

**Bidford-on-Avon Parish Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2020**

**Bidford-on-Avon Parish Council**

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**31 March 2020**

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**Bidford-on-Avon Parish Council**

**Council Information**

**31 March 2020**

**( Information current at 29th June 2020 )**

**Chairman**

Cllr H. C. Knight

**Councillors**

Cllr W. D. Fleming (Vice Chairman)

Cllr M. A. Atkins

Cllr T. Y. Cullum

Cllr A. G. Deacon

Cllr F. J. Hiscocks

Cllr J. Keeley

Cllr S. M. Meredith

Cllr P. Taylor

Cllr R. I. Williams

**Clerk to the Council**

Ms E. Uggerloese

**Auditors**

PKF Littlejohn LLP

1 Westferry Circus

Canary Wharf

London

E14 4HD

**Bidford-on-Avon Parish Council**

**Statement of Accounting Policies**

**31 March 2020**

**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 Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

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 on the acquisition, creation or enhancement of fixed assets is reported in the notes to the accounts, 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 CIPFA. The year end values are stated on the following basis:

land, operational properties and other operational assets are reported in notes to the accounts at cost (where known) or at insurance values current when first reported as approximating to the lower of net replacement cost and net realisable value at that time (previous years at current insurance values)

all other assets are included at historical cost 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 a nominal value only.

**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.

**Debtors and Creditors**

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.

**Leases**

The council is not required by the Guide to incorporate Hire Purchase and/or Finance Lease obligations in its Balance Sheet. Details are shown at note 10.

**Bidford-on-Avon Parish Council**

**Statement of Accounting Policies**

**31 March 2020**

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 11.

**Interest Income**

All interest receipts are credited initially to general funds.

**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 2022 and any change in contribution rates as a result of that valuation will take effect from 1st April 2023.

**Bidford-on-Avon Parish Council**  
**Income and Expenditure Account**  
**31 March 2020**

	Notes	2020 £	2019 £
<b>INCOME</b>			
Precept on Principal Authority		272,165	253,345
Revenue Support Grants		2,190	5,630
Agency Services	2	3,973	3,899
Capital Income		1	-
Interest and Investment Income	1	5,155	3,744
Leisure and Recreation		25,531	25,161
Allotments		1,871	1,706
Cemetery		8,582	12,552
Establishment/General Administration		575	-
Village Management		200	-
Grants and Donations		186,563	11,960
		506,806	317,997
<b>EXPENDITURE</b>			
Establishment/General Administration		68,606	72,215
Capital Expenditure	7	51,931	115,674
Operational Expenditure:			
Leisure and Recreation		82,313	88,828
Allotments		2,204	560
Cemetery		15,050	12,728
Highways - Footpaths and Lighting		8,162	6,351
Democratic and Civic Activities		322	2,630
Village Management		26,181	30,172
Grants and Donations		35,841	16,029
		290,610	345,187
<b>General Fund</b>			
Balance at 01 April 2019		161,833	161,832
Add: Total Income		506,806	317,997
		668,639	479,829
Deduct: Total Expenditure		290,610	345,187
		378,029	134,642
Transfer (to)/from Earmarked Reserves	11	(189,829)	27,191
General Reserve Balance at 31 March 2020		188,200	161,833

*The notes on pages 8 to 11 form part of these unaudited statements.*

**Bidford-on-Avon Parish Council**

**Balance Sheet**

**31 March 2020**

	Notes	2020 £	2020 £	2019 £
<b>Current Assets</b>				
Debtors and prepayments	8	6,818		18,146
Cash at bank and in hand		<u>723,329</u>		<u>551,355</u>
		730,147		569,501
<b>Current Liabilities</b>				
Creditors and income in advance	9	<u>(25,537)</u>		<u>(81,087)</u>
<b>Net Current Assets</b>			704,610	488,414
<b>Total Assets Less Current Liabilities</b>			704,610	488,414
<b>Total Assets Less Liabilities</b>			<u>704,610</u>	<u>488,414</u>
<b>Capital and Reserves</b>				
Earmarked Reserves	11		516,410	326,581
General Reserve			<u>188,200</u>	<u>161,833</u>
			<u>704,610</u>	<u>488,414</u>

