

Martlesham Parish Council 2020/2021

Income and Expenditure Account for Year Ended 31st March 2021

31st March 2020	NOTE	31st March 2021
	Income Summary	
662	Interest Received	300
143,641	Precept	140,497
144,303	Sub Total	140,797
	Operating Income	
50,669	Council Income 14	40,750
95	Portal Woodlands CG 15	1,497
195,067	Total Income	183,044
	Running Costs	
8,559	Administration	8,104
81,795 ²⁴	Salaries 10	83,121
5,761	Parish Rooms Expenses	3,859
146	Chairman's Allowance	121
3,496	Grants 16	4,040
22,622	Land Maintenance	25,061
1,141	Play Equipment	7,522
713	Parish Amenities	1,389
742	EMR F&GPC 11 & 16	10,485
34,267	EMR R&AC	11,058
7	EMR DPC	0
159,248	Total Expenditure	154,760
	General Fund Analysis	
86,261	Opening Balance	87,451
195,067	Plus : Income for Year	183,044
281,328		270,495
159,248	Less : Expenditure for Year	154,760
122,080		115,734 ⁵
34,629	Transfers TO / FROM Reserves	37,999
87,451	Closing Balance	77,736

Balance Sheet as at 31st March 2021

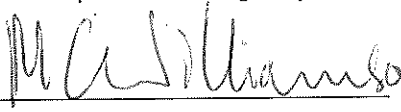
31st March 2020

31st March 2021

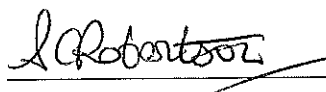
31st March 2020	NOTE	31st March 2021
Current Assets		
671	Debtors	0
2,256	VAT Control A/c	1,535
85,888	Barclays Current A/c	114,843
32,598	Active Saver	32,621
41,857	Barclays Base Rate Reward	41,909
58,055	CBS Notice Council Saver	58,279
221,325		249,187
221,325	Total Assets	249,187
Current Liabilities		
421	Creditors	0
421		0
220,904	Total Assets Less Current Liabilities	249,187
Represented By		
87,451	General Reserves	77,736
98,381	Earmarked Reserves	110,760
35,072	EMR CIL Reserve	36,442
0	EMR S106 Reserve	24,250
220,904		249,187

The above statement represents fairly the financial position of the authority as at 31st March 2021 and reflects its Income and Expenditure during the year.

Signed :
Chairman

 Date : 23/6/21

Signed :
Responsible
Financial
Officer

 Date : 23/06/21

*The Council also has tangible long-term assets (see notes 1 & 2) with a value of £321,890 which are not included in the balance sheet.

The Council notes that there are pound discrepancies on the Income and Expenditure Account & Balance Sheet. This is due to a rounding process in the accountancy software, RBS Alpha. However it is satisfied that the true figures are accurate.

MARTLESHAM PARISH COUNCIL
SUPPORTING STATEMENT FOR THE YEAR ENDED 31ST MARCH 2021

1. FIXED ASSETS

Acquisitions for year 2020/21 are as follows:

	£	£
Total assets at end of financial year 2019/20 (as recorded on the balance sheet 2019/20 accounts)		311145
Plus acquisitions:		
PWCG Pruning Saw	21	
Kindle tablet for Council use	48	
PWCG arched top lockable memorial notice board	1195	
3 information display boards (cost of installation and artwork £2050 added to original cost of £1k, making a total of £3050)	2050	
ASUS laptop i5, 8G RAM, 256GB SSD Windows 10 Pro with ESET Antivirus, associated software installation & set up x 4 (unit price of each laptop £748)	4645	
London Hearts Defibrillator & Cabinet (Donation of £1441, installation £112)	1553	
Emitter GRP (Glass Reinforced Plastic) heavy duty Cabinet (for Orchard water supply)(£1195.00) & lock (£38) including installation	1233	
		10745
Total fixed assets as at 31 March 2021		321890

Please refer to 'Appendix 1: Assets Register 2020/21 – Summary' for the new total: **£321,890**. The detailed Assets Register is held on file in the office. The Summary also shows the insurance values recorded in the Assets Register.

Please note that on the Annual Return, under Section 2 – Accounting Statements 2020/21, the acquisitions above have been added to the figure of £272,298 approved last year by the external auditor. The external audit does not take into account past revaluations. Therefore, the new figure in box 9 for year ending 31 March 2021 is £283,043 i.e. an increase of £10,745 as shown above.

