

**BEACONSFIELD TOWN COUNCIL**

**ANNUAL STATUTORY ACCOUNTS**

**31st MARCH 2013**

**BEACONSFIELD TOWN COUNCIL  
INCOME AND EXPENDITURE ACCOUNT  
FOR YEAR ENDED 31 MARCH 2013**

2012 £	INCOME	Notes	2013 £
265,430	Precept		265,430
-	Sale of Garden Land	15	-
18,033	Rents & NND Rates received for use of land and grounds	7a(i)	19,857
19,581	Hire of tennis courts at The Oval		17,711
3,734	Hire of football pitches at Wooburn Green Lane		5,258
45,854	Town Hall - rents, casual lettings and wedding fees	7a(ii)	53,282
7,615	Town Hall - communal service charges and NNDR		8,141
-	Town Hall - recovery/(refund) of dilapidations costs		-
1,431	Interest received		978
23,787	Grants and donations received	14	14,982
2,794	Miscellaneous income		8,901
<b>388,259</b>	<b>TOTAL INCOME</b>		<b>394,540</b>
	<b>EXPENDITURE</b>		
91,386	Salaries,N.I.,Pension contributions and staff expenses		87,122
(19,143)	Pension for former employee	13	-
7,289	Office expenditure		8,450
3,665	Subscriptions		2,636
870	Mayor's Allowance & Councillor's Training		1,337
15,035	Professional services		17,336
3,750	Insurance		4,113
75,000	Town Hall - Rent	7b	75,000
41,804	Town Hall - Maintenance, rates and communal services		60,263
4,760	Town Hall - Dilapidations		
2,800	Section 137 payments - Donations & Grants	8	247
1,074	Holtspur Bank Nature Reserve		632
2,660	Election Expenses		-
175	Playground rent and Holtspur Nature Reserve license	7b	88
1,187	Playground and Youth Park maintenance		2,703
8,841	Wooburn Green Lane Sports Field - maintenance		9,188
8,133	The Oval - maintenance and NND rates		9,456
24,069	CCTV - operating costs		23,576
12,332	Christmas Lights - operating costs		12,520
10,343	Old Town Toilets - operating costs		13,027
974	Footway lighting and bus shelter		1,396
2,904	Maintenance of Walkwood and other Council amenity areas		6,531
-	Churchyard maintenance		-
11,959	Grass cutting		10,250
8,498	Beaconsfield in Bloom		8,752
3,214	General environmental maintenance		628
500	Vandalism environmental		580
3,940	Community Payback		2,600
6,355	New Projects	10	36,635
<b>334,374</b>			<b>395,066</b>
<b>53,885</b>			<b>(526)</b>

**BEACONSFIELD TOWN COUNCIL  
INCOME AND EXPENDITURE ACCOUNT  
FOR YEAR ENDED 31 MARCH 2013**

(Continued)

<b>2012</b>			<b>2013</b>
£			£
53,885	<b>SURPLUS OF INCOME OVER EXPENDITURE</b>		(526)
<u>17,786</u>	Transfer from Reserves	15	<u>36,290</u>
71,671	<b>Net Addition to General Fund</b>		35,764
92,008	General Fund as 1st April 2012		163,679
<u>163,679</u>	General Fund as 31st March 2013		<u>199,443</u>

**BEACONSFIELD TOWN COUNCIL  
BALANCE SHEET  
AT 31 MARCH 2013**

2012		Notes	2013	
£			£	£
	<b>CURRENT ASSETS</b>			
10,210	Invoiced Debtors	4a	3,081	
-	Sundry Debtors		86	
-	Prepayments		20,282	
<u>5,766</u>	VAT Recoverable		<u>9,146</u>	
15,976			32,595	
348,665	Cash at Bank and in hand	5	281,273	
	On Deposit in Treasury Accounts		<u>100,000</u>	
<u>348,665</u>			381,273	
364,641				413,868
	<b>CURRENT LIABILITIES</b>			
- 378	Invoiced Creditors	6a	47,875	
2,775	Other Creditors	6b	7,947	
9,040	Accruals	6c	8,368	
<u>3,000</u>	Income Received in Advance	6d	<u>-</u>	
14,437				64,190
<u>350,204</u>				<u>349,678</u>
	<b>NET ASSETS</b>			
	Represented by:			
163,679	<b>GENERAL FUND</b>	15	199,443	
<u>186,525</u>	<b>RESERVES</b>	15	<u>150,235</u>	
<u>350,204</u>				<u>349,678</u>

Signed: .....

