

PARISH COUNCIL OF NEWTON-WITH-CLIFTON

FINANCIAL REPORT

&

ACCOUNTS

TO

**31st March 2019
(ACTUAL)**

**31st March 2020
(FORECAST)**

and

Budget for 2020/21

CHAIRMAN AND MEMBERS, NEWTON-WITH-CLIFTON PARISH COUNCIL

This report is to inform Members of the current financial position of the Council thus assisting in determining budget requirements for the 2020/21 financial year.

I recommend a Precept is made in the sum of £69108, which is consistent with central government guidelines to local authorities to minimise Council tax increases and make proper provision for future commitments. Reasonable short to medium term planning assumptions indicate there will inevitably be a future requirement to further increase the precept, at least in line with prevailing rates of inflation and probably, if not this financial year, from 2021/22. For example, Council Tax Reduction Scheme Grant ceased from 2019/20. In view of the time limits imposed by the Borough Council and related statutory requirements a decision is required to be made at the January meeting to either adopt my recommendation or otherwise determine how the net expenditure may be funded or reduced.

2019/20 Income & Expenditure monitoring and projected Balance sheet.

Income & expenditure items are within usual tolerance levels (i.e.5%-10%) of the approved original and supplementary estimates and a detailed report is included on pages 6-10. Accordingly, in accepting the report, Council approves the original and any supplementary estimates in respect of those expenditure items which have exceeded the initial estimate and authorise appropriate virement either from; savings which have accrued in respect of those services which have a shortfall in comparison to the initial/supplementary estimate or, if appropriate, general reserves.

2020/21 Budget expenditure.

Council general expenditure is not likely to increase significantly above the level of the prevailing rate of inflation. **Highways Amenity Cleaning/bus shelters - £13950** (based on present contractual arrangements and provision for increase in April 2020) will require complementary funding from council precept/reserves in the sum of £2851. Previously earmarked credit balances accumulated over a number of years for this service have now been depleted due to a continued reduction in financial support from Fylde Borough Council – currently forecast in the sum of £10426.

Parks, open spaces, which no longer receive a financial grant from Fylde Borough Council, rural grass verge maintenance, which receives financial support from Lancashire County Council currently forecast in the sum of £2122 (with a balance of £3218 funding from council precept/reserves), is estimated at **£41393** (based on anticipated contractual arrangements and provision for increase in April 2020).

Housing estates expenditure is the responsibility of New Fylde Housing - Progress Housing Group (NFH). However, due to the service level being delivered it has been necessary to complement work in certain areas the cost of which is to be borne by the Council.

Bank interest is estimated at **£0**. Council does not have any **loan debt**.

There is a projected reserve transfer of £10798 primarily to continue to rebuild reserves, following depletion in recent years, to assist fund future commitments e.g. development of Newton Hall Park, Friends of Newton Community Park/Community Park Improvement Programme. The budget reflects a precept increase that is limited so as not to cause any percentage increase in local council tax, compensate for insufficient local authority grant income needed to fully fund grant related local authority services, the Council Tax Reduction Scheme Grant having ceased, anticipated New Homes Bonus arising from residential development and making inflation provision in accordance with Retail Price Index (RPI) all items index in respect of the existing values of contracts with annual review dates.

Leases.

Equipment leases

Council has no equipment leases.

Council as tenant. Tenancies: - The following tenancy exists:

<u>Landlord</u>	<u>Property</u>	<u>Rent p.a.</u>	<u>Term/repairing/non-repairing</u>
Duchy of Lancaster	Land at Boltons Croft Salwick	£35.00	Repairing to 2019

This is currently being reviewed with the landlord and should be surrendered at an estimated cost of £750.

contd...

A previous tenancy has ceased with freehold ownership having been vested in the council as part of related land acquisition transactions:

<u>Landlord</u>	<u>Property</u>	<u>Rent p.a.</u>	<u>Term/repairing/non-repairing</u>
Trustees of William Pickles	Land at Clifton	£1.00 (fully paid to 2016)	Repairing

Establishment/Office Expenses.

