

**Bradley Stoke Town Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2019**

# **Bradley Stoke Town Council**

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**31 March 2019**

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**Bradley Stoke Town Council**

**Council Information**

**31 March 2019**

**( Information current at 26th June 2019 )**

**Chair**

Cllr T. Aditya

**Councillors**

Cllr J. Ashe  
Cllr R. Avenin  
Cllr K. Cranney  
Cllr T. Cullen  
Cllr F. Fazzino  
Cllr T. Griffiths  
Cllr N. Hallur  
Cllr E. Hardwick  
Cllr M. Hill  
Cllr B. Hopkinson  
Cllr F. Owusu-Antwi  
Cllr B. Randles  
Cllr E. Rose  
Cllr A. Ward

**Town Clerk**

Mrs Sharon Petela

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

Miss Rachel Pullen

**Auditors**

PKF Littlejohn LLP  
SBA Team  
1 Westferry Circus  
Canary Wharf  
London  
E14 4HD

**Bradley Stoke Town Council**  
**Annual Governance Statement**  
**31 March 2019**

**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 2019 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 Council their views upon all aspects of the Council services provided.

**Bradley Stoke Town Council**  
**Annual Governance Statement**  
**31 March 2019**

- 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 26th June 2019 when authority was given for the Chair and the Town Clerk to sign.

Signed: .....

Cllr T. Aditya  
Chair

.....

Mrs Sharon Petela  
Town Clerk

Date: .....

**Bradley Stoke Town Council**

**Statement of Responsibilities**

**31 March 2019**

**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 Unaudited 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 2019 and its income and expenditure for the year then ended.

In preparing the Unaudited 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 further certify that the Unaudited Financial Statements present a true and fair view of the financial position of Bradley Stoke Town Council at 31 March 2019, and its income and expenditure for the year ended 31 March 2019.

Signed: .....

Miss Rachel Pullen- Responsible Finance Officer

Date: .....

**Bradley Stoke Town Council**  
**Statement of Accounting Policies**  
**31 March 2019**

**Auditors**

**The name and address of the External Auditors is provided for information only.**

**These Statements are not subject to audit and the External Auditors have no responsibility for them.**

**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.

**Bradley Stoke Town Council**  
**Statement of Accounting Policies**  
**31 March 2019**

**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.

**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.

**Investments**

Investments are included in the balance sheet at historic cost and realised gains or losses are taken into the income and expenditure account as realised. Details are given at note 15.

**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.



**Bradley Stoke Town Council**  
**Statement of Accounting Policies**  
**31 March 2019**

**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 18.

**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 17.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 20 to 21.

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.

**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 was due at 31st March 2019 and any change in contribution rates as a result of that valuation will take effect from 1st April 2020.

**Bradley Stoke Town Council**  
**Income and Expenditure Account**  
**31 March 2019**

	Notes	2019 £	2018 £
<b>Income</b>			
Precept on Principal Authority		795,293	795,988
Grants Receivable		20,045	19,130
Rents Receivable, Interest & Investment Income		8,697	4,852
Charges made for Services		143,550	131,971
Other Income		2,306	4,839
<b>Total Income</b>		<b>969,891</b>	<b>956,780</b>
<b>Expenditure</b>			
<b>Direct Service Costs:</b>			
Salaries & Wages		(242,439)	(213,522)
Grant-aid Expenditure		(64,207)	(66,426)
Other Costs	1	(329,654)	(309,570)
<b>Democratic, Management &amp; Civic Costs:</b>			
Salaries & Wages		(166,167)	(171,062)
Other Costs	1	(29,759)	(54,970)
<b>Total Expenditure</b>		<b>(832,226)</b>	<b>(815,550)</b>
<b>Excess of Income over Expenditure for the year.</b>		<b>137,665</b>	<b>141,230</b>
<b>Exceptional Items</b>			
(Loss) on the disposal of fixed assets		-	(856)
<b>Net Operating Surplus for Year</b>		<b>137,665</b>	<b>140,374</b>
<b>STATUTORY CHARGES &amp; REVERSALS</b>			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(24,189)	(23,700)
Capital Expenditure charged to revenue	11	(108,836)	(14,682)
Reverse loss on asset disposals		-	856
Transfer from/(to) Earmarked Reserves	21	13,059	(97,911)
<b>Surplus for the Year to General Fund</b>		<b>17,699</b>	<b>4,937</b>
<b>Net Surplus for the Year</b>		<b>4,640</b>	<b>102,848</b>
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer from/(to) Earmarked Reserves	21	(13,059)	97,911
Surplus for the Year to General Fund		17,699	4,937
		<b>4,640</b>	<b>102,848</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 unaudited statements.*

