

Congleton Town Council

Financial Statements

For the year ended 31 March 2014

Congleton Town Council

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31 March 2014

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Congleton Town Council

Council Information

31 March 2014

(Information current at 29th May 2014)

Town Mayor

Cllr D. Murphy

Councillors

Cllr E Wardlaw (Deputy Mayor)

Cllr D.S Allen

Cllr L.D Barker

Cllr P. Bates

Cllr G. Baxendale

Cllr Ms L. Bours

Cllr R.I Brightwell

Cllr G. Brittain

Cllr D.T Brown

Cllr J.S Crowther

Cllr G. R. Edwards

Cllr G.P Hayes

Cllr Mrs S. A. Holland

Cllr A.M Martin

Cllr D. A. Parker

Cllr J.D Parry

Cllr N.T Price

Cllr G.S Williams

Cllr Miss R. K. Williams

Town Clerk

Mr. B. Hogan BA (Hons), CILCA

Responsible Financial Officer (R.F.O.)

Mrs J. Potts FMAAT, CILCA

Auditors

BDO LLP

Arcadia House, Maritime Walk

Ocean Village, Southampton, SO14 3TL

Internal Auditors

Auditing Solutions Limited

Clackerbrook Farm, 46 The Common

Bromham, Chippenham, Wiltshire, SN15 2JJ

Congleton Town Council
Statement of Responsibilities
31 March 2014

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 Financial 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 2014 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:

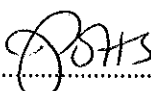
- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

Responsible Financial Officer's Certificate

I hereby certify that the Financial Statements for the year ended 31 March 2014 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 Congleton Town Council at 31 March 2014, and its income and expenditure for the year ended 31 March 2014.

Signed:


Mrs J. Potts FMAAT, CiLCA- Responsible Financial Officer

Date: 29/05/14

Congleton Town Council
Statement of Accounting Policies
31 March 2014

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 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:

all 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 3 to 10 years on a straight line basis.

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

Community assets are not depreciated, because they are of either intrinsic or purely nominal value.

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

Congleton Town Council
Statement of Accounting Policies
31 March 2014

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.

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 14.

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 15.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 17 to 19

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:

Revaluation Reserves – hold balances representing unrealised gains on the appropriate asset since 1st April 2007.

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.

Congleton Town Council
Statement of Accounting Policies
31 March 2014

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 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.

Congleton Town Council
Income and Expenditure Account
31 March 2014

| | Notes | 2014 £ | 2013 £ |
|---|-------|------------------|------------------|
| Income | | | |
| Precept on Unitary Authority | | 618,472 | 681,629 |
| Grants Receivable | | 94,553 | 26,736 |
| Rents Receivable, Interest & Investment Income | | 9,322 | 8,461 |
| Charges made for Services | | 231,559 | 124,328 |
| Other Income | | 488 | 275 |
| Total Income | | 954,394 | 841,429 |
| Expenditure | | | |
| Direct Service Costs: | | | |
| Salaries & Wages | | (220,351) | (149,748) |
| Grant-aid Expenditure | | (57,787) | (84,351) |
| Other Costs | | (342,033) | (249,335) |
| Democratic, Management & Civic Costs: | | | |
| Salaries & Wages | | (137,590) | (125,109) |
| Other Costs | | (64,401) | (89,157) |
| Total Expenditure | | (822,162) | (697,700) |
| Excess of Income over Expenditure for the year: | | 132,232 | 143,729 |
| Exceptional Items | | | |
| (Loss) on the disposal of fixed assets | | - | (4,143) |
| Net Operating Surplus for Year | | 132,232 | 139,586 |
| STATUTORY CHARGES & REVERSALS | | | |
| Statutory Charge for Capital (i.e. Loan Capital Repaid) | | (42,165) | (40,007) |
| Capital Expenditure charged to revenue | 10 | (34,292) | (32,992) |
| Reverse profit on asset disposals | | - | 4,143 |
| Transfer (to) Earmarked Reserves | 19 | (52,198) | (70,610) |
| Surplus for the Year to General Fund | | 3,577 | 120 |
| Net Surplus for the Year | | 55,775 | 70,730 |
| The above Surplus for the Year has been applied for the Year to as follows: | | | |
| Transfer (to) Earmarked Reserves | 19 | 52,198 | 70,610 |
| Surplus for the Year to General Fund | | 3,577 | 120 |
| | | 55,775 | 70,730 |

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

The notes on pages 12 to 20 form part of these statements.

