

**YATE TOWN COUNCIL**  
**FINANCIAL STATEMENT**  
**FOR YEAR ENDED 31 MARCH 2014**

These financial statements are un-audited and do not comply with statutory requirements. A copy of the audited statement of accounts is available from the office on request.

**YATE TOWN COUNCIL**

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**for the Year Ended 31st March 2014**

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# YATE TOWN COUNCIL

## Council Information

### Mayor:

1 Councillor Martin Monk

### Councillors:

2 Ian Blair  
3 Aziz Chowdhry  
4 John Davis  
5 Tony Davis  
6 Mike Drew  
7 David Evan - Jones  
8 Sue Evan - Jones  
9 John Ford  
10 Alan Lawrance  
11 Margaret Marshall  
12 Alan Monaghan  
13 Wully Perks  
14 Mike Robbins  
15 Cleo Trotter  
16 Sue Walker  
17 Chris Willmore

### Clerk:

Hayley Townsend Until 12 December 2013  
Stephanie Davies From 16 December 2013

### Responsible Finance Officer:

Stephanie Davies

### Auditors:

Grant Thornton UL LLP, Hartwell House, 55-61 Victoria Street, Bristol, BS1 6FT.

### Internal Auditors:

South Gloucestershire Council

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**YATE TOWN COUNCIL**

**Income and Expenditure Account  
For the Year Ended 31 March 2014**

	Notes	2014 £	2013 £
<b>INCOME</b>			
Precept on District Council		767,939	804,828
Local Council Tax Support Grant		85,430	
Agency Services	3	2,750	3,184
Loan and Capital Receipts		-	119,780
Interest and Investment Income	2	4,584	10,078
Leisure and Recreation		34,346	34,049
Play Areas		1,786	-
Open Spaces and Public Rights of Way		3,913	1,126
Estates Dept		162	-
YTC Grants and Community Support		29,074	-
Transport Initiatives		114	-
Establishment/General Administration		750	380
Civic and Demographic		330	-
Other Services		8,854	13,109
Heritage Centre		3,090	3,000
Parish Hall		12,343	10,828
Pop Inn Café		29,301	30,453
Poole Court		53,283	57,485
Youth Café		72	22,611
		<u>1,038,121</u>	<u>1,110,911</u>
<b>EXPENDITURE</b>			
Establishment/General Administration	5	239,794	212,697
S137 Expenditure	6	8,627	-
Capital Expenditure	8	87,154	29,983
Loan Charges	14	55,941	55,941
Lease and HP repayments		-	-
Operational Expenditure:			
Leisure and Recreation		39,625	28,443
Childrens Play Areas		11,972	8,464
Open Spaces and Public Rights of Way		2,277	6,070
Estates Department		212,315	182,955
Grants and Community Support		98,056	70,676
Transport Initiatives		338	441
Civic and Demographic		2,292	7,477
Other Services		21,400	50,850
Heritage Centre		59,644	57,803
Parish Hall		14,544	13,263
Pop Inn Café		34,930	35,354
Poole Court		67,401	65,438
Youth Café		103,113	98,945
		<u>1,059,423</u>	<u>924,800</u>
<b>General Fund</b>			
Balance as at 1 April 2013		390,137	451,487
Add: Total Income		1,038,121	1,110,911
		<u>1,428,258</u>	<u>1,562,398</u>
Deduct: Total Expenditure		<u>( 1,059,423)</u>	<u>( 924,800)</u>
		368,835	637,598
Transfer (to) other Reserves	15	42,283	( 247,461)
General Reserve Balance at 31 March 2014		<u>411,118</u>	<u>390,137</u>

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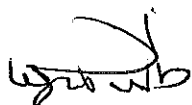
**YATE TOWN COUNCIL**

