

BEACONSFIELD TOWN COUNCIL

ANNUAL STATUTORY ACCOUNTS

31st MARCH 2014

**BEACONSFIELD TOWN COUNCIL
INCOME AND EXPENDITURE ACCOUNT
FOR YEAR ENDED 31 MARCH 2014**

2013 £		Notes	2014 £
	INCOME		
265,430	Precept		265,430
19,857	Rents & NND Rates received for use of land and grounds	7a(i)	13,713
17,711	Hire of tennis courts at The Oval		14,676
5,258	Hire of football pitches at Wooburn Green Lane		4,780
53,282	Town Hall - rents, casual lettings and wedding fees	7a(ii)	47,538
8,141	Town Hall - communal service charges and NNDR		10,680
-	Town Hall - recovery/(refund) of dilapidations costs		3,136
978	Interest received		3,444
14,982	Grants and donations received	13	7,421
8,901	Miscellaneous income		290
<u>394,540</u>	TOTAL INCOME		<u>371,107</u>
	EXPENDITURE		
87,122	Salaries, N.I., Pension contributions and staff expenses		85,486
-	Pension for former employee		-
8,450	Office expenditure		9,387
2,636	Subscriptions		725
1,337	Mayor's Allowance & Councillor's Training		2,621
17,336	Professional services		9,242
4,113	Insurance		4,147
75,000	Town Hall - Rent	7b	75,000
60,263	Town Hall - Maintenance, rates and communal services		31,700
-	Town Hall - Dilapidations		8,290
247	Section 137 payments - Donations & Grants	8	450
632	Holtspur Bank Nature Reserve		1,290
-	Election Expenses		-
-	Holtspur Youth Park and NR Licence		1,061
88	Playground rent and Holtspur Nature Reserve license	7b	-
2,703	Playground and Youth Park maintenance		2,761
9,188	Wooburn Green Lane Sports Field - maintenance		12,436
9,456	The Oval - maintenance and NND rates		6,880
23,576	CCTV - operating costs		25,556
12,520	Christmas Lights - operating costs		12,370
13,027	Old Town Toilets - operating costs		7,580
1,396	Footway lighting and bus shelter		1,015
6,531	Maintenance of Walkwood and other Council amenity areas		8,081
-	Churchyard maintenance		720
10,250	Grass cutting		9,758
8,752	Beaconsfield in Bloom		9,027
628	General environmental maintenance		5,139
580	Vandalism environmental		230
2,600	Community Payback		2,600
36,635	New Projects	10	-
-	Bad Debt write off		110
<u>395,066</u>			<u>333,662</u>
<u>(526)</u>			<u>37,445</u>

**BEACONSFIELD TOWN COUNCIL
INCOME AND EXPENDITURE ACCOUNT
FOR YEAR ENDED 31 MARCH 2014**

(Continued)

2013 £		2014 £
(526)	SURPLUS OF INCOME OVER EXPENDITURE	37,445
<u>36,290</u>	Transfer to Reserves	14 <u>(60,950)</u>
35,764	Net Addition to General Fund	(23,505)
163,679	General Fund as 1st April 2013	199,443
<u>199,443</u>	General Fund as 31st March 2014	<u>175,938</u>

**BEACONSFIELD TOWN COUNCIL
BALANCE SHEET
AT 31 MARCH 2014**

2013		Notes	2014	
£			£	£
	CURRENT ASSETS			
3,081	Invoiced Debtors	4a	240	
86	Sundry Debtors		936	
20,282	Prepayments		1,743	
<u>9,146</u>	VAT Recoverable		<u>5,466</u>	
32,595			8,384	
281,273	Cash at Bank and In hand		315,620	
<u>100,000</u>	On Deposit in Treasury Accounts		<u>100,000</u>	
381,273		5	415,620	
413,868				424,005
	CURRENT LIABILITIES			
47,875	Invoiced Creditors	6a	600	
7,947	Other Creditors	6b	5,971	
8,368	Accruals	6c	27,311	
-	Income Received in Advance	6d	<u>3,000</u>	
<u>64,190</u>				36,881
<u>349,678</u>				<u>387,123</u>
	NET ASSETS			
	Represented by:			
199,443	GENERAL FUND	14	175,938	
<u>150,235</u>	RESERVES	14	<u>211,185</u>	
<u>349,678</u>				<u>387,123</u>

Signed:

STEPHEN JONES
Town Mayor

Date:.....