RICHARD KEITH  
Town Mayor

Date:.....

.....

MARGARET MATHIE  
Clerk to the Council

Date:.....

**BEACONSFIELD TOWN COUNCIL  
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013  
SUPPORTING STATEMENT**

**1 ASSETS**

Assets purchased in 2012/13	
New Goalpost & Net - WGLSF	584
Seat	806
Litter Bins	912
Outdoor Equipment Malthouse Square	13,340
	<u>15,642</u>

No Assets were disposed of in 2012/13

**1 (a) Land and Buildings**

			<u>Date</u> <u>Acquired</u>	<u>Cost*</u> <u>£</u>
<b>(i)</b>	<b>Land</b>			
Open Spaces	Wooburn Green Lane Sports Field	9.5acres	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
<b>(ii)</b>				
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 2013**  
**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	Dell Computer Equipment	1,052	2004/05
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
		<u>655,187</u>	

**BEACONSFIELD TOWN COUNCIL  
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013  
SUPPORTING STATEMENT**

**2 BORROWINGS**

As at close of business on 31 March 2013, there were no loans outstanding.

**3 LEASE AGREEMENTS**

As at 31 March 2013 the following lease agreement was in operation: Cannon UK Ltd in respect of a Cannon IRC2380i photocopier on a 5 year lease from 20 April 2011 at a rental of £164.84 per quarter.

**4 DEBTORS**

As at 31 March 2013 the following debts were outstanding and due to the Council:

**(a) Invoiced Debtors**

Name	Detail	Amount £	Current Status
Bucks County Council	Localities Budget	2,000	Paid April
Andrea Essery	Seer Green Juniors	160	Paid April
Holtspur FC	Holtspur FC Junirs	500	Paid April
National Childbirth Trust	Cancellation	(39)	
Mr & Mrs Shipman	Garden rent 10 Woodway	130	Still outstanding
Mr & Mrs Stevens	Garden Rent 8 Woodway	220	Chasing new occ.
Mr & Mrs Stone	Garden Rent 9 Woodway	110	Still outstanding
Total		<u>3,081</u>	

The age of these debts as at 31 March 2013 were

	No.	Value £
Over 3 months old	1	<u>110</u>

**BEACONSFIELD TOWN COUNCIL**  
**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013**  
**SUPPORTING STATEMENT**

<b>5</b>	<b>CASH AT BANK AND IN HAND</b>	<b>£</b>
	Cash at Lloyds TSB Bank:	
	Current Accounts	274,779
	Mayor's Appeal	6,294
	On deposit in Treasury Account	100,000
	Petty Cash	200
		<u>381,273</u>

**6 CREDITORS**

As at 31 March 2013 the following amounts were outstanding and were due to be paid by the Council:

**(a) Invoiced Creditors**

Name	Detail	Amount £	Current Status
EON Energy Solutions	Electricity charges	110	O/s
Fish Partnership	Bookkeeping Services	612	Paid April
Grundon Waste	Waste Services	68	Paid April
Penn Landscapes	Payment of Market	1,128	O/s
Philip Marsh Collins Deung	Professional Fees - The Oval	5,100	Paid April
SBDC	Rent & Rates	39,222	Paid April
Southern Electricity	Electricity Charges	607	Paid April
South East Employers	Subscriptions 2012/13	233	Paid April
Wycombe Commercial Cleanin	Cleaning Town Hall	795	Paid April
	Total	<u>47,875</u>	

