



**Brixworth Parish Council**

**Statements of Accounts**

**For the Year Ended 31 March 2011**

**Brixworth Parish Council**

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**For the Year ended 31 March 2011**

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## **Brixworth Parish Council**

### **Council Information**

#### **Chairman**

Cllr I Barratt (Re-elected 1.5.08)

#### **Councillors**

Cllr C Bament (Re-elected 1.5.08)

Cllr Robert Chattaway (Re-elected 1.5.08)

Cllr Michael Lacey (Re-elected 1.5.08)

Cllr Richard Monk (Re-elected 1.5.08)

Cllr Elizabeth Wiig (Re-elected 1.5.08)

Cllr Stephen Pointer (Elected 1.5.08)

Cllr Frank Wiig (Elected 1.5.08)

Cllr Ron Low (Elected 1.5.08)

Cllr Elaine Nunn (Co-opted 16.12.08)

Cllr Simon Gilkes (Co-opted 24.2.09) (Resigned 27.7.10)

Cllr Steve Whiffen (Re-elected 1.5.08) (Resigned 28.9.10)

Cllr A Gunnett (Elected 1.5.08) (Resigned 23.11.10)

Cllr Mervyn Ward (Co-opted 20.10.09)

Cllr Jennifer Fitzgerald (Co-opted 19.10.10)

Cllr David Parnaby (Co-opted 23.11.10)

#### **Clerk to the Council / Responsible Financial Officer**

Mrs Jane Macken MAAT MILCM

#### **Auditors**

BDO LLP  
Arcadia House  
Maritime Walk  
Ocean Village  
Southampton  
SO14 3TL

**Brixworth Parish Council**

**Income and Expenditure Account**

**For the year ended 31 March 11**

	Notes	2011 £	2010 £
<b>INCOME</b>			
Precept on Daventry District Council		97,740	97,440
Agency Services	3	454	475
Loan and Capital Receipts		-	-
Interest and Investment Income	2	43	54
Sports Clubs		4,070	4,612
Community Centre		8,652	7,855
Grant Funding	16	-	25,000
Miscellaneous		1,044	2,469
<b>Total Income</b>		<b>112,003</b>	<b>137,906</b>
<b>EXPENDITURE</b>			
General Administration	5	30,115	27,178
S137 Expenditure	7	67	67
Local Govt. Pension Scheme	4	3,247	3,147
Community Grants		14,722	15,300
Capital Expenditure	9	1,092	11,020
Return of Grant Funding	16	10,000	15,000
Miscellaneous			2,469
Operational Expenditure:			
Recreation Grounds		34,755	35,124
Village Costs		3,532	3,649
Highways – Footpaths and Lighting		1,870	2,519
Community Centre		11,164	9,439
Millennium Garden		730	392
Ashway Changing Rooms		2,862	2,475
<b>Total Expenditure</b>		<b>114,154</b>	<b>127,779</b>
<b>GENERAL FUND</b>			
Balance as at 1 April 2010		63,558	61,831
Add: Total Income		112,003	137,906
		<b>175,561</b>	<b>199,737</b>
Deduct: Total Expenditure		114,154	127,779
		<b>61,407</b>	<b>71,958</b>
Transfer from/(to) Other Reserves	13	4,600	8,400
<b>General Reserve Balance at 31 March 2011</b>		<b><u>66,007</u></b>	<b><u>63,558</u></b>

**Brixworth Parish Council**

**Balance Sheet**

**As at 31 March 2011**

	Notes	2011 £	2010 £
<b>Current Assets</b>			
Debtors	10	891	746
Cash at Bank and In-hand		<u>132,141</u>	<u>134,438</u>
		133,032	135,184
<b>Current Liabilities</b>			
Creditors and accrued expenses	12	(490)	(491)
<b>Net Assets</b>		<b><u>132,542</u></b>	<b><u>134,693</u></b>
 <b>Represented by Capital and Reserves</b>			
Earmarked Reserves	13	66,535	71,135
General Reserve		66,007	63,558
		<b><u>132,542</u></b>	<b><u>134,693</u></b>

The statements of accounts represent fairly the financial position of the Council as at 31 March 2011 and reflects its Income and Expenditure for the year.

These accounts have been approved by the Council.

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Cllr M J Lacey  
Chairman

Date: .....

.....

Mrs J Macken  
Responsible Financial Officer

Date: .....