**Balance Sheet  
as at 31 March 2014**

	Notes	2014 £	2014 £	2013 £
<b>Fixed Assets</b>				
Tangible Fixed Assets			8,302,120	7,826,559
<b>Current Assets</b>				
Stock	10	-		-
Debtors	11	42,581		24,840
Cash at Bank and In Hand		841,555		885,534
		<u>884,136</u>		<u>910,375</u>
<b>Current Liabilities</b>				
Creditors and accrued expenses	12	(63,173)		(68,110)
<b>Net Current Assets</b>			820,963	842,265
<b>Total Assets Less Current Liabilities</b>			<u>9,123,083</u>	<u>8,668,824</u>
<b>Long Term Liabilities</b>				
Creditors - More Than One Year	14		(580,483)	(608,475)
			<u>8,542,600</u>	<u>8,060,349</u>
<b>Capital and Reserves</b>				
Council Resources Invested in fixed Assets			7,721,637	7,218,084
Earmarked Reserves	15	409,845		452,128
General Reserve		411,118		390,137
			<u>820,963</u>	<u>842,265</u>
Council Resources Available			<u>8,542,600</u>	<u>8,060,349</u>

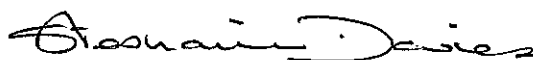
The statement of accounts represent fairly the financial position of the council as at 31 March 2014 and reflects the Income and Expenditure for the year.

These accounts have been approved by the Council.



.....  
Councillor Wully Perks  
Mayor

Date... 24.6.14 .....



.....  
Stephanie Davies  
Responsible Finance Officer

Date... 24.6.14 .....

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# YATE TOWN COUNCIL

## Notes to the Accounts 31 March 2014

### 1 Principal Accounting Policies

#### **Accounting Convention**

The accounts have been prepared in accordance with the Accounting Guidance Notes for Local Council (the Guide) issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

As a consequence the latest accounting policies, as set out in the Guide and so far as they apply to this council, have been adopted for the council's statement of account.

#### **Fixed Assets**

All expenditure on the acquisition, creation or enhancement of fixed assets is reported in the notes to ether 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 the accounts at current insurance values as approximating to the lower of net current replacement cost and net realisable value.

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.

#### **Debtors and Creditors**

The revenue accounts of the council are maintained on an accrual basis in accordance with the guide. 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 insurance premiums and regular quarterly accounts (e.g. telephone, 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.

#### **Stocks and Work in Progress**

All stocks have been treated as consumed because their value was not material.

#### **External Loan Repayments**

Details of the council's external borrowings are shown at note 14.

#### **Leases**

Details of the council's obligations under finance leases are shown at note 13.

#### **Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 15.

#### **Interest Income**

All interest receipts are credited initially to the general funds.

**YATE TOWN COUNCIL**

**Notes to the Accounts  
31 March 2014**

**Pensions**

The pension costs that are charged to the council's accounts in respect of its employees are equal to contributions paid to the funded pension scheme for these 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 the relevant government regulations.

The last actuarial valuation took place on 31 March 2013 and any changes in contribution rates as a result of that valuation took effect as from 1st April 2014. The next valuation is due to take place in March 2016.

<b>2</b>	<b>Interest and Investment Income</b>	<b>2014</b>	<b>2013</b>
		£	£
	Interest Income - General Funds	4,584	10,078
		<u>4,584</u>	<u>10,078</u>

**3 Agency Work**

During the year the council undertook the following agency work on behalf of other authorities and organisations:

**Commissioning Authority and Nature of Work**

Dodington, Downend & Bromley Heath, Frampton Cotterell, Mangotsfield, Pucklechurch, Sodbury & Westerleigh Parish and Town Councils -

	<b>2014</b>	<b>2013</b>
	£	£
Administration of Joint Parish Meetings	1,612	1,477
Administration of Community Plan meetings	1,707	1,138
Administration of Wills Davis Atwell Charity meetings	569	569
	<u>3,888</u>	<u>3,184</u>

**Commissioned Authority and Nature of Work**

	<b>2014</b>	<b>2013</b>
	£	£
South Gloucestershire Council - Internal Audit	657	651
South Gloucestershire Council - Youth Work	37,758	19,537
	<u>38,415</u>	<u>20,188</u>



