

**Summary of Accounts**

**Annual Return Statement of Accounts**

Consolidated Revenue Account	Net	Expenditure	Income
Net Cost of Services	627,685	1,253,218	-625,533
Interest Payable	2,929	2,929	
Interest Receivable	-729		-729
Movement in Reserves	9,029		
Capital Expenditure (tfr to CFA)	21,372	21,372	
Loan Repayments (tfr to CFA)	12,988	12,988	
Precept	-675,000		-675,000
Surplus Deficit for the Year	<u>-1,726</u>	1,290,507	-1,301,262
<b>Deduct</b> Loan Charges		-15,917	<u>Box 5</u>
Staff Costs (Note:)		-827,014	<u>Box 4</u>
Precept			<u>Box 2</u>
<b>Add</b> Capital Receipts/Expended			
Loan Receipts/Expended			
Def'd Grants/Expended		0	
Rounding			
		<u>447,576</u>	<u>-626,262</u>
		<u>Box 6</u>	<u>Box 3</u>

	Last Year £	This Year £	Variance
1 Balances brought forward	142,645	84,586	
2 (+) Annual Precept	646,151	675,000	4.46%
3 (+) Total other receipts	592,485	626,262	5.70%
4 (-) Staff costs	-781,723	-827,014	5.79%
(-) Loan interest/capital repayments	-15,933	-15,917	-0.10%
6 (-) Total other payments	-499,039	-447,576	-10.31%
7 (=) Balances carried forward	84,586	95,341	Check 12.71%
8 Total Cash & Investments	202,776	131,448	-35.18%
9 Total Fixed assets	2,988,098	3,009,470	0.72%
10 Total Borrowings	63,987	51,000	-20.30%

**Reconciliation of Boxes 7 and 8**

Box 7 as above	84,586	95,341
Add: Creditors	147,747	66,001
Deduct: Debtors	-32,154	-33,992
Add: Unspent Deferred Grants	2,597	4,097
Rounding	0	1
Box 8 as above	<u>202,776</u>	<u>131,448</u>

**Balance Sheet**

Fixed Assets	863,933	863,933
Add back: Depreciation		2,145,537
		<u>3,009,470</u> <u>Box 9</u>
Current Assets	165,440	
Cash/Bank/Inv	131,448	131,448
Other	33,992	
Current Liabilities	-79,663	
Loans	-13,662	-13,662
Other	-66,001	
Long Term Liabilities	-37,338	-37,338
Deferred Grants	-260,288	
	<u>652,084</u>	<u>131,448</u> <u>-51,000</u>
		<u>Box 8</u> <u>Box 10</u>

Represented by:

Council investment in Fixed Assets	
F A R A	
C F A	<u>556,743</u>
	556,743

Expendable Reserves

C R R	
E M R	22,424
Gen Fund	<u>72,917</u>
	95,341 <u>Box 7</u>
	<u>652,084</u>

**Filton Town Council**

**Audited Financial Statements**

**For the year ended 31 March 2019**

**Filton Town Council**

**Table of Contents**

**31 March 2019**

	Page
Table of Contents.....	2
Council Information.....	3
Statement of Responsibilities.....	4
Statement of Accounting Policies.....	5
Income and Expenditure Account.....	8
Statement of Movement in Reserves.....	9
Balance Sheet.....	10
Cash Flow Statement.....	11
Notes to the Accounts.....	12
1 Other Costs Analysis.....	12
2 Interest Payable and Similar Charges.....	12
3 Interest and Investment Income.....	12
4 Related Party Transactions.....	13
5 Agency Work.....	13
6 Audit Fees.....	13
7 Members' Allowances.....	14
8 Employees.....	14
9 Pension Costs.....	14
10 Tangible Fixed Assets.....	15
11 Financing of Capital Expenditure.....	15
12 Information on Assets Held.....	16
13 Stocks.....	16
14 Debtors.....	16
15 Creditors and Accrued Expenses.....	17
16 Financial Commitments under Operating Leases.....	17
17 Long Term Liabilities.....	17
18 Deferred Grants.....	18
19 Capital Financing Account.....	18
20 Earmarked Reserves.....	19
21 Capital Commitments.....	19
22 Reconciliation of Revenue Cash Flow.....	19
23 Movement in Cash.....	19
24 Reconciliation of Net Funds/Debt.....	20
25 Post Balance Sheet Events.....	20
Appendices.....	21

