

PURTON PARISH COUNCIL

Income and Expenditure Account 2018/19

2017/18		2018/19	Notes
	INCOME		
£225,290	Precept	£255,328	
£831	Rents	£857	6
£1,608	Interest	£2,551	
£9,661	Burial Fees	£8,462	
£6,190	Grants and Contributions	£0	
£0	Sponsorship of kissing gates	£1,484	
£34,332	S106 Income	£0	
£13,442	CIL Income	£20,035	
£338	Miscellaneous/Sales	£254	
£3,000	Part-exchange of mower	£0	
£294,692	TOTAL INCOME	£288,972	
	EXPENDITURE		
	Capital		
£668	Administration Equipment & Software	£4,206	1
£23,193	Machinery, Equipment, Tools & Vehicles	£1,096	1
£4,091	Play Area Equipment/Fencing/Surfacing	£2,804	1
£2,035	Footpath Surfacing/Kissing gates/Litter bin	£718	1
£2,395	Signs & Noticeboards	£95	1
£70,193	Land	£0	1
£400	Storage Shed next to Village Hall - guttering	£0	1
£0	Cemetery - Garden of Remembrance	£1,342	1
£1,530	Cemetery - Sleepers/fencing etc.	£0	1
£157,453	Administration	£168,112	
-£48,910	less Income from Staff Costs Recoverable	-£63,004	
£15,164	Burial expenses (inc Long Ground testing)	£25,832	
£2,037	Churchyard maintenance (inc major treework)	£6,234	
£620	Footpath expenses	£1,226	
£920	Open Spaces	£989	
£11,269	Rights of Way	£13,011	
£623	Bus Shelters	£434	
£10,889	Play Areas	£11,327	
£5,118	Public Toilets	£4,433	
£1,950	Section 137	£5,400	8
£7,617	General Maintenance & Materials	£7,259	
£2,614	Cenotaph	£2,582	
£850	Other donations incl. sport	£828	
£876	Former Youth Centre	£635	
-£3,375	Highways	£67	
£11,188	Planning	£9,348	
£0	Emergency Planning	£95	
£1,757	Neighbourhood Plan	£75	
	Grants to Village Hall/Centre and Play Close Charities		
£15,044	Village Hall	£12,955	
£0	Village Centre	£0	
£0	Play Close Charity	£0	
£298,209	TOTAL EXPENDITURE	£218,098	
-£3,517	Surplus (-Deficit) for Year	£70,874	
	Add Transfers from Reserves:		
£975	From Dingle Noticeboard Reserve	£0	
£5,000	From Parish Plan Reserve	£0	
£550	From Parish Plan Grant Reserve	£0	
£2,500	From Youth Centre Maintenance Reserve	£0	
£0	From Parish Council Elections Reserve	£3,000	

