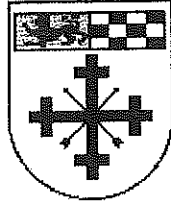


# Castle Bromwich Parish Council



## The Accounts of Castle Bromwich Parish Council 2002 - 2003

including  
The Consolidated Balance Sheet,  
Income & Expenditure Account,  
and Supporting Statement.

Mrs. C. Tibbles,  
Clerk to the Council & RFO.

Council Offices, Arden Hall, Water Orton Road  
Castle Bromwich, SOLIHULL, West Midlands. B36 9PB  
☎ Tel: 0121-747 6503. 📠 Fax: 0121-747 2187  
✉ *email:* [counciloffice@castlebromwichpc.gov.uk](mailto:counciloffice@castlebromwichpc.gov.uk)

25<sup>th</sup> June 2003.

**Castle Bromwich Parish Council**  
**Summary of Receipts and Payments**  
**All Cost Centres and Codes**

**Cost Centre 1 Precept**

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
180	Precept		106,311.20			0.20
	<b>SUB TOTAL</b>	<b>106,311.00</b>	<b>106,311.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.20</b>

**Cost Centre 2 F&GP**

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
210	Salaries & NIC		4,922.13	33,300.00	44,837.22	-6,615.09
211	Travel			1,040.00	85.06	954.94
212	Printing & Stationery		172.41	1,800.00	1,650.36	322.05
213	Telephone			1,250.00	1,349.02	-99.02
214	Advertising			260.00	95.00	165.00
215	Subscriptions			1,670.00	1,653.47	16.53
216	Insurances			420.00	691.43	-271.43
217	Audit Fee			1,200.00	1,640.00	-440.00
218	Sundries			1,700.00	5,190.53	-3,490.53
219	Bank Charges			1,050.00	841.86	208.14
220	Staff Training			1,500.00	365.00	1,135.00
221	Refuse Sacks	520.00	280.01	500.00		260.01
222	Members Expenses			300.00	23.72	276.28
223	Hospitality			300.00	106.94	193.06
260	Chairmans Allowance			1,000.00	1,000.00	0.00
261	Repairs & Renewals			8,000.00	7,955.01	44.99
262	Grant Aid			3,000.00	3,500.00	-500.00
267	Phone System					0.00
268	Village Appraisal				209.00	-209.00
269	Youth Parish Council					0.00
280	Bank Interest	5,750.00	4,188.85			-1,561.15
281	Sundries	260.00	3,363.43			3,103.43
282	Book Sales	5.00	229.00			224.00
299	Contingency Fund			7,865.00	-1,012.26	8,877.26
	<b>SUB TOTAL</b>	<b>6,536.00</b>	<b>13,156.83</b>	<b>66,155.00</b>	<b>70,181.36</b>	<b>2,594.47</b>

**Cost Centre 3 Arden Hall**

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
310	Wages & NIC			35,500.00	39,695.19	-4,195.19
311	Heating & Lighting			8,800.00	9,354.03	-554.03
312	Cleaning materials			810.00	705.03	104.97
313	Repairs & Renewals		170.00	20,330.00	22,936.29	-2,436.29
314	Rates		1,350.84	11,370.00	12,693.85	26.99
315	Telephone			490.00	435.32	54.68
316	Insurances			5,310.00	6,310.00	-1,000.00
317	Miscellaneous			2,710.00	4,648.83	-1,938.83
319	Community Workshop			200.00		200.00
320	Staff Training			300.00	165.00	135.00
350	Bar Goods			40,100.00	34,278.24	5,821.76
351	Bar Wages & NIC			9,950.00	8,524.41	1,425.59
352	Bar Other			4,200.00	3,818.33	381.67
361	Air Conditioning			5,000.00		5,000.00
362	Windsor Room Exten.					0.00
364	Furniture			1,850.00	1,675.10	174.90
366	CCTV System			16,000.00	1,494.00	14,506.00
370	Comm.AppraisalProject			5,000.00	1,143.93	3,856.07
380	Hall Lettings	60,000.00	58,848.79		163.30	-1,314.51
381	Sundries	575.00	682.45			107.45
382	Bar Sales	90,000.00	82,823.69			-7,176.31
383	Community Workshop					0.00
371	Function Night-AH		929.36		893.16	36.20
	<b>SUB TOTAL</b>	<b>150,575.00</b>	<b>144,806.13</b>	<b>167,920.00</b>	<b>148,934.01</b>	<b>13,216.12</b>

