

# Castle Bromwich Parish Council



## The Accounts of Castle Bromwich Parish Council 2008- 2009

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  
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5<sup>th</sup> May, 2009

**Castle Bromwich Parish Council**  
**NETT POSITION BY COST CENTRE & CODE**

\*

**Cost Centre & Name**

1 Precept		Receipts		Payments		Current Balance	
Code	Title	Balance B/Fwd.	Budget	Actual	Budget	Actual	Budget
180	Precept		204,750.00	204,750.00	0.00		0.00
		£0.00	204,750.00	£204,750.00	0.00	£0.00	0.00

2 F&GP		Receipts		Payments		Current Balance	
Code	Title	Balance B/Fwd.	Budget	Actual	Budget	Actual	Budget
210	Salaries/NIC/Pension		0.00		53,240.00	52,665.82	574.18
211	Travel		0.00		300.00	15.00	285.00
212	Printing & Stationery		150.00	127.13	2,456.00	2,468.10	-34.97
213	Telephone		0.00		1,565.00	1,230.92	334.08
214	Advertising		0.00		155.00	120.00	35.00
215	Subscriptions		0.00	12.00	2,791.00	2,622.50	180.50
216	Insurances		0.00		4,042.00	3,602.00	440.00
217	Audit Fee		0.00		4,000.00	2,250.00	1,750.00
218	Sundries		0.00		2,266.00	2,348.28	-82.28
219	Bank Charges		0.00		681.00	525.72	155.28
220	Staff/Cllr Training		0.00		793.00	792.50	0.50
221	Refuse Sacks		0.00		0.00		0.00
222	Members Expenses		0.00		300.00		300.00
223	Members Allowances		0.00		1,442.00	68.66	1,373.34
224	Civic Events		0.00		1,030.00	1,344.92	-314.92
260	Chairmans Allowance		0.00	200.00	1,288.00	1,488.00	0.00
261	Repairs & Maintenance		0.00		670.00	997.47	-327.47
262	Grant Aid		0.00		2,000.00	1,938.00	62.00
268	Capital Projects		0.00		2,500.00	691.00	1,809.00
269	Youth Parish Council		0.00		525.00	98.00	427.00
280	Bank Interest		2,800.00	2,190.40	0.00		-609.60
281	Sundries		0.00	25.21	0.00		25.21
282	Book Sales		0.00	54.00	0.00	50.40	3.60
299	Contingency Fund		0.00		25,000.00		25,000.00
		£0.00	2,950.00	£2,608.74	107,044.00	£75,317.29	31,385.45

3 Arden Hall		Receipts		Payments		Current Balance	
Code	Title	Balance B/Fwd.	Budget	Actual	Budget	Actual	Budget
310	Wages/NIC/Pension		0.00		68,957.00	49,052.34	19,904.66
311	Heating & Lighting		0.00		16,286.00	14,012.73	2,273.27
312	Cleaning materials		0.00		1,010.00	882.82	127.18
313	Repairs & Maintenance		0.00		10,197.00	13,946.27	-3,749.27
314	Rates		0.00		16,800.00	16,406.37	393.63
315	Telephone		0.00		1,108.00	776.65	331.35
316	Insurances		0.00		10,700.00	10,084.26	615.74
317	Miscellaneous		0.00		3,600.00	10,839.05	-7,239.05
319	Theatre Workshop		0.00		0.00		0.00
320	Staff Training		0.00		603.00	250.00	353.00
321	Marketing&Promotions		0.00		1,545.00	434.13	1,110.87
350	Bar Goods		0.00		38,638.00	35,148.75	3,489.25
351	Bar Wages/NIC/Pension		0.00		15,142.00	15,063.38	78.62
352	Bar Other		0.00		2,500.00	3,035.76	-535.76
361	Capital Projects		0.00		23,000.00	22,858.34	141.66
364	Furniture		0.00		0.00	278.20	-278.20
366	CCTV System		0.00		541.00		541.00
371	Functions-AH		1,800.00	1,586.40	1,100.00	1,234.50	-348.10
380	Hall Lettings		49,451.00	58,524.42	361.00	2,323.12	7,111.30
381	Sundries		0.00	5.00	0.00		5.00
382	Bar Sales		90,900.00	73,941.55	0.00		-16,958.45
383	Theatre Workshop		0.00	80.00	0.00		80.00
		£0.00	142,151.00	£134,137.37	212,088.00	£196,626.67	7,447.70

