40,579</u>

**15 Creditors and Accrued Expenses**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Trade Creditors	18,059	17,232
Accruals	25,548	20,194
Accrued Interest Payable	381	431
Income in Advance	1,408	1,282
	<u>45,396</u>	<u>39,139</u>

**16 Financial Commitments under Operating Leases**

The council had annual commitments under non-cancellable operating leases of equipment as follows:

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Obligations expiring within one year	-	140
Obligations expiring between two and five years	-	-
Obligations expiring after five years	128	-
	<u>128</u>	<u>140</u>

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2015**

**17 Long Term Liabilities**

	2015	2014
	£	£
Public Works Loan Board	169,461	191,754
	<u>169,461</u>	<u>191,754</u>

The above loans are repayable as follows:

	2015	2014
	£	£
Within one year	22,753	22,294
From one to two years	23,222	22,753
From two to five years	72,576	71,110
From five to ten years	50,910	75,597
Over ten years	-	-
	<u>169,461</u>	<u>191,754</u>
Total Loan Commitment	169,461	191,754
Less: Repayable within one year	(22,753)	(22,294)
	<u>146,708</u>	<u>169,460</u>
Repayable after one year	146,708	169,460

**18 Deferred Grants**

	2015	2014
	£	£
<b>Capital Grants Unapplied</b>		
At 01 April	-	-
Grants received in the year	15,009	-
Applied to finance capital investment	(15,009)	-
At 31 March	<u>-</u>	<u>-</u>
<b>Capital Grants Applied</b>		
At 01 April	27,076	30,931
Grants Applied in the year	15,009	-
Released to offset depreciation	(5,356)	(3,855)
At 31 March	<u>36,729</u>	<u>27,076</u>
<b>Total Deferred Grants</b>		
At 31 March	36,729	27,076
At 01 April	<u>27,076</u>	<u>30,931</u>

Capital Grants are accounted for on an accruals basis and grants received have been credited to Deferred Grants Account. Amounts are released from the Deferred Grants Account to offset any provision for depreciation charged to revenue accounts in respect of assets that were originally acquired with the assistance of such grants.

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2015**

**19 Capital Financing Account**

	2015	2014
	£	£
Balance at 01 April	3,082,223	3,137,560
Financing capital expenditure in the year		
Additions - using revenue balances	38,484	18,437
Loan repayments	22,294	21,843
Disposal of fixed assets	(27,166)	(8,418)
Depreciation eliminated on disposals	24,420	8,329
Reversal of depreciation	(98,240)	(99,383)
Deferred grants released	5,356	3,855
Balance at 31 March	3,047,371	3,082,223

The Capital Financing Account represents revenue and capital resources applied to finance capital expenditure or for the repayment of external loans. It also includes the reversal of depreciation to ensure it does not impact upon the amount to be met from precept. It does not represent a reserve that the council can use to support future expenditure.

**20 Earmarked Reserves**

	Balance at 01/04/2014	Contribution to reserve	Contribution from reserve	Balance at 31/03/2015
	£	£	£	£
Capital Projects Reserves	-	-	-	-
Asset Renewal Reserves	-	-	-	-
Other Earmarked Reserves	711,313	324,151	(148,230)	887,234
Total Earmarked Reserves	711,313	324,151	(148,230)	887,234

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2015 are set out in detail at Appendix A.

**21 Capital Commitments**

The council had no other capital commitments at 31 March 2015 not otherwise provided for in these accounts.

**22 Contingent Liabilities**

The council is not aware of any contingent liabilities at the date of these accounts.