Code	Title	Receipts		Payments		Net Position Underspend (+)/Overspend (-)
		Estimated	Actual	Estimated	Actual	
410	Wages & NIC			27,600.00	28,699.94	-1,699.94
411	Heating & Lighting			3,020.00	2,322.12	697.88
412	Cleaning Materials			375.00	353.36	21.64
413	Ground Maintenance			20,535.00	30,394.82	-9,859.82
414	Repairs & Renewals			9,000.00	8,036.40	963.60
415	Pitch Renovation			3,150.00	4,156.00	-1,006.00
416	Telephone			375.00	537.77	-162.77
417	Insurances			1,900.00	2,340.82	-440.82
418	Miscellaneous			1,900.00	1,214.17	685.83
420	Staff Training			325.00		325.00
460	Landscape Works			720.00	718.95	1.05
467	Bulb Planting			500.00	395.00	105.00
468	Resurface Tennis Court			2,000.00	1,775.00	225.00
470	Playground Safety Wks				1,719.68	-1,719.68
471	Bollards, Village Grn			2,600.00		2,600.00
472	Furniture			2,100.00	850.00	1,250.00
473	Comm.Appraisal Project			5,000.00	1,775.00	3,225.00
480	Pavilion Lettings	8,910.00	5,524.35			-3,385.65
481	Sundries	1,355.00	5,502.89			4,147.89
482	Pitches - Tennis	1,355.00	1,118.15			-236.85
483	Pitches - Football	3,800.00	3,859.00			59.00
484	Pitches - Cricket	1,080.00	900.00			-180.00
	<b>SUB TOTAL</b>	<b>16,500.00</b>	<b>16,904.39</b>	<b>80,500.00</b>	<b>85,289.03</b>	<b>-4,384.64</b>
<b>IET TOTAL</b>		<b>279,921.00</b>	<b>281,176.55</b>	<b>314,576.00</b>	<b>304,404.40</b>	<b>11,426.15</b>
<b>CA T</b>			<b>24,416.57</b>		<b>25,215.01</b>	
<b>GROSS TOTAL</b>			<b>305,593.12</b>		<b>329,619.41</b>	

5th June 2003

**Castle Bromwich Parish Council  
Year End Working Document  
Year ending 31/03/2003**

Last Year Inc/Exp	Income	A Receipts	B Adjustments		C This Years	A - B + C Income
			Last Years	This Years		
102,710.00	Precept	106,311.20	0.00	0.00	106,311.20	
8,017.23	F&GP	13,155.83	-511.30	504.94	13,149.47	
152,692.06	Arden Hall	144,805.13	-748.95	-7,023.85	137,032.33	
13,519.40	Open Spaces	16,904.39	-432.00	4,680.00	21,152.39	
		<b>281,176.55</b>	<b>1,692.25</b>	<b>-1,838.91</b>	<b>277,645.39</b>	
Last Year Inc/Exp		A Payments	B Adjustments		C This Years	A - B + C Expenditure
Expenditure			Last Years	This Years		
0.00	Precept	0.00	0.00	0.00	0.00	
73,756.46	F&GP	70,181.36	-5,636.38	773.15	65,318.13	
105,427.59	Arden Hall	148,934.01	+5,127.03	-3,183.01	150,878.03	
49,548.45	Open Spaces	85,289.03	-4,840.12	2,603.21	83,052.12	
0.00	Prov for Dbtful Debts	0.00	0.00	0.00	0.00	
		<b>304,404.40</b>	<b>5,349.47</b>	<b>193.35</b>	<b>299,248.28</b>	

**Castle Bromwich Parish Council**  
**ADJUSTMENTS FOR THE YEAR ENDING 31/03/2003**

**Outstanding bills received but NOT paid. (Creditors) - Increase Expenditure**

		<u>Code</u>	
Bar Goods	Baby Bottles	350	235.32
Bar Goods	Horizon Soft Drinks	350	49.84
Services	JT Bayley Window Cleaning	317	40.88
Grounds Maintenance	Fairways	413	1,420.00
Bollards	Fairways	471	1,144.00
Stationery	Kall Kwik Printers	212	142.50
Services	Photocopier	212	10.65
Professional Services	Express Commerce	261	620.00
Professional Services	F Birch & Co	352	202.00
Bar Goods	Carlsberg Tetley	350	447.06
Supplies	Godiva Walker	352	129.18
Supplies	Redcroft	313	9.49
Bar Other	RTP Crisps	352	26.95
Miscellaneous	Sheldon Laundries	317	45.47
Services	Solihull MBC	414	39.21
			<u>£4,562.55</u>