Congleton Town Council
Statement of Movement in Reserves
31 March 2014

| Reserve | Purpose of Reserve | Notes | 2014 £ | Net Movement in Year £ | 2013 £ |
|---------------------------|--|-------|------------------|---------------------------------|------------------|
| Asset Revaluation Reserve | Store of gains on revaluation of fixed assets | 18 | 100,943 | - | 100,943 |
| Capital Financing Account | Store of capital resources set aside to purchase fixed assets | 17 | 386,056 | 30,076 | 355,980 |
| Earmarked Reserves | Amounts set aside from revenue to meet general and specific future expenditure | 19 | 440,706 | 52,198 | 388,508 |
| General Fund | Resources available to meet future running costs | | 164,718 | 3,577 | 161,141 |
| Total | | | <u>1,092,423</u> | <u>85,851</u> | <u>1,006,572</u> |

The notes on pages 12 to 20 form part of these statements.

Congleton Town Council

Balance Sheet

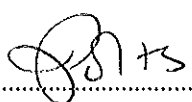
31 March 2014

| | Notes | 2014 £ | 2014 £ | 2013 £ |
|--|-------|-----------------|------------------|------------------|
| Fixed Assets | | | | |
| Tangible Fixed Assets | 9 | | 2,379,889 | 2,355,680 |
| Current Assets | | | | |
| Debtors and prepayments | 12 | 44,025 | | 29,122 |
| Cash at bank and in hand | | 722,256 | | 755,897 |
| | | <u>766,281</u> | | <u>785,019</u> |
| Current Liabilities | | | | |
| Current Portion of Long Term Borrowings | | (40,459) | | (42,165) |
| Creditors and income in advance | 13 | <u>(62,137)</u> | | <u>(108,076)</u> |
| Net Current Assets | | | <u>663,685</u> | <u>634,778</u> |
| Total Assets Less Current Liabilities | | | 3,043,574 | 2,990,458 |
| Long Term Liabilities | | | | |
| Long-term borrowing | 14 | | (534,795) | (575,254) |
| Deferred Grants | 16 | | (1,416,356) | (1,408,632) |
| Total Assets Less Liabilities | | | <u>1,092,423</u> | <u>1,006,572</u> |
| Capital and Reserves | | | | |
| Revaluation Reserve | 18 | | 100,943 | 100,943 |
| Capital Financing Reserve | 17 | | 386,056 | 355,980 |
| Earmarked Reserves | 19 | | 440,706 | 388,508 |
| General Reserve | | | 164,718 | 161,141 |
| | | | <u>1,092,423</u> | <u>1,006,572</u> |

The Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2014, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 29th May 2014 .

Signed: 
Cllr I. Murphy
Town Mayor


Mrs J. Potts FMAAT, CiLCA
Responsible Financial Officer

Date: 29/5/14

29/5/2014

The notes on pages 12 to 20 form part of these statements.

