

Supporting Notes to Accounts 2019/2020

1. Assets

During the year, the following assets were purchased at the following cost:

Computers & server	£ 8,420.56
Christmas Lights	£ 6,676.00
Bins	£ 1,796.00
CCTV & hearing loop	£ 2,351.21
Portable PA system	£ 182.50
Hoover, fans & mats	£ 657.55
Telephones	£ 1,882.00

During the year, the following assets were disposed of at an asset value of: £27495.83

Phone system *
Franking machine **
Computers and server *
Allotment shed ***

* Replaced
** Now leased
*** Removed

At 31st March 2020 the following assets were held:

Computers	£ 10,820.56*
Notice Boards	£ 4512.11*
Chairman's Insignia (Donated by Mr. T. Hatton)	£ 1,500.00**
Christmas Lights	£ 43,563.47*
Infrastructure on allotments	£ 20,314.82*
Seats	£ 1,932.00*
Bins	£ 1,778.00*
Bollards	£ 7,017.63*
Skate Park Lighting	£ 7,866.65*
Leigh Sign	£ 2,220.00*
Lift in Community Centre	£ 32,887.00*
Allotments -	
Marshall Close	£ 1.00***
Manchester Drive	£ 1.00***
Leigh	£ 1.00***
Youth Facility	£280,000.00****
Strand Wharf	£130,000.00*****

* The basis of valuation of these assets is purchase value.

** Insignia at Insurance value.

*** Nominal value, not purchased, transferred from Southend B.C.

**** Insurance Value

***** Valued at cost of landscaping

Value of other assets not required to be individually identified £59,307.18

2. Leases

During the year the following leases were held:

Landlord	Property	Rent Paid £	Repairing/ Not Repairing
Southend Borough Council	The Community Centre	0.00	Repairing
Southend Borough Council	Skate Park Leigh Marsh	50.00	Repairing
Southend Borough Council	Strand Wharf	0.00	Repairing

The basic rent payable for the Community Centre Rent is £35,000.00 per annum. Rent becomes payable at 40% of the net profit arising from the operation of the premises up to a maximum of £35,000.00.

The Council maintains a 5 year lease for the photocopier. Payments in 2018/19 amounted to £1516.00.

The Council also leases a franking machine at a cost of £355.00 per annum.

3. Borrowings

The Council had no loans outstanding as at 31st March 2020.

4. Short Term Investments

Short Term Investments comprise:

HSBC Business Savings Account	£	104039.42
Public Sector Deposit Fund	£	421649.17
Total	£	525688.59

5. Bank and Cash in Hand

Balances as at 31st March 2020 were as follow:

Current Account & Community Centre	£	11819.65
Payroll Account	£	1197.75
Imprest Account	£	1000.00
Petty Cash	£	203.77
Total	£	14221.17

6. Debts Outstanding

The Council had the following debtors as at 31st March 2020:

Payee	Purpose	£
HMRC	Vat Recoverable	£8827.56
Hirers	Room Bookings inc LTC premises use	£29085.36
Cards for Good Causes	Grant	£779.60
Total		£38092.52

7. Pensions

Employees participate in the Local Government Pension Scheme administered by Essex County Council. For the year of account the Council's contributions equal 21.7% of the employees' pensionable pay compared to 20.8% in 2018/19.

8. Capital Reserves 2019-2020

As at 31st March 2020, the Council had Capital Reserves of £212,857.92

Movements on the Capital Reserves

Opening Balance		£185,139.16
Comprising		
CC Refurbishment project	£73,139.16	
Community Centre remodel works project	£82,000.00	
Skate Park Project	£30,000.00	
New Capital Projects		£102,500.00
Less		
Amount Used to Finance Capital Expenditure		£74,781.24
Balance at year end		£212,857.92

Balance comprises	
Skate Park Project	£ 27,710.00
Community Centre remodel works project	£ 51,745.75
CC Refurbishment project	£133,402.17
TOTAL	£212,857.92

9. Earmarked Reserves

Finance & Governance

Purpose of Reserve	Opening Balance	Movement	Closing Balance
Elections	£19344.77	£8000.00	£27,344.77
Renewals Fund	£21086.02	£3000.00	£24086.02
Grant Aid	£5471.18	-	£5471.18
Volunteer Programme	£20504.40	-£1500	£19004.40
Legal costs	£4975.00	£2500.00	£7475.00
Office Admin	£4750.00	£5000.00	£9750.00
IT	£10000.00	-£8500.00	£1500.00
Training	£2000.00	£2500.00	£4500.00
Salaries	£13015.00	£17000.00	£30015.00

Community & Culture

Purpose of Reserve	Opening Balance	Movement	Closing Balance
Allotments Infrastructure	£1160.28	£1000.00	£2160.28
Allotments	£3620.19	-	£3620.19
H&W General Services	£5900.00	-	£5900.00
H&W General Events	£6086.30	£1000.00	£7086.30
Leigh Lights	£10159.00	-£2300.00	£7859.00

Community Transport	£800.00		£800.00
Skate Park	£5902.25	£1000.00	£6902.25
CFC other	£1831.03	-	£1831.03
Community Centre	£30594.88	-£7475.00	£23119.88
Paddling Pool	£2659.70	-	£2659.70
Strand Wharf Planters	£3041.67	-	£3041.67
Community Specials	£5000.00	£2500.00	£7500.00

Others

Purpose of Reserve	Opening Balance	Movement	Closing Balance
CiL	£26311.50	£9283.98	£35595.48
Leigh Partnership Group	£9028.37	-£13.90	£9014.47
CC Friends	£3040.36	-£2018.95	£1021.41
Chairman's Charity	-	£948.58	£948.58

Totals	Opening Balance	Movement	Closing Balance
	£216281.90	£31924.71	£248206.61

10. List of Creditors / Accruals 2019-20

Payee	Purpose	Amount £
DOTS	Photocopying & IT Support	£444.60
Allotment Plot Holders	Tenancy Deposits Held	£6634.50
British Telecom	Mobile broadband charge	£10.00
Biffa Environmental	Waste Bin Rental and collection	£268.25
Mark One Hire	Acrow prop hire	£49.82
Global Payments	Card processing fees	£45.12
SBC	School crossing patrol	£4484.60
St John Ambulance	Collection at Leigh Lights	£135.26
Leigh Fire Station	Collection at Leigh Lights	£456.76
Leigh Community Centre	Premises use	£27000.00
Total		£39528.91

11. Contingent Liabilities

There are no contingent liabilities which have not been included in the Council's accounts for 2019/2020.

12. Commitments

The Council has not entered into any new financial commitments during 2019 - 2020.