

Tidworth Town Council

Unaudited Financial Statements

For the year ended 31 March 2020

Tidworth Town Council

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31 March 2020

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Tidworth Town Council

Council Information

31 March 2020

(Information current at 02nd June 2020)

Mayor

Cllr B Pratt

Councillors

Cllr S. Anderton
Cllr N Arch
Cllr A. Birch
Cllr A. Connolly
Cllr M. Connolly
Cllr R. Gregory
Cllr P. Hedge
Cllr H. Jones
Cllr K. Kataria
Cllr D. Neil
Cllr B. O'Connell
Cllr G. Paine
Cllr M. Shepherd
Cllr S Slater
Cllr D Wright

Clerk & RFO

Mrs C Lovell

Auditors

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

Internal Auditors

Auditing Solutions Limited
Clackerbrook Farm
46 The Common
Bromham
Chippenham
Wiltshire
SN15 2JJ

Tidworth Town 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 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 (previously reported 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.

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.

Tidworth Town Council
Statement of Accounting Policies
31 March 2020

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.

Tidworth Town Council
Income and Expenditure Account
31 March 2020

	Notes	2020 £	2019 £
INCOME			
Precept on Principal Authority		409,000	337,031
Capital Grants rec'd not deferred		6,804	2
Interest and Investment Income	1	13,372	1,309
Cemetery		520	180
Community Centres		14,928	23,344
Establishment/General Administration		2,543	1,218
CIL Receipt		3,663	454
		450,830	363,538
EXPENDITURE			
Establishment/General Administration		90,058	76,731
S137 Expenditure	6	6,265	15,228
Capital Expenditure	7	14,246	60,001
Operational Expenditure:			
Leisure and Recreation		14,812	15,274
Cemetery		7,815	5,132
Highways - Footpaths and Lighting		1,350	12,712
Community Centres		26,758	29,610
Allowable Grants & Donations		-	2,000
Community Events		23,486	17,148
		184,790	233,836
General Fund			
Balance at 01 April 2019		165,833	145,781
Add: Total Income		450,830	363,538
		616,663	509,319
Deduct: Total Expenditure		184,790	233,836
		431,873	275,483
Transfer (to) Earmarked Reserves	11	(220,820)	(109,650)
General Reserve Balance at 31 March 2020		211,053	165,833

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

Tidworth Town Council

Balance Sheet

31 March 2020

	Notes	2020 £	2020 £	2019 £
Current Assets				
Debtors and prepayments	9	16,286		17,645
Cash at bank and in hand		<u>1,826,573</u>		<u>1,568,924</u>
		1,842,859		1,586,569
Current Liabilities				
Creditors and income in advance	10	<u>(8,572)</u>		<u>(18,322)</u>
Net Current Assets			1,834,287	1,568,247
Total Assets Less Current Liabilities			1,834,287	1,568,247
Total Assets Less Liabilities			<u>1,834,287</u>	<u>1,568,247</u>
Capital and Reserves				
Earmarked Reserves	11		1,623,234	1,402,414
General Reserve			<u>211,053</u>	<u>165,833</u>
			<u>1,834,287</u>	<u>1,568,247</u>

Signed:

Cllr B Pratt

Mayor

.....

Mrs C Lovell

Responsible Financial Officer

Date:

.....

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

Tidworth Town Council

Notes to the Accounts

31 March 2020

1 Interest and Investment Income

	2020	2019
	£	£
Interest Income - General Funds	13,372	1,309
	<u>13,372</u>	<u>1,309</u>

2 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.

3 Pensions

For the year of account the council's contributions equal 20.10% of employees' pensionable pay. These contributions will increase to 20.20%, in future years.

4 Tenancies

During the year the following tenancies were held:

Council as landlord

Tenant	Property	Rent p.a.	Repairing /
		£	Non-Repairing
NONE			

Council as tenant

Landlord	Property	Rent p.a.	Repairing /
		£	Non-Repairing
NONE			

5 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:

	2020	2019
	£	£
Newsletter	4,902	4,904
Council Web Site	2,349	2,914
	<u>7,251</u>	<u>7,818</u>

Tidworth Town Council

Notes to the Accounts

31 March 2020

6 S.137 Expenditure

Section 137 of the Local Government Act 1972 (as amended) enabled the council to spend up to the product of £8.12 (year ended 31 March 2019 - £7.86) per head on the electoral roll in any one year for the benefit of people in its area on activities or projects not specifically authorised by other powers.