**Filton Town Council**

**Council Information**

**31 March 2019**

( Information current at 25th June 2019 )

**Chair**

Cllr D. Collins

**Councillors**

Cllr A. Doyle (Vice Chair)

Cllr K. Briffett

Cllr M. Chaudhry

Cllr A. Johnstone

Cllr A. Kenyon

Cllr B. Mead

Cllr T. Mewies

Cllr A. P. Monk

Cllr A. Robinson

Cllr I. Scott

Cllr J. Tucker

Cllr C. Wood

**Town Clerk**

Mrs Lesley Reuben, CiLCA

**Auditors**

PKF Littlejohn LLP

SBA

2nd Floor

1 Westbury Circus

Canary Wharf

London

E14 4HD

**Internal Auditors**

South Gloucestershire Internal Audit Dept

**Filton Town Council**  
**Statement of Responsibilities**  
**31 March 2019**

**The Council's Responsibilities**

The council is required:

- to make arrangements for the proper administration of its financial affairs
- to secure that one of its officers (R.F.O.) has the responsibility for the administration of those affairs. At this council that officer is the Town Clerk, and
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

**The Responsible Financial Officer's Responsibilities**

The R.F.O. is responsible for the preparation of the council's Unaudited Financial Statements in accordance with Part 4 of the "Governance and Accountability for Local Councils – A Practitioners Guide (England) (as amended)" (the guide), so far as is applicable to this council, to present a true and fair view of the financial position of the council at 31 March 2019 and its income and expenditure for the year then ended.

In preparing the Unaudited Financial Statements, the R.F.O. has:


- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent, and
- complied with the guide.

The R.F.O. has also:

- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

**Responsible Financial Officer's Certificate**

I further certify that the Unaudited Financial Statements present a true and fair view of the financial position of Filton Town Council at 31 March 2019, and its income and expenditure for the year ended 31 March 2019.

Signed:  .....

Mrs Lesley Reuben, CiLCA- Town Clerk

Date: 06/06/2019 .....

**Filton Town Council**  
**Statement of Accounting Policies**  
**31 March 2019**

**Auditors**

The name and address of the External Auditors is provided for information only.

These Statements are not subject to audit and the External Auditors have no responsibility for them.

**Accounting Convention**

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (FRSSE) issued by the Accounting Standards Board, as applied to Local Councils by part 4 of Governance and Accountability for Local Councils – A Practitioners Guide (England) (the guide). Comparative figures have been restated to conform to the revised formats where appropriate. Certain requirements have been omitted for clarity and simplicity as these statements are not subject to audit. They are produced in support of the council's audited Statement of Accounts contained within the Annual Return Statement of Accounts.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

All expenditure in excess of £1000 (on any one item or group of similar items) on the acquisition, creation or enhancement of fixed assets is capitalised on an accruals basis in the accounts. Expenditure on fixed assets is capitalised, 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 the Chartered Institute of Public Finance and Accountancy (CIPFA) and in accordance with the statements of asset valuation principles and guidance notes issued by the Royal Institution of Chartered Surveyors (RICS). The closing balances are stated on the following basis:

land and buildings are included in the balance sheet at Depreciated Replacement Cost (DRC). The DRC basis of valuation requires an estimate of the value of the land in its existing use, together with the current replacement cost of the building and its external works, from which appropriate deductions have been made to reflect the age, condition, economic, functional and environmental obsolescence and other locational factors which might result in the existing building being worth less than a new replacement building,

all other assets are included in the balance sheet at the lower of cost (estimated where not known) or estimated realisable value, except that,

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 nominal value only.

The surplus or deficit arising on periodic revaluations of fixed assets has been credited or debited to the Revaluation Reserve. Subsequent revaluations of fixed assets are planned at five yearly intervals, although material changes to asset valuations will be adjusted in the interim period, should they occur.

In accordance with Financial Reporting Standard (FRS) 15, depreciation is provided on all operational buildings (but not land), as well as other assets.

**Filton Town Council**  
**Statement of Accounting Policies**  
**31 March 2019**

**Depreciation Policy**

Buildings and leasehold land are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis.