Congleton Town Council

Cash Flow Statement

31 March 2014

| | Notes | 2014 £ | 2014 £ | 2013 £ |
|--|-------|-----------|-----------|-----------|
| REVENUE ACTIVITIES | | | | |
| <i>Cash outflows</i> | | | | |
| Paid to and on behalf of employees | | (354,718) | | (274,715) |
| Other operating payments | | (502,013) | | (355,418) |
| | | | (856,731) | (630,133) |
| <i>Cash inflows</i> | | | | |
| Precept on Unitary Authority | | 618,472 | | 681,629 |
| Cash received for services | | 234,148 | | 113,375 |
| Revenue grants received | | 94,553 | | 26,736 |
| | | | 947,173 | 821,740 |
| Net cash inflow from Revenue Activities | 20 | | 90,442 | 191,607 |
| SERVICING OF FINANCE | | | | |
| <i>Cash outflows</i> | | | | |
| Interest paid | | (26,938) | | (18,035) |
| <i>Cash inflows</i> | | | | |
| Interest received | | 7,886 | | 13,586 |
| Net cash (outflow) from Servicing of Finance | | | (19,052) | (4,449) |
| CAPITAL ACTIVITIES | | | | |
| <i>Cash outflows</i> | | | | |
| Purchase of fixed assets | | (112,866) | | (83,249) |
| <i>Cash inflows</i> | | | | |
| Capital grant received | | 50,000 | | 2,250 |
| Net cash (outflow) from Capital Activities | | | (62,866) | (80,999) |
| Net cash (outflow)/inflow before Financing | | | 8,524 | 106,159 |
| FINANCING AND LIQUID RESOURCES | | | | |
| <i>Cash outflows</i> | | | | |
| Loan repayments made | | | (42,165) | (40,006) |
| Net cash (outflow) from financing and liquid resources | | | (42,165) | (40,006) |
| (Decrease)/Increase in cash | 21 | | (33,641) | 66,153 |

The notes on pages 12 to 20 form part of these statements.

Congleton Town Council

Notes to the Accounts

31 March 2014

1 Interest and Investment Income

| | 2014 | 2013 |
|---------------------------------|--------------|--------------|
| | £ | £ |
| Interest Income - General Funds | 9,322 | 8,461 |
| | <u>9,322</u> | <u>8,461</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 Related Party Transactions

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

4 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:

| | 2014 | 2013 |
|-------------------------|---------------|---------------|
| | £ | £ |
| Recruitment Advertising | - | 112 |
| Other Advertising | 124 | 146 |
| Promotions | 10,784 | 6,747 |
| Council Newsletter | 4,926 | 4,104 |
| Council Website | 949 | 2,050 |
| | <u>16,783</u> | <u>13,159</u> |

5 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:

| | 2014 | 2013 |
|-----------------------------------|--------------|--------------|
| | £ | £ |
| Fees for statutory audit services | 2,000 | 1,900 |
| Total fees | <u>2,000</u> | <u>1,900</u> |

6 Members' Allowances

| | 2014 | 2013 |
|--|--------------|--------------|
| | £ | £ |
| Members of Council have been paid the following allowances for the year: | | |
| Mayors Allowance | 3,000 | 2,600 |
| Members' Expenses | - | 105 |
| Deputy Mayor's Allowance | - | 260 |
| | <u>3,000</u> | <u>2,965</u> |

Congleton Town Council

Notes to the Accounts

31 March 2014

7 Employees

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

| | 2014 | 2013 |
|-----------|---------------|---------------|
| | Number | Number |
| Full-time | 14 | 4 |
| Part-time | 13 | 10 |
| Temporary | - | 2 |
| | <u>27</u> | <u>16</u> |

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

8 Pension Costs

The council participates in the Cheshire County Council Pension Fund.

The Cheshire County Council 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 Cheshire County Council 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 2014 was £31,986 (31 March 2013 - £20,630).

The most recent actuarial valuation was carried out as at 31st March 2013, and the council's contribution rate is confirmed as being 18.10% of employees' pensionable pay, plus a lump sum of £0, with effect from 1st April 2014 (year ended 31 March 2014 – 18.80%, plus a lump sum of £0).