Signed:



Cllr H. C. Knight  
Chairman



Ms E. Uggerloese  
Responsible Financial Officer

Date:

27/07/2020

27/07/2020

*The notes on pages 8 to 11 form part of these unaudited statements.*

## **Bidford-on-Avon Parish Council**

### **Notes to the Accounts**

**31 March 2020**

#### **1 Interest and Investment Income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	2	-
Investment Income	5,153	3,744
	<u>5,155</u>	<u>3,744</u>

#### **2 Agency Work**

During the year the Council undertook the following agency work on behalf of other authorities:

##### **Commissioning Authority and Nature of Work**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Agency Work Income	3,973	3,899
	<u>3,973</u>	<u>3,899</u>

A final claim for reimbursement to 31 March 2020 has been made.

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

#### **3 Publicity**

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Publicity	18	33
Newsletter	1,718	2,143
	<u>1,736</u>	<u>2,176</u>

#### **4 Tenancies**

During the year the following tenancies were held:

##### **Council as landlord**

<b>Tenant</b>	<b>Property</b>	<b>Rent p.a.</b>	<b>Repairing /</b>
		<b>£</b>	<b>Non-Repairing</b>
Bidford Youth Club	Land	44	Non-Repairing
Bidford Cricket Club	Sports pitches on the Big Meadow	1,276	Non-Repairing
Bidford Juniors FC	Dugdale	200	Non-Repairing

##### **Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a.</b>	<b>Repairing /</b>
		<b>£</b>	<b>Non-Repairing</b>
Alice Duchess Dudley Charity	Big Meadow	11,800	Repairing
Warwickshire County Council	Play Area – Tower Hill Farm	200	Repairing
Stratford on Avon District Council	King's Lane Broom	Peppercorn	Repairing
Stratford on Avon District Council	Jubilee Close	Peppercorn	Repairing
Stratford on Avon District Council	Marleigh Road	Peppercorn	Repairing

#### **5 Pensions**

For the year of account the council's contributions equal 24.00% of employees' pensionable pay. These contributions will decrease to 21.10%, in future years.



**Bidford-on-Avon Parish Council**

**Notes to the Accounts**

**31 March 2020**

**6 Fixed Assets**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
At 31 March the following assets were held:	<b>Value</b>	<b>Value</b>
<b><u>Freehold Land and Buildings</u></b>		
Cemetery Stores	18,736	18,736
Toilet Block - Big Meadow	46,839	46,839
Gatekeeper's Hut - Big Meadow	18,186	18,186
Cemetery - Grange Road	435	435
Cemetery - Salford Road	182,845	182,845
Land at Dugdale Avenue	16,200	16,200
Land at Millers Bank	3,375	3,375
Land to the South of Jackson Meadow	1	-
Open Space at Paddock Close	36	36
Allotments - Salford Road	46,125	46,125
Allotments - Stratford Road	17,438	17,438
Big Meadow Entrance	563	563
Youth Club Site - Salford Road	1,125	1,125
Parish Meeting Room	120,000	120,000
	<hr/>	<hr/>
	471,904	471,903
<b><u>Vehicles and Equipment</u></b>		
Office Machinery	8,382	6,500
Mowers Hand tools etc	6,583	6,583
Other property	1,419	1,419
Cadet KHT Tractor	2,083	2,083
Noticeboards	1,794	-
	<hr/>	<hr/>
	20,261	16,585
<b><u>Infrastructure Assets</u></b>		
Festival Bench (2)	1,652	1,652
Electricity Connection at Big Meadow Rec Park	32,126	29,176
	<hr/>	<hr/>
	33,778	30,828
<b><u>Community Assets</u></b>		
Street Lighting Columns	261,480	230,866
Street Furniture	21,281	21,281
Street Furniture	3,466	2,966
Skatepark	3,709	3,709
Playground Equipment	322,158	312,936
War Memorial - The Square	36,884	36,884
War Memorial Plaque	1,250	1,250
Security Fences & Gates	17,917	17,917
Outdoor Table Tennis	7,700	7,700
Jubilee Bollards	3,552	3,552
Big Meadow Fitness Equipment	21,200	21,200
Big Meadow Fence	7,247	7,247
Noticeboards	3,056	3,056
Big Meadow Toilet	45,400	45,400
Kiosk (2)	1,854	1,854
Exit Alligator Teeth	4,968	-
	<hr/>	<hr/>
	763,122	717,818
	<hr/>	<hr/>
	1,289,065	1,237,134