4 Open Spaces		Receipts		Payments		Current Balance	
Code	Title	Balance B/Fwd.	Budget	Actual	Budget	Actual	Budget
410	Wages/NIC/Pension		0.00		31,568.00	29,908.73	1,659.27
411	Heating & Lighting		0.00		2,750.00	4,737.33	-1,987.33
412	Cleaning Materials		0.00		339.00	268.39	70.61
413	Ground Maintenance		0.00		18,000.00	12,891.01	5,108.99
414	Repairs & Maintenance		0.00	894.84	3,080.00	3,890.19	84.65
415	Sports Pitches		0.00		3,132.00	3,824.77	-692.77
416	Telephone		0.00		563.00	565.68	-2.68
417	Insurances		0.00		3,393.00	3,111.00	282.00

### Castle Bromwich Parish Council NETT POSITION BY COST CENTRE & CODE

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<u>Cost Centre &amp; Name</u>					
418 Miscellaneous	0.00		1,800.00	1,643.90	156.10
420 Staff Training	0.00		227.00	227.00	0.00
460 Landscape Works	0.00		0.00	3.50	-3.50
461 Tree Maintenance	0.00		12,000.00	2,682.00	9,318.00
462 Tree Planting	0.00		1,000.00		1,000.00
467 Bulb Planting	0.00	70.00	0.00	16.50	53.50
468 Tennis Court Maint.	0.00		412.00	461.92	-49.92
470 Playground Safety Wks	0.00		2,320.00	2,669.39	-349.39
471 Bollards, Village Grn	0.00		0.00		0.00
472 Furniture	0.00		1,500.00	1,837.94	-337.94
475 Capital Projects	0.00		2,000.00	1,941.00	59.00
476 Security Hob Farm	0.00		1,890.00	3,258.00	-1,368.00
480 Pavilion Lettings	10,500.00	9,211.75	0.00		-1,288.25
481 Sundries	59.00	40.18	0.00		-18.82
482 Pitches - Tennis	1,754.00	1,497.83	0.00		-256.17
483 Pitches - Football	5,775.00	5,045.13	0.00		-729.87
484 Pitches - Cricket	400.00	420.00	0.00		20.00
<b>£0.00</b>	<b>18,488.00</b>	<b>£17,179.73</b>	<b>85,974.00</b>	<b>£73,938.25</b>	<b>10,727.48</b>

#### 5 Arden Mgt & Promotion

<u>Code</u>	<u>Title</u>	<u>Balance B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
510 Advertising/Promotion		0.00			3,700.00	3,380.21	319.79
511 Capital Expenditure		0.00			0.00		0.00
512 Planning & Architects		0.00			0.00		0.00
513 Events Subsidy		0.00			500.00	297.68	202.32
514 Events Self funding		0.00			0.00		0.00
515 Staff		0.00			0.00		0.00
516 Stationery		0.00			0.00		0.00
580 PWLB Loan		0.00			0.00		0.00
581 Events Income		500.00			0.00		-500.00
<b>£0.00</b>		<b>500.00</b>	<b>£0.00</b>	<b>4,200.00</b>	<b>£3,677.89</b>		<b>22.11</b>

#### NETT TOTALS

<b>£0.00</b>	<b>368,839.00</b>	<b>£358,675.84</b>	<b>409,306.00</b>	<b>£349,560.10</b>	<b>49,582.74</b>
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### Castle Bromwich Parish Council Year End Working Document Year Ending 31/03/2009

last year inc/Exp	Income	A	B	C	A-B+C
		Last years		This years	
		Receipts	Adjustments	Income	
195000.00	Precept	204750.00	0.00	0.00	204750.00
7192.59	F&GP	2608.74	0.00	0.00	2608.74
172439.25	Arden Hall	134137.37	-4724.77	-1704.28	137157.86
15296.21	Open Spaces	17179.73	1362.43	326.96	16144.26
389928.05		358675.84	-3362.34	-1377.32	360660.86

last year inc/Exp	Expenditure	Last years		This years	
		Payments	Adjustments	Expenditure	
		0.00	Precept	0.00	0.00
75328.45	F&GP	75317.29	126.19	0.00	75191.10
206350.37	Arden Hall	196626.67	3986.45	853.12	193493.34
62621.41	Open Spaces	73938.25	1118.25	135.24	72955.24
0.00	Prov for Dbtful Debts	3677.89	0.00	0.00	3677.89
344300.23		349560.10	5230.89	988.36	345317.57