2017/18		2018/19	Notes
£0	From Legal Fees - Youth Centre Reserve	£3,983	
£0	From Cemetery Project Reserve	£8,137	
£0	From New Cemetery Extension Reserve	£2,813	
£0	From VC Artificial Football Pitch Reserve	£2,000	
£1,757	From Neighbourhood Plan Reserve	£3,475	
£500	From Anti-Climb Fencing Reserve	£0	
£0	From Play Area Maintenance inc Fencing	£1,151	
£0	From Emergency Projects Support Reserve	£95	
£0	From Highways Projects Reserve	£67	
£0	From Compost Collection Area Extension Res.	£2,500	
£0	From Venture Play Area Basketball Hoop Res.	£1,000	
£0	From Litter Bin at Purton Stoke Reserve	£200	
£2,500	From Community Safety/CCTV Reserve	£0	
£1,403	From Replacement Play Area Equipment Reserve	£1,523	
£1,713	From Church Path Re-surfacing Reserve	£0	
£7,000	From Sit-on Mower Reserve	£0	
£4,824	From Village Hall Refurbishment Reserve	£2,955	
£28,722		£32,898	
	Less Provisions set aside:		
£1,000	to new Cemetery Extension Reserve	£1,000	
£1,000	to Groundsman's Vehicle Reserve	£1,000	
£1,500	to Parish Council Elections Reserve	£0	
£0	to Youth Centre Legal Fees Reserve	£2,150	
£5,000	to Cemetery Project Reserve	£0	
£0	to Paddock Project Reserve	£282	
£0	to Cenotaph Cleaning Reserve	£1,000	
£3,000	to Path Through Churchyard Reserve	£0	
£0	to Church St. Grass Bank Project Reserve	£4,408	
£2,000	to Play Area Equipment Reserve	£2,000	
£1,000	to Play Area Maintenance Reserve	£0	
£2,500	to Compost Collection Area Extension	£0	
£1,000	to Venture Play Area Basketball Hoop	£0	
£0	to Scanning of Council Files Reserve	£965	
£3,375	to Highways Projects Reserve	£5,000	
£295	to Mrs Proud Bequest Fund	£240	
£13,442	to St.Mary's School CIL Reserve (restricted)	£0	
£0	to Witts Lane CIL Reserve (restricted)	£18,265	
£0	to Ridgeway Farm CIL Reserve (restricted)	£1,771	
£450	to Litter Bin Relocation/Purton Stoke	£0	
£3,780	to Village Hall Refurbishment Reserve	£0	
£2,000	to Machinery Replacement Reserve	£1,000	
£1,000	to Sit-on Mower Reserve	£1,000	
£42,342		£40,080	
£117,016	<i>Balance brought forward 1 April 2018</i>	£99,878	
£99,878	<i>Balance carried forward 31 March 2019</i>	£163,569	

I certify that this income and expenditure account presents a true and fair view of the financial position of Purton Parish Council as at 31st March 2019 and of its income and expenditure for the year ended 31st March 2019.

Signed



3/6/19

RESPONSIBLE FINANCIAL OFFICER

Date

Signed



CHAIRMAN OF COUNCIL

Date

10/6/19

2017/18

2018/19

Notes

BALANCE SHEET at 31 MARCH 2019

2017/18

2018/19

Current Assets

£39,888	Debtors/Payment in Advance	£6,252	4
£2,553	VAT	£3,544	
£184,063	Deposit Account/Bond	£284,323	
£13,015	Cash in Hand and at Bank	£15,063	
£93	Petty Cash	£167	
£239,612		£309,347	

less Current Liabilities

£16,233	Creditors/Receipts in Advance	£15,095	5
£0	Receipts in advance	£0	
£223,379	NET ASSETS	£294,253	

Represented by**Designated & Restricted Reserves**

£1,151	Play Areas Maintenance/Fencing	£0	13
£770	Boundary Stones Reserve	£770	13
£8,137	Cemetery Works Reserve	£0	13
£6,500	Cemetery Extension Reserve	£4,687	13
£12,921	Village Hall/Institute Grant Reserve	£9,967	13
£2,000	Groundsman's Vehicle Reserve	£3,000	13
£4,000	Churchyard Maintenance - Wall	£4,000	13
£0	Sit-on Mower Reserve	£1,000	13
£2,000	Machinery Replacement Reserve	£3,000	13
£3,983	Youth Centre - Legal Costs	£2,150	13
£2,597	Play Area Equipment Reserve	£3,074	13
£3,000	Parish Council Elections	£0	13
£0	Scanning of Council Files	£965	13
£3,475	Neighbourhood Plan	£0	13
£450	Litter Bin Re-location	£250	13
£1,000	Venture Play Area - Basketball Hoop	£0	13
£2,500	Compost Collection Area Extension	£0	13
£0	Paddock Area Project Reserve	£282	13
£0	Cenotaph Cleaning	£1,000	13
£5,000	Churchyard Footpath Resurfacing	£5,000	13
£2,000	Artificial Football Pitch - VC Play Area	£0	13
£2,105	Emergency Plan Projects	£2,011	13
£13,375	Highways Projects	£18,308	13
£0	Grass Bank Project - Church Street	£4,408	13
£13,442	Community Infrastructure Levy (restricted)	£33,478	14
£33,093	Mrs Proud Bequest	£33,333	12