**Bradley Stoke Town Council**  
**Statement of Movement in Reserves**  
**31 March 2019**

<b>Reserve</b>	<b>Purpose of Reserve</b>	<b>Notes</b>	<b>2019 £</b>	<b>Net Movement in Year £</b>	<b>2018 £</b>
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	20	2,989,149	40,776	2,948,373
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	21	1,144,864	(13,059)	1,157,923
General Fund	Resources available to meet future running costs		82,893	17,699	65,194
<b>Total</b>			<b>4,216,906</b>	<b>45,416</b>	<b>4,171,490</b>

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

**Bradley Stoke Town Council**

**Balance Sheet**

**31 March 2019**

	Notes	2019 £	2019 £	2018 £
<b>Fixed Assets</b>				
Tangible Fixed Assets	10		3,200,051	3,208,820
<b>Current Assets</b>				
Stock	13	5,647		4,945
Debtors and prepayments	14	61,534		69,302
Investments	15	60,000		40,000
Cash at bank and in hand		1,168,308		1,163,758
		<u>1,295,489</u>		<u>1,278,005</u>
<b>Current Liabilities</b>				
Current Portion of Long Term Borrowings		(24,687)		(24,189)
Creditors and income in advance	16	<u>(67,732)</u>		<u>(54,888)</u>
<b>Net Current Assets</b>			1,203,070	1,198,928
<b>Total Assets Less Current Liabilities</b>			4,403,121	4,407,748
<b>Long Term Liabilities</b>				
Long-term borrowing	18		(50,910)	(75,597)
Deferred Grants	19		(135,305)	(160,661)
<b>Total Assets Less Liabilities</b>			<u>4,216,906</u>	<u>4,171,490</u>
<b>Capital and Reserves</b>				
Capital Financing Reserve	20		2,989,149	2,948,373
Earmarked Reserves	21		1,144,864	1,157,923
General Reserve			82,893	65,194
			<u>4,216,906</u>	<u>4,171,490</u>

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2019, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 26th June 2019 .

Signed: .....  
Cllr T. Aditya  
Chair

.....  
Miss Rachel Pullen  
Responsible Financial Officer

Date: .....  
.....

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

**Bradley Stoke Town Council**

**Cash Flow Statement**

**31 March 2019**

	Notes	2019 £	2019 £	2018 £
<b>REVENUE ACTIVITIES</b>				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(408,604)		(384,584)
Other operating payments		(416,628)		(441,350)
			(825,232)	(825,934)
<i>Cash inflows</i>				
Precept on Principal Authority		795,293		795,988
Cash received for services		144,383		135,575
Revenue grants received		20,045		19,130
			959,721	950,693
<b>Net cash inflow from Revenue Activities</b>	24		134,489	124,759
<b>SERVICING OF FINANCE</b>				
<i>Cash outflows</i>				
Interest paid		(1,752)		(2,410)
<i>Cash inflows</i>				
Interest received		8,122		4,813
<b>Net cash inflow from Servicing of Finance</b>			6,370	2,403
<b>CAPITAL ACTIVITIES</b>				
<i>Cash outflows</i>				
Purchase of fixed assets		(92,120)		(14,682)
<i>Cash inflows</i>				
<b>Net cash (outflow) from Capital Activities</b>			(92,120)	(14,682)
<b>Net cash inflow before Financing</b>			48,739	112,480
<b>FINANCING AND LIQUID RESOURCES</b>				
(Increase) in money on call			(20,000)	(40,000)
<i>Cash outflows</i>				
Loan repayments made			(24,189)	(23,700)
<b>Net cash (outflow) from financing and liquid resources</b>			(44,189)	(63,700)
<b>Increase in cash</b>	25		<b>4,550</b>	<b>48,780</b>