**Outstanding payments DUE TO the Council. (Debtors) - Increase Income**

		<u>Code</u>	
Letting	CB Cricket and Sports Club	480	1,516.00
Hall Lettings	Phoenix	380	133.75
Licence Agreement	Diktron	481	3,025.00
Pavilion Letting	CB Albion Football	480	101.50
Hall Letting	Flower Club	380	108.00
Hall Letting	Friends of Acorns	380	93.00
Hall Letting	CB Wine Circle	380	59.50
Hall Letting	Starliners	380	200.00
Hall Letting	Mrs Helley	380	80.00
Hall Letting	Mrs Greer	380	80.00
Hall Letting	G Hancock	380	100.00
Hall Letting	Green & Neath	380	185.00
Hall Letting	Carer & Toddler	480	37.50
Pavilion Letting	Terminix	380	62.00
Hall Letting	Housing 21	380	128.00
Hall Letting	Solihull MBC Housing	380	90.00
Hall Letting	National Blood Service	380	100.00
Hall Letting	Mr Cattle	380	536.40
Investment Interest Accrued	National Savings Bank	280	504.94
			<u>£7,140.59</u>

**Debts overpaid to the Council - Decrease Income**

		<u>Code</u>	
Hall Lettings	03/04 future bookings	380	8,979.50
			<u>£8,979.50</u>

**Stocks and Stores (over £1,000 in value) - Decrease Expenditure**

		<u>Code</u>	
Bar Stock	Various	350	4,369.20
			<u>£4,369.20</u>

06/06/2003 08:26

Castle Bromwich Parish Council

Received in Advance

**NOTE: EXCLUDE ANY VAT**

Scribe

Ref	Receipt No	Customer	Date of hire	Amount
<u>For Arden Hall: (Cost Code 380)</u>				
	15561	Bryan	14/06/2003	100.00
	15599	Short	03/05/2003	100.00
	15602	King	19/04/2003	100.00
	15611	Carter	26/07/2003	100.00
	15638	Woodrow	<u>07/06/2003</u>	100.00
	15207	Olphin		100.00
	15240	Green/Neath		100.00
	15250	Arnold		100.00
	15676	Nash		100.00
	15682	Potter		100.00
	15257	Phelps		100.00
	15361	Griffiths		100.00
	15395	Haycock		100.00
	15407	Cupples		100.00
	15423	Bull		100.00
	15432	Heeley		100.00
	15471	Rogers		80.00
	15483	May		175.00
	15484	Cox		100.00
	15490	Cookson		100.00
	15753	Horme		100.00
	15754	Haycock		230.40
	15756	Neil		80.00
	15773	Carter		190.00
	15777	Whelan		100.00
	15792	Churchill		100.00
	15801	Taylor		100.00
	15820	Churchill		100.00
	15828	Perry		40.00
	15834	Bywater		100.00
	15840	Hancock		100.00
	15841	Cleaver		80.00
	15867	Freeth		100.00
	15872	Capezio		100.00
	15873	Wilson		100.00
	15874	Dempsey		100.00
	15877	McDonald		100.00
	15881	Powney		100.00
	15887	Smith		100.00
	15893	Phelps		185.00
	15895	Overton		349.20
	15897	McCormack		80.00
	15901	Wilson		80.00
	15904	Beesley		100.00
	15905	Watkins		100.00
	15906	Anderton		75.00
	15907	Sherwin		75.00
	15908	Lycett		80.00
	15910	Pritchett		100.00
	15916	Nash		25.00
	15923	Monkman		75.00

15924 Haycock	100.00
15930 James	50.00
15931 Dalley	100.00
15936 Pritchett	185.00
15940 McDonald	284.00
15941 Pegg	80.00
15946 McLaughlin	100.00
15948 Rooney	75.00
15949 Hodson	100.00
15950 Grady	80.00
16003 Mitchell	80.00
16004 Halfpenny	204.00
16009 Hinks	80.00
16010 Beeby	80.00
16014 Churchill	249.20
16015 Pai	114.30
16018 Short	185.00
16021 Cox	80.00
16022 Husk	100.00
16025 Davis	100.00
16027 Cookson	289.20
16028 Pinfield	100.00
16030 Fletcher	100.00
16035 Woodrow	249.20
16037 Beasley	100.00
16039 Holmes	100.00
16201 Shaughnessy	100.00
16202 O'Hagen	75.00
16203 Collins	40.00

