

**Portishead Town Council**

**Income and Expenditure Account  
for the year ended 31 March 2016**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Precept	257,913.00	267,611.00
Folk Hall Lettings	26,761.47	28,363.58
North Weston Village Hall Lettings	9,688.12	8,690.01
Redcliffe Bay Lettings	12,888.45	0.00
Other Income	10,074.95	5,198.61
Interest - Bank	7878.81	6,117.89
Council Tax Support Grant	11,790.45	16,494.67
Transfer from Redcliffe Bay Management Committee	4,238.09	0.00
<b>Total Income</b>	<u>341,233.34</u>	<u>332,475.76</u>
<b>Expenditure</b>		
Administrative Staff Costs	95,913.41	96,448.33
Caretaking Staff Costs	28,357.65	28,137.24
Administration Costs	34,391.89	35,578.45
Redcliffe Bay Staff Costs	8,588.57	0.00
Folk Hall Cost	15,892.89	17,989.79
North Weston Village Hall Running Costs	3,070.65	3,193.32
Redcliffe Bay Hall Running Costs	5,202.00	0.00
Other Amenity Costs	11,047.17	9,277.77
Grants	57,166.72	72,001.72
Election Costs	12,356.43	0.00
Toilet Block Costs	9,871.63	11,011.50
CCTV Running Costs	7,571.28	7,571.28
Street Furniture	3,087.50	193.00
Improvements to Notice Boards	252.26	0.00
Floral Displays	13,169.05	13,464.10
<b>Expenditure from General Fund</b>	<u>305,939.10</u>	<u>294,866.50</u>
Expenditure from Earmarked Reserves	<u>26,391.97</u>	<u>31,400.78</u>
<b>Total Expenditure</b>	<u>332,331.07</u>	<u>326,267.28</u>
<b>Surplus of Total Income over Total Expenditure</b>	<u>8,902.27</u>	<u>£ 6,208.48</u>

**Portishead Town Council**  
**Detailed Breakdowns for the year ended 31 March 2016**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
<b>Other Income</b>		
Leases	392.50	392.50
Sundries	5,647.32	537.10
Beach Hill Allotments	192.50	192.50
North Weston Allotments	600.00	600.00
Gertie Gale Allotment	1,500.00	1,125.00
Toilet Block	1,742.63	2,351.51
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	10,074.95	5,198.61
<b>Administration Costs</b>		
Chairman's Allowance	1,154.74	1,668.47
Office Equipment	950.83	774.91
Office Equipment Maintenance	1,445.36	635.49
Web Site Maintenance and Management	962.48	1,441.25
Telephone	621.09	1,446.32
Stationery and office supplies	2,282.67	1,914.53
Subscriptions	849.68	519.00
Staff recruitment	230.00	225.00
Publicity/Advertising	2,422.80	2,109.68
Audit/Professional	13,657.35	14,271.16
Sundries	227.41	289.69
Training costs and travelling expenses	1,175.24	985.87
Postage	1,373.48	1,464.43
Insurance	5,404.12	7,832.65
Agency staff costs	1,634.64	0.00
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	34,391.89	35,578.45
<b>Folk Hall Costs</b>		
Folk Hall Services	11,914.93	10,764.23
Halls Maintenance	2,746.60	6,594.08
Janitorial	1,231.36	631.48
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	15,892.89	17,989.79
<b>Other Amenity Costs</b>		
Beach Hill Allotment Rent	175.00	175.00
Amenity Maintenance	10,140.95	7,987.13
Street Lights	731.22	933.24
Gertie Gale's Allotment Expenses	0.00	182.40
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	11,047.17	9,277.77
<b>Grants</b>		
General Community Grants	2,600.00	2,154.00
Youth Support Grants	1,700.00	7,835.00
Christmas Lights (incl storage)	8,577.72	7,977.72
Lifeboat Trust	0.00	3,000.00
Portishead Youth Centre	20,000.00	20,000.00
Nailsea Community Transport	10,500.00	10,500.00
Ranger Service	0.00	1,500.00
Portishead Yacht & Sailing	0.00	512.00
Portishead Carnival	0.00	5,000.00
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	43,377.72	58,478.72
<b>Other Grants</b>		
Citizens Advice Bureau	13,789.00	13,523.00
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<b>Total Grants</b>	57,166.72	72,001.72