Freehold land is not depreciated.

Non Operational Assets (including Investment Properties) are not depreciated.

Vehicles, plant, equipment and furniture are depreciated over 5 years at 20% per annum straight line.

Infrastructure assets are depreciated over 5 to 10 years at 10% to 20% per annum straight line.

Community assets, other than land improvements, are not depreciated

Depreciation is accounted for as a Balance Sheet movement only, not through the Income and Expenditure Account.

**Grants or Contributions from Government or Related Bodies**

**Capital Grants**

Where a fixed asset has been acquired or improved with the financing either wholly or in part by a grant or contribution from government or a related body, e.g. Sports Council, the amount of the grant has been credited to Deferred Grants Account and carried forward. Grants so credited are released back to revenue over the life of the asset to match, and thereby offset wholly or in part, depreciation charged.

**Revenue Grants**

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

**Stocks and Work in Progress**

Stocks held for resale, where significant (generally in excess of £1,000), are valued at the lower of cost or net realisable value. Consumable stocks have been treated as an expense when purchased because their value was not material.

**Debtors and Creditors**

The revenue accounts of the council are maintained on an accruals basis in accordance with the regulations. 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 regular quarterly and other 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.

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

**External Loan Repayments**

The council accounts for loans on an accruals basis. Details of the council's external borrowings are shown at note 17.

**Filton Town Council**  
**Statement of Accounting Policies**  
**31 March 2019**

**Leases**

Rentals payable under operating leases are charged to revenue on an accruals basis. Details of the council's obligations under operating leases are shown at note 16.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 19 to 20.

Certain reserves are maintained to manage the accounting processes for tangible fixed assets, available for sale investments and retirement benefits. They do not represent usable resources for the council:

Capital Financing Account – represent the council's investment of resources in such assets already made.

**Interest Income**

All interest receipts are credited initially to general funds.

**Cost of Support Services**

The costs of management and administration have been apportioned to services on an appropriate and consistent basis.

**Pensions**

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

The next actuarial valuation was due at 31st March 2019 and any change in contribution rates as a result of that valuation will take effect from 1st April 2020.



**Filton Town Council**  
**Income and Expenditure Account**  
**31 March 2019**

	Notes	2019 £	2018 £
<b>Income</b>			
Precept on Principal Authority		675,000	646,151
Grants Receivable		13,033	21,519
Rents Receivable, Interest & Investment Income		729	16
Charges made for Services		612,500	566,433
Other Income		-	517
<b>Total Income</b>		<b>1,301,262</b>	<b>1,234,636</b>
<b>Expenditure</b>			
<b>Direct Service Costs:</b>			
Salaries & Wages		(732,605)	(676,362)
Grant-aid Expenditure		(18,325)	(26,098)
Other Costs	1	(364,724)	(410,799)
<b>Democratic, Management &amp; Civic Costs:</b>			
Salaries & Wages		(94,409)	(105,361)
Other Costs	1	(46,084)	(58,725)
<b>Total Expenditure</b>		<b>(1,256,147)</b>	<b>(1,277,345)</b>
<b>Excess of Income over Expenditure/(Expenditure over Income) for the year:</b>		<b>45,115</b>	<b>(42,709)</b>
<b>Net Operating Surplus/(Deficit) for Year</b>		<b>45,115</b>	<b>(42,709)</b>
<b>STATUTORY CHARGES &amp; REVERSALS</b>			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(12,988)	(12,347)
Capital Expenditure charged to revenue	11	(21,372)	(3,003)
Transfer (to)/from Earmarked Reserves	20	(9,029)	33,971
<b>Surplus/(Deficit) for the Year to/(from) General Fund</b>		<b>1,726</b>	<b>(24,088)</b>
<b>Net Surplus/(Deficit) for the Year</b>		<b>10,755</b>	<b>(58,059)</b>
The above Surplus/(Deficit) for the Year has been applied/(funded) for the Year to/(from) as follows:			
Transfer (to)/from Earmarked Reserves	20	9,029	(33,971)
Surplus/(Deficit) for the Year to/(from) General Fund		1,726	(24,088)
		<b>10,755</b>	<b>(58,059)</b>

The council had no other recognisable gains and/or losses during the year.