.....
MARGARET MATHIE
Clerk to the Council

Date:.....

**BEACONSFIELD TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014
SUPPORTING STATEMENT**

1 ASSETS

Assets purchased in 2013/14		
Seat		722
Computers		<u>2,847</u>
		<u>3,569</u>
Assets disposed in 2013/14		
Computers		<u>1,052</u>
		<u>1,052</u>

1 (a) Land and Buildings

			<u>Date Acquired</u>	<u>Cost* £</u>
(i) Land				
Open Spaces	Wooburn Green Lane Sports Field	9.5 acres	1950	583
Open Spaces	Oak Lodge Meadow	11.732 acres	1935/1936	1,972
Open Spaces	Junct Spinney/Wattleton Road	0.5 acres	1962	1
Open Spaces	Hampton Hill	2.6 acres	1966	1
Open Spaces	Walkwood	24.137 acres	1954	1,200
Open Spaces	Baring Road/Gregories Road	0.3 acres	1979	1
Open Spaces	Wheelers Green	0.218 acre	1980	150
Open Spaces	Ivins Road	1.83 acres	1948	212
Open Spaces	Seeleys Walk	1 acre	1934	1
Open Spaces	The Oval	3.156 acres	1946	500
Open Spaces	London/Oxford Rd (Parkway Strip)	2.6 acres	1962	1
Open Spaces	London/Oxford Rd (Geary's Piece & Meadow)	2.9 acres	1962	1
Open Spaces	Malthouse Square	2.768 acres	1936	438
Open Spaces	Holtspur Recreation	3.6 acres	1960	4,300
Open Spaces	Nature Reserve/Area North of Reserve	26.5 acres	1914/1915	1,251
Open Spaces	One Tree Meadow	6.478 acres	1956	1
	(Less part sold in July 2009)	(0.74) acre		
Open Spaces	Market Square (Old Town)	0.8 acres	1949	1
(ii)				
Freehold	Wooburn Green Lane Changing Room			1
	Wooburn Green Lane Changing Room -New Roof		2009/10	9,439
Leasehold	Bus Shelter, Wycombe End		2003/4	3,424
	Bus Shelter London End		2010/11	6,803
				<u>30,281</u>

* Where a nominal value of £1 is shown the land was donated to the Town Council
Other values reflect the historic cost of purchase by the Town or Urban District Council

**BEACONSFIELD TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014
SUPPORTING STATEMENT**

(b) Other Assets

Location		Cost £	Date Acquired
Various	Street Lights	7,997	pre 2000
Held by Mayor	Town Mayor's Chain of Office	7,466	pre 2000
	Mayor's Youth Award Trophy	364	pre 2000
Town Hall	Office equipment and furniture	7,453	pre 2000
Holtspur Bank	Fencing, stiles and gate at Nature Reserve	4,070	pre 2000
	Seat and notice board	1,575	pre 2000
	Water supply	3,130	2000/01
St. Mary's School	Play equipment and fencing	24,775	pre 2000
Malthouse Sq	Play equipment	21,962	pre 2000
Holtspur Way	Play equipment	24,696	1999/00
Play areas	Fencing at Holtspur Way & Malthouse Square	9,859	2000/01
Town Square	Notice board	1,258	2000/01
Garvin Ave.	See-Saw and safety surfacing	3,876	2000/01
New Town	Cycle racks	1,118	2000/01
Allotments	Water supply	3,130	2000/01
Various	CCTV cameras	34,876	2001/02
Various	Seats	1,139	2002/03
Town Hall Green	Improvement Project	51,327	2002/03
Various	CCTV cameras	182,052	2002/03
Various	Christmas Lights	11,333	2002/03
Various	Christmas Lights	4,259	2003/04
Town Hall	New Boiler	2,153	2004/05
Oval	Boules Piste	2,450	2004/05
Holtspur	Youth Multi Sports Facility	41,313	2004/05
New Town	Davenies Strip	6,671	2004/05
St. Mary's	New Churchyard fence	12,440	2004/05
Various	Christmas Lights	3,861	2004/05
Various	Christmas Lights	13,071	2005/06
A40	Geary's Piece - Fencing & Planting	7,204	2005/06
Various	Christmas Lights	4,380	2006/07
Various	Supply and install Notice Boards	1,877	2006/07
Various	Christmas Lights	5,710	2007/08
Police	Speed indicator Device (SID)	3,258	2007/08
WGLSF	Fencing	9,700	2007/08
Malthouse Sq	Playground Equipment	38,119	2008/09
New Town	Community Notice Board	1,488	2008/09
Old Town	Community Notice Board	4,098	2009/10
Various	Extra Christmas Lights	1,206	2009/10
Holtspur	CCTV Camera - New in Mayflower Way	16,722	2009/10
Various	CCTV - Replacement/upgrade of 12 cameras	24,000	2009/10
Various	Play Equipment - Malthouse Square	20,257	2010/11
Town	CCTV Digital Recording Equipment	8,500	2010/11
Various	Salt Bins	1,800	2010/11
Various	Seats x2	500	2011/12
WGLSF	New Goalpost & Net	584	2012/13
Various	Seats x2	806	2012/13
Malthouse Sq	Outdoor Equipment	13,340	2012/13
Various	Litter Bins	912	2012/13
Various	Seats x 4	722	2013/14
		<u>654,857</u>	