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

## **Bradley Stoke Town Council**

### **Notes to the Accounts**

**31 March 2019**

#### **1 Other Costs Analysis**

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

##### **Direct Service Costs**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Community Centres	226,896	207,603
Outdoor Sports & Recreation Facilities	15,073	12,672
Community Parks & Open Spaces	10,232	13,481
Allotments	220	580
Community Events	23,205	25,510
Community Development	89,023	91,275
Routine Repairs (other roads)	29,212	24,875
Less: Grant-aid Expenditure	(64,207)	(66,426)
<b>Total</b>	<b>329,654</b>	<b>309,570</b>

##### **Democratic, Management & Civic Costs**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Corporate Management	6,500	31,599
Democratic Representation & Management	15,729	14,360
Civic Expenses	5,832	6,654
Interest Payable	1,698	2,357
<b>Total</b>	<b>29,759</b>	<b>54,970</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>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	8,697	4,852
	<b>8,697</b>	<b>4,852</b>

#### **3 Interest Payable and Similar Charges**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
External Interest Charges - Loans	1,698	2,357
	<b>1,698</b>	<b>2,357</b>

## **Bradley Stoke Town Council**

### **Notes to the Accounts**

**31 March 2019**

#### **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 15th May 2017 Bradley Stoke Town Council acquired the right to exercise the General Power of 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 15th May 2017 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:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
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:

	<b>2019</b>	<b>2018</b>
	<b>Number</b>	<b>Number</b>
Full-time	9	10
Part-time	8	9
Temporary	1	1
	<u>18</u>	<u>20</u>

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

#### **9 Pension Costs**

The council participates in the Avon Pension Fund. The Avon 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.

The cost to the council for the year ended 31 March 2019 was £57,433 (31 March 2018 - £53,403).

The most recent actuarial valuation was carried out as at 31st March 2016, and the council's contribution rate is confirmed as being 20.70% of employees' contributions plus a lump sum of £9,100. with effect from 1st April 2019 (year ended 31 March 2019 – 19.60% plus a lump sum of £9,100.).

Financial Reporting Standard 102 (FRS102): "Retirement Benefits" sets out accounting requirements for pension costs. For schemes such as Avon Pension Fund, paragraph 9(b) of FRS102 requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2019**

**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>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 31 March 2018	3,481,539	660,558	127,662	23,958	4,293,717
Additions	-	92,873	15,963	-	108,836
Disposals	-	(50,346)	(8,021)	-	(58,367)
At 31 March 2019	3,481,539	703,085	135,604	23,958	4,344,186
<b>Depreciation</b>					
At 31 March 2018	(576,352)	(392,629)	(115,916)	-	(1,084,897)
Charged for the year	(60,257)	(53,434)	(3,914)	-	(117,605)
Eliminated on disposal	-	50,346	8,021	-	58,367
At 31 March 2019	(636,609)	(395,717)	(111,809)	-	(1,144,135)
<b>Net Book Value</b>					
At 31 March 2019	2,844,930	307,368	23,795	23,958	3,200,051
At 31 March 2018	2,905,187	267,929	11,746	23,958	3,208,820

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

**11 Financing of Capital Expenditure**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
The following capital expenditure during the year:		
Fixed Assets Purchased	108,836	14,682
	108,836	14,682
was financed by:		
Precept and Revenue Income	108,836	14,682
	108,836	14,682



## **Bradley Stoke Town Council**

### **Notes to the Accounts**

**31 March 2019**

#### **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 7 sites

Sundry grounds maintenance equipment

Sundry office equipment

Skate Park

##### **Infrastructure Assets**

Lighting and Floodlighting

Fencing and gates at various sites

Bus shelters - 11

Other street furniture

##### **Community Assets**

The Village Green

Primrose Cottage Land

Council Artefacts & Regalia

#### **13 Stocks**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Community Centres	295	509
Office Stationery and Computer Supplies	5,352	4,436
	<u>5,647</u>	<u>4,945</u>

#### **14 Debtors**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Trade Debtors	8,616	6,889
VAT Recoverable	12,756	10,966
Prepayments	37,870	49,730
Accrued Interest Income	2,292	1,717
	<u>61,534</u>	<u>69,302</u>

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2019**

**15 Current Asset Investments**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
CCLA Local Authorities Property Fund	60,000	40,000
	<u>60,000</u>	<u>40,000</u>

At 31 March 2019 the investments included above at a cost of £60,000] had a market value of £57,169 (31 March 2018 - £37,794 ).