**YATE TOWN COUNCIL**

**Notes to the Accounts  
31 March 2014**

**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/Non Repairing</b>
CPRE	Office, Poole Court	1,200	Non - repairing
CVS	Office, Poole Court	3,791	Non - repairing
Parents & Carers	Office, Poole Court	2,570	Non - repairing
Steve Webb MP	Office, Poole Court	6,000	Non - repairing
South Gloucestershire Deaf Association	Office, Poole Court	3,699	Non - repairing
South Gloucestershire Council	Land at Brinsham - Yate Outdoor Sport Complex	1 Peppercorn	N/A

**Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a.</b>	<b>Repairing/Non Repairing</b>
South Gloucestershire Council	Land for Bus Shelter	£ 2	N/A
South Gloucestershire Council	Brinsham Park	Nil	N/A
South Gloucestershire Council	Play Area and Open Space Land at Millside	Nil	N/A
South Gloucestershire Council	Land at Wellington Road	Nil	N/A
South Gloucestershire Council	Land for Kingsgate Park	1 Peppercorn	N/A
South Gloucestershire Council	Land at Yate Common	1 Peppercorn	N/A
South Gloucestershire Council	Land for 3 Play Areas	1 Peppercorn each	N/A
South Gloucestershire Council	Land at Fromebank Junior School	£1 per annum	N/A
South Gloucestershire Council	Public Open Space at Longs Drive	1 Peppercorn	N/A

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**YATE TOWN COUNCIL**

**Notes to the Accounts  
31 March 2014**

**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:

	2014 £	2013 £
Other Advertising	846	56
Publicity	270	1,793
	<u>1,116</u>	<u>1,849</u>

**6 Section 137 Expenditure**

Section 137 of the Local Government Act 1972 (as amended) enables the council to spend up to the product of £6.96 per head of the electoral roll in any one year for the benefit of the people in its area on activities or projects not specifically authorised by others. However councils qualified to use the Power of General Competence no longer need to ask whether they have specific powers to act. The General Power of Competence (LA2011 s1(1)) is a power of first resort. Yate Town Council qualified to use the General Power of Competence in 2012.

The General Power Competence imposes no statutory minimum limit to the level of expenditure which may be incurred by an eligible parish council.

Paragraph 7 of Schedule 5 to Local Government and Public Involvement in Health Act 2007 means that an eligible parish council cannot incur expenditure under section 137 except under section 137(3) to contribute to the funds of charities in furtherance of their work in the United Kingdom, not for profit bodies operating in the UK and mayoral appeals

	2014 £	2013 £
Expenditure was incurred for the following purposes:		
Chari rites/Not for profit bodies/Mayoral appeals	8,627	-
	<u>8,627</u>	<u>-</u>

**7 Pensions**

For the year of account the council's contributions equals 11.3% of employees' pensionable pay, plus £9,800 deficit recovery.

Following the 2013 actuarial valuation the council's contribution rates has increased to 12.3% plus a deficit recovery sum of £10,500 for 2014/2015.

**8 Fixed Assets - Additions and Disposals**

	2014 £ Cost	2013 £ Cost
During the year the following assets were purchased or disposed of:		
Freehold Land and Buildings	-	-
Vehicles and Equipment	-	-
Infrastructure Assets	-	-
Community Assets	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

No assets were disposed of during the year, other than by way of scrap.