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2015**

**23 Reconciliation of Revenue Cash Flow**

	2015	2014
	£	£
Net Operating Surplus for the year	215,221	122,802
Add/(Deduct)		
Interest Payable	3,767	4,206
Interest and Investment Income	(4,380)	(3,739)
Decrease in stock held	88	349
Decrease in debtors	728	7,590
Increase/(Decrease) in creditors	6,307	(17,386)
Revenue activities net cash inflow	<u>221,731</u>	<u>113,822</u>

**24 Movement in Cash**

	2015	2014
	£	£
<b>Balances at 01 April</b>		
Cash with accounting officers	277	249
Cash at bank	<u>771,045</u>	<u>704,380</u>
	<u>771,322</u>	<u>704,629</u>
<b>Balances at 31 March</b>		
Cash with accounting officers	2,273	277
Cash at bank	<u>930,566</u>	<u>771,045</u>
	<u>932,839</u>	<u>771,322</u>
<b>Net cash inflow</b>	<u>161,517</u>	<u>66,693</u>

**25 Reconciliation of Net Funds/Debt**

	2015	2014
	£	£
Increase in cash in the year	<u>161,517</u>	<u>66,693</u>
Cash outflow from repayment of debt	<u>22,293</u>	<u>21,844</u>
<b>Net cash flow arising from changes in debt</b>	<u>22,293</u>	<u>21,844</u>
Movement in net funds in the year	<u>183,810</u>	<u>88,537</u>
Cash at bank and in hand	771,322	704,629
Total borrowings	(191,754)	(213,598)
<b>Net funds at 01 April</b>	<u>579,568</u>	<u>491,031</u>
Cash at bank and in hand	932,839	771,322
Total borrowings	(169,461)	(191,754)
<b>Net funds at 31 March</b>	<u>763,378</u>	<u>579,568</u>

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2015**

**26 Post Balance Sheet Events**

There are no significant Post Balance Sheet events since the preparation of these accounts, up to the date of their final adoption (on 24th June 2015), which would have a material impact on the amounts and results reported herein.

**Bradley Stoke Town Council**

**Appendices**

**31 March 2015**

**Append**

**Schedule of Other Earmarked Reserves**

<u>Reserve</u>	<u>Balance at</u> <u>01/04/2014</u> £	<u>Contribution</u> <u>to reserve</u> £	<u>Contribution</u> <u>from reserve</u> £	<u>Balance at</u> <u>31/03/2015</u> £
Projector etc		258		258
Tree Survey	2,500	1,000		3,500
Refurbishment Reserve	36,000	14,000		50,000
Brookway Development	50,000			50,000
CCTV Replacement	5,500	6,500	(9,000)	3,000
Play Area Replacement	70,000	5,000		75,000
Bradley Stoke in Bloom	8,236		(2,000)	6,236
On line payment system	2,500			2,500
Allotment Provision	2,000			2,000
Vehicle Reserve	10,000		(8,000)	2,000
Youth Reserve	49,491			49,491
Skate Park Facility	50,000	40,393	(5,000)	85,393
Green Resources	25,086		(4,230)	20,856
Hardcourt Replacement	12,000			12,000
Election Reserve	18,000			18,000
5 Year Plan Reserve		257,000		257,000
Capital Reserve	370,000		(120,000)	250,000
	<u>711,313</u>	<u>324,151</u>	<u>(148,230)</u>	<u>887,234</u>

**Bradley Stoke Town Council**

**31 March 2015**

**Annual Report Tables**

**Table. 1 – Budget & Actual Comparison**

	<b>Budget £</b>	<b>Actual £</b>
Net Expenditure		
Recreation & Sport	280,481	267,411
Open Spaces	33,719	12,733
Planning & Development Services (including Markets)	158,550	88,804
Highways Roads (Routine)	47,839	44,868
Council Tax Benefit Support Grant	(44,961)	(44,961)
Net Direct Services Costs	<u>475,628</u>	<u>368,855</u>
Corporate Management	131,609	85,108
Democratic & Civic	102,953	97,544
Net Democratic, Management and Civic Costs	<u>234,562</u>	<u>182,652</u>
Interest & Investment Income	(3,350)	(5,618)
Loan Charges	26,111	26,061
Capital Expenditure	19,450	38,484
Transfers to/(from) other reserves	(9,760)	175,921
Surplus to/(Deficit from) General Reserve	<u>22,236</u>	<u>(21,478)</u>
<b>Precept on District Council</b>	<u><u>764,877</u></u>	<u><u>764,877</u></u>