Congleton Town Council

Notes to the Accounts

31 March 2014

9 Tangible Fixed Assets

| | Operational Freehold Land and Buildings | Operational Leasehold Land and Buildings | Vehicles and Equipment | Infra- structure Assets | Community Assets | Total |
|------------------------|--|---|---------------------------|-------------------------------|---------------------|-----------|
| Cost | £ | £ | £ | £ | £ | £ |
| At 31 March 2013 | 2,238,569 | 95,000 | 157,157 | 73,040 | 135,556 | 2,699,322 |
| Additions | - | - | 76,317 | 35,040 | 1,528 | 112,885 |
| Disposals | - | - | (4,132) | - | - | (4,132) |
| At 31 March 2014 | 2,238,569 | 95,000 | 229,342 | 108,080 | 137,084 | 2,808,075 |
| Depreciation | | | | | | |
| At 31 March 2013 | (199,288) | (9,500) | (99,428) | (33,926) | (1,500) | (343,642) |
| Charged for the year | (43,472) | (1,900) | (32,196) | (10,808) | (300) | (88,676) |
| Eliminated on disposal | - | - | 4,132 | - | - | 4,132 |
| At 31 March 2014 | (242,760) | (11,400) | (127,492) | (44,734) | (1,800) | (428,186) |
| Net Book Value | | | | | | |
| At 31 March 2014 | 1,995,809 | 83,600 | 101,850 | 63,346 | 135,284 | 2,379,889 |
| At 31 March 2013 | 2,039,281 | 85,500 | 57,729 | 39,114 | 134,056 | 2,355,680 |

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 2009 by external independent valuers, Messrs D Dingle B.Sc. Dip Arch (Hons) RIBA. 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 holds no such assets.

10 Financing of Capital Expenditure

| | 2014 £ | 2013 £ |
|--|----------------|---------------|
| The following capital expenditure during the year: | | |
| Fixed Assets Purchased | 112,885 | 83,249 |
| | <u>112,885</u> | <u>83,249</u> |
| was financed by: | | |
| Capital Grants | 50,019 | 2,250 |
| Loan Proceeds | 28,574 | 48,007 |
| Revenue: | | |
| from Capital Projects Reserve | 23,720 | 23,025 |
| Precept and Revenue Income | 10,572 | 9,967 |
| | <u>112,885</u> | <u>83,249</u> |

Congleton Town Council

Notes to the Accounts

31 March 2014

11 Information on Assets Held

Fixed assets owned by the council include the following:

Operational Land and Buildings

Congleton Town Hall

Allotments

Operational Land and Buildings

Congleton Paddling Pool

Vehicles and Equipment

Light Vans - 1

Paddling Pool plant and equipment

Christmas Lights

Sundry office equipment

Streetscape Equipment

Infrastructure Assets

Fencing and gates at various sites

Noticeboards and road signs

Electronic Noticeboard

Other street furniture

Community Assets

Council Artefacts & Regalia

War Memorial

Statue - Sergeant Eardley VC

Public Toilets (2)

Land by War Memorial

12 Debtors

| | 2014 | 2013 |
|-------------------------|---------------------------|---------------------------|
| | £ | £ |
| Trade Debtors | 20,510 | 21,636 |
| VAT Recoverable | 21,599 | 6,526 |
| Prepayments | 480 | 960 |
| Accrued Interest Income | 1,436 | - |
| | <hr/> 44,025 <hr/> | <hr/> 29,122 <hr/> |

Congleton Town Council

Notes to the Accounts

31 March 2014

13 Creditors and Accrued Expenses

| | 2014 | 2013 |
|-----------------------------------|--------------|---------------|
| | £ | £ |
| Trade Creditors | 19,886 | 41,822 |
| Other Creditors | 10,710 | 10,847 |
| Payroll Taxes and Social Security | 8,266 | 5,042 |
| Accruals | 10,768 | 38,833 |
| Income in Advance | 1,585 | 610 |
| Capital Creditors | 10,922 | 10,922 |
| | <hr/> 62,137 | <hr/> 108,076 |

14 Long Term Liabilities

| | 2014 | 2013 |
|-------------------------|---------------|---------------|
| | £ | £ |
| Public Works Loan Board | 375,354 | 381,169 |
| Cheshire East Council | 199,900 | 236,250 |
| | <hr/> 575,254 | <hr/> 617,419 |