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**£8,979.50**

**Castle Bromwich Parish Council**  
**Summary of Year End Adjustments 31/03/2003**  
**Incorporated in the Income & Expenditure Report**

Cost Centre	Code	Code Description	Money Due (Debtors) Receipts	Money Owed (Creditors) Payments
2	212	Printing & Stationery	0.00	153.15
	261	Repairs & Renewals	0.00	620.00
	280	Bank Interest	504.94	0.00
<b>Sub-Total for Cost Centre 2</b>			<b>£504.94</b>	<b>£773.15</b>
3	313	Repairs & Renewals	0.00	9.49
	317	Miscellaneous	0.00	86.35
	350	Bar Goods	0.00	-3,636.98
	352	Bar Other	0.00	358.13
	380	Hall Lettings	-7,023.85	0.00
<b>Sub-Total for Cost Centre 3</b>			<b>-£7,023.85</b>	<b>-£3,183.01</b>
4	413	Ground Maintenance	0.00	1,420.00
	414	Repairs & Renewals	0.00	39.21
	471	Bollards, Village Grn	0.00	1,144.00
	480	Pavilion Lettings	1,655.00	0.00
	481	Sundries	3,025.00	0.00
<b>Sub-Total for Cost Centre 4</b>			<b>£4,680.00</b>	<b>£2,603.21</b>
<b>TOTALS .....</b>			<b>-£1,838.91</b>	<b>£193.35</b>

**Castle Bromwich Parish Council**  
**Income & Expenditure Account**  
**01/04/2002 to 31/03/2003**

*(Last) Year Ended*  
 31 st. March 2002

*(Current) Year Ended*  
 31st. March 2003

<u>(Last) Year Ended</u> 31 st. March 2002	<u>Income</u>	<u>(Current) Year Ended</u> 31st. March 2003
102,710.00	Precept	106,311.20
8,017.23	F&GP	13,149.47
152,692.06	Arden Hall	137,032.33
13,519.40	Open Spaces	21,152.39
<u>£276,938.69</u>		<u>£277,645.39</u>

<u>(Last) Year Ended</u> 31 st. March 2002	<u>Expenditure</u>	<u>(Current) Year Ended</u> 31st. March 2003
73,756.46	F&GP	65,318.13
105,427.59	Arden Hall	150,878.03
49,548.45	Open Spaces	83,052.12
	Prov for Dbtful Debts	0.00
<u>£228,732.50</u>		<u>£299,248.28</u>

<u>(Last) Year Ended</u> 31 st. March 2002	<u>General Fund</u>	<u>(Current) Year Ended</u> 31st. March 2003
81,701.61	Balance at 1st. April 2002	130,314.55
276,938.69	ADD Total Income	277,645.39
358,640.30		407,959.94
228,732.50	DEDUCT Total Expenditure	299,248.28
129,907.80		108,711.66
406.75	Transfer to Reserves	-29,593.82
<u>£130,314.55</u>	Balance at 31st. March 2003	<u>£79,117.84</u>

**Transfers:**

General Fund to Capital Reserve £22,106.00  
 General Fund to Earmarked Reserve £7,487.82



**Castle Bromwich Parish Council**  
**BALANCE SHEET**  
**31/03/2003**

(Last) Year Ended 31 st. March 2002		(Current) Year Ended 31st. March 2003
£	<b>LONG TERM ASSETS</b>	£
64,800.07	Investments	0.00
	Long Term Debtors	0.00
	<b>CURRENT ASSETS</b>	
3,584.59	Stocks and stores	4,369.20
	Work in progress	0.00
1,692.25	Debtors (Net of provision for doubtful debts)	7,140.59
8,852.30	Payments in advance	0.00
-221.39	VAT Recoverable	577.05
	Temporary lendings (investments)	0.00
112,005.09	Cash in hand	152,778.87
190,712.91	<b>TOTAL ASSETS</b>	164,865.71
	<b>CURRENT LIABILITIES</b>	
17,786.36	Creditors	13,542.05
	Temporary borrowing	0.00
<u>172,926.55</u>	<b>NET ASSETS</b>	<u>151,323.66</u>
	<b>Represented by:</b>	
130,314.55	General fund balance	79,117.84
	<b>Reserves:</b>	
	Capital	22,106.00
42,612.00	Earmarked	50,099.82
	External	0.00
	Adjustments	0.00
<u>172,926.55</u>		<u>151,323.66</u>

The above statement represents fairly the financial position of the authority as at 31/03/2003 and reflects its income and expenditure during the year.