**Bradley Stoke Town Council**

**31 March 2015**

**Annual Report Tables**

**Table. 2 – Service Income & Expenditure**

Notes	2015 £	2015 £	2015 £	2014 £
	Gross Expenditure	Income	Net Expenditure	Net Expenditure
<b>CULTURAL &amp; RELATED SERVICES</b>				
Recreation & Sport	406,100	(138,689)	267,411	315,609
Open Spaces	12,733	-	12,733	11,918
<b>PLANNING &amp; DEVELOPMENT SERVICES</b>				
Economic Development (including markets)	21,555	-	21,555	23,793
Community Development	93,951	(26,702)	67,249	88,111
<b>HIGHWAYS, ROADS &amp; TRANSPORT SERVICES</b>				
Highways Roads (Routine)	44,868	-	44,868	34,786
<b>OTHER SERVICES</b>				
Council Tax Benefit Support Grant	-	(44,961)	(44,961)	(48,416)
<b>CENTRAL SERVICES</b>				
Corporate Management	96,219	(11,111)	85,108	92,190
Democratic & Civic	69,087	-	69,087	59,812
Civic Expenses	28,457	-	28,457	16,774
Net Cost of Services	<b>772,970</b>	<b>(221,463)</b>	<b>551,507</b>	<b>594,577</b>

Codes	Expand	Income	Loans	Capital	Per Budget Reserves	Reallocation Staff	Reallocation O'heads	Cap Chs	Def Grts	Interest	Net
101 Jubilee Centre	94359	-52000									42359
102 Brook Way	46709	-23000									200083
103 Baileys Court	97039	-59000				152495	23879				38039
Outdoor Sports/Recr'n	0										0
201 Play Areas	8500					17942	6277				32719
202 Open Spaces	1000										1000
206 Community Dev	146587	-10137									136450
401 Roads	24370					21678	1791				47839
Other services	22100										22100
Night Bus											0
Admin/Office	479435	-200	-26111			-270080	-51435				131609
901 Corp Management											0
902 Democratic R & M	5000					55451	13637				74088
903 Civic	500					22514	5851				28865
Capital & Projects	19450			-19450							0
C T B S G		-44961									-44961
Reserves	-9760				9760						0
Interest		-3350									-3350
	935289	-192648	-26111	-19450	9760	0	0	0	0	0	706640
Precept	764877										764877
Reserves		-22236	-26111	-19450	9760	0	0	0	0	0	-58037
& Adjustments								0			0
	957525	957525									
Reserves 1/4/14	614420										
Reserves 31/3/15	624180										
As above	-9760										
Budget Surplus	39999										
Less 2013/14 Surplus	-17763										
Surplus as above	22236										





Bradley Stoke Town Council

Summary of Grant Aid Expenditure disclosure

(for FRSSE Purposes)

<u>Code</u>	<u>Description</u>	<u>2014/15</u>	<u>2013/14</u>	<u>2012/13</u>	<u>2011/12</u>	<u>2010/11</u>
5074	S137 Exps (Com Dev Grant Aid)	9847.52	4998.28	18673.83		
5075	Office S137 Exp - Larger funding + Ex gratias	5750.00	5000.00	5000.00		
5076	General Grant Aid and Grant ex Gratia	2746.60	5327.61	4331.00	6,013.01	6,000.00
5077	Service Level Agreements	9375.61	9375.64	9375.64	11,320.64	11,320.34
5499	Youth - Grant Aid & SLA Funding	10222.74	11748.00	27456.74	58,812.25	63,954.25
5079	Non S37 Other ex Gratia Payments	26858.96	26553.00	26474.24	29,301.13	42,706.27
		<u>64,801.43</u>	<u>63,002.53</u>	<u>91,311.45</u>	<u>105,447.03</u>	<u>123,980.86</u>