The above loans are repayable as follows:

| | 2014 | 2013 |
|---------------------------------|-------------|-------------|
| | £ | £ |
| Within one year | 40,459 | 42,165 |
| From one to two years | 40,655 | 40,459 |
| From two to five years | 123,239 | 122,592 |
| From five to ten years | 46,691 | 81,740 |
| Over ten years | 324,210 | 330,463 |
| | <hr/> | <hr/> |
| Total Loan Commitment | 575,254 | 617,419 |
| Less: Repayable within one year | (40,459) | (42,165) |
| | <hr/> | <hr/> |
| Repayable after one year | 534,795 | 575,254 |

Congleton Town Council

Notes to the Accounts

31 March 2014

15 Financial Commitments under Operating Leases

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

| | 2014 | 2013 |
|---|------------|------------|
| | £ | £ |
| Obligations expiring within one year | - | - |
| Obligations expiring between two and five years | 806 | 806 |
| Obligations expiring after five years | - | - |
| | <u>806</u> | <u>806</u> |

16 Deferred Grants

| | 2014 | 2013 |
|---------------------------------------|------------------|------------------|
| | £ | £ |
| Capital Grants Unapplied | | |
| At 01 April | - | - |
| Grants received in the year | 50,019 | 2,250 |
| Applied to finance capital investment | (50,019) | (2,250) |
| At 31 March | <u>-</u> | <u>-</u> |
| Capital Grants Applied | | |
| At 01 April | 1,408,632 | 1,443,677 |
| Grants Applied in the year | 50,019 | 2,250 |
| Released to offset depreciation | (42,295) | (37,295) |
| Extinguished and/or transferred | - | - |
| At 31 March | <u>1,416,356</u> | <u>1,408,632</u> |
| Total Deferred Grants | | |
| At 31 March | <u>1,416,356</u> | <u>1,408,632</u> |
| At 01 April | <u>1,408,632</u> | <u>1,443,677</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.

Congleton Town Council

Notes to the Accounts

31 March 2014

17 Capital Financing Account

| | 2014 | 2013 |
|---|----------|----------|
| | £ | £ |
| Balance at 01 April | 355,980 | 330,112 |
| Financing capital expenditure in the year | | |
| Additions - using revenue balances | 34,292 | 32,992 |
| Loan repayments | 42,165 | 40,007 |
| Disposal of fixed assets | (4,132) | (18,881) |
| Depreciation eliminated on disposals | 4,132 | 14,738 |
| Reversal of depreciation | (88,676) | (80,283) |
| Deferred grants released | 42,295 | 37,295 |
| Balance at 31 March | 386,056 | 355,980 |

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.

18 Revaluation Reserve

| | 2014 | 2013 |
|---------------------|---------|---------|
| | £ | £ |
| Balance at 01 April | 100,943 | 100,943 |
| Balance at 31 March | 100,943 | 100,943 |

The revised system of accounting for local councils requires the establishment of a Revaluation Reserve. The balance on this account represents revaluation of fixed assets since 1st April 2007, less subsequent depreciation charged to revenue on such revaluation elements. This account will increase or reduce as and when assets are revalued or disposed of.

19 Earmarked Reserves

| | Balance at 01/04/2013 | Contribution to reserve | Contribution from reserve | Balance at 31/03/2014 |
|---------------------------|--------------------------|----------------------------|------------------------------|--------------------------|
| | £ | £ | £ | £ |
| Capital Projects Reserves | 142,676 | 35,000 | (28,610) | 149,066 |
| Asset Renewal Reserves | 20,000 | 4,000 | - | 24,000 |
| Other Earmarked Reserves | 225,832 | 144,399 | (102,591) | 267,640 |
| Total Earmarked Reserves | 388,508 | 183,399 | (131,201) | 440,706 |

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 2014 are set out in detail at Appendix A.

