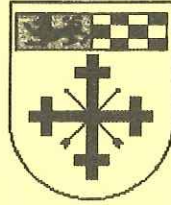


Castle Bromwich Parish Council



The Accounts of Castle Bromwich Parish Council 2003 - 2004

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

22nd April, 2004.

Castle Bromwich Parish Council

NETT POSITION BY COST CENTRE & CODE

Cost Centre & Name

1 Precept

Code Title		Balance B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
180 Precept			111,627.00	111,627.00	0.00		0.00
		£0.00	111,627.00	£111,627.00	0.00	£0.00	0.00

2 F&GP

Code Title		Balance B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
210 Salaries/NIC/Pension			0.00	955.09	39,500.00	44,551.52	-4,096.43
211 Travel			0.00		1,000.00		1,000.00
212 Printing & Stationery			120.00	264.94	2,000.00	1,550.40	594.54
213 Telephone			0.00		2,000.00	1,953.21	46.79
214 Advertising			0.00		200.00	128.00	72.00
215 Subscriptions			0.00		1,423.00	1,223.00	200.00
216 Insurances			0.00		750.00	2,243.93	-1,493.93
217 Audit Fee			0.00		1,800.00	1,578.20	221.80
218 Sundries			0.00	24.00	1,500.00	1,137.06	386.94
219 Bank Charges			0.00		1,087.00	485.42	601.58
220 Staff Training			0.00		1,000.00	934.15	65.85
221 Refuse Sacks			500.00	218.21	300.00	212.76	-194.55
222 Members Expenses			0.00		300.00		300.00
223 Hospitality			0.00		0.00		0.00
224 Civic Events			0.00		1,500.00	674.13	825.87
260 Chairmans Allowance			0.00		1,000.00	1,000.00	0.00
261 Repairs & Renewals			0.00		4,606.00	3,759.33	846.67
262 Grant Aid			0.00		3,623.00	1,250.00	2,373.00
268 Village Appraisal			0.00		500.00		500.00
269 Youth Parish Council			0.00		500.00	103.78	396.22
280 Bank Interest			5,000.00	3,347.01	0.00		-1,652.99
281 Sundries			100.00		0.00		-100.00
282 Book Sales			0.00		0.00		0.00
299 Contingency Fund			0.00		7,585.00	3,270.53	4,314.47
		£0.00	5,720.00	£4,809.25	72,174.00	£66,055.42	5,207.83

3 Arden Hall

Code Title		Balance B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
310 Wages/NIC/Pension			0.00		44,204.00	44,676.81	-472.81
311 Heating & Lighting			0.00		9,315.00	5,435.37	3,879.63
312 Cleaning materials			0.00		838.00	872.63	-34.63
313 Repairs & Renewals			0.00		20,000.00	20,307.03	-307.03
314 Rates			0.00		11,385.00	11,930.51	-545.51
315 Telephone			0.00		507.00	618.96	-111.96
316 Insurances			0.00	1,420.00	6,531.00	6,755.12	1,195.88
317 Miscellaneous			0.00		2,805.00	4,585.37	-1,780.37
319 Community Workshop			0.00		0.00		0.00
320 Staff Training			0.00		500.00	565.71	-65.71
321 Marketing&Promotions			0.00		1,500.00	997.14	502.86
350 Bar Goods			0.00		35,190.00	38,084.11	-2,894.11
351 Bar Wages/NIC/Pension			0.00		10,398.00	12,780.02	-2,382.02
352 Bar Other			0.00		4,347.00	2,769.31	1,577.69
361 Air Conditioning			0.00		0.00		0.00
364 Furniture			0.00		1,915.00	743.99	1,171.01
366 CCTV System			0.00		10,335.00	10,335.00	0.00
370 Comm.AppraisalProject			0.00		1,500.00		1,500.00
371 Function Night-AH			0.00		0.00		0.00
380 Hall Lettings			63,000.00	59,994.67	0.00	630.00	-3,635.33
381 Sundries			500.00	181.54	0.00	250.00	-568.46
382 Bar Sales			80,000.00	90,586.43	0.00	0.10	10,586.33
383 Community Workshop			0.00		0.00		0.00
		£0.00	143,500.00	£152,182.64	161,270.00	£162,337.18	7,615.46

4 Open Spaces

Code Title		Balance B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
410 Wages/NIC/Pension			0.00		33,545.00	29,841.40	3,703.60
411 Heating & Lighting			0.00		3,020.00	1,954.04	1,065.96
412 Cleaning Materials			0.00		388.00	303.39	84.61
413 Ground Maintenance			0.00		20,000.00	18,471.59	1,528.41
414 Repairs & Renewals			0.00		5,000.00	4,353.12	646.88
415 Pitch Renovation			0.00		4,301.00	2,465.02	1,835.98
416 Telephone			0.00		500.00	249.37	250.63