**Castle Bromwich Parish Council**  
**ADJUSTMENTS FOR THE YEAR ENDING 31/03/2009**

<u>Outstanding bills received but NOT paid. (Creditors) - Increase Expenditure</u>		<u>Code</u>	
Tax 12a	Revenue & Customs	310	1,744.00
Tax 12a	WM Pensions Fund	310	779.23
NICs Tax 12a	Revenue & Customs	310	1,041.89
Tax 12a	adjustment	310	7.36
Suppliers	Veolia	313	334.40
Suppliers	2gee Design	321	57.00
suppliers	Midland Landscape Gardeners	415	135.24
			<u>£4,099.12</u>

<u>Outstanding payments DUE TO the Council. (Debtors) - Increase Income</u>		<u>Code</u>	
Hire Fee	Johnathon Vaughn	380	419.32
Hire Fee	Chris Beebee	380	149.12
Hire fee	Anthony Taylor	380	184.78
Hire Fee	CBC&SC	480	326.96
Hire Fee	CBTG	380	76.38
Hire Fee	CBWI	380	46.30
Hire Fee	FCBHG	380	29.77
Hire Fee	NALHS	380	36.38
Hire Fee	PPG	380	92.60
Hire Fee	Caroline Spelman	380	161.90
Hire Fee	Weight Watchers	380	894.32
Hire Fee	CB Wine Circle	380	40.80
Hire Fee	CB Wine Circle	380	29.77
Insurance reclaim	Allianz	381	4,420.58
			<u>£6,908.98</u>

<u>Debts overpaid to the Council - Decrease Income</u>		<u>Code</u>	
Hire Fee	Arden Hall	380	8,286.30
			<u>£8,286.30</u>

<u>Stocks and Stores (over £1,000 in value) - Decrease Expenditure</u>		<u>Code</u>	
Bar Stock	Various	350	3,110.76
			<u>£3,110.76</u>

Castle Bromwich Parish Council

Received in Advance

**NOTE: EXCLUDE ANY VAT**

Receipt No	Customer	Date of hire	Amount
For Arden Hall: (Cost Code 380)			
20138	C.B.RAMBLERS	03/04/2009	£ 115.76
20171+20192	BERNIE COOPER	04/04/2009	£ 272.85
20245	ANGELA MCGHEE	07/04/2009	£ 115.75
20268	KLAIRE RAYMOND	18/04/2009	£ 150.00
20214	IAN WOODBRIDGE	24/04/2009	£ 137.81
20058	MR GRIFFIN	25/04/2009	£ 150.00
20176	MARIE AMEGHINO	25/04/2009	£ 130.25
20209+19647	CHRIS BEEBEE	30/04/2009	£ 117.40
20282	STEVIE GAMBLE	07/05/2009	£ 72.70
20160	SHARON BISCONTI	08/05/2009	£ 137.80
20082	AMANDA ROCHE	09/05/2009	£ 150.00
20115	PATRICIA WOOLDRIDGE	15/05/2009	£ 115.76
20264	KATE KAJO	19/05/2009	£ 115.76
20017	SHOMA HOLLY	22/05/2009	£ 51.75
19706	SHOMA HOLLY	22/05/2009	£ 150.00
20279	GARY CROSS	23/05/2009	£ 97.00
20265	MISS LOVELAND	23/05/2009	£ 130.25
19941	TRACEY ILSLEY	29/05/2009	£ 137.81
20050	DAWN RUSSELL	30/05/2009	£ 427.20
20128+20269	CHRISTINE PERRY	06/06/2009	£ 173.65
20242	NICOLA STEELE	12/06/2009	£ 300.00
20266	REG COMM OF TRIATHLON	15/06/2009	£ 17.32
19584	CHRIS BEEBEE	18/06/2009	£ 25.00
20197	RICHARD SMITH	19/06/2009	£ 162.07
20261	CATHY LEWIS	20/06/2009	£ 82.70
20090	CARRIE EVANS	21/06/2009	£ 150.00
19913	MRS WEETMAN	26/06/2009	£ 137.81
20272	MARGARET TURNER	27/06/2009	£ 204.64
20225	ANTHONY TAYLOR	28/06/2009	£ 150.00
20283	MRS HUSK	03/07/2009	£ 115.75
19960	ELAINE PREW	04/07/2009	£ 150.00
20254	MR JAMAN	11/07/2009	£ 150.00
20037	MRS C JONES	18/07/2009	£ 150.00
20255	ANN LYNAM	24/07/2009	£ 137.80
19623	DENISE VAUX	25/07/2009	£ 272.85
20210	SAMANTHA MORRICE	25/07/2009	£ 173.65
20162	JOAN DAVE	31/07/2009	£ 137.80
19663	KERRY PARRY	01/08/2009	£ 150.00
19955	IAN COBDEN	15/08/2009	£ 150.00
20189	NATALIE RIDLEY	21/08/2009	£ 137.80
20123	MRS LYNTHWAITE	28/08/2009	£ 115.75
20284	KAREN VIDLER	29/08/2009	£ 150.00
20263	MRS BAGBY	05/09/2009	£ 150.00
20040	MRS BRAGG	12/09/2009	£ 363.82
19680	CHRIS BEEBEE	17/09/2009	£ 25.00
20256	VICKI RICHARDS	25/09/2009	£ 120.00
20187	NORMA SMALL	26/09/2009	£ 204.65
19278	AMANDA STAPLEY	26/09/2009	£ 100.00
20266	REG COMM OF TRIATHLON	26/10/2009	£ 54.52
20243	MR ROGERS	07/11/2009	£ 150.00
19863	CHRIS BEE BEE	26/11/2009	£ 25.00
20275	ANITA BASSI	28/11/2009	£ 150.00
20001	MANDY YEOMANS	04/12/2009	£ 137.81