Only marginal increases are expected in the following general items of expenditure which is in line with prevailing rates of inflation; Chairman’s allowance, Election/electoral expenses, Audit, Legal and planning fees, Bank charges, Printing and stationery, Insurances, Hire fees, Councillors Travelling & subsistence allowances, Annual donations & subscriptions, Journals and periodicals Telephone rental &c, Computer supplies, Civic and miscellaneous items.

	£6714
Honoraria & expenses of office	£8425
Grants to Local Organisations	£1840
Village Hall	£3500

NOTES ON THE ACCOUNTS for the year ending 31st March 2020.

1. Statement of Accounting Policies

Accounting convention

The financial statements are prepared under the historical cost basis modified to include the revaluation of freehold land and buildings.

Fixed assets

No depreciation is provided on freehold land and buildings. Depreciation is provided on other fixed assets to write off their cost after the year of purchase by equal annual instalments on the 1st October each year over the following periods: Plant and Machinery/Equipment 10 years Office Equipment 3 years.

Tangible Fixed Assets	Freehold Land and Buildings	Plant, machinery & infrastructure	Equipment & fixtures	Total
Cost or residual valuation at 1st April 2019				
Village hall	112000	-	-	112000
Recreational land "Kickabout" area	40080 0	-	-	40080 0
Car Park -Village Hall	0			0
Parks equipment Equipment	-	4270	-	4270
	<u>152080</u>	<u>4270</u>	<u>6755</u>	<u>163105</u>
Additions				
Parks seat	-	-	0	0
			0	0
Disposals	-	-	-	-
Depreciation at 1st October 2019	0	-1706	-1787	-3493
Net account value as at 31/03/2020	152080	2564	4968	159612

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2. Sundry Debtors/Prepayments/Accrued Income

Accounting provision has been made for prepayments/ accrued income as follows:-

Accrued income/Debtors/Prepayments are as detailed below.

Insurances	£289.52
Establishment subscriptions	£685.00
H.M. Revenues and Customs (Vat Payable after 31/3/20)	£7246.88
	<u>£8221.40</u>

3. Sundry Creditors /Accruals/Deferred Income

Amenity cleansing contractor	£1069.00
Establishment charges	£2556.49
Grounds maintenance contractors	£3156.40
SpID contractor	£30.00
	<u>£6811.89</u>

4. Pension funding.

Formerly provision has been made in accordance with Council Minute 9f 6/11/01 together with the separate minute in respect of this Exempt Item. The Clerk has previously reported this may prove to be considered inadequate pending the outcome of ongoing enquiries relating to these matters.

Notwithstanding this provision Council was required to comply with the workplace pension provisions and, in accordance with Minutes 10b 03/12/15 & 13a 05/05/16 selected the National Employment Savings Trust (NEST) Corporation with annual employer contributions agreed 3.75% of the clerk's total remuneration.

5. Council Tax base

From the information available at the present time the proposed precept will not cause a percentage increase in the local council tax for 2020/21. The most recently available computation of the Council Tax base for the Parish is 1053 (previously 998) and this element costs Council Tax payers, for each £1000.00 raised, as follows:-

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
.633	.739	.844	.950	1.161	1.372	1.583	1.899