*The notes on pages 12 to 20 form part of these unaudited statements.*

**Filton Town Council**

**Statement of Movement in Reserves**

**31 March 2019**

<b>Reserve</b>	<b>Purpose of Reserve</b>	<b>Notes</b>	<b>2019</b>	<b>Net Movement in Year</b>	<b>2018</b>
			<b>£</b>	<b>£</b>	<b>£</b>
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	19	556,743	(45,929)	602,672
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	20	22,424	9,029	13,395
General Fund	Resources available to meet future running costs		72,917	1,726	71,191
Total			652,084	(35,174)	687,258

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Filton Town Council**

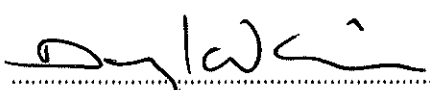
**Balance Sheet**


**31 March 2019**

	Notes	2019 £	2019 £	2018 £
<b>Fixed Assets</b>				
Tangible Fixed Assets	10		863,933	996,237
<b>Current Assets</b>				
Stock	13	4,982		5,155
Debtors and prepayments	14	29,010		26,999
Cash at bank and in hand		<u>131,448</u>		<u>202,776</u>
		165,440		234,930
<b>Current Liabilities</b>				
Current Portion of Long Term Borrowings		(13,662)		(12,988)
Creditors and income in advance	15	<u>(66,001)</u>		<u>(147,747)</u>
<b>Net Current Assets</b>			85,777	74,195
<b>Total Assets Less Current Liabilities</b>			949,710	1,070,432
<b>Long Term Liabilities</b>				
Long-term borrowing	17		(37,338)	(50,999)
Deferred Grants	18		(260,288)	(332,175)
<b>Total Assets Less Liabilities</b>			<u>652,084</u>	<u>687,258</u>
<b>Capital and Reserves</b>				
Capital Financing Reserve	19		556,743	602,672
Earmarked Reserves	20		22,424	13,395
General Reserve			<u>72,917</u>	<u>71,191</u>
			652,084	687,258

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2019, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 25th June 2019 .

Signed:   
Cllr D. Collins  
Chair

  
Mrs Lesley Reuben, CiLCA  
Responsible Financial Officer

Date: 25.6.19.....

25-6-19.....

*The notes on pages 12 to 20 form part of these unaudited statements.*

**Filton Town Council**

**Cash Flow Statement**

**31 March 2019**

	Notes	2019 £	2019 £	2018 £
<b>REVENUE ACTIVITIES</b>				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(832,577)		(781,415)
Other operating payments		(430,258)		(490,975)
		-		-
			(1,262,835)	(1,272,390)
<i>Cash inflows</i>				
Precept on Principal Authority		675,000		646,151
Cash received for services		538,718		593,162
Revenue grants received		13,033		21,519
			1,226,751	1,260,832
<b>Net cash (outflow) from Revenue Activities</b>	22		(36,084)	(11,558)
<b>SERVICING OF FINANCE</b>				
<i>Cash outflows</i>				
Interest paid		(3,114)		(3,756)
<i>Cash inflows</i>				
Interest received		729		16
<b>Net cash (outflow) from Servicing of Finance</b>			(2,385)	(3,740)
<b>CAPITAL ACTIVITIES</b>				
<i>Cash outflows</i>				
Purchase of fixed assets		(21,372)		(7,003)
<i>Cash inflows</i>				
Capital grant received		1,500		4,000
<b>Net cash (outflow) from Capital Activities</b>			(19,872)	(3,003)
<b>Net cash (outflow) before Financing</b>			(58,341)	(18,301)
<b>FINANCING AND LIQUID RESOURCES</b>				
<i>Cash outflows</i>				
Loan repayments made			(12,987)	(12,347)
<b>Net cash (outflow) from financing and liquid resources</b>			(12,987)	(12,347)
<b>(Decrease) in cash</b>	23		(71,328)	(30,648)

*The notes on pages 12 to 20 form part of these unaudited statements.*

**Filton Town Council**

**Notes to the Accounts**

**31 March 2019**

**1 Other Costs Analysis**

Other Costs reported in the council's Income and Expenditure Account comprise the following:

**Direct Service Costs**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Community Centres	220,016	276,442
Indoor Sports & Recreation Facilities	114,239	102,249
Outdoor Sports & Recreation Facilities	14,813	17,162
Community Parks & Open Spaces	-	504
Allotments	590	777
Community Development	30,187	37,450
Routine Repairs (other roads)	3,204	2,313
Less: Grant-aid Expenditure	(18,325)	(26,098)
<b>Total</b>	<b>364,724</b>	<b>410,799</b>

**Democratic, Management & Civic Costs**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Corporate Management	38,379	47,159
Democratic Representation & Management	3,150	7,930
Chairs Allowance	1,626	50
Interest Payable	2,929	3,586
<b>Total</b>	<b>46,084</b>	<b>58,725</b>

As reported in the Statement of Accounting Policies, apportionment of central costs is not reflected in the above analysis.

**2 Interest Payable and Similar Charges**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
External Interest Charges - Loans	2,929	3,586
	<b>2,929</b>	<b>3,586</b>

**3 Interest and Investment Income**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	729	16
	<b>729</b>	<b>16</b>

## Filton Town Council

### Notes to the Accounts

31 March 2019

#### **4 Related Party Transactions**

The council is required to disclose material transactions with related parties – bodies that have the potential to control or influence the council or to be controlled or influenced by the council. Disclosure of these transactions allows readers to assess the extent to which the council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's freedom to bargain with the council at arms length.

Related parties include:

##### **Central Government**

The council's operations are controlled by statutes passed by Central Government. All transactions with Central Government arise as a result of some of those statutes but do not, in the opinion of the council, require to be disclosed here.

##### **Principal Authorities**

The District Council collects this council's Precept and remits the same to the council under statutory provisions. The Precept is disclosed separately elsewhere in these accounts.

The County Council administers the Pension Fund of which certain of the council's staff are members. Details of amounts payable to the fund are disclosed at note 9.

Agency arrangements with other authorities (if any) are disclosed at note 5.

##### **Members of the council**

Members have direct control over the council's financial and operating policies. During the year no members have undertaken any declarable, material transactions with the council, nor the council with any member. Details of such transactions (if any) are recorded in the Register of Members' Interests, open to public inspection at the council's offices.

Members represent the council on various organisations. Appointments are reviewed annually, unless a specific termination date applies to the term of office. None of these appointments places a Member in a position to exert undue influence or control.

##### **Officers of the Council**

Other than their contracts of employment, no material transactions have been made during the year between the council and any officer.

##### **Other Organisations**

The council awards grants to support a number of voluntary or charitable bodies. It does not attempt to exert control or influence as a result of such grants.

#### **5 Agency Work**

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

During the year the Council commissioned no agency work to be performed by other authorities.

#### **6 Audit Fees**

The council is required to report and disclose the cost of services provided by its external auditors.

These may be summarised as follows:

	2019	2018
	£	£
Fees for statutory audit services	2,000	2,000
Total fees	<u>2,000</u>	<u>2,000</u>

**Filton Town Council**

**Notes to the Accounts**

**31 March 2019**

**7 Members' Allowances**

	2019	2018
	£	£
Members of Council have been paid the following allowances for the year:		
Chairs Allowance	1,626	50
	<u>1,626</u>	<u>50</u>

The council has resolved that, other than the Chair, no members allowances will be paid.

**8 Employees**

The average weekly number of employees during the year was as follows:

	2019	2018
	Number	Number
Full-time	14	12
Part-time	54	65
Temporary	-	1
	<u>68</u>	<u>78</u>

All staff are paid in accordance with nationally agreed pay scales.

**9 Pension Costs**

The council participates in the Avon Pension Fund. The Avon Pension Fund is a defined benefit scheme, but the council is unable to identify its share of the underlying assets and liabilities because all town and parish councils in the scheme pay a common contribution rate.

The cost to the council for the year ended 31 March 2019 was £77,709 (31 March 2018 - £39,736).

The most recent actuarial valuation was carried out as at 31st March 2016, and the council's contribution rate is confirmed as being 15.20% of employees' pensionable pay with effect from 1st April 2019 (year ended 31 March 2019 - 14.60%).