**YATE TOWN COUNCIL**

**Notes to the Accounts  
31 March 2014**

<b>9 Fixed Assets</b>	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
	<b>Value</b>	<b>Value</b>
At 31st March the following assets were held:		
<b><u>Freehold Land and Buildings</u></b>		
Poole Court	4,319,000	3,317,831
Eggshill Lane/Station Road Parish Hall	402,100	552,972
Broad Lane Sports Complex	14,000	14,000
Sunnyside Sports Pavilions	514,200	789,789
Sunnyside Bowling Green	46,812	45,448
Heritage Centre	351,900	473,098
Pop Inn Café	233,900	245,765
Tennis Courts at Sunnyside and Howard Lewis	215,000	215,000
Armadillo Yate Youth Venue & Cafe (Jointly owned asset with South Gloucestershire Council)	673,672	650,000
	<u>6,770,584</u>	<u>6,303,903</u>
<b><u>Vehicles and Equipment</u></b>		
Community Buildings Furniture and Equipment	101,379	97,810
Office Equipment	51,813	51,143
Estates Vehicles, Machinery and Equipment	56,981	54,384
Play Equipment	1,049,959	1,049,959
	<u>1,260,132</u>	<u>1,253,296</u>
<b><u>Infrastructure Assets</u></b>		
Bus Shelters	35,597	33,553
Footpaths	3,900	3,900
Skateboard Park	175,000	175,000
Fencing and Gates	27,487	27,487
Teenage Shelter (Longs drive)	3,967	3,967
St Mary's Wall	21,157	21,157
	<u>267,108</u>	<u>265,064</u>
<b><u>Community Assets</u></b>		
Council Regalia	4,000	4,000
Lye Field	1	1
St Mary's Green	1	1
Village Green (Goose Green)	1	1
Village Green (Yate Rocks)	1	1
Play Areas (4)	4	4
Tyler Field - Woodland	1	1
Stanshawes Drive Footpath	1	1
Lych- Gate St Mary's Church	1	1
Parnall Memorial St Mary's Church	1	1
Litter Bins	138	138
Dog Bins	42	42
Seats	104	104
	<u>4,296</u>	<u>4,296</u>
	<u>8,302,120</u>	<u>7,826,559</u>

The basis of valuation of the above assets is set out in the Accounting Policies (Note 1)

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**YATE TOWN COUNCIL**

**Notes to the Accounts  
31 March 2014**

<b>10</b>	<b>Stocks</b>	<b>2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>
		-	-
		-	-

<b>11</b>	<b>Debtors</b>	<b>2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>
	Trade Debtors	6,311	3,594
	Booking Deposits	50	-
	VAT Recoverable	6,124	8,058
	Other Debtors	4,047	-
	Payments and Accrued Income	26,049	13,188
		<u>42,581</u>	<u>24,840</u>

<b>12</b>	<b>Creditors and Accrued Expenses</b>	<b>2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>
	Trade Creditors	23,559	44,446
	Accruals and Deferred Income	38,664	22,964
	Booking Deposits Received	950	700
		<u>63,173</u>	<u>68,110</u>

**13 Hire Purchase and Lease Obligations**

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

<b>Hirer/Lessor</b>	<b>Purpose</b>	<b>Annual Lease/Hire Payable</b>	<b>Year of Expiry</b>
		<b>£</b>	
South Gloucestershire Council	Estates Crewcab Truck	3,982.15	2014
Lloyds TSB Auto Lease	Estates Ford Ranger Pickup	2,627.40	2014
Lloyds TSB Auto Lease	Estates Astra Van	2,252.88	2012 - currently on informal extension
Siemens	Photocopier	1,892.00	2015
New Holland Finance	Estates Tractor	25.00	None
ING Lease	Estates Mower	104.71	None

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**YATE TOWN COUNCIL**

**Notes to the Accounts  
31 March 2014**

<b>14</b>	<b>Long Term Liabilities</b>	<b>2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>
	Public Works Loan Board	580,483	608,475
	HP & Lease Creditors	-	-
		<u>580,483</u>	<u>608,475</u>

At the close of business on 31 March 2014 the following loans to the council were outstanding:

<b>Lender</b>	<b>Amount</b>	<b>Years</b>
	<b>£</b>	<b>Remaining</b>
Public Works Loan Board	149,048	12
Public Works Loan Board	431,434	16

**15 Earmarked Reserves**

	Balance at 01/04/2013	Contribution to reserve	Contribution from reserve	Balance at 31/3/2014
	£	£	£	£
Capital Earmarked Reserves	422,237	-	92,990	329,247
Other Earmarked Reserves	29,891	56,707	6,000	80,598
	<u>452,128</u>	<u>56,707</u>	<u>-</u>	<u>409,845</u>

The Other Earmarked reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.  
For details see page 12.