F. Wilson
Clerk to the Council

28th December 2019

**PARISH COUNCIL OF NEWTON-WITH-CLIFTON
BALANCE SHEET**

31st March 2019	COMMUNITY ASSETS (FIXED)	31st March 2020
£		£
32,080.00	Newton Hall Park Land	32,080.00
8,000.00	William Pickles Park	8,000.00
112,000.00	Village Hall buildings	112,000.00
0.00	Village Hall car park	0.00
867.17	Village Hall chairs	577.17
1,050.24	Park bench seats	956.46
0.00	Children play equipment, Newton	0.00
7,982.90	Children play equipment, Clifton	5,611.59
220.00	Christmas tree lights (2NO sets)	110.00
350.00	Bus shelter	0.00
555.00	ICT equipment	277.50
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163,105.31		159,612.72
	CURRENT ASSETS	
8,212.34	Sundry Debtors and Prepayments	8,221.40
<u>26,677.14</u>	Bank account	<u>36,735.87</u>
34,889.48	Total Current Assets	44,957.27
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197,994.79	TOTAL ASSETS & DEBIT BALANCES	204,569.99
	LIABILITIES & CREDIT BALANCES	
5,186.05	Revenue Creditors	5,124.89
1,766.37	Accruals and Deferred Income	1,687.00
6,952.42	Total Current liabilities & Credit Balances	6,811.89
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191,042.37	NET ASSETS(LIABILITIES)	197,758.10
	Represented by	
13,455.33	Deferred receipts (grants, contributions &c)	9,101.51
350.00	Property by deed of gift	0.00
13,272.65	General Establishment Reserve	24,692.20
163,964.39	General Capital Fund	163,964.39
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191,042.37		197,758.10
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F. Wilson
Clerk/Responsible
Financial Officer
28th December 2019

PARISH COUNCIL OF NEWTON-WITH-CLIFTON

REVENUE ACCOUNT

31st March 2019	INCOME	31st March 2020
£		£
12,606.00	Grants from Local Authorities &c.	12,874.00
55,163.00	Precept	65,496.00
128.00	Council Tax Reduction Scheme Grant	0.00
0.26	Bank Interest	0.16
4,703.82	Deferred receipts	4,703.82
600.00	Miscellaneous	28.40
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73,201.08	Total income	83,102.38
	 EXPENDITURE	
4,235.45	Establishment expenses	4,598.02
410.00	Audit fees	415.00
232.00	Legal fees	40.00
12,456.00	Amenity (Street)Cleansing	12,828.00
1,760.00	Grants to Local Organisations	1,800.00
985.74	Village hall repairs, maintenance &c	965.55
21,129.75	Parks, Playing Fields & Open Spaces	19,380.15
13,951.95	Former "Fylde in Bloom", Trust projects	14,493.13
1,483.20	Lund Church grounds	1,529.00
5,023.20	Highways amenity verge maintenance	5,159.04
625.00	Highways, bus shelters, SpID, signage &c.	650.00
242.16	Millennium Gardens	247.92
1,536.67	Christmas tree	1,435.17
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64,071.12	Total expenditure	63,540.98
	Add	
	ADMINISTRATION EXPENSES	
7,108.02	Honoraria remuneration	7,481.00
1,165.52	Office employment expenses, administration, pension &c.	660.85
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8,273.54	Total administration expenses	8,141.85
72,344.66	Total expenditure	71,682.83
£856.42	Excess (- shortfall) of income	£11,419.55
-£856.42	General reserve fund transfer	-£11,419.55
<u>0.00</u>	Income and Expenditure Account Balance	<u>0.00</u>