Financial Reporting Standard 17 (FRS17): "Retirement Benefits" sets out accounting requirements for pension costs. For schemes such as The Avon Pension Fund, paragraph 9(b) of FRS17 requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

**Filton Town Council**

**Notes to the Accounts**

**31 March 2019**

**10 Tangible Fixed Assets**

	Operational Freehold Land and Buildings	Operational Leasehold Land and Buildings	Vehicles and Equipment	Infra- structure Assets	Community Assets	Total
Cost	£	£	£	£	£	£
At 31 March 2018	2,201,790	25,000	516,515	183,421	61,372	2,988,098
Additions	8,375	-	5,010	7,987	-	21,372
	2,210,165	25,000	521,525	191,408	61,372	3,009,470
<b>Depreciation</b>						
At 31 March 2018	(1,324,835)	(5,500)	(461,711)	(174,847)	(24,968)	(1,991,861)
Charged for the year	(97,967)	(500)	(49,440)	(3,703)	(2,066)	(153,676)
	(1,422,802)	(6,000)	(511,151)	(178,550)	(27,034)	(2,145,537)
<b>Net Book Value</b>						
At 31 March 2019	787,363	19,000	10,374	12,858	34,338	863,933
At 31 March 2018	876,955	19,500	54,804	8,574	36,404	996,237

Although classified as capital expenditure, certain minor equipment purchases are not included in the above as they are not material in overall value.

**Fixed Asset Valuation**

The freehold and leasehold properties that comprise the council's properties have been valued as at 1st August 2004 by external independent valuers, Messrs the Valuation Office. Valuations have been made on the basis set out in the Statement of Accounting Policies, except that not all properties were inspected. This was neither practical nor considered by the valuer to be necessary for the purpose of valuation. Plant and machinery that form fixtures to the building are included in the valuation of the building.

**Assets held under Finance Agreements**

The council currently holds no such assets.

**11 Financing of Capital Expenditure**

	2019 £	2018 £
The following capital expenditure during the year:		
Fixed Assets Purchased	21,372	7,003
	21,372	7,003
was financed by:		
Capital Grants	-	4,000
Revenue:		
Capital Projects Reserve	16,411	3,055
Precept and Revenue Income	4,961	(52)
	21,372	7,003



**Filton Town Council**

**Notes to the Accounts**

**31 March 2019**

**12 Information on Assets Held**

Fixed assets owned by the council include the following:

**Operational Land and Buildings**

Filton Leisure Centre Complex  
Allotments (Leasehold)

**Vehicles and Equipment**

Tractors & Mowers - 2  
Play Equipment  
Skate Park  
Sports Centre Equipment  
Bar Equipment  
Sundry grounds maintenance equipment  
Sundry office equipment

**Infrastructure Assets**

Lighting and Floodlighting  
Fencing, gates and safety surfaces at various sites  
Bus shelters – 3  
Cycle Speedway Track  
Other street furniture

**Community Assets**

Northville Millennium Green  
Elm Park Playing Field  
Community Garden

**13 Stocks**

	2019	2018
	£	£
Leisure/Sports Centres	4,982	5,155
	<u>4,982</u>	<u>5,155</u>

**14 Debtors**

	2019	2018
	£	£
Trade Debtors	761	13,639
VAT Recoverable	-	2,388
Prepayments	10,998	10,972
Accrued Income	17,251	-
	<u>29,010</u>	<u>26,999</u>

**Filton Town Council**

**Notes to the Accounts**

**31 March 2019**

**15 Creditors and Accrued Expenses**

	2019	2018
	£	£
Trade Creditors	15,600	19,775
Other Creditors	15,151	23,616
Superannuation Payable	8,217	6,370
V A T Payable	1,115	-
Payroll Taxes and Social Security	9,911	17,320
Accruals	15,312	10,377
Accrued Interest Payable	695	880
Income in Advance	-	69,409
	<u>66,001</u>	<u>147,747</u>

**16 Financial Commitments under Operating Leases**

The council had annual commitments under non-cancellable operating leases of equipment as follows:

	2019	2018
	£	£
Obligations expiring within one year	-	2,704
Obligations expiring between two and five years	1,540	1,540
Obligations expiring after five years	-	-
	<u>1,540</u>	<u>4,244</u>