2. LEASES

2.1 The area of land known as Martlesham Common is leased to the Council by Grainger plc (formerly known as Bradford Property Trust Ltd) on a 999-year lease at no cost and a nominal rent of 1d per year if requested. Lease dated 2nd June 1978.

2.2 Leased by the Council to Reach2 Academy Trust: Part of the Jubilee Playspace, adjoining the playing field of Martlesham Primary Academy (containing an area of 128 square metres or thereabouts). The lease for five years is dated 17th February 2020 and expires on 17th February 2025. Annual rent of £1, if demanded.

2.3 Leased to the Council: Pillbox at 67a Deben Avenue, Martlesham Heath, for storage and maintenance of tools. Date of commencement of the original 5-year lease was 1st September 2009. This has subsequently been renewed. The current lease was renewed from 1st September 2019 to 31st August 2024. Annual rent of £1, if demanded.

3. LICENCES

3.1 The area of land known as the Play Area (Centenary Playspace) on the Western Corridor: Licence to use the Play area as a play area for children's games, sports and play equipment was made between Martlesham Heath Householders Ltd (formerly Martlesham Consultants Ltd) and the Council to run from 9th July 2001 and to continue until terminated by either party serving not less than twelve months' written notice on the other.

The Licence was amended with immediate effect on 17 January 2011 to increase the notice period for termination from twelve months to five years.

3.2 Licence dated 30th June 2015 made between Suffolk Coastal District Council, now East Suffolk Council (ESC), & Martlesham Parish Council (MPC) to site a bench at Black Tiles Lane on land belonging to ESC.

3.3 Licence dated 2nd February 2021 between Suffolk County Council & MPC in respect of planting 5 trees and 500 flower bulbs on or over part of Carol Avenue (the Public Highway).

4. BORROWINGS

As at 31st March 2021 no loans to the Council were outstanding.

5. DEBTS OUTSTANDING

As at 31st March 2021 debts of **£1,535** were outstanding and due to the Council:

HM Revenue & Customs VAT (less than 6 months old)	£1,535
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6. CREDITORS & ACCRUALS

There were no payments due but unpaid at 31st March 2021.

7. SECTION 137 PAYMENTS

The Council confirmed its continued eligibility to use the General Power of Competence at its Annual Meeting in May 2019, under Resolution C2019/51, therefore there were no section 137 payments in financial year 2020/21.

8. AGENCY WORK

During the year the Council did not undertake any agency work on behalf of other authorities.

9. ADVERTISING & PUBLICITY

None.

10. PENSIONS

Pension contributions for the year 2020/21 were £17,525 of which £13,976 was the employer contribution. This is included in the Salaries expenditure.

11. CAPITAL EXPENDITURE

Four laptops with associated software at a cost of £4,645, funded from EMR F&GPC as there was no budget for them. Unexpected expenditure due to need for homeworking.

12. EARMARKED RESERVES

Please refer to Appendix 2 for Earmarked Reserve Movements for 2020/21, as agreed by Resolution C2021/1m, but allowing for adjustments at the year end.

13. CONTINGENT LIABILITIES

The Council has no contingent liabilities.

14. COUNCIL INCOME

During the year to 31st March.2021 the Council received the following income:
£

Grants:

Suffolk County Council (SCC) locality funds – 2 gazebos	1,500
SCC locality funds – Carol Avenue tree planting	163
East Suffolk Council (ESC) CEB grant – SID project	3,477
ESC trim trail grant (S106 funds) – Common paths	9,700

Community Infrastructure Levy (CIL)	1,370
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S106 – Common Local Nature Reserve	24,250
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Other income:

Refund of donation for Stop Ipswich Northern Bypass website	250
Use of Kronji's Piece for fitness training – contribution	40

Total of 'Council Income':	<u>£40,750</u>
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15. PORTAL WOODLANDS CONSERVATION GROUP

PWCG Income	£
Donations received	90
ESC grant – bush/hedge cutting equipment	<u>1,407</u>
Total:	<u>£1,497</u>

16. GRANTS & DONATIONS AWARDED BY THE COUNCIL

During the year to 31st March 2021 the Council awarded the following grants:
£

Disability Advice Service	1,000
Ipswich Borough Council (Greenways)	1,000
Martlesham Brass	500
Martlesham Conservation Group	138
Martlesham in Bloom	190
The Saplings	862
Suffolk Accident Rescue Service	350
	<u>£4,040</u>