F. Wilson
Clerk/Responsible
Financial Officer
28th December 2019

	2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Forecast	2020/21 Budget
Income					
<u>Local Authority Receipts</u>					
Amenity Cleansing Grant	£9,545	£9,924.00	£10,152	£10,192.00	£10,426
Bus Shelters Grant	£560	£560.00	£560	£560.00	£560
Council Tax Reduction Scheme Grant	£128	£128.00	£0	£0.00	£0
Fylde Borough Council - New Homes Bonus Grant	£0	£0.00	£0	£0.00	£3,103
Verge Mtc. - LCC Grant	<u>£1,709</u>	<u>£2,122.00</u>	<u>£2,171</u>	<u>£2,122.00</u>	<u>£2,122</u>
	£11,942	£12,734.00	£12,883	£12,874.00	£16,211
Total Local Authority Receipts	£11,942	£12,734.00	£12,883	£12,874.00	£16,211
<u>Other income</u>					
Miscellaneous	£0	£600.00	£0	£28.40	£0
Precept	£53,163	£55,163.00	£60,495	£65,496.00	£69,108
Bank Interest	£0	£0.26	£0	£0.16	£0
Reserve TFR's.	£4,002	£0.00	£0	£0.00	£0
Deferred Receipts	<u>£4,704</u>	<u>£4,703.82</u>	<u>£4,704</u>	<u>£4,703.82</u>	<u>£1,300</u>
	£61,869	£60,467.08	£65,199	£70,228.38	£70,408
	£61,869	£60,467.08	£65,199	£70,228.38	£70,408
Total Income	£73,811	£73,201.08	£78,082	£83,102.38	£86,619
Gross Income	£73,811	£73,201.08	£78,082	£83,102.38	£86,619
<u>Expenditure</u>					
General Establishment Expenses					
Audit fees	£415	£410.00	£424	£415.00	£430
Publications	£17	£17.00	£18	£0.00	£0
Chairman's Allowance	£149	£150.00	£155	£150.00	£155
Civic Insignia &c	£250	£0.00	£250	£0.00	£0
Civic Sunday Band Concert	£0	£0.00	£0	£0.00	£0
Conference & training expenses	£0	£70.00	£72	£0.00	£0
Donations & Subscriptions	£1,899	£1,454.33	£1,655	£1,775.97	£1,838
Election Expenses	£0	£0.00	£1,250	£200.00	£207
Grants to local organisations	£1,763	£1,760.00	£1,822	£1,800.00	£1,840
Legal fees	£500	£232.00	£240	£40.00	£41
Treales Roseacre Wharles s.137 contribution	£0	£0.00	£0	£0.00	£0
Insurance, General	£856	£853.60	£883	£873.92	£905
Establishment charges & miscellaneous	£112	£332.50	£362	£332.50	£344
Notice/sign boards	£0	£0.00	£518	£58.00	£60
Printing/stationery, carriage, travel & postages	£1,033	£1,317.02	£1,475	£1,207.63	£1,250
Councillor subsistence/travelling expenses	£50	£0.00	£0	£0.00	£0
Best Kept Village	£41	£41.00	£41	£0.00	£0
Christmas trees and lights	<u>£1,213</u>	<u>£1,536.67</u>	<u>£1,539</u>	<u>£1,435.17</u>	<u>£1,485</u>
	£8,298	£8,174.12	£10,704	£8,288.19	£8,554
Total General Establishment Expenses	£8,298	£8,174.12	£10,704	£8,288.19	£8,554

	2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Forecast	2020/21 Budget
Village Hall					
Insurances	£685	£695.74	£720	£675.55	£700
Repairs,	£1,600	£290.00	£2,300	£290.00	£2,800
Renewals &c	£500	0	£0	0	£0
Electrical, fire &c inspections	£0	£0.00	£0	£0.00	£0
	£2,785	£985.74	£3,020	£965.55	£3,500
Total Village Hall	£2,785	£985.74	£3,020	£965.55	£3,500
Administration overheads					
Honoraria	£7,131	£7,108.02	£7,356	£7,481.00	£7,743
Pension, NIC and administration charges	£416	£337.69	£350	£320.85	£333
Office & computer supplies	£53	£275.83	£54	£100.00	£104
Telephone, internet &c	£469	£552.00	£213	£240.00	£246
	£8,069	£8,273.54	£7,973	£8,141.85	£8,425
Total Administration overheads	£8,069	£8,273.54	£7,973	£8,141.85	£8,425
<u>Services</u>					
<u>Highway and amenity services</u>					
Amenity Cleansing	£12,349	£12,456	£12,892	£12,828	£13,277
Bus shelters, wayside seats &c	£0	0	£0	0	£0
Litterbins, signage &c	£359	£350	£362	£350	£362
SpiD operations	£338	£275.00	£311	£300.00	£311
	£13,046	£13,081.00	£13,565	£13,478.00	£13,950
Total Highway services	£13,046	£13,081.00	£13,565	£13,478.00	£13,950
<u>Parks, Open Spaces & Estates</u>					
<u>Former Fylde in Bloom Trust projects</u>					
Window boxes	£891	£898.20	£930	£919.80	£952
Hayracks	£1,188	£1,197.60	£1,240	£1,226.40	£1,269
Vicarage Lane/A583 beds	£658	£662.52	£686	£678.60	£702
Wheelbarrow displays	£466	£469.32	£486	£480.60	£497
Barrels, Gro Bags,&c	£3,890	£3,921.75	£4,059	£4,113.01	£4,257
Flower beds, Preston Old Road	£1,504	£1,602.80	£1,659	£1,702.08	£1,762
Flower beds, Clifton Lane	£1,326	£1,336.44	£1,383	£1,368.48	£1,416
Flower beds, Blackpool Road	£874	£866.76	£897	£887.76	£919
Sandy Gap	£455	£458.76	£475	£469.80	£486
Meadow Cl. Flower Bed	£118	£85	£88	£135	£140
Village Hall beds/shrubs	£798	£804	£832	£823	£852
Windmill feature	£145	£146	£151	£149	£155
	£12,313	£12,449.31	£12,885	£12,954.25	£13,408
Total Fylde in Bloom	£12,313	£12,449.31	£12,885	£12,954.25	£13,408