£99,878


General Fund Balance

£163,569

£223,379**£294,253**

I certify that this balance sheet presents a true and fair view of the financial position of Purton Parish Council as at 31st March 2019

Signed



3/6/19

RESPONSIBLE FINANCIAL OFFICER

Date

Signed


CHAIRMAN OF COUNCIL

Date

10/6/19

PURTON PARISH COUNCIL ACCOUNTS FOR YEAR ENDED 31ST MARCH 2019, SUPPORTING STATEMENT

Notes supporting the Income and Expenditure Account and the Balance Sheet of the Council

Introduction

Under the Accounts and Audit (England) Regulations 2015, the form of accounts for all local councils has been prescribed. Under the Regulations, local councils are classified according to their level of financial activity. During the year in question, Purton Parish Council had gross annual income and gross annual expenditure of more than £200,000.

The accounts have been prepared on an Income and Expenditure basis and have followed the guidance of the Regulations produced by NALC.

1 Assets	<u>17/18</u>	<u>18/19</u>
During the year, the following assets were purchased at the cost shown:		
Zoostorm desktop PC/Monitor/MS Office	£668	£0
Hard Disk Drive	£0	£39
Storage Shed next to Village Hall - guttering	£400	£0
Fridge for Office	£0	£91
Councillor Laptops/iPads & cases	£0	£4,076
Purchase of land at Long Ground, Purton	£70,193	£0
Grass mats - Village Centre Play Area football pitch	£106	£0
Bin for Village Centre Play Area	£145	£0
Anti-climb fencing	£473	£0
CCTV system	£10,556	£0
Footpath 84 surface improvements	£1,540	£0
Kubota Ride-on Mower	£11,450	£0
STIHL powerhead	£255	£0
Karcher pressure washer	£458	£0
Noticeboard for Cemetery	£1,420	£0
Noticeboard for Dingle	£975	£0
Safety Gate at Village Centre Play Area	£1,614	£0
3 Bins for Village Centre Play Area	£823	£0
3 Bins for Venture Play Area	£823	£0
Replacement Slide at Play Close Play Area	£581	£0
Cemetery - Garden of Remembrance	£0	£1,342
Cemetery - Sleepers and Fencing	£1,530	£0
Kissing gates	£495	£580
Cupboard for hazardous storage - Workshop	£0	£149
Transit Box for hazardous storage - Van	£0	£252
Litter Bin for Purton Stoke	£0	£138
Seat & fittings for see-saw - VC Play Area	£0	£182
Sign for Play Close Play Area	£0	£95
Bosch Rechargeable Drill	£0	£89
Honda Rotary Mower	£0	£547
Makita Hammer Drill	£0	£58
Pedestrian/Maintenance Gate - Venture Play Area	£0	£1,523
Basketball Hoop/Post - Venture Play Area	£0	£1,099
	£104,505	£10,260
2 <u>At the 31 March 2019, the following land and buildings were held:</u>		Value
Cemetery, Church Street		£0
Land at Long Ground, Purton		£70,193
Cricket field/Dingle		£0
Grassed Area, Reids Piece		£0
Tennis Courts/Park, Church Path		£0
Cenotaph, High Street		£0
Public telephone kiosk - Purton/Purton Stoke		£0
Former Youth Centre, Reids Piece		£0
Cenotaph wall		£1,000
Land - side and rear of 70 Station Road		£0

**PURTON PARISH COUNCIL ACCOUNTS FOR YEAR ENDED 31ST MARCH 2019,
SUPPORTING STATEMENT**

Bus shelters	£35,204
Groundsman's shed	£1,382
Storage Shed next to Village Hall	£5,790
Compost collection bay	£10,995
	£124,564

Most of the above assets have a de minimis value as community assets, whilst the remainder are shown at actual or estimated acquisition cost.