**16 Creditors and Accrued Expenses**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Trade Creditors	18,952	13,964
Accruals	23,833	32,893
Accrued Interest Payable	170	224
Income in Advance	2,656	2,402
Capital Creditors	22,121	5,405
	<u>67,732</u>	<u>54,888</u>

**17 Financial Commitments under Operating Leases**

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

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Obligations expiring within one year	-	-
Obligations expiring between two and five years	148	148
Obligations expiring after five years	-	-
	<u>148</u>	<u>148</u>

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2019**

**18 Long Term Liabilities**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Public Works Loan Board	75,597	99,786
	<hr/> 75,597	<hr/> 99,786

The above loans are repayable as follows:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Within one year	24,687	24,189
From one to two years	25,196	24,687
From two to five years	25,714	50,910
From five to ten years	-	-
Over ten years	-	-
	<hr/>	<hr/>
Total Loan Commitment	75,597	99,786
Less: Repayable within one year	(24,687)	(24,189)
	<hr/>	<hr/>
Repayable after one year	50,910	75,597

**19 Deferred Grants**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Capital Grants Applied</b>		
At 01 April	160,661	186,017
Released to offset depreciation	(25,356)	(25,356)
	<hr/>	<hr/>
At 31 March	135,305	160,661
	<hr/>	<hr/>
<b>Total Deferred Grants</b>		
At 31 March	135,305	160,661
	<hr/>	<hr/>
At 01 April	160,661	186,017

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 2019**

#### **20 Capital Financing Account**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	2,948,373	2,995,747
Financing capital expenditure in the year		
Additions - using revenue balances	108,836	14,682
Loan repayments	24,189	23,700
Disposal of fixed assets	(58,367)	(4,579)
Depreciation eliminated on disposals	58,367	3,723
Reversal of depreciation	(117,605)	(110,256)
Deferred grants released	25,356	25,356
Balance at 31 March	<u>2,989,149</u>	<u>2,948,373</u>

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.

#### **21 Earmarked Reserves**

	<b>Balance at</b>	<b>Contribution</b>	<b>Contribution</b>	<b>Balance at</b>
	<b>01/04/2018</b>	<b>to reserve</b>	<b>from reserve</b>	<b>31/03/2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Other Earmarked Reserves	1,157,923	215,557	(228,616)	1,144,864
Total Earmarked Reserves	<u>1,157,923</u>	<u>215,557</u>	<u>(228,616)</u>	<u>1,144,864</u>

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 2019 are set out in detail at Appendix A.

#### **22 Capital Commitments**

The council had no other capital commitments at 31 March 2019 not otherwise provided for in these accounts.

#### **23 Contingent Liabilities**

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

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2019**

**24 Reconciliation of Revenue Cash Flow**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Net Operating Surplus for the year	137,665	141,230
Add/(Deduct)		
Interest Payable	1,698	2,357
Interest and Investment Income	(8,122)	(4,813)
(Increase)/Decrease in stock held	(702)	198
Decrease/(Increase) in debtors	7,768	(17,048)
(Decrease)/Increase in creditors	(3,818)	2,835
Revenue activities net cash inflow	<u>134,489</u>	<u>124,759</u>

**25 Movement in Cash**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Balances at 01 April</b>		
Cash with accounting officers	1,779	1,419
Cash at bank	<u>1,161,979</u>	<u>1,113,559</u>
	<u>1,163,758</u>	<u>1,114,978</u>
<b>Balances at 31 March</b>		
Cash with accounting officers	2,205	1,779
Cash at bank	<u>1,166,103</u>	<u>1,161,979</u>
	<u>1,168,308</u>	<u>1,163,758</u>
<b>Net cash inflow</b>	<u>4,550</u>	<u>48,780</u>

**26 Reconciliation of Net Funds/Debt**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Increase in cash in the year	<u>4,550</u>	<u>48,780</u>
Cash outflow from repayment of debt	<u>24,189</u>	<u>23,700</u>
<b>Net cash flow arising from changes in debt</b>	<u>24,189</u>	<u>23,700</u>
Movement in net funds in the year	<u>28,739</u>	<u>72,480</u>
Cash at bank and in hand	1,163,758	1,114,978
Total borrowings	(99,786)	(123,486)
<b>Net funds at 01 April</b>	<u>1,063,972</u>	<u>991,492</u>
Cash at bank and in hand	1,168,308	1,163,758
Total borrowings	(75,597)	(99,786)
<b>Net funds at 31 March</b>	<u>1,092,711</u>	<u>1,063,972</u>

**Bradley Stoke Town Council**

**Notes to the Accounts**

**31 March 2019**

**27 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 26th June 2019), which would have a material impact on the amounts and results reported herein.