	2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Forecast	2020/21 Budget
<u>Housing Estates</u>					
Meadow Close/Ash Court, Avenham Pl.	£0	£0.00	£0	£0.00	£0
Glebe Mews	£0	£0.00	£0	£0.00	£0
	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
Total Housing Estates	£0	£0.00	£0	£0.00	£0
<u>Newton Hall Park</u>					
Grass cutting	£1,985	£1,933	£2,001	£1,980	£2,049
Repairs, renewals &c	£4,547	£3,794.1	£3,725	£1,460.09	£1,511
Bench repairs	£261	£0.00	£0	£0.00	£0
Fence,gate,hedge, trees &c	£14	£235	£243	£180	£186
Newton Hall,pitch,curtilage &c	<u>£0</u>	<u>£0.00</u>	<u>£0</u>	<u>£0.00</u>	<u>£0</u>
	£6,807	£5,962.54	£5,969	£3,619.97	£3,747
Total Newton Hall Park	£6,807	£5,962.54	£5,969	£3,619.97	£3,747
<u>Open Spaces</u>					
Open Spaces maintenance	£706	£711.48	£736	£480.66	£497
Triangle area	£548	£584.32	£605	£530.60	£549
Scale Hall, Hill Cresc. Cuts	£1,439	£1,450.08	£1,501	£1,484.88	£1,537
Scale Hall/Hill Cresc' Hedges,Shrubs &c.	£1,189	£1,197.72	£1,240	£1,226.52	£1,269
Scale Hall/Hill Cresc.Other	<u>£0</u>	<u>£0.00</u>	<u>£0</u>	<u>£140.00</u>	<u>£145</u>
	£3,882	£3,943.60	£4,082	£3,862.66	£3,998
Total Open Spaces	£3,882	£3,943.60	£4,082	£3,862.66	£3,998
<u>Dixon Farm Mews</u>					
Grass cutting Dixon Farm Mews	£226	£227.40	£235	£232.92	£241
Hedge mtc.	<u>£133</u>	<u>£210</u>	<u>£217</u>	<u>£785</u>	<u>£812</u>
	£359	£437.40	£452	£1,017.91	£1,053
Total Dixon Farm Mews	£359	£437.40	£452	£1,017.91	£1,053
<u>School Lane</u>					
School Lane P/Area -bedding &c	£466	£469.32	£486	£480.60	£497
Flowerbed, hedge &c.	<u>£269</u>	<u>£270.72</u>	<u>£280</u>	<u>£407.20</u>	<u>£421</u>
	£735	£740.04	£766	£887.80	£919
Total School Lane	£735	£740.04	£766	£887.80	£919
<u>Village Hall</u>					
Village Hall Field -cuts	£1,520	£1,490.28	£1,542	£1,526.04	£1,579
Village Hall Field, Pitch/fence	£0	£0.00	£0	£0.00	£0
V/Hall grounds/surrounds/hedge	<u>£137</u>	<u>£115.00</u>	<u>£35</u>	<u>£134.00</u>	<u>£35</u>
	£1,657	£1,605.28	£1,577	£1,660.04	£1,614
Total Village Hall	£1,657	£1,605.28	£1,577	£1,660.04	£1,614