**17 Long Term Liabilities**

	2019	2018
	£	£
Public Works Loan Board	51,000	63,987
	<u>51,000</u>	<u>63,987</u>

The above loans are repayable as follows:

	2019	2018
	£	£
Within one year	13,662	12,988
From one to two years	14,371	13,662
From two to five years	22,967	37,337
From five to ten years	-	-
Over ten years	-	-
	<u>51,000</u>	<u>63,987</u>
Total Loan Commitment	51,000	63,987
Less: Repayable within one year	(13,662)	(12,988)
Repayable after one year	<u>37,338</u>	<u>50,999</u>

**Filton Town Council**

**Notes to the Accounts**

**31 March 2019**

**18 Deferred Grants**

	2019	2018
	£	£
<b>Capital Grants Unapplied</b>		
At 01 April	2,597	2,597
Grants received in the year	1,500	4,000
Applied to finance capital investment	-	(4,000)
At 31 March	<u>4,097</u>	<u>2,597</u>
<b>Capital Grants Applied</b>		
At 01 April	329,578	409,497
Grants Applied in the year	-	4,000
Released to offset depreciation	(73,387)	(83,919)
At 31 March	<u>256,191</u>	<u>329,578</u>
<b>Total Deferred Grants</b>		
At 31 March	<u>260,288</u>	<u>332,175</u>
At 01 April	<u>332,175</u>	<u>412,094</u>

Capital Grants are accounted for on an accruals basis and grants received have been credited to Deferred Grants Account. Amounts are released from the Deferred Grants Account to offset any provision for depreciation charged to revenue accounts in respect of assets that were originally acquired with the assistance of such grants.

**19 Capital Financing Account**

	2019	2018
	£	£
Balance at 01 April	602,672	650,916
Financing capital expenditure in the year		
Additions - using revenue balances	21,372	3,003
Loan repayments	12,988	12,347
Reversal of depreciation	(153,676)	(147,513)
Deferred grants released	73,387	83,919
Balance at 31 March	<u><u>556,743</u></u>	<u><u>602,672</u></u>

The Capital Financing Account represents revenue and capital resources applied to finance capital expenditure or for the repayment of external loans. It also includes the reversal of depreciation to ensure it does not impact upon the amount to be met from precept. It does not represent a reserve that the council can use to support future expenditure.

## Filton Town Council

### Notes to the Accounts

31 March 2019

#### 20 Earmarked Reserves

	Balance at 01/04/2018	Contribution to reserve	Contribution from reserve	Balance at 31/03/2019
	£	£	£	£
Capital Projects Reserves	1,084	25,000	(16,411)	9,673
Other Earmarked Reserves	12,311	5,400	(4,960)	12,751
Total Earmarked Reserves	13,395	30,400	(21,371)	22,424

The Capital Projects Reserves are credited with amounts set aside from revenue to part finance specific projects which are part of the council's capital programme.

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

The Other Earmarked Reserves at 31 March 2019 are set out in detail at Appendix A.

#### 21 Capital Commitments

The council had no capital commitments at 31 March 2019 not otherwise provided for in these accounts.

#### 22 Reconciliation of Revenue Cash Flow

	2019	2018
	£	£
Net Operating Surplus/(Deficit) for the year	45,115	(42,709)
Add/(Deduct)		
Interest Payable	2,929	3,586
Interest and Investment Income	(729)	(16)
Decrease/(Increase) in stock held	173	(563)
(Increase) in debtors	(2,011)	(10,162)
(Decrease)/Increase in creditors	(81,561)	38,306
Revenue activities net cash (outflow)	(36,084)	(11,558)

#### 23 Movement in Cash

	2019	2018
	£	£
<b>Balances at 01 April</b>		
Cash with accounting officers	2,415	1,643
Cash at bank	200,361	231,781
	202,776	233,424
<b>Balances at 31 March</b>		
Cash with accounting officers	2,198	2,415
Cash at bank	129,250	200,361
	131,448	202,776
<b>Net cash (outflow)</b>	(71,328)	(30,648)