**BEACONSFIELD TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014
SUPPORTING STATEMENT**

2 BORROWINGS

As at close of business on 31 March 2014, there were no loans outstanding.

3 LEASE AGREEMENTS

As at 31st March 2014 the following lease agreement was in operation: Cannon UK Ltd in respect of a Cannon IRC2380i photocopier on a 5 year lease from 20th April 2011 at a rental of £164.84 per quarter.

4 DEBTORS

As at 31 March 2014 the following debts were outstanding and due to the Council:

(a) Invoiced Debtors

Name	Detail	Amount £	Current Status
Mr & Mrs Shipman	Garden Rent 10 Woodway	130	Still o/s
Mr & Mrs Taylor	Garden Rent 7 Woodway	<u>110</u>	Still o/s
Total		<u>240</u>	

The age of these debts as at 31 March 2014 were

	No.	Value £
Over 3 months old	1	<u>130</u>

**BEACONSFIELD TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014
SUPPORTING STATEMENT**

5	CASH AT BANK AND IN HAND		£
	Cash at Lloyds TSB Bank:		
	Current Accounts	314,055	
	Mayor's Appeal	1,365	
	On deposit In Treasury Account	100,000	
	Petty Cash	200	
		<u>415,620</u>	

6 CREDITORS

As at March 2014 the following amounts were outstanding and were due to be paid by the Council:

(a) Invoiced Creditors

Name	Detail	Amount £	Current Status
Fish Partnership	Bookkeeping Services	600	Outstanding
	Total	<u>600</u>	

(b) Other Creditors

	£
PAYE	-
Halifax Account	3,396
NAG Payment of Printing	402
NAG Funds Unspent	186
Holtspur Nature Reserve Unspent	<u>1,987</u>
	<u>5,971</u>

c) Accruals

Detail	Amount £
Internal/External Auditor	1,600
Mayor's Allowance for Reception	1,100
Court Maintenance for March 2014	250
Old Town Cleaning March 2014	520
Wooburn Green Lane Sports Field - remedial works	4,075
Wooburn Green Lane Sports Field - professional fees	3,000
Town Hall Communal Services Refund Adjustment	3,000
Town Hall Delipadations	5,000
SEB Street Lighting	237
SEB CCTV	139
Mini - Skips (Malthouse Sq)	220
Grundon - Waste	127
Morcom Woodley - Electrical PAT test	120
Walkwood Leaflet	150
Town Hall Maintenance	3,290
Sheep Grazing	215
B Legal (Wilton Road)	600
Electricity for February and March 2014	600
Mayor's Appeal Fund	<u>3,068</u>
	<u>27,311</u>