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Castle Bromwich Parish Council
NETT POSITION BY COST CENTRE & CODE

Cost Centre & Name

417 Insurances	0.00		2,422.00	1,937.26	484.74
418 Miscellaneous	0.00		1,967.00	1,139.73	827.27
420 Staff Training	0.00		325.00	370.00	-45.00
460 Landscape Works	0.00		1,000.00	565.00	435.00
461 Tree Maintenance	0.00		6,000.00	4,504.00	1,496.00
462 Tree Planting	0.00		1,000.00	1,000.00	0.00
467 Bulb Planting	0.00		500.00	500.00	0.00
468 Resurface Tennis Court	0.00		0.00		0.00
470 Playground Safety Wks	0.00		2,070.00	847.38	1,222.62
471 Bollards, Village Grn	0.00		2,080.00	2,080.00	0.00
472 Furniture	0.00		880.00		880.00
473 Comm.AppraisalProject	0.00		0.00		0.00
474 Sports Project	0.00		3,500.00		3,500.00
480 Pavilion Lettings	7,210.00	6,733.90	0.00		-476.10
481 Sundries	5,214.00	2,658.33	0.00		-2,555.67
482 Pitches - Tennis	1,133.00	1,753.32	0.00		620.32
483 Pitches - Football	3,975.00	4,700.00	0.00		725.00
484 Pitches - Cricket	0.00	1,611.00	0.00		1,611.00
£0.00	17,532.00	£17,456.55	88,498.00	£70,581.30	17,841.25

NETT TOTALS

£0.00	278,379.00	£286,075.44	321,942.00	£298,973.90	30,664.54
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22nd April 2004

Castle Bromwich Parish Council
Year End Working Document
Year ending 31/03/2004

Last Year Inc\Exp	Income	A Receipts	B		C	A - B + C Income
			Last Years	This Years		
106,311.20	Precept	111,627.00	0.00	0.00	111,627.00	
13,149.47	F&GP	4,809.25	504.94	0.00	4,304.31	
137,032.33	Arden Hall	152,182.64	-7,023.85	-6,341.70	152,864.79	
21,152.39	Open Spaces	17,456.55	4,680.00	530.25	13,306.80	
		286,075.44	-1,838.91	-5,811.45	282,102.90	
Last Year Inc\Exp	Expenditure	Payments	B		C	Expenditure
			Last Years	This Years		
0.00	Precept	0.00	0.00	0.00	0.00	
65,318.13	F&GP	66,055.42	773.15	0.00	65,282.27	
150,878.03	Arden Hall	162,337.18	-3,183.01	-3,519.82	162,000.37	
83,052.12	Open Spaces	70,581.30	2,603.21	0.00	67,978.09	
0.00	Prov for Dbtful Debts	0.00	0.00	0.00	0.00	
		298,973.90	193.35	-3,519.82	295,260.73	

Castle Bromwich Parish Council
ADJUSTMENTS FOR THE YEAR ENDING 31/03/2004

<u>Outstanding bills received but NOT paid. (Creditors) - Increase Expenditure</u>		<u>Code</u>	
Cleaning Supplies	LDC Stores	312	49.61
Supplies	Carlsberg	350	204.77
Boiler Instllation	Rapid Heating Services	311	1,370.00
			£1,624.38

<u>Outstanding payments DUE TO the Council. (Debtors) - Increase Income</u>		<u>Code</u>	
Pavilion Hire Inv.1162 Jan04	CB Cricket & Sports Club	480	203.00
Pavilion Hire Inv.1184 Mar04	CB Cricket & Sports Club	480	145.00
Arden Hire Invoice 1193 Feb.04	Antique Fair	380	179.72
Arden Hire Inv.1208 Mar04	CB Wine Circle	380	18.50
Arden Hire Inv.1209 Mar04	CB Wine Circle	380	24.00
Arden Hire Inv.1210 Mar04	CB Flower Club	380	39.00
Arden Hire Inv.1212 Mar04	Friends of CB Hall Gardens	380	24.00
Arden Hire Inv.1222 Mar04	National Blood Service	380	105.00
Arden Hire Inv.1223 Mar04	Housing 21	380	134.96
Arden Hire Inv.1224 Mar04	Antique Fair	380	179.72
Pavilion Hire Inv.1229 Mar 04	CB Cricket & Sports Club	480	232.00
Pavilion Hire Inv.1229 Mar 04	Parkfield PPG	480	30.00
			£1,314.90

<u>Debts overpaid to the Council - Decrease Income</u>		<u>Code</u>	
Arden Hall Hire	Various	380	7,046.60
Pavilion Hire	Various	480	79.75
			£7,126.35