3 Other Assets held at 31 March 2019:

Vehicles	£10,990
Mowers, tools & machinery	£22,578
Office Contents & General Equipment	£19,084
Oak Cemetery Gates	£2,581
Five Cast-Iron Planters at Pavenhill	£2,114
Mulch around Youth Hut	£2,377
Mini-skatepark	£60,143
Play Area safety surfacing, equipment & fencing	£167,444
Youth Shelter	£2,595
Noticeboards & other street furniture	£8,006
CCTV & other equipment	£17,798
	£315,708

The above assets are shown at acquisition cost or estimated where actual cost is not known. All Play Area safety surfacing and items of play equipment are treated as Council assets regardless of location.

Borrowings Nil

Leases On 15th January 2015, Council signed a new hire agreement for a Ricoh photocopier for a period of three years at a quarterly rental of £147.00 plus VAT. This has temporarily been extended.

Debts outstanding

- 4 At the 31st March 2019 the following amounts were outstanding and due to the Council. The ages of the debts were less than 12 months.

	18/19
Other debtors	£5,622
Payments in Advance	£630
	£6,252

- 5 At the 31st March 2019 the following amounts were properly due, but will not be paid until 2019/20:

	18/19
Internal/External Audit provision 2018/19	£1,030
Other Creditors	£6,868
Trade Creditors	£7,197
	£15,095

6 Tenancies & Licences

During the year the following tenancies & licences were entered into:

<u>Council as Landlord</u>		18/19
<u>Tenant/Licensee</u>	<u>Property & rent p.a. (incl. admin fee as applicable)</u>	
Purton Tennis Club	Two courts, Church Path	£178
Purton Cricket Club	Cricket ground	£7
Mr & Mrs A. Spencer	Land to the rear of Purton Village Hall car park	£125
Mrs A.M. Barker	Right of access, The Dingle	£548
		£857

7 Council as Tenant	Property & rent per annum	18/19
Purton Institute/Village Hall Charity	Council Offices	£6,375
War Memorial/Village Centre Charity	Workshop	£1,870
		£8,245

**PURTON PARISH COUNCIL ACCOUNTS FOR YEAR ENDED 31ST MARCH 2019,
SUPPORTING STATEMENT**

8 Section 137 Expenditure

Section 137, Local Government Act 1972, enables local councils to spend up to the equivalent of **£7.86** per elector (in 2018/19), for the benefit of people in the parish, on activities and projects which are not specifically authorised by other legal powers. The limit for spending in this parish under Section 137 in 2018/19 was **£33,923**. Actual expenditure incurred was as follows:

		17/18	18/19
Royal British Legion Poppy Appeal	Donation	£50	£50
Bradon Forest School - World Challenge	Donation	£200	£0
Purton Methodist Church - window grills	Donation	£500	£0
Purton & District Age Concern - minibus	Donation	£1,000	£0
Purton Stoke Fund - flower display	Donation	£200	£250
Purton Toddler Group - toys	Donation	£0	£325
Swindon & Cricklade Railway - carriage project	Donation	£0	£500
Wiltshire Council - VC hire for summer activities	Donation	£0	£275
CMAS - youth activities at Village Hall	Service Agreement	£0	£3,500
CMAS - Village Hall hire for youth activities	Donation	£0	£500
		£1,950	£5,400

9 Agency Work

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

- 10 Advertising and Publicity** - There is a small marketing budget from which £528 was spent during the year on Dementia Awareness, Remembrance Day road closure signs and a Parish Council carnival stand

- 11 Recruitment advertising** - There was no expenditure on recruitment advertising during the year.

12 Mrs Proud Bequest

In 1957, the Estate of Mrs Proud made a bequest of money to Council for the specific purpose of improving facilities in the parish of Purton. Of the total in Deposit Accounts as at 31st March 2019 (£80,000 in a fixed term deposit with Hampshire Trust Bank and £204,323 in the Nationwide), Mrs Proud Bequest funds comprised **£33,333**.