**(b) Other Creditors**

	£
PAYE	1,977
Halifax Account	3,395
NAG Payment of Printing	402
NAG Funds Unspent	186
Holtspur Nature Reserve Unspent	1,987
	<u>7,947</u>

**c) Accruals**

Detail	Amount £
Internal/External Auditor	3,300
Mayor's Allowance for Reception	110
Accounting Services	400
Court Maintenance for March 2013	250
Old Town Cleaning March 2013	520
Wyclean Group March 13	643
Lease of School Land for Playground	88
Mayor's Appeal	3,057
	<u>8,368</u>

**(d) Income Received in Advance**

There is no Income Received in Advance in 2012/13



**BEACONSFIELD TOWN COUNCIL  
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013  
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
Arqiva	Telecoms Aerial	4,342	
Vodafone plc	5 year review RPI adjustment	3,405	
O2	Telecoms Aerial	3,000	2013
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	20	Annual
BLTC	The Oval - Courts 7,8,9 & 10	1,850	2017/22
Holtspur Y.C.	Land Lease - Recreation Ground	5	2017
BCC	Mobile Library Ground Rent	1,200	
Ivins Road	Allotments	380	Annual
Wyevale	Right of way (£1 annually paid every 5 years)	1	Annual
Wyevale	Agreement July 2006-2013	31	
Recharges	NNDR Recharges - BLTC	855	Annual
Woodway	Garden Rents	570	Annual
		<u>19,858</u>	

**(ii) Town Hall - Rents and Casual Lettings**

Thames Valley Police	Suite 1	16,000	
South Bucks District Council	Suite 3a	2,300	
Performance Films	Suite 2		
V Fass		11,225	
K Bulfin		2,580	
Penn Designs		5,125	
Studio 67		4,223	
		<u>41,453</u>	
Casual Lettings including Weddings		11,829	
		<u>53,282</u>	

**(b) Council as Tenant**

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

**BEACONSFIELD TOWN COUNCIL  
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013  
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 £64,216 (£6.98 x 9,200 Electors) and the payments made were:

Payee	£
Festival of Lights	197
Poppy Appeal 2013	50
	<hr/>
	247

**9 AGENCY WORK**

The grass cutting for Bucks County Council was discontinued in the year 2012/13

**10 NEW PROJECTS**

During the year the following was spent on new projects:

	£
Town Hall Dilapidations	503
War Memorial	4,295
Walkwood Regeneration	5,500
Litter Bins	692
Jubilee Beacon	6,707
Beaconsfield Games	5,598
Malthouse Sq Equipment	13,340
	<hr/>
	36,635

**11 ADVERTISING AND PUBLICITY**

There were no Advertising and Publicity charges for 2012/13

**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 2013 the Council was not aware of any other contingency for which it should make provision or declare in the these accounts.

**BEACONSFIELD TOWN COUNCIL  
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013  
SUPPORTING STATEMENT**

**13 GRANTS AND DONATIONS RECEIVED**

Granted by:

		£
South Bucks District Council	CCTV Operating Costs	7,500
DDEFRA	Nature Reserve	488
Higher Level Stewardship	Butterfly Conservation	499
Forestry Commission	Walkwood	3,589
SBDC	Malthouse Square	906
BCC Locality	War Memorial	2,000
		<u>14,982</u>

**BEACONSFIELD TOWN COUNCIL**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013  
SUPPORTING STATEMENT**

**14 GENERAL FUND AND RESERVES**

		Balance at 01 April 2012 £	Transfers To/(from) Reserves £	Balance at 31 March 2013 £
<b>General Fund</b>		<b>163,679</b>	<b>35,764</b>	<b>199,443</b>
<b>Reserves</b>	<b>Purpose</b>			
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		2,890
Old Town	Improvements	2,500		2,500
One Tree Lane	New Proceeds of Sale of Land	93,000	(93,000)	-
Fitness Trail	Outdoor Fitness Equipment	40,000	(15,290)	24,710
Walkwood	Management Plan	8,000	17,000	25,000
Town Hall Improvements			55,000	55,000
		<b>186,525</b>	<b>(36,290)</b>	<b>150,235</b>