## **Brixworth Parish Council**

### **Notes to the Accounts**

**31 March 2011**

#### **1. Principal Accounting Policies**

##### ***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 (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 the accounts, provided that the fixed asset yields benefits 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 or at approximate cost amounts. Certain community assets are 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.

##### ***Capital receipts***

Capital receipts arising from the disposal of fixed assets are taken to a Capital Receipt Reserve until such time as they are used to finance new capital expenditure.

##### ***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. 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.

##### ***External Loan Repayments***

The Council has no long-term borrowing. Consequently, there were no external loan repayments made in the year.

##### ***Leases***

The Council has no commitments under finance leases. Rentals payable under operating leases are charged to revenue on accruals basis.

##### ***Reserves***

The Council maintains certain reserves to meet general and specific future expenditure. The purpose of the Council's reserves is explained in note 13.

**Brixworth Parish Council**

**Notes to the Accounts**

**31 March 2011**

***2. Interest and Investment Income***

	<b><u>2011</u></b>	<b><u>2010</u></b>
	£	£
Interest – General Funds	43	54

***3. Agency Work***

	<b><u>2011</u></b>	<b><u>2010</u></b>
	£	£
During the year the Council undertook the following agency work on behalf of other authorities:		

**Commissioning Authority and Nature of Work**

Cleaning DDC Information Service Office	454	475
-----------------------------------------	-----	-----

During the year the Council commissioned the following agency work to be performed by other authorities:

- -

***4. Pensions***

	<b><u>2011</u></b>	<b><u>2010</u></b>
During the year the Council made the following contribution to The Local Government Pension Scheme:	3,247	3,147

***5. Publicity***

	<b><u>2011</u></b>	<b><u>2010</u></b>
	£	£
Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity.		
Advertising	-	388
Publicity/Newsletter	1,350	1,000
	<b>1,350</b>	<b>1,388</b>

**Brixworth Parish Council**

**Notes to the Accounts**

**31 March 2011**

***6. 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>
BCF Action	Coffee Shop	310	Non repairing
Central Sports Club	St David's Pavilion	1	Non repairing

**Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a. £</b>	<b>Repairing/ Non-repairing</b>
The Peterborough Diocesan Board of Finance	Millennium Garden	120	Repairing

***7.S.137 Expenditure***

Section 137 of the Local Government Act 1972 (as amended) enables the Council to spend up to the product of £6.15 (for the year 2009/10) 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.

	<b><u>2011</u> £</b>	<b><u>2010</u> £</b>
The total amount available for this purpose was	24,600	24,422
Expenditure was incurred for the following purposes:		
Christmas Tree – Community Centre	50	50
Royal British Legion – Donation for Poppy Wreath	17	17

It should be noted that grants/donations to other organisations are made under other specific legal powers and so are not included in the above figures.



**Brixworth Parish Council**

**Notes to the Accounts**

**31 March 2011**

<b>8. Fixed Assets</b>	<b><u>2011</u></b>	<b><u>2010</u></b>
	<b>£</b>	<b>£</b>
At 31 March the following assets were held		
<b><u>Freehold Land and Building</u></b>		
Equipment Store	29,500	29,550
Ashway Changing Rooms	<u>138,171</u>	<u>138,171</u>
	167,721	167,721
<b><u>Vehicles and Equipment</u></b>		
Groundsman Vehicle	4,400	4,400
Office Equipment	2,866	2,161
Mowers & Machinery	7,590	7,467
Sports Equipment	955	955
Play Equipment	62,052	62,052
Kubota Ride on Mower	<u>7,040</u>	<u>7,040</u>
	84,903	84,075
<b><u>Infrastructure Assets</u></b>		
Street Lights (9)	7,138	7,138
Street Furniture	6,997	6,997
Bus Shelters (6)	9,142	9,142
Safety Surfaces	22,971	22,971
Fencing – Recreation grounds	4,268	4,268
Community Centre Furniture	<u>6,976</u>	<u>6,976</u>
	57,492	57,492
<b><u>Community Assets</u></b>		
Various Public Open Spaces	1	1
	<b>310,116</b>	<b>309,288</b>

The basis of valuation of the above assets is set out in the Accounting Policies (Note 1).  
Certain minor equipment purchases under £500 individually are not reported as capital expenditure.