**Portishead Town Council**  
**Balance Sheet as at 31 March 2016**

		31.03.16		31.03.15	
	£		£		£
<b>Current Assets</b>					
Cash - Bank Balances	565,637.04			560,721.78	
Petty Cash	160.23			171.97	
Debtors - Customs & Excise	4,132.04			4,378.23	
- Other	1,722.56			96.05	
Payments in Advance	3,250.30			578.00	
		574,902.17		565,946.03	
Less					
<b>Current liabilities</b>					
Creditors	3,241.63			2,945.26	
Receipts in Advance	0.00			242.50	
		3,241.63		3,187.76	
<b>Net Assets</b>		571,660.54		562,758.27	
<b>Represented by:</b>					
General Funds		211,855.60		299,318.30	
Earmarked Reserves		359,804.94		263,439.97	
		571,660.54		562,758.27	
<b>Net Assets</b>		571,660.54		562,758.27	

I hereby certify that the Statement of Accounts for the Year Ended 31 March 2016 have been prepared in accordance with the requirements of the Accounts and Audit Regulations 2003 (as amended).

I further certify that the Statement of Accounts presents fairly the financial position of Portishead Town Council at 31 March 2016 and reflects its income and expenditure for the year.

Signed ..... Jo Duffy : Responsible Financial Officer

Date .....

Approved by the Town Council at its meeting held on .....2016

Signed ..... Chairman of the Council

Date .....

**Portishead Town Council**  
**Notes for the year ended 31 March 2016**

Note

**1 Funds Summary**

	Total	Earmarked Reserves	General Fund
Income	341,233.34	0.00	341,233.34
Expenditure	<u>(332,331.07)</u>	<u>(26,391.97)</u>	<u>(305,939.10)</u>
Surplus/(Deficit) of Total Income over Total Expenditure	8,902.27	(26,391.97)	35,294.24
Transfers to Earmarked Reserves		122,756.94	(122,756.94)
Brought Forward at 31 March 2015	<u>562,758.27</u>	<u>263,439.97</u>	<u>299,318.30</u>
Carried Forward at 31 March 2016	<u>571,660.54</u>	<u>359,804.94</u>	<u>211,855.60</u>

	Year Ended 31.03.16 £	Year Ended 31.03.15 £
<b>2 Total Staff Costs</b>		
Salaries, employers NI, and pension costs	132,859.63	124,585.57
Recruitment costs	<u>0.00</u>	<u>225.00</u>
	<u>132,859.63</u>	<u>124,810.57</u>

**Portishead Town Council**  
**Notes for the year ended 31 March 2016**

**3 Earmarked Reserves**

The Council maintains certain reserves to meet specific future expenditure. The reserves and movements on them for the year ended 31 March 2016 are as follows:

<b>Purpose of Reserve</b>	<b>Opening Balance 01.04.15</b>	<b>Added</b>	<b>Expended</b>	<b>Net Movement In Year</b>	<b>Closing Balance 31.03.16</b>
Major Community Projects	10,000.00	90,000.00	0.00	90,000.00	100,000.00
Major Works Programme - Halls	7,243.06	2,756.94	(3,470.00)	713.06	6,530.00
Play Equipment	24,720.00	0.00	(11,064.87)	(11,064.87)	13,655.13
Office IT Equipment	2,979.01	0.00	(911.00)	(911.00)	2,068.01
Youth Centre Building Contingency	107,849.90	0.00	(3,649.10)	(3,649.10)	104,200.80
Youth Recreation Incentive	5,648.00	0.00	0.00	0.00	5,648.00
Environmental/Cultural/Heritage/ Allotment Reserve	25,000.00	0.00	0.00	0.00	25,000.00
Elections	10,000.00	0.00	(7,297.00)	(7,297.00)	2,703.00
Portishead Railway	50,000.00	(50,000.00)	0.00	(50,000.00)	0.00
Asset Transfer Reserve	20,000.00	80,000.00	0.00	80,000.00	100,000.00
	<u>263,439.97</u>	<u>122,756.94</u>	<u>(26,391.97)</u>	<u>96,364.97</u>	<u>359,804.94</u>