20244	MRS DICKINS	04/12/2009	£	115.75
20194	INT NAT FORWARD LTD	12/12/2009	£	115.75
20053	ROGER SMITH	18/12/2009	£	137.81
20186	SIMONE PRICE	09/01/2010	£	150.00
20240	MRS DYER	19/05/2010	£	115.75
			£	<b>8,286.30</b>

**Castle Bromwich Parish Council**  
**Summary of Year End Adjustments 31/03/2009**  
**Incorporated in the Income & Expenditure Report**

Cost Centre	Code	Code Description	Money Due (Debtors)	Money Owed (Creditors)
			Receipts	Payments
3	310	Wages/NIC/Pension	0.00	3,572.48
	313	Repairs & Maintenance	0.00	334.40
	321	Marketing&Promotions	0.00	57.00
	350	Bar Goods	0.00	-3,110.76
	380	Hall Lettings	-6,124.86	0.00
	381	Sundries	4,420.58	0.00
<b>Sub-Total for Cost Centre 3</b>			<b>-£1,704.28</b>	<b>£853.12</b>
4	415	Sports Pitches	0.00	135.24
	480	Pavilion Lettings	326.96	0.00
<b>Sub-Total for Cost Centre 4</b>			<b>£326.96</b>	<b>£135.24</b>
<b>TOTALS .....</b>			<b>-£1,377.32</b>	<b>£988.36</b>

**Castle Bromwich Parish Council**  
**Income & Expenditure Account**  
**01/04/2008 to 31/03/2009**

(Last) Year Ended 31st March 2008 £		(Current) Year Ended 31st March 2009 £
	<b>Income</b>	
195,000.00	Precept	204,750.00 ✓
7,192.59	F&GP	2,608.74 ✓
170,624.78	Arden Hall	138,972.33 ✓
15,296.21	Open Spaces	16,144.26
<u>388,113.58</u>		<u>362,475.33</u>
	<b>Expenditure</b>	
75,328.45	F&GP	75,191.10 ✓
201,387.62	Arden Hall	202,133.98
62,621.41	Open Spaces	72,955.24
-	Prov for doubtful Debts	-
<u>339,337.48</u>		<u>350,280.32</u>
 <b>9,470.27</b>	<b>General Fund</b>	
<u>388,113.58</u>	Balance at 1st April 2008	50,157.66
397,583.85	Add total Income	<u>362,475.33</u>
<u>339,337.48</u>		412,632.99
58,246.37	Deduct Total Expenditure	<u>350,280.32</u>
(8,088.71)		62,352.67
<u>50,157.66</u>	Transfer to/from Reserves	<u>2,877.27</u>
	Balance at 31st March 2009	<u>65,229.94</u>