	2020	2019
	£	£
The total amount of available for this purpose was	45,943	44,472
Expenditure was incurred for the following purposes:		
Grant - Castledown Radio	-	6,500
Holy Trinity Church	476	1,096
SPLASH	-	1,004
Tidworth Explorer Scouts	-	300
Tidworth Over 60s Club	1,000	600
Tidworth Community Area Partners	-	2,400
Tot Group	-	640
Tidworth Rainbows	872	-
Armed Forces Day	1,045	-
Tidworth Brownies	576	752
Decibelles Community Choir	-	600
Tidworth Teenage Cafe	1,296	936
TI Jackson Mayors Charity	-	400
Wiltshire Mind	1,000	-
	<u>6,265</u>	<u>15,228</u>

It should be noted that grants to bodies such as the Citizens Advice Bureau are made under other specific legal powers and so are not included in the above figures.

7 Fixed Assets - Additions and Disposals

	2020	2019
	£	£
	Cost	Cost
During the year the following assets were purchased:		
Operational Land and Buildings	14,245	-
Vehicles and Equipment	-	59,999
Infrastructure Assets	-	-
Community Assets	1	2
	<u>14,246</u>	<u>60,001</u>

No assets were disposed of during the year.

Tidworth Town Council

Notes to the Accounts

31 March 2020

8 Fixed Assets

	2020	2019
	£	£
	Value	Value
At 31 March the following assets were held:		
<u>Freehold Land and Buildings</u>		
Community Centre	337,007	337,007
Mortuary Chapel	355,325	355,325
New Community Centre (Development)	55,118	40,873
Sports Ground Development (Leasehold)	2,532	2,532
	<u>749,982</u>	<u>735,737</u>
<u>Vehicles and Equipment</u>		
Community Centre Furniture & Fittings	9,994	9,994
Computer & Other Office Equipment	9,111	9,111
Play Equipment	84,762	84,762
Hearing Loop System	1,871	1,871
Community Centre CCTV	5,000	5,000
Defibrillator	1,800	1,800
	<u>112,538</u>	<u>112,538</u>
<u>Infrastructure Assets</u>		
Public Seats (12)	5,963	5,963
Gates & Fencing	6,242	6,242
Bus Shelters (10)	25,176	25,176
Noticeboards & Signs	6,167	6,167
Security Lighting	3,214	3,214
Litterbins	668	668
Cemetery Extension	8,480	8,480
Trinity View Bus Shelter	1,898	1,898
Bus Shelter (St Geroges Road)	3,837	3,837
Buggy Shelter	3,544	3,544
Grit Bins	894	894
	<u>66,083</u>	<u>66,083</u>
<u>Community Assets</u>		
Land at Ordnance Road	34,140	34,140
Civic Regalia	1,993	1,993
Play Area at Connolly Way	1	1
Tidworth Civilian Cemetery	1	1
Play Areas x 2 (Gifted)	2	2
Manor Rise Playpark	1	-
	<u>36,138</u>	<u>36,137</u>
	<u>964,741</u>	<u>950,495</u>

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

Tidworth Town Council

Notes to the Accounts

31 March 2020

9 Debtors

	2020	2019
	£	£
Trade Debtors	8,799	9,410
VAT Recoverable	3,069	3,730
Other Debtors	4,091	3,596
Prepayments	327	909
	<hr/>	<hr/>
	16,286	17,645
	<hr/> <hr/>	<hr/> <hr/>

10 Creditors and Accrued Expenses

	2020	2019
	£	£
Trade Creditors	(1,772)	624
Other Creditors	542	-
Payroll Taxes and Social Security	-	175
Accruals	9,802	17,523
	<hr/>	<hr/>
	8,572	18,322
	<hr/> <hr/>	<hr/> <hr/>

11 Earmarked Reserves

	Balance at	Contribution	Contribution	Balance at
	01/04/2019	to reserve	from reserve	31/03/2020
	£	£	£	£
Capital Projects Reserves	802,315	209,756	-	1,012,071
Other Earmarked Reserves	600,099	12,721	(1,657)	611,163
Total Earmarked Reserves	<hr/>	<hr/>	<hr/>	<hr/>
	1,402,414	222,477	(1,657)	1,623,234
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The Capital Projects Reserves are credited with amounts set aside from revenue to part finance specific projects which are part of the council's capital programme.

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 Contingent Liabilities

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

13 Capital Commitments

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