Approved by the Council on 25.6.2003  
Date

Signed C. Wilks  
Responsible Financial Officer

Signed Don V. H.  
Chairman

Supporting Notes to the Statement of Accounts for 2002/2003.

**1. Fixed Assets.**

At the end of the year, the assets held by the Council.

<b>Buildings:</b>	
Arden Hall	1,860,292.96
Workshop	88,600.18
Sports Pavilion	429,179.31
<b>Total</b>	<b><u>2,378,072.45</u></b>
<b>Vehicles, Plant, Furniture &amp; Equipment:</b>	
Contents, Arden Hall	63,822.89
Contents, Sports Pavilion	3,068.80
Contents, Workshop	1,351.07
Contents, Council Offices	3,681.30
Civic Regalia	2,209.41
Centenary Rose Bowl	189.10
<b>Total</b>	<b><u>74,322.57</u></b>
<b>Infrastructure Assets:</b>	
Street Furniture	1,704.02
Gates & Fences	68,665.72
War Memorial	37,483.30
Playground Equipment	57,644.46
<b>Total</b>	<b><u>165,497.50</u></b>
<b>Community Assets:</b>	
Bradford Gardens	0.00
Castle Bromwich Playing Fields	0.00
Hob Farm Recreation Ground	0.00
Small Green	0.00
Village Green	0.00
War Memorial Green	0.00
Whateley Green	0.00
<b>Total</b>	<b><u>0.00</u></b>
<b>Total All Fixed Assets</b>	<b><u>2,617,892.52</u></b>

These valuations are based on current Insurance Values. Community Assets are valued at zero, in accordance with financial procedures.

Normal expenditure patterns were distorted during 2001/02 as the appointment of a new Clerk had been delayed. A new Clerk was appointed on 01/04/2002 and deferred matters were re-considered by the Council and acted upon, causing an increase in expenditure in the year 2002/03.

**2. Leases:**

At the end of the year, there were no leases in operation:

**3. Borrowings:**

At the end of the year, there were no loans to the Council outstanding.

#### 4. Debts Outstanding:

At the end of the year debts of £7,140.59 were outstanding and due to the Council. The ages of these debts were:

Age	No.	Value
Less than three months old:	18	£5624.59
Between 3 and 6 months old:	1	1516.00
Between 6 and 12 months old:	0	0.00
Over 12 months old:	0	0.00

#### 5. Capital Reserve:

The Council does not operate a Capital Reserve Account.

#### 6. Earmarked Reserves:

The Council operate a Repairs and Renewals Reserve Fund for Arden Hall, Open Spaces and the Council Offices. The movements during the year were:

<b>Opening Balance:</b>	£43,018.75
<b>Contributions:</b>	
Arden Hall	£23362.07
Open Spaces	£14,691.69
Council Offices	£7,955.01
<b>Less:</b>	
<b>Expenditure:</b>	
Arden Hall	(£22,936.29)
Open Spaces	(£8,036.40)
Council Offices	(£7955.01)
<b>Balance at year end:</b>	<u>£50,099.82</u>

#### 7. Tenancies:

At the end of the year the following tenancies were held:

<i>Council as Landlord:</i>			
<u>Tenant</u>	<u>Property</u>	<u>Rent p.a.</u>	<u>Terms</u>
Castle Bromwich Cricket & Sports Club	Cricket Pitch	£590.00	Repairing
Castle Bromwich Cricket & Sports Club	Club Room	At current hire rates	Non-repairing
Mr M E Bythell	Access to Hob Farm	£10.00	Repairing
Mr & Mrs Marklow	Access to Hob Farm	£10.00	Repairing

**8. Section 137 Payments:**

This section summaries the Council's payments under Section 137 of the Local Government Act 1972, as follows:

Commemorative Golden Jubilee China Mugs £3,417.00 (net).

No. of electors was 9411 during 2002/2003 and maximum spend in this year, calculated at £3.50 per person, could have been £32,938.50.

**9. Agency Work:**

During the year the Council did not undertake any Agency work on behalf of other Authorities.

**10. Advertising & Publicity:**

The following costs for advertising and publicity were incurred during the year:

Type	Amount
Public Notices	£95.00

**11. Contingent Liabilities:**

There are no known contingent liabilities.

**12. Pensions:**

During the year contributions of £5022.79 were made to employee's pension schemes.

**13. Salaries:**

There are no employee's in receipt of salaries of £30,000 p.a. or higher.



C. D. Tibbles (Mrs.)  
Clerk to the Council and  
Responsible Finance Officer.  
(from 01.04.2002)

25<sup>th</sup> June, 2003