Congleton Town Council

Notes to the Accounts

31 March 2014

20 Reconciliation of Revenue Cash Flow

| | 2014 | 2013 |
|------------------------------------|---------------|----------------|
| | £ | £ |
| Net Operating Surplus for the year | 132,232 | 143,729 |
| Add/(Deduct) | | |
| Interest Payable | 17,856 | 18,035 |
| Interest and Investment Income | (7,886) | (13,586) |
| (Increase) in debtors | (14,903) | (8,572) |
| (Decrease)/Increase in creditors | (36,857) | 52,001 |
| Revenue activities net cash inflow | <u>90,442</u> | <u>191,607</u> |

21 Movement in Cash

| | 2014 | 2013 |
|----------------------------------|-----------------|----------------|
| | £ | £ |
| Balances at 01 April | | |
| Cash with accounting officers | 66 | 135 |
| Cash at bank | <u>755,831</u> | <u>689,609</u> |
| | 755,897 | 689,744 |
| Balances at 31 March | | |
| Cash with accounting officers | 26 | 66 |
| Cash at bank | <u>722,230</u> | <u>755,831</u> |
| | 722,256 | 755,897 |
| Net cash (outflow)/inflow | <u>(33,641)</u> | <u>66,153</u> |

22 Reconciliation of Net Funds/Debt

| | 2014 | 2013 |
|--|------------------|------------------|
| | £ | £ |
| (Decrease)/Increase in cash in the year | <u>(33,641)</u> | <u>66,153</u> |
| Cash outflow from repayment of debt | <u>42,165</u> | <u>40,006</u> |
| Net cash flow arising from changes in debt | <u>42,165</u> | <u>40,006</u> |
| Movement in net funds in the year | <u>8,524</u> | <u>106,159</u> |
| Cash at bank and in hand | 755,897 | 689,744 |
| Total borrowings | <u>(617,419)</u> | <u>(657,425)</u> |
| Net funds at 01 April | <u>138,478</u> | <u>32,319</u> |
| Cash at bank and in hand | 722,256 | 755,897 |
| Total borrowings | <u>(575,254)</u> | <u>(617,419)</u> |
| Net funds at 31 March | <u>147,002</u> | <u>138,478</u> |

Congleton Town Council

Notes to the Accounts

31 March 2014

23 Capital Commitments

The council had no capital commitments at 31 March 2014 not otherwise provided for in these accounts.

24 Contingent Liabilities

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

25 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 29th May 2014), which would have a material impact on the amounts and results reported herein.

Congleton Town Council

Appendices

31 March 2014

Appendix A

Schedule of Earmarked Reserves

| | <u>Balance at</u> <u>01/04/2013</u> | <u>Contribution</u> <u>to reserve</u> | <u>Contribution</u> <u>from reserve</u> | <u>Balance at</u> <u>31/03/2014</u> |
|--|--|--|--|--|
| | £ | £ | £ | £ |
| <u>Capital Projects Reserves</u> | | | | |
| Capital Contingency Fund | 142,676 | 35,000 | (28,610) | 149,066 |
| | <u>142,676</u> | <u>35,000</u> | <u>(28,610)</u> | <u>149,066</u> |
| <u>Asset Replacement Reserves</u> | | | | |
| Capital Vehicle Fund | 20,000 | 4,000 | | 24,000 |
| <u>Other Earmarked Reserves</u> | | | | |
| Elections | 15,000 | | | 15,000 |
| Crime Prevention/Traffic Calming | 3,779 | | | 3,779 |
| Committed Grants | 13,055 | 17,884 | (13,055) | 17,884 |
| Congleton Partnership | 56,272 | 46,515 | (56,272) | 46,515 |
| Office Equipment | 1,395 | | (1,395) | 0 |
| Ancient Treasures | 3,000 | | | 3,000 |
| Web Site | 0 | 10,000 | | 10,000 |
| Training | 3,000 | | | 3,000 |
| Devolved Services | 57,250 | | | 57,250 |
| Loan Repayments | 4,143 | | (2,243) | 1,900 |
| Public Toilets | 20,000 | 17,500 | (593) | 36,907 |
| Play Areas | 6,000 | | | 6,000 |
| Public Realm | 7,479 | | (3,573) | 3,906 |
| Legal Fees | 10,000 | | | 10,000 |
| Digital Display | 25,000 | | (25,000) | 0 |
| Tourism | 460 | | (460) | 0 |
| Mini bus | 0 | 9,999 | | 9,999 |
| Congleton Master Plan | 0 | 42,500 | | 42,500 |
| | <u>225,833</u> | <u>144,398</u> | <u>(102,591)</u> | <u>267,640</u> |
| TOTAL EARMARKED RESERVES | <u>388,509</u> | <u>183,398</u> | <u>(131,201)</u> | <u>440,706</u> |