**Filton Town Council**

**Notes to the Accounts**

**31 March 2019**

**24 Reconciliation of Net Funds/Debt**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
(Decrease) in cash in the year	(71,328)	(30,648)
Cash outflow from repayment of debt	12,987	12,347
<b>Net cash flow arising from changes in debt</b>	<b>12,987</b>	<b>12,347</b>
Movement in net debt in the year	(58,341)	(18,301)
Cash at bank and in hand	202,776	233,424
Total borrowings	(63,987)	(76,334)
<b>Net funds at 01 April</b>	<b>138,789</b>	<b>157,090</b>
Cash at bank and in hand	131,448	202,776
Total borrowings	(51,000)	(63,987)
<b>Net funds at 31 March</b>	<b>80,448</b>	<b>138,789</b>

**25 Post Balance Sheet Events**

There are no significant Post Balance Sheet events since the preparation of these accounts, up to the date of their final adoption (on 25th June 2019), which would have a material impact on the amounts and results reported herein.

**Filton Town Council**

**Appendices**

**31 March 2019**

**Appendix**

**Schedule of Earmarked Reserves**

	<u>Balance at</u> <u>01/04/2018</u>	<u>Contribution</u> <u>to reserve</u>	<u>Contribution</u> <u>from reserve</u>	<u>Balance at</u> <u>31/03/2019</u>
	£	£	£	£
<u>Capital Projects Reserves</u>				
Rolling Capital Fund	1,084	25,000	(16,411)	9,673
	<u>1,084</u>	<u>25,000</u>	<u>(16,411)</u>	<u>9,673</u>
<u>Asset Replacement Reserves</u>				
None	0			0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Other Earmarked Reserves</u>				
Allotments	4,960		(4,960)	0
Towns Play Association	300			300
Elections	7,051	5,400		12,451
	<u>12,311</u>	<u>5,400</u>	<u>(4,960)</u>	<u>12,751</u>
<b>TOTAL EARMARKED RESERVES</b>	<b><u>13,395</u></b>	<b><u>30,400</u></b>	<b><u>(21,371)</u></b>	<b><u>22,424</u></b>

**Filton Town Council**

**31 March 2019**

**Annual Report Tables**

**Table. 1 – Budget & Actual Comparison**

	<b>Budget £</b>	<b>Actual £</b>
Net Expenditure		
Recreation & Sport	435,561	473,955
Open Spaces	(825)	(1,776)
Planning & Development Services (including Markets)	28,300	26,796
Highways Roads (Routine)	3,200	3,204
Council Tax Benefit Support Grant	(12,058)	(12,058)
Net Direct Services Costs	<u>454,178</u>	<u>490,121</u>
Corporate Management	135,094	132,788
Democratic & Civic	10,550	4,776
Net Democratic, Management and Civic Costs	<u>145,644</u>	<u>137,564</u>
Interest & Investment Income	-	(729)
Loan Charges	16,103	15,917
Capital Expenditure	-	21,372
Transfers to/(from) other reserves	25,000	9,029
Surplus to General Reserve	<u>34,075</u>	<u>1,726</u>
<b>Precept on Principal Authority</b>	<u><u>675,000</u></u>	<u><u>675,000</u></u>

**Filton Town Council**

**31 March 2019**

**Annual Report Tables**

Table. 2 – Service Income & Expenditure

Notes	2019 £	2019 £	2019 £	2018 £
	Gross Expenditure	Income	Net Expenditure	Net Expenditure
<b>CULTURAL &amp; RELATED SERVICES</b>				
Recreation & Sport	1,081,673	(607,718)	473,955	509,816
Open Spaces	590	(2,366)	(1,776)	(1,039)
<b>PLANNING &amp; DEVELOPMENT SERVICES</b>				
Community Development	30,187	(3,391)	26,796	35,736
<b>HIGHWAYS, ROADS &amp; TRANSPORT SERVICES</b>				
Highways Roads (Routine)	3,204	-	3,204	2,313
<b>OTHER SERVICES</b>				
Council Tax Benefit Support Grant	-	(12,058)	(12,058)	(21,519)
<b>CENTRAL SERVICES</b>				
Corporate Management	132,788	-	132,788	152,003
Democratic & Civic	3,150	-	3,150	7,930
Civic Expenses	1,626	-	1,626	50
Net Cost of Services	<b>1,253,218</b>	<b>(625,533)</b>	<b>627,685</b>	<b>685,290</b>