	2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Forecast	2020/21 Budget
<u>William Pickles Park</u>					
Repairs, renewals &c	£3,987	£3,782.21	£3,915	£3,857.62	£3,993
Grass cutting	£3,185	£3,197.65	£3,310	£3,259.15	£3,373
Bench/fence repair	£0	£338.03	£350	£96.00	£99
Hedges, trees, shrubs	<u>£339</u>	<u>£1,088.00</u>	<u>£940</u>	<u>£404.00</u>	<u>£418</u>
	£7,511	£8,405.89	£8,514	£7,616.77	£7,883
Total William Pickles Park	£7,511	£8,405.89	£8,514	£7,616.77	£7,883
<u>Boltons Croft Play Area</u>					
Rent compensation	£35	35	£35	-35	£0
Maintenance, lease surrender.	£0	£0.00	£0	£750.00	£0
Fencing	<u>£0</u>	<u>£0.00</u>	<u>£0</u>	<u>£0.00</u>	<u>£0</u>
	£35	£35.00	£35	£715.00	£0
Total Boltons Croft Play Area	£35	£35.00	£35	£715.00	£0
<u>Church Room and Grounds</u>					
Lund Church & School Room grounds	<u>£1,487</u>	<u>£1,483.20</u>	<u>£1,535</u>	<u>£1,529.00</u>	<u>£1,583</u>
	£1,487	£1,483.20	£1,535	£1,529.00	£1,583
Total Church Room and Grounds	£1,487	£1,483.20	£1,535	£1,529.00	£1,583
<u>LCC Verge Areas</u>					
Clifton Lane	£225	£227.16	£235	£232.68	£241
Preston Old Road	£466	£469.32	£486	£495.60	£513
A583 r/o shelter amenity verge	£226	£227.40	£235	£232.92	£241
Avenham Place	£0	£0.00	£0	£0.00	£0
School Lane	£1,141	£1,150.08	£1,190	£1,177.68	£1,219
Stanagate	£1,876	£1,890.48	£1,957	£1,935.84	£2,004
Parrox Lane (west)	£494	498.36	£516	510.36	£528
Scale Hall Lane (east)	£226	227.40	£235	232.92	£241
Beech Drive, Oak Lane	<u>£331</u>	<u>£333.00</u>	<u>£345</u>	<u>£341.04</u>	<u>£353</u>
	£4,985	£5,023.20	£5,199	£5,159.04	£5,340
Total LCC Verge Areas	£4,985	£5,023.20	£5,199	£5,159.04	£5,340
<u>Millennium Gardens</u>					
Clifton	£332	£242.16	£251	£247.92	£257
Newton-with-Scales	£0	<u>£0.00</u>	<u>£0</u>	<u>£0.00</u>	<u>£0</u>
	£332	£242.16	£251	£247.92	£257
Total Millennium Gardens	£332	£242.16	£251	£247.92	£257

	2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Forecast	2020/21 Budget
<u>Trust projects</u>					
Parrox Lane (previously Viking boat)	£226	£227.40	£235	£232.92	£241
Preston Old Road (previously fishing boat)	£248	£250.08	£259	£256.08	£265
Millstone	£494	£498.36	£516	£510.36	£528
Dowbridge feature	<u>£543</u>	<u>£526.80</u>	<u>£545</u>	<u>£539.52</u>	<u>£558</u>
	£1,511	£1,502.64	£1,555	£1,538.88	£1,593
Total Trust projects	£1,511	£1,502.64	£1,555	£1,538.88	£1,593
	<u>£41,614</u>	<u>£41,830.26</u>	<u>£42,820</u>	<u>£40,809.24</u>	<u>£41,393</u>
Total Parks, Open Spaces & Estates	£41,614	£41,830.26	£42,820	£40,809.24	£41,393
	£73,812	£72,344.66	£78,082	£71,682.83	£75,821
Total Expenses	£73,812	£72,344.66	£78,082	£71,682.83	£75,821
Operating Excess/(Deficit)	£0.00	£856.42	£0.00	£11,419.55	£10,798
Other Income	£0	£0	£0	£0	£0
Other Expenses	£0	£0	£0	£0	£0
Net (-deficit) surplus transferred to reserves.	£0.00	£856.42	£0.00	£11,419.55	£10,798