Congleton Town Council

31 March 2014

Annual Report Tables

Table. 1 – Budget & Actual Comparison

| | Budget £ | Actual £ |
|---|----------------|----------------|
| Net Expenditure | | |
| Museum Support | 4,500 | 4,500 |
| Paddling Pool & Play Areas | 22,621 | 24,943 |
| Allotments | 180 | 175 |
| Tourism | 33,500 | 24,365 |
| Closed Churchyard & Church Clock | 3,250 | 244 |
| Congleton Town Hall | 58,977 | 78,240 |
| Public Conveniences | - | 593 |
| Community Safety (Crime Reduction) | 47,200 | 47,200 |
| Other Environmental Services | - | (87,074) |
| Congleton Partnership & Community Development | 120,518 | 121,390 |
| CTC Streetscape | 38,773 | 104,549 |
| Fellowship House | 4,557 | 5,178 |
| Public Transport | - | (9,999) |
| Handyman Services | 74,311 | 55,109 |
| Net Direct Services Costs | 408,387 | 369,413 |
| | | |
| Corporate Management | 65,995 | 61,948 |
| Democratic & Civic | 51,312 | 46,345 |
| Net Democratic, Management and Civic Costs | 117,307 | 108,293 |
| | | |
| Interest & Investment Income | (4,000) | (9,322) |
| Loan Charges | 60,021 | 60,021 |
| Capital Expenditure | 55,000 | 34,292 |
| Transfers to/(from) other reserves | (18,243) | 52,198 |
| (Deficit from)/Surplus to General Reserve | - | 3,577 |
| Precept on Unitary Authority | 618,472 | 618,472 |

Congleton Town Council

31 March 2014

Annual Report Tables

Table. 2 – Service Income & Expenditure

| Notes | 2014 £ | 2014 £ | 2014 £ | 2013 £ |
|--|----------------------|------------------|--------------------|--------------------|
| | Gross Expenditure | Income | Net Expenditure | Net Expenditure |
| DIRECT SERVICE COSTS | | | | |
| Museum Support} | 4,500 | - | 4,500 | 4,500 |
| Paddling Pool & Play Areas | 25,280 | (337) | 24,943 | 21,127 |
| Allotments | 365 | (190) | 175 | 163 |
| Tourism | 31,068 | (6,703) | 24,365 | 18,283 |
| Closed Churchyard & Church Clock | 244 | - | 244 | 2,186 |
| Congleton Town Hall | 187,720 | (109,480) | 78,240 | 54,954 |
| Public Conveniences | 593 | - | 593 | - |
| Community Safety (Crime Reduction) | 47,200 | - | 47,200 | 47,200 |
| Other Environmental Services | - | (87,074) | (87,074) | - |
| Grants | 62,624 | (11,112) | 51,512 | 57,109 |
| Congleton Partnership | 59,232 | (20,500) | 38,732 | 51,510 |
| Community Development | 34,823 | (3,677) | 31,146 | 29,334 |
| CTC Streetscape | 104,549 | - | 104,549 | - |
| Fellowship House | 6,864 | (1,686) | 5,178 | 761 |
| Public Transport | - | (9,999) | (9,999) | - |
| Handyman Services | 55,109 | - | 55,109 | 45,243 |
| DEMOCRATIC, CORPORATE AND CIVIC COSTS | | | | |
| Corporate Management | 137,302 | (75,354) | 61,948 | 125,681 |
| Democratic & Civic | 37,259 | (488) | 36,771 | 61,075 |
| Civic Expenses | 9,574 | - | 9,574 | 9,200 |
| Net Cost of Services | 804,306 | (326,600) | 477,706 | 528,326 |