13 Designated (Unrestricted) Reserves

At 31st March 2019 the Council had set aside the following amounts for specific purposes:

<u>Account</u>	<u>Balance B/F</u>	<u>Contribution</u>	<u>Used In</u>	<u>Balance C/F</u>
	01-Apr-18	18/19	18/19	31-Mar-19
Play Area Improvements/Maintenance	£1,151	£0	£1,151	£0
Boundary Stones	£770	£0	£0	£770
Paddock project	£0	£282	£0	£282
Parish Council Elections	£3,000	£0	£3,000	£0
Youth Centre - legal costs	£3,983	£2,150	£3,983	£2,150
Cemetery Project	£8,137	£0	£8,137	£0
Cenotaph cleaning	£0	£1,000	£0	£1,000
Grass bank project - Church Street	£0	£4,408	£0	£4,408
Machinery - wood chipper/hedgetrimmer	£2,000	£1,000	£0	£3,000
New Cemetery Extension	£6,500	£1,000	£2,813	£4,687
Institute/Village Hall Refurbishment	£12,921	£0	£2,955	£9,967
Neighbourhood Plan	£3,475	£0	£3,475	£0
Scanning of Council files	£0	£965	£0	£965
Groundsman's vehicle	£2,000	£1,000	£0	£3,000
Churchyard Maintenance - Wall	£4,000	£0	£0	£4,000
Sit-on Mower	£0	£1,000	£0	£1,000
Compost Collection Area Extension	£2,500	£0	£2,500	£0
Basketball Hoop - Venture Play Area	£1,000	£0	£1,000	£0
Litter Bins	£450	£0	£200	£250
Churchyard resurfacing	£5,000	£0	£0	£5,000

**PURTON PARISH COUNCIL ACCOUNTS FOR YEAR ENDED 31ST MARCH 2019,
SUPPORTING STATEMENT**

Artificial Football Pitch - VC Play Area	£2,000	£0	£2,000	£0
Emergency Plan Projects	£2,105	£0	£95	£2,011
Highways Projects	£13,375	£5,000	£67	£18,308
Replacement Play Area Equipment	£2,597	£2,000	£1,523	£3,074

14 Restricted Reserves

At 31st March 2019 the Council had set aside the following amounts designated by outside bodies for specific purposes

	<u>Balance B/F</u>	<u>Contribution</u>	<u>Used In</u>	<u>Balance C/F</u>
	<u>01-Apr-18</u>	<u>18/19</u>	<u>18/19</u>	<u>31-Mar-19</u>
<u>Community Infrastructure Levy -</u>				
St. Mary's School	£ 13,442	£ -	£ -	£ 13,442
Witts Lane	£ -	£ 18,265	£ -	£ 18,265
6 Dwellings at Ridgeway Farm	£ -	£ 1,771	£ -	£ 1,771

15 Charities

The Council is Sole Trustee of three charities:-

- Purton Institute and Village Hall - Registered Charity No. 203202
- Purton Village Centre and War Memorial - Registered Charity No. 305562
- The Play Close - Registered Charity No. 203201

The accounts of the charities are drawn up independently under the Charities Act 2011. The charities' accounts for 2017/18 have been published and subjected to an Independent Examination where required under Section 145 of the Charities Act 2011. Copies of the Accounts and the Independent Examiners reports are available from The Clerk to Purton Parish Council, Mrs Deborah Lawrence, at the Council Office, Village Hall, Station Road, Purton, Wilts. SN5 4AJ.

16 Pensions - Wiltshire Pension Fund

For the year of account the Council's contributions equalled 20.4% of employees' pensionable pay, under the terms of the banded earnings system for employees' contributions that took effect on 1st April 2008.

Signed



3/6/19.

RESPONSIBLE FINANCIAL OFFICER

Date

Signed



CHAIRMAN OF COUNCIL

Date

10/6/19.