

Portishead Town Council

**Income and Expenditure Account
for the year ended 31 March 2017**

	2017	2016
	£	£
Income		
Precept	252,987.00	257,913.00
Folk Hall Lettings	27,305.28	26,761.47
North Weston Village Hall Lettings	10,492.26	9,688.12
Redcliffe Bay Lettings	12,532.81	12,888.45
Other Income	6,312.07	10,074.95
Interest - Bank	5,745.19	7878.81
Council Tax Support Grant	10,004.00	11,790.45
Transfer from Redcliffe Bay Management Committee	-	4,238.09
Total Income	<u>325,378.61</u>	<u>341,233.34</u>
 Expenditure		
Administrative Staff Costs	102,068.79	95,913.41
Caretaking Staff Costs	39,608.70	28,357.65
Administration Costs	46,560.28	34,391.89
Redcliffe Bay Staff Costs	-	8,588.57
Folk Hall Cost	15,934.31	15,892.89
North Weston Village Hall Running Costs	4,947.85	3,070.65
Redcliffe Bay Hall Running Costs	5,477.18	5,202.00
Other Amenity Costs	13,339.62	11,047.17
Grants	59,488.72	57,166.72
Election Costs	-	12,356.43
Toilet Block Costs	10,764.91	9,871.63
CCTV Running Costs	8,538.78	7,571.28
Street Furniture	1,320.00	3,087.50
Improvements to Notice Boards	60.00	252.26
Floral Displays	13,300.45	13,169.05
Environmental Enhancement	428.00	-
Expenditure from General Fund	<u>321,837.59</u>	<u>305,939.10</u>
Expenditure from Earmarked Reserves	<u>72,084.67</u>	<u>26,391.97</u>
Total Expenditure	<u>393,922.26</u>	<u>332,331.07</u>
(Deficit)/Surplus of Total Income over Total Expenditure	<u>£ (68,543.65)</u>	<u>£ 8,902.27</u>

Portishead Town Council
Detailed Breakdowns for the year ended 31 March 2017

	2017	2016
	£	£
Other Income		
Leases	471.23	392.50
Sundries	1,872.17	5,647.32
Beach Hill Allotments	192.00	192.50
North Weston Allotments	600.00	600.00
Gertie Gale Allotment	1,500.00	1,500.00
Toilet Block	1,676.67	1,742.63
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	6,312.07	10,074.95
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Administration Costs		
Chairman's Allowance	797.22	1,154.74
Office Equipment	3,686.70	950.83
Office Equipment Maintenance	222.83	1,445.36
Web Site Maintenance and Management	8,719.29	962.48
Telephone	502.16	621.09
Stationery and office supplies	1,615.30	2,282.67
Subscriptions	4,806.44	849.68
Staff recruitment	-	230.00
Publicity/Advertising	3,875.50	2,422.80
Audit/Professional	13,008.99	13,657.35
Sundries	730.31	227.41
Training costs and travelling expenses	1,235.18	1,175.24
Postage	1,867.50	1,373.48
Insurance	5,442.86	5,404.12
Agency staff costs	-	1,634.64
Bank charges	50.00	-
	<hr/>	<hr/>
	46,560.28	34,391.89
	<hr/>	<hr/>
Folk Hall Costs		
Folk Hall Services	12,698.71	11,914.93
Halls Maintenance	2,230.71	2,746.60
Janitorial	1,004.89	1,231.36
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	15,934.31	15,892.89
	<hr/>	<hr/>
Other Amenity Costs		
Beach Hill Allotment Rent	175.00	175.00
Amenity Maintenance	9,314.64	10,140.95
Street Lights	1,164.98	731.22
Allotment Expenses	2,685.00	0.00
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	13,339.62	11,047.17
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Grants		
General Community Grants	3,850.00	2,600.00
Youth Support Grants	-	1,700.00
Christmas Lights (incl storage)	8,577.72	8,577.72
Portishead Youth Centre	20,000.00	20,000.00
Nailsea Community Transport	10,500.00	10,500.00
Portishead Carnival	2,500.00	0.00
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	45,427.72	43,377.72
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Other Grants		
Citizens Advice Bureau	14,061.00	13,789.00
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Total Grants	59,488.72	57,166.72
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Portishead Town Council
Balance Sheet as at 31 March 2017

		31.03.17		31.03.16	
	£		£		£
Current Assets					
Cash - Bank Balances	510,337.27			565,637.04	
Petty Cash	119.59			160.23	
Debtors - Customs & Excise	6,532.93			4,378.23	
- Other	1,363.51			1,722.56	
Payments in Advance	2,982.75			3,250.30	
	<hr/>	521,336.05		<hr/>	574,902.17
Less					
Current liabilities					
Creditors	18,161.16			3,241.63	
Receipts in Advance	58.00			0.00	
	<hr/>	18,219.16		<hr/>	3,241.63
		<hr/>		<hr/>	
Net Assets		503,116.89		571,660.54	
		<hr/>		<hr/>	
Represented by:					
General Funds		176,000.75		211,855.60	
Earmarked Reserves		327,116.14		359,804.94	
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Net Assets		503,116.89		571,660.54	
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I hereby certify that the Statement of Accounts for the Year Ended 31 March 2017 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 2017 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 on2017

Signed Chairman of the Council

Date.....

Portishead Town Council
Notes for the year ended 31 March 2017

Note

1 Funds Summary

	Total	Earmarked Reserves	General Fund
Income	325,378.61	0.00	325,378.61
Expenditure	<u>393,922.26</u>	<u>72,084.67</u>	<u>321,837.59</u>
(Deficit)/Surplus of Total Income over Total Expenditure	(68,543.65)	(72,084.67)	3,541.02
Transfers to Earmarked Reserves	0.00	39,395.87	(39,395.87)
Brought Forward at 31 March 2016	<u>571,660.54</u>	<u>359,804.94</u>	<u>211,855.60</u>
Carried Forward at 31 March 2017	<u>503,116.89</u>	<u>327,116.14</u>	<u>176,000.75</u>

2 Total Staff Costs

	Year Ended 31.03.17 £	Year Ended 31.03.16 £
Salaries, employers NI, and pension costs	<u>141,677.49</u>	<u>132,859.63</u>

Portishead Town Council
Notes for the year ended 31 March 2017

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 2017 are as follows:

Purpose of Reserve	Opening Balance 01.04.16	Added	Expended	Net Movement In Year	Closing Balance 31.03.17
Major Community Projects	100,000.00		11,371.50	(11,371.50)	88,628.50
Major Works Programme - Halls	6,530.00	3,470.00	3,356.47	113.53	6,643.53
Play Equipment	13,655.13	16,344.87	15,000.00	1,344.87	15,000.00
Office IT Equipment	2,068.01	2,932.00	3,303.00	(371.00)	1,697.01
Youth Centre Building Contingency*	104,200.80		1,253.70	(1,253.70)	102,947.10
Youth Recreation Incentive	5,648.00	9,352.00	15,000.00	(5,648.00)	0.00
Environmental/Cultural/Heritage/ Allotment Reserve	25,000.00	10,000.00	22,800.00	(12,800.00)	12,200.00
Elections	2,703.00	(2,703.00)	0.00	(2,703.00)	0.00
Asset Transfer Reserve	100,000.00				100,000.00
	359,804.94	39,395.87	72,084.67	(32,688.80)	327,116.14

*Restricted Reserve