**Bradley Stoke Town Council**  
**Salaries Reallocation**

Staff	I.E.C	Allocation	C.Cts		Play Areas		Street Care		Corp Mgt		Dem R & M		Civic		Check Total
			%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
Town Clerk	49,911.61	5.00%	2,495.58	5.00%	2,495.58	5.00%	2,495.07	35.00%	17,469.07	15.00%	7,486.74	15.00%	49,911.61		
RFO	32,521.97	25.00%	8,130.49	0.00%	0.00	11,382.69	35.00%	11,382.69	35.00%	11,382.69	5.00%	1,626.10	32,521.97		
Deputy Clerk	37,528.99	40.00%	15,011.60	5.00%	1,876.45	11,258.70	30.00%	5,629.35	15.00%	5,629.35	5.00%	1,876.44	37,528.99		
H&S Admin	23,539.44	20.00%	4,707.89	5.00%	1,176.97	5,884.86	25.00%	5,884.86	15.00%	3,530.92	10.00%	2,353.94	23,539.44		
Admin	15,548.86	25.00%	3,887.22	0.00%	0.00	8,551.87	55.00%	8,551.87	15.00%	2,332.33	5.00%	777.44	15,548.86		
Finance/Bookings Clerk	21,001.59	90.00%	18,901.43	0.00%	0.00	1,050.08	5.00%	1,050.08	0.00	0.00	1,050.08	5.00%	21,001.59		
Maintenance	8,385.12	60.00%	2,096.28	5.00%	0.00	0.00	0.00	0.00	15.00%	1,257.77	419.25	8,385.12			
Admin	34,620.81	25.00%	0.00	0.00	0.00	13,848.32	40.00%	13,848.32	20.00%	6,924.17	34,620.81				
Youth Participation	7,600.00	0.00%	0.00	100.00%	7,600.00	0.00	0.00	0.00	0.00	0.00	7,600.00	7,600.00			
Pension deficit															
<b>Centre staff</b>	<b>230,658.39</b>		<b>55,230.49</b>		<b>5,549.00</b>		<b>81,657.41</b>		<b>55,450.44</b>		<b>22,514.16</b>		<b>230,658.39</b>		
<b>Direct staff</b>	<b>84,690.97</b>		<b>84,690.97</b>				<b>-149,000.98</b>						<b>84,690.97</b>		
Leisure/Maintenance	19,553.60	60.00%	11,732.16	5.00%	977.68	977.68	5.00%	977.68	0.00	0.00	0.00	19,553.60			
Street Operative	16,835.16	5.00%	841.76	90.00%	15,151.64	15,151.64	0.00	0.00	0.00	0.00	0.00	16,835.16			
Agency Services	351,738.12		162,495.38		17,942.41	21,678.32		-67,343.57		55,450.44		22,514.16	351,738.12		
<b>Overheads</b>															
<b>Staff Hours</b>															
Town Clerk	37	1.85		1.85		12.95	12.95	12.95	12.95	12.95	12.95	12.95	37		
RFO	30	7.50		0.00		10.50	10.50	10.50	10.50	10.50	10.50	10.50	30		
Deputy Clerk	37	14.80		1.85		11.10	11.10	11.10	11.10	11.10	11.10	11.10	37		
H&S Admin	37	7.40		9.25		9.25	9.25	9.25	9.25	9.25	9.25	9.25	37		
Admin	28	7.00		0.00		15.40	15.40	15.40	15.40	15.40	15.40	15.40	28		
Finance/Bookings Clerk	37	33.30		12.95		1.85	1.85	1.85	1.85	1.85	1.85	1.85	37		
Maintenance	37	22.20		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	37		
Admin	18	4.50		0.00		9.90	9.90	9.90	9.90	9.90	9.90	9.90	18		
Youth Participin	37	0.00		0.00		14.80	14.80	14.80	14.80	14.80	14.80	14.80	37		
Hours	298	98.55		25.90		85.75	85.75	85.75	85.75	85.75	85.75	85.75	298		
Percent		33.06%		8.69%		28.76%	28.76%	28.76%	28.76%	28.76%	28.76%	28.76%			
<b>Overheads</b>															
Expenditure	£424,621.09														
Cap Charges															
Less: Salaries	-£351,738.12														
Less: Income	-£653.54														
Net O/heads	£72,229.43		£23,879.05		£1,791.29		-£51,434.58		£13,636.92		£5,850.58		£0.00		