<u>Stocks and Stores (over £1,000 in value) - Decrease Expenditure</u>		<u>Code</u>	
Bar Stocks	Various Breweries	352	5,144.20
			£5,144.20

17/04/2004 12:04

Castle Bromwich Parish Council

Received in Advance

NOTE: EXCLUDE ANY VAT

Receipt No	Customer	Date of hire	Amount
<u>For Arden Hall: (Cost Code 380)</u>			
16219	Second City Dance	12/12/2004	100.00
16401	Wilson	05/06/2004	100.00
16404	Reynolds	14/08/2004	100.00
16414	Dawson	15/05/2004	100.00
16415	Jauncey	04/06/2004	80.00
16421	Adderley	03/09/2004	20.00
16422	Goldsby	07/11/2004	100.00
16424	Davis	21/06/2004	185.00
16442	Hough	24/07/2004	100.00
16292	Walton	24/07/2004	100.00
16298	Walker	31/07/2004	150.00
16368	Ryan	16/04/2004	80.00
16387	Musticone	12/06/2004	100.00
16501	Bolton	11/09/2004	100.00
16506	Adderley	03/09/2004	80.00
16510	Powney	10/07/2004	100.00
16522	Chistin	03/07/2004	100.00
16531	Higgins	07/08/2004	100.00
16563	Cooper	21/08/2004	100.00
16584	Jordan	10/09/2004	80.00
16593	Lilly	26/06/2004	100.00
16615	Beesley	16/04/2004	100.00
16654	Cannon	28/08/2004	100.00
16656	Davis	21/08/2004	100.00
16670	Bateman	14/05/2004	90.00
16671	Roberts	30/05/2004	100.00
16672	Powney	14/05/2004	110.00
16684	Beenick	26/06/2004	100.00
16686	Potter	11/12/2004	100.00
16688	Lillis	31/12/2004	100.00
16688	Lillis	11/06/2004	100.00
16690	Rainbow	27/08/2004	100.00
16709	Wilson	17/07/2004	100.00
16715	Danks	02/05/2004	50.00
16725	Lees	25/04/2004	100.00
16727	Beebee	25/06/2004	110.00
16728	Trainer	19/06/2004	100.00
16738	Leake	02/10/2004	100.00
16744	Beebee	16/07/2004	110.00
16745	Capezio	18/04/2004	80.00
16750	Blakemore	20/08/2004	100.00
16803	Dixon	13/11/2004	100.00
16812	Moon	30/07/2004	110.00
16818	Hastings	05/06/2004	100.00
16819	Astbury	19/06/2004	100.00
16823	Wilson	13/06/2004	85.00
16826	Devesey	19/06/2004	75.00
16831	Gamer	24/04/2004	100.00
16834	Leese	25/04/2004	267.20
16836	Owen	20/11/2004	100.00
16840	Wier	18/06/2004	100.00

0304 YEAR END PREP Received in Advance

16845 Yeomans	29/05/2004	100.00
16847 Cope	04/07/2004	75.00
16848 Durber-Reeves	05/09/2004	108.00
16854 Treanor	19/06/2004	200.00
16860 Kent	08/05/2004	190.00
16865 Kent	08/05/2004	110.00
16873 Page	30/05/2004	337.40
16874 Hughes	17/07/2004	100.00
16876 Solihull Leisure Opportunities	24/05/2004	100.00
16877 Ryan	26/06/2004	100.00
16901 Godwin	28/05/2004	110.00
16820 Beesley	16/04/2004	35.00
16830 Danks	02/05/2004	35.00
16816 Dawson	15/05/2004	224.00
16903 Lillis	11/06/2004	10.00
16902 Gleiwitz	09/04/2005	50.00
<u>For Pavilion: (Cost Code 480)</u>		
16185 Felton	03/04/2004	27.00
9481 Timmins	22/04/2004	25.75
9500 Harris	06/06/2004	27.00
		£7,126.35

Castle Bromwich Parish Council
Summary of Year End Adjustments 31/03/2004
Incorporated in the Income & Expenditure Report

Cost Centre	Code	Code Description	Money Due (Debtors)	Money Owed (Creditors)
			Receipts	Payments
3	311	Heating & Lighting	0.00	1,370.00
	312	Cleaning materials	0.00	49.61
	350	Bar Goods	0.00	204.77
	352	Bar Other	0.00	-5,144.20
	380	Hall Lettings	-6,341.70	0.00
Sub-Total for Cost Centre 3			-£6,341.70	-£3,519.82
4	480	Pavilion Lettings	530.25	0.00
Sub-Total for Cost Centre 4			£530.25	£0.00
TOTALS			-£5,811.45	-£3,519.82