Two further grants were awarded due to the exceptional circumstances of the coronavirus pandemic, with funding taken from EMR F&GPC as there was no budget for them:

Martlesham Community Hall Management Committee	3,000
Martlesham Surgery – 4 waiting room screens	1,000

17. CASH IN HAND

Barclays Current	114,843
Barclays Active Saver	32,621
Barclays Base Rate Reward	41,909
Cambridge Building Society Notice Council Saver	<u>58,279</u>
	<u>£247,652</u>

Full details of the accounts are held electronically on Alpha software and hard copies can be viewed in the Clerk's accounts folder for 2020/21.

APPENDIX 1

Martlesham Parish Council
Assets Register 2020/21 - Summary

Asset Category	Fixed Assets value for Income & Expenditure account (noted on Balance Sheet)	Insurance value 2020/21
LAND	£ 15003	
PLAY EQUIPMENT	£136767	£166551
STREET FURNITURE	£104201 (inc. litter & dog bins)	£119586
GATES & FENCES	£ 22134	£ 25174
PARISH ROOM & OFFICE CONTENTS	£ 18433	£ 20777
TOOLS & MACHINERY	£ 9391	£ 11558
SPORTS EQUIPMEMT	£ 12908	£ 13425
MISCELLANEOUS	£ 1500	£ 1863
FIXED OUTSIDE EQUIPMENT	£ 1553	£ 2903
GRAND TOTALS	£321890	£361837

Appendix 2

Martlesham Parish Council						
Earmarked Reserve Movements 2020/21						
Project Description	Opening Reserve 01/04/2020	Transfers To EM Reserves 2020/21	Used To Fund Expenditure 2020/21	Closing Reserve 31/03/2021	Journal Ref	Notes
9000 Legal & Professional Fees	6,000.00	7,100.00	100.00	13,000.00		£10k contingency for NP Review
9001 Election Costs	3,100.00	0.00	0.00	3,100.00		
9002 Allotments - PC Admin	0.00	0.00	0.00	0.00		Transferred to 9000 end 2019/20
9004 Martlesham Village Fete	1,000.00	0.00	0.00	1,000.00		£1000 EMR agreed for 2021/22
9008 Strategy & Infrastructure	37,000.00	10,385.00	10,385.00	37,000.00		9008/9017/9005/9014 merged to S&I
9009 Property Repairs	1,000.00	0.00	0.00	1,000.00		
9017 Capital Projects	0.00	0.00	0.00	0.00		Transferred to 9008 end 2019/20
9020 CIL Reserve	35,072.10	-16,830.06	0.00	18,242.04		£18,200 tfr to new code 9022
9022 CIL Harry Higgins PA	0.00	18,200.00	0.00	18,200.00		New code for play area project funds
9024 EMR S106 Reserve	0.00	24,250.00	0.00	24,250.00		New reserve
9003 Locality Budget/Grants	700.00	1,663.35	163.35	2,200.00		Gazebo grant £1,500 & £700 unspent
9005 Signage/related activities	0.00	0.00	0.00	0.00		Transferred to 9008 end 2019/20
9006 Youth Projects	2,000.00	0.00	0.00	2,000.00		
9010 Bike Trails Project	321.00	0.00	0.00	321.00		
9011 Development Of Play Areas	35,000.00	-10,300.00	9,700.00	15,000.00		£20k tfr to new code 9018 for HH play area
9012 General Maintenance	6,000.00	0.00	0.00	6,000.00		
9013 Play Equipment Maintenance	2,000.00	0.00	0.00	2,000.00		
9014 Parish Amenities	0.00	0.00	0.00	0.00		Transferred to 9008 end 2019/20
9018 Harry Higgins Play Area	0.00	20,000.00	0.00	20,000.00		New code
9019 Portal Woodlands CG	3,560.00	1,597.08	1,195.00	3,962.08		
9021 Community Orchard	0.00	0.00	0.00	0.00		Moved to budget for 20/21
9015 DET Committee	700.00	0.00	0.00	700.00		
9023 DETC SID grant	0.00	3,476.81	0.00	3,476.81		New code
	133,453.10	59,542.18	21,543.35	171,451.93		