**Brixworth Parish Council**

**Notes to the Accounts**

**31 March 2011**

***9. Fixed Assets – Additions and Disposals***

	<b><u>2011</u></b> <b>£</b> <b>Cost</b>	<b><u>2010</u></b> <b>£</b> <b>Cost</b>
During the year the following assets were purchased:		
Operational Land and Buildings	-	-
Vehicles and Equipment	390	11,620
Infrastructure Assets		-
Community Assets	705	-
	<b>1,095</b>	<b>11,620</b>

During the year the following assets were disposed of:

Hedgetrimmer	Nil	
Toyota Hilux – Pick Up		100
Kubota G18 Ride on Grass Mower		500

***10. Debtors***

	<b><u>2011</u></b> <b>£</b>	<b><u>2010</u></b> <b>£</b>
Trade Debtors	166	-
VAT Recoverable	725	624
Prepayments and Accrued Income	0	122
	<b>891</b>	<b>746</b>

***11. Debtors Analysis***

	<b><u>2011</u></b> <b>No.</b>	<b><u>2010</u></b> <b>Value</b>
The age of the Trade Debtors shown above can be summarised as follows:		
Less than 3 months old	166	-
Between 3 and 6 months old	-	-
Between 6 and 12 months old	-	-
Over 12 months old	-	-

***12. Creditors***

	<b><u>2011</u></b> <b>£</b>	<b><u>2010</u></b> <b>£</b>
Trade Creditors	490	491
Accruals and Deferred Income	-	-
	<b>490</b>	<b>491</b>

## **Brixworth Parish Council**

### **Notes to the Accounts**

**31 March 2011**

#### ***13. Restricted & Earmarked Reserves***

	<b>Balance at 1/4/2010 £</b>	<b>Contribution to reserve £</b>	<b>Contribution from reserve £</b>	<b>Balance at 31/3/2011 £</b>
<b>Total Earmarked Reserves</b>	<b>71,135</b>	<b>5,650</b>	<b>10,250</b>	<b>66,535</b>

Earmarked Reserves are credited with amounts set aside from the revenue to fund specific known commitments of the Council.

Restricted Reserves are amounts received (usually under a planning section 106 agreement)

Details of the Council's Restricted and Earmarked Reserves are given at Appendix A.

#### ***14. Capital Commitments***

The Council does not have any capital commitments at the date of these accounts.

#### ***15. Contingent Liabilities***

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

#### ***16. Grant funding***

During the last financial year the Council received £25,000 in grant funding for the proposed BMX/skate park project, which unfortunately the Council resolved not to proceed with following legal advice. £15,000 was returned to the funders last financial year and £10,000 was returned to Daventry District Council this financial year.

#### ***17. Brixworth Community Centre***

During the year the Community Centre became a registered charity and a new bank account was opened in December 2010. The Parish Council opened the new account with a sum of £2,000.00, which the Community Centre is to repay at a later date. As from next year the Community Centre will have separate statement of accounts.

**Brixworth Parish Council**

**APPENDIX A**

**31 March 2011**

**Schedule of Restricted & Earmarked Reserves**

	<b>Balance at 1/4/2010 £</b>	<b>Contribution to reserve £</b>	<b>Contribution from reserve £</b>	<b>Balance at 31/3/2011 £</b>
<b>Restricted Reserves – S106</b>				
Bryant Homes (Crime prevention)	2,298.94	-	-	2,298.94
Pocket Park	4,540.60		(250)	4,290.60
David Wilson Homes (POS Maint)	12,000.00	-	-	12,000.00
Ashway / Riding (POS Maint.)	29,062.30	-	-	29,062.30
	<b>47,901.84</b>		<b>(250)</b>	<b>47,651.84</b>
<b>Earmarked Reserves</b>				
Community Centre Refurbishment	5,733.57	-	-	5,733.57
Kubota/Pick Up Replacement Fund	0.00	1,500.00	-	1,500.00
Ashway Playing Field Car Park	3,000.00	1,000.00	-	4,000.00
Pension Scheme	4,500.00	-	-	4,500.00
DDC Grant – Youth Project	10,000.00		10,000.00	0.00
Questionnaire	0.00	150.00	-	150.00
Project	0.00	3,000.00	-	3,000.00
	<b>23,233.57</b>	<b>5,650.00</b>	<b>(10,000.00)</b>	<b>18,883.57</b>
<b>TOTAL</b>	<b><u>71,135.41</u></b>	<b><u>5,650.00</u></b>	<b><u>(10,250.00)</u></b>	<b><u>66,535.41</u></b>