Castle Bromwich Parish Council
Income & Expenditure Account
01/04/2003 to 31/03/2004

(Last) Year Ended
31 st. March 2003

(Current) Year Ended
31st. March 2004

		<u>Income</u>		
106,311.20		Precept	111,627.00	
13,149.47		F&GP	4,304.31	
137,032.33		Arden Hall	152,864.79	
21,152.39		Open Spaces	13,306.80	
<u>£277,645.39</u>			<u>£282,102.90</u>	

		<u>Expenditure</u>		
65,318.13		F&GP	65,282.27	
150,878.03		Arden Hall	162,000.37	
83,052.12		Open Spaces	67,978.09	
		Prov for Dbtful Debts	0.00	
<u>£299,248.28</u>			<u>£295,260.73</u>	

		<u>General Fund</u>		
130,314.55		Balance at 1st. April 2003	79,117.84	
277,645.39		ADD Total Income	282,102.90	
<u>407,959.94</u>			<u>361,220.74</u>	
299,248.28		DEDUCT Total Expenditure	295,260.73	
<u>108,711.66</u>			<u>65,960.01</u>	
-29,593.82		Transfer from Reserves	11,228.48	
<u>£79,117.84</u>		Balance at 31st. March 2004	<u>£77,188.49</u>	

Transfers:

General Fund to Earmarked Reserve £1,186.52

Castle Bromwich Parish Council
BALANCE SHEET
31/03/2004

(Last) Year Ended
31 st. March 2003

(Current) Year Ended
31st. March 2004

£		£
	LONG TERM ASSETS	
	Investments	0.00
	Long Term Debtors	0.00
	CURRENT ASSETS	
4,369.20	Stocks and stores	5,144.20
	Work in progress	0.00
7,140.59	Debtors (Net of provision for doubtful debts)	1,314.90
	Payments in advance	0.00
577.05	VAT Recoverable	1,614.01
	Temporary lendings (investments)	0.00
152,778.87	Cash in hand	138,843.45
164,865.71	TOTAL ASSETS	146,916.56
	CURRENT LIABILITIES	
13,542.05	Creditors	8,750.73
	Temporary borrowing	0.00
<u>151,323.66</u>	NET ASSETS	<u>138,165.83</u>
	Represented by:	
79,117.84	General fund balance	77,188.49
	Reserves:	
22,106.00	Capital	9,691.00
50,099.82	Earmarked	51,286.34
	External	0.00
	Adjustments	0.00
<u>151,323.66</u>		<u>138,165.83</u>

The above statement represents fairly the financial position of the authority as at 31/03/2004 and reflects its income and expenditure during the year.

Approved by the Council on

Date

Signed

Mrs. Cathy Tibbles
Responsible Financial Officer

Signed

Cllr Dan Kettle
Chairman

Supporting Notes to the Statement of Accounts for 2003/2004.

1. Fixed Assets.

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

Buildings:	
Arden Hall	1,934,704.68
Workshop	92,144.19
Sports Pavilion	446,346.48
Total	2,473,195.35
Vehicles, Plant, Furniture & Equipment:	
Contents, Arden Hall	73,956.89
Contents, Sports Pavilion	8,561.80
Contents, Workshop	1,351.07
Contents, Council Offices	11,258.30
Civic Regalia	2,209.41
Centenary Rose Bowl	189.10
Total	97,526.57
Infrastructure Assets:	
Street Furniture	1,772.19
Gates & Fences	71,412.35
War Memorial	40,000.00
Playground Equipment	59,950.24
Total	173,134.78
Community Assets:	
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
Total	0.00
Total All Fixed Assets	£2,743,856.70

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

High expenditure patterns occurred during 2002/03 as previously deferred matters were approved by the Council, causing a distortion when comparing 2002/2003 with activities in the year 2003/04.

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 £1,314.90 were outstanding and due to the Council. The ages of these debts were:

<u>Age</u>	<u>No.</u>	<u>Value</u>
Less than three months old:	12	£1314.90
Between 3 and 6 months old:	0	0.00
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:

Opening Balance:	£50,099.82
Contributions:	
Arden Hall	£20000.00
Open Spaces	£5,000.00
Council Offices	£4,606.00
Less:	
Expenditure:	
Arden Hall	(£20,307.03)
Open Spaces	(£4353.12)
Council Offices	(£3759.33)
Balance at year end:	£51,286.34

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:

During 2003/04 there were no payments under Section 137 of the Local Government Act 1972.

No. of electors was 9272 during 2003/2004 and maximum spend in this year, calculated at £5.00 per person, could have been £46,360.00.

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/Recruitment	£412.30

11. Contingent Liabilities:

There are no known contingent liabilities.

12. Pensions:

During the year contributions of £5109.09 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.

22nd April, 2004