**Castle Bromwich Parish Council**  
**BALANCE SHEET**  
**31/03//2009.**

(Last) Year Ended 31st March 2008		(Current Year) Ended 31st March 2009
£	<b>CURRENT ASSETS</b>	£
3,838.31	Stocks and stores	3,110.76
3,561.33	Debtors (Net of provision for doubtful debts)	6,908.98
1,692.71	VAT Recoverable	5,910.34
106,815.49	Cash in hand	111,713.60
<u>115,907.84</u>	<b>TOTAL ASSETS</b>	<u>127,643.68</u>
 <b>CURRENT LIABILITIES</b>		
12,844.59	Creditors	12,385.42
-	VAT Payable	-
<u>103,063.25</u>	<b>NET ASSETS</b>	<u>115,258.26</u>
 <b>Represented by:</b>		
50,157.66	General fund balance	65,229.94
<b>Reserves:</b>		
9,691.00	Capital	9,691.00
43,214.59	Earmarked	40,337.32
<u>103,063.25</u>		<u>115,258.26</u>

The above statement represents fairly the financial position of the authority as at 31/03/2009 and reflects its income and expenditure during the year.

Approved by the Council on 20-5-09.  
 Date

Signed C. Tibbles  
 Responsible Finance Officer

Signed A. B. Rorden.  
 Chairman



Supporting Notes to the Statement of Accounts for 2008/2009.

**1. Fixed Assets.**

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

Buildings:	
Arden Hall	£2,373,438.92
Workshop	£113,039.79
Sports Pavilion	£547,564.77
<b>Total</b>	<b>£3,034,043.48</b>
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
<b>Total</b>	<b>97,526.57</b>
Infrastructure Assets:	
Street Furniture	£2,303.21
Gates & Fences	£94,986.29
War Memorial	£51,985.92
Playground Equipment	£77,914.23
<b>Total</b>	<b>£227,189.65</b>
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
<b>Total</b>	<b>0.00</b>
<b>Total All Fixed Assets</b>	<b>£3,358,759.70</b>

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

Investment in building repairs of Arden Hall was made during 2008/09. Insurance claims for flood, theft and damage were being processed for separate incidents that occurred during the year. Working Parties continue to pursue opportunities for funding application information to submit to the Council.

**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 £6,908.98 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:	14	£6,908.98
Between 3 and 6 months old:	0	£0.00

#### 5. Capital Reserve:

The Council does not operate with a separate Capital Reserve Bank 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>	£43,214.59
<b>Contributions:</b>	
Arden Hall	£33,197.00
Open Spaces	£5,080.00
Council Offices	£3,170.00
<b>Less:</b>	
<b>Expenditure:</b>	
Arden Hall	(£36,804.61)
Open Spaces	(£5831.19)
Council Offices	(£1688.47)
<b>Balance at year end:</b>	<b>£40,337.32</b>

#### 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	£420.00	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
Mr & Mrs Newson	Access to Hob Farm	£10.00	Repairing

#### 8. Section 137 Payments:

During 2008/09 there were no payments under Section 137 of the Local Government Act 1972.

No. of electors was 9086 during 2008/2009 and maximum spend in this year, calculated at £5.86 per person, could have been £53,243.96.

**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	£120.00

**11. Contingent Liabilities:**

There are no known contingent liabilities. The Parish Council is responsible for many mature trees on open spaces which are affected by disease, requiring remedial action or felling in the next 15 years.

**12. Members' Allowances**

During the year one allowance of £68.66 was claimed by councillors and donated to the Chairmans' Charity Fund. At the end of the year, the remaining £1,052.58 balance of the Chairman's Allowance was unspent and **was donated to the Chairmans' Charity Fund, as in previous years.**

**12. Pensions:**

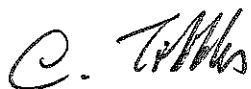
During the year contributions of £6,542.73 were made to employee's pension schemes.

**13. Salaries:**

There are no employee's in receipt of salaries of £50,000 p.a. or higher.

**14. Bank Accounts.**

During the year the Parish Council's National Savings Account ceased to operate and a new higher interest account was agreed. However, due to numerous changes in membership this change has not yet been completed. All funds currently remain with our main banker.



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

5<sup>th</sup> May, 2009