**Bradley Stoke Town Council**

**Appendices**

**31 March 2019**

**Appendix A**

**Schedule of Other F earmarked Reserves**

	<u>Balance at</u> <u>01/04/2018</u>	<u>Contribution</u> <u>to reserve</u>	<u>Contribution</u> <u>from reserve</u>	<u>Balance at</u> <u>31/03/2019</u>
	£	£	£	£
Projector etc	775	785		1,560
Tree Survey	5,000			5,000
Refurbishment Reserve	90,000	10,000		100,000
Brookway Development	48,093			48,093
CCTV Replacement	4,500			4,500
Play Area Replacement	105,000	17,995	(15,995)	107,000
Bradley Stoke in Bloom	4,236			4,236
On line payment system	2,500			2,500
Street Furniture	14,000	15,527	(13,527)	16,000
Grounds Mtce Eqpt	6,000	2,800	(2,800)	6,000
Strategic Planning Projects	12,946		(6,706)	6,240
Vehicle Reserve	25,000	200	(13,200)	12,000
Village Green Development		15,000		15,000
Youth Reserve	104,035		(54,877)	49,158
Skate Park Development	32,968	12,500	(44,391)	1,077
Skate Park Facility	5,750	74,250		80,000
Green Resources	10,620		(5,620)	5,000
Hardcourt Replacement	8,500			8,500
Election Reserve	18,000	5,000		23,000
5 Year Plan Reserve	410,000	61,500	(71,500)	400,000
Contingent Reserve	250,000			250,000
	<u>1,157,923</u>	<u>215,557</u>	<u>(228,616)</u>	<u>1,144,864</u>

## **Bradley Stoke Town Council**

**31 March 2019**

### **Annual Report Tables**

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

	<b>Budget £</b>	<b>Actual £</b>
Net Expenditure		
Recreation & Sport	285,223	275,723
Open Spaces	41,332	10,452
Planning & Development Services (including Markets)	181,807	123,102
Highways Roads (Routine)	69,741	70,027
Council Tax Benefit Support Grant	(6,599)	(6,599)
Net Direct Services Costs	<u>571,504</u>	<u>472,705</u>
Corporate Management	135,667	89,920
Democratic & Civic	107,358	102,002
Net Democratic, Management and Civic Costs	<u>243,025</u>	<u>191,922</u>
Interest & Investment Income	(5,825)	(8,697)
Loan Charges	26,111	25,887
Capital Expenditure	18,800	108,836
Transfers to/(from) other reserves	(114,720)	(13,059)
Surplus to General Reserve	<u>56,398</u>	<u>17,699</u>
<b>Precept on Principal Authority</b>	<u><u>795,293</u></u>	<u><u>795,293</u></u>



## **Bradley Stoke Town Council**

**31 March 2019**

### **Annual Report Tables**

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

<b>Notes</b>	<b>2019 £</b>	<b>2019 £</b>	<b>2019 £</b>	<b>2018 £</b>
	<b>Gross Expenditure</b>	<b>Income</b>	<b>Net Expenditure</b>	<b>Net Expenditure</b>
<b>CULTURAL &amp; RELATED SERVICES</b>				
Recreation & Sport	426,556	(150,833)	275,723	252,965
Open Spaces	10,452	-	10,452	14,061
<b>PLANNING &amp; DEVELOPMENT SERVICES</b>				
Economic Development (including markets)	23,205	-	23,205	25,510
Community Development	106,060	(6,163)	99,897	94,568
<b>HIGHWAYS, ROADS &amp; TRANSPORT SERVICES</b>				
Highways Roads (Routine)	70,027	-	70,027	62,443
<b>OTHER SERVICES</b>				
Council Tax Benefit Support Grant	-	(6,599)	(6,599)	(11,130)
<b>CENTRAL SERVICES</b>				
Corporate Management	92,226	(2,306)	89,920	108,847
Democratic & Civic	77,619	-	77,619	77,574
Civic Expenses	24,383	-	24,383	32,415
<b>Net Cost of Services</b>	<b>830,528</b>	<b>(165,901)</b>	<b>664,627</b>	<b>657,253</b>