(d) Income Received in Advance

Detail	Amount £
Telefonica - Mobile Phone Antenna rental	<u>3,000</u>

**BEACONSFIELD TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014
SUPPORTING STATEMENT**

7 LICENCES AND TENANCIES

During the year the following licences and tenancies were held:

(a) Council as Landlord

(i) Rents Received from use of Land and Grounds		£	Expires
Telefonica	Telecoms Aerial	3,000	2014
Vodafone plc	5 year review RPI adjustment	3,405	
Rugby Club	Lease/Licence - Oak Lodge Meadow	4,179	2038
Davienies School	Common Land Access	20	2072
BLTC	Site of Club House at The Oval	10	Annual
BLTC	The Oval - Courts 7,8,9 & 10	1,860	2017/22
Holtspur Y.C.	Land Lease - Recreation Ground	5	2017
Ivins Road	Allotments	350	Annual
Wyevale	Right of way (£1 annually paid every 5 years)	-	Annual
Recharges	NNDR Recharges - BLTC	878	Annual
WGLSP	Master Cable Licence Fee	6	Annual

13,713

(ii) Town Hall - Rents and Casual Lettings

Thames Valley Police	Suite 1	16,000
South Bucks District Council	Suite 3a	2,300
Sign Health		8,670
V Fass		2,040
K Bulfin		4,800
Penn Designs		<u>2,700</u>
Studio 67		37,530

10,008

Casual Lettings including Weddings

47,538

(b) Council as Tenant

SBDC	Town Hall	£ 75,000	Expires Dec 2022
		<u>75,000</u>	

**BEACONSFIELD TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014
SUPPORTING STATEMENT**

8 SECTION 137 PAYMENTS

The limit for spending under Section 137 of the Local Government Act 1972 for this Council in the year of account was £63,839 (£6.98 x 9,146 Electors) and the payments made were:

Payee	£
Beaconsfield Young Theatre	400
Poppy Appeal 2013	50
	<hr/>
	450

9 AGENCY WORK

The grass cutting for Bucks County Council was discontinued in the year 2013/14

10 NEW PROJECTS

There were no new projects during the year 2013/14.

11 ADVERTISING AND PUBLICITY

There were no Advertising and Publicity charges for 2013/14.

12 CONTINGENT LIABILITIES

The Town Council agreed a new lease for the Town Hall from South Bucks District Council for 15 years from December 2007. A condition of the lease is that a schedule of dilapidations is carried out within five years. The estimated costs of the dilapidations was in the region of £150,000. The amount spent to date is £29,000 (in 2008/09). As at 31 March 2014 the Council was not aware of any other contingency for which it should make provision or declare as a route to these accounts.

**BEACONSFIELD TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014
SUPPORTING STATEMENT**

13 GRANTS AND DONATIONS RECEIVED

Granted by:

South Bucks District Council	CCTV Operating Costs	£ 7,500
ELS/HLS	Nature Reserve	987
Forestry Commission	Walkwood	1,734
BGC - Cllr Busby	Cycle Paths	2,200
Bucks County Council	Fitness Trail (Return of surplus)	<u>(5,000)</u>
		<u>7,421</u>

**BEACONSFIELD TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014
SUPPORTING STATEMENT**

14 GENERAL FUND AND RESERVES

		Balance at 01 April 2013 £	Transfers To/(from) Reserves £	Balance at 31 March 2014 £
General Fund		199,443	(23,505)	175,938
Reserves	Purpose			
Oval	Resurface courts, replace fences and floodlights	14,285	-	14,285
Town Hall	Dilapidations	9,000	-	9,000
Environmental	Improvement Schemes	2,550	-	2,550
Christmas Lights	Replacement fund	8,000	-	8,000
Election Expenses		3,800	-	3,800
Roadside Trees	Planting	2,500	-	2,500
Town Clerk	Retirement Gratuity	2,890	450	3,340
Old Town	Improvements	2,500	-	2,500
Fitness Trail	Outdoor Fitness Equipment	24,710	(5,000)	19,710
Walkwood	Management Plan	25,000	-	25,000
Town Hall Improvements		55,000	-	55,000
General Fund Capital		-	38,000	38,000
WGLSF	Remedial Action	-	27,500	27,500
		150,235	60,950	211,185