**16 Capital Commitments**

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

**17 Contingent Liabilities**

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

**18 Other Accounts**

Yate Town Council also administers the following accounts:

- 1) Joint Parishes Youth Forum Steering Group Account. This account holds contributions from each member Council: Dodington, Sodbury, Westerleigh and Yate to fund the Joint Parishes Youth Forum Development Worker. See details page 13.
- 2) Yate Community Plan Account. See details Page 14.

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**MOVEMENTS ON RESERVES 2013/2014**

**Earmarked Reserves**

<b>Description</b>	<b>O/Bal April 2013</b>	<b>From ER to GR</b>	<b>From GR to ER</b>	<b>Earmarked Reserves 2014/2015</b>
<b>Park Upgrades</b>				
Millside Restoration Project			2,500	2,500
<b>Kickabout Projects</b>				
Play Area Projects	77,404			77,404
<b>Buildings</b>				
Building Fund	27,520	10,662		16,858
Poole Court Refurb	14,962			14,962
Poole Court Hatch Reinstatement	1,500			1,500
Youth Café	92,743	73,436		19,307
Charging Point KP	0		2,500	2,500
<b>Other Projects</b>				
Allotments	12,000			12,000
Estates Equipment	15,000	8,893		6,107
Project Support	181,213	6,000		175,213
<b>Committed Revenue Expenditure</b>				
Elections	11,323		10,000	21,323
Events	0		500	500
Grant Funding	0		220	220
Jubilee - Heritage Map	2,000			2,000
Kingsgate Park Management Plan	1,000		505	1,505
Public Rights of Way	2,000		6,500	8,500
Youth Provision	13,463		33,982	47,445
	<b>452,128</b>	<b>98,991</b>	<b>56,707</b>	<b>409,845</b>

**General Reserves**

General Reserves as at 31.03.14	409,845
Less recommended reserves (3 months net plus contingency)	271,549
The remaining funds carried forward to fund planned expenditure in the 2014/2015 budget	<u>138,296</u>



## Community Plan Income & Expenditure to 31 March 2014

### Income

	2013	2014
In Bloom Income (see attached In Bloom account)	9,840	8,139
Grants: Yate Town Council	-	
South Glos Council	150	
Bank Interest Refund	7	157
	12,164	8,296

### Expenditure

	2013	2014
Administration Community Plan	1,366	-
Relaunch and Gift	-	130
In Bloom (see attached In Bloom account)	5,958	6,262
	7,324	6,392

### Balance Sheet as at 31 March 2014

#### Funds:

Opening balance 1 March 2013		9,797
Plus income		8,296
Less Expenditure		- 6,392
		11,702

#### Represented By

##### Assets

Yate Community Plan Bank Account Balance as at 31 March 2014.		11,702
Less cheques not yet presented		
		11,702

NB: Administration fees and corresponding grant to show in 2014/2015 accounts

#### Made up as follows:

Yate Community Plan balance of funds		2,715
In Bloom Balance of funds		8,987
		11,702



## In Bloom Income & Expenditure to 31 March 2014

### Income

		2013	2014
Grants:			
SGC Revenue Grant	255		
South Glos Environment Grant			
-Jubilee	687		
Esso Garage Station Road	100		
SGC Safer and Stronger Funding	7,000		
		8,042	8,042
Grant income 2012/2013		9,840	
Sales			91
Bank Interest			6
		9,840	8,139

### Expenditure

		2013	2014
In Bloom:			
Administration	26	106	
Training & Development		128	
Protective clothing & development		38	
Judges expenses	12	26	
Misc.	26	19	
Exhibition & publicity	97	29	
Garden Competition	288	110	
Planters		2,060	
Planting	817		
Cranleigh Crt & Mosaic	1005	992	
Station Road Regeneration	3991.01	2,450	
2012/2013 expenditure		5,958	
		6,262	11,916
			6,262

Balance of funds available to In Bloom	2013/2014	1,878
Balance of Funds Bought Forward	2012/2013	7,109
Total Balance of Funding Availabel to In Bloom		8,987