The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

**Bidford-on-Avon Parish Council**

**Notes to the Accounts**

**31 March 2020**

**7 Fixed Assets - Additions and Disposals**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
	<b>Cost</b>	<b>Cost</b>
During the year the following assets were purchased:		
Operational Land and Buildings	1	-
Vehicles and Equipment	3,676	-
Infrastructure Assets	2,950	15,444
Community Assets	45,304	100,230
	<u>51,931</u>	<u>115,674</u>

No assets were disposed for proceeds during the year.

**8 Debtors**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade Debtors	1,990	63
VAT Recoverable	4,341	18,083
Prepayments	487	-
	<u>6,818</u>	<u>18,146</u>

**9 Creditors and Accrued Expenses**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade Creditors	7,209	70,064
Superannuation Payable	-	826
Payroll Taxes and Social Security	1,853	2,580
Accruals	16,475	7,617
	<u>25,537</u>	<u>81,087</u>

**10 Hire Purchase and Lease Obligations**

At 31 March the following hire purchase agreement(s) and lease(s) were in operation:

<b>Hire/Lessor</b>	<b>Purpose</b>	<b>Annual Lease/Hire Payable</b>	<b>Year of Expiry</b>
		<b>£</b>	
Canon	Photocopier/ Printer / Scanner	298	2020

**Bidford-on-Avon Parish Council**

**Notes to the Accounts**

**31 March 2020**

**11 Earmarked Reserves**

	<b>Balance at 01/04/2019 £</b>	<b>Contribution to reserve £</b>	<b>Contribution from reserve £</b>	<b>Balance at 31/03/2020 £</b>
Other Earmarked Reserves	326,581	284,247	(94,418)	516,410
Total Earmarked Reserves	326,581	284,247	(94,418)	516,410

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 2020 are set out in detail at Appendix A.

**12 Capital Commitments**

The council had no other capital commitments at 31 March 2020 not otherwise provided for in these accounts.

**13 Contingent Liabilities**

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

**Bidford on Avon Parish Council****Notes to the Accounts****31st March 2020****Schedule of Other Earmarked Reserves**

	<u>Balance at</u> <u>01/04/2019</u>	<u>Contribution</u> <u>to reserve</u>	<u>Contribution</u> <u>from reserve</u>	<u>Balance at</u> <u>31/03/2020</u>
	£	£	£	£
<b><u>Capital Project Reserves</u></b>	-	-	-	-
<hr/>				
<b><u>Other Earmarked Reserves</u></b>				
Rolling Projects Fund	309,809	61,750	(48,304)	323,255
Millers Bank Maintenance	0			0
Play Area Renewal	0			0
Tree Maintenance	0			0
Village Improvement	0			0
Cemetery Wall Repair	0			0
Skatepark	0			0
Allotments	2,023			2,023
Neighbourhood Plan	0			0
Play Equipment	0			0
CPCPP - Cycle Path	3,000			3,000
S106 Fund	11,750	196,497	(46,114)	162,133
Jackson Meadow		23,500		23,500
Election		2,500		2,500
				0
	<hr/>	<hr/>	<hr/>	<hr/>
	326,581	284,247	(94,418)	516,410
<b>TOTAL EARMARKED RESERVES</b>	<hr/> <b>326,581</b>	<hr/> <b>284,247</b>	<hr/> <b>(94,418)</b>	<hr/> <b>516,410</b>