

Supporting Notes to Accounts 2020/2021

1. Assets

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

Hand Sanitiser dispensers	£ 510.00
Allotment Fencing	£ 825.00
Office equipment	£ 406.47
Blinds LCC	£ 302.49

During the year, the following assets were disposed of at an asset value of: £2899.80

Cinder Path Shelter *
Allotment bollards**

* Structure responsibility of SBC

** Removed as no longer used, as considered a Health & Safety hazard.

At 31st March 2021 the following assets were held:

Computers	£ 10,908.84*
Notice Boards	£ 4512.11*
Chairman's Insignia (Donated by Mr. T. Hatton)	£ 1,500.00**
Christmas Lights	£ 43,563.47*
Infrastructure on allotments	£ 20,499.82*
Seats	£ 1,932.00*
Bins	£ 1,778.00*
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.

**** Not insured by resolution of Council 14/10/09. Included at suggestion of auditor.

***** Valued at cost of landscaping

Value of other assets not required to be individually identified £58,178.69

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 2020/21 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 2021.

4. Short Term Investments

Short Term Investments comprise:

HSBC Business Savings Account	£	38583.48
Public Sector Deposit Fund	£	422515.91
Total	£	461099.39

5. Bank and Cash in Hand

Balances as at 31st March 2021 were as follow:

Current Account & Community Centre	£	3052.41
Payroll Account	£	1090.11
Imprest Account	£	821.20
Petty Cash	£	120.22
Total	£	5083.94

6. Debts Outstanding

The Council had the following debtors as at 31st March 2021:

Payee	Purpose	£
HMRC	Vat Recoverable	£9794.66
Hirers	Room Bookings inc LTC premises use	£228.48
Total		£10023.14

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 23.3% of the employees' pensionable pay compared to 21.7% in 2019/20.

8. Capital Reserves 2019-2020

As at 31st March 2020, the Council had Capital Reserves of £47,440.52

Movements on the Capital Reserves

Opening Balance		£212,857.92
Comprising		
CC Refurbishment project	£133,402.17	
Community Centre remodel works project	£ 51,745.75	
Skate Park Project	£ 27,710.00	
Additional budgets assigned		£79425.00
Enovert Grant for Skate Park		£13000.00
	Sub total	£94425.00
Less		
Amount Used to Finance Capital Expenditure		£257,842.40
Balance at year end		£ 47,440.52

Balance comprises	
Skate Park Capital reserve	£ 1,942.00
Community Centre Capital reserve	£ 45,498.52
TOTAL	£ 47,440.52

9. Earmarked Reserves

Finance & Governance

Purpose of Reserve	Opening Balance	Movement	Closing Balance
Elections	£27344.77	-	£27344.77
Renewals Fund	£24086.02	£2500.00	£26586.02
Grant Aid	£5471.18	£2000.00	£7471.18
Volunteer Programme	£19004.00	-£15000.00	£4004.40
Legal costs	£7475.00	-£3620.00	£3855.00
Office Admin	£9750.00	-	£9750.00
Furniture & Equipment *	-	£4500.00	£4500.00
IT	£1500.00	£1000.00	£2500.00
Training	£4500.00	-	£4500.00
Salaries	£30015.00	-£5057.00	£24958.00
Office Rent	-	£1650.00	£1650.00
Social Isolation Projects	-	£4767.60	£4767.60
Community Recovery Award	-	£8580.00	£8580.00
Strategic Plan Projects	-	£15000.00	£15000.00

Community & Culture

Purpose of Reserve	Opening Balance	Movement	Closing Balance
Allotments Infrastructure	£2160.28	-	£2160.28
Allotments	£3620.19	£1500.00	£5120.19
General Services	£5900.00	-	£5900.00
H & W General Events	£7086.30	£10000.00	£17086.30
Christmas Lights Structure	£7859.00	£4500.00	£12359.00
Community Transport	£800.00		£800.00
Skate Park	£6902.25	-	£6902.25
CFC other	£1831.03	-	£1831.03
Community Centre	£23119.88	-	£23119.88
Paddling Pool	£2659.70	-	£2659.70
Strand Wharf Planters	£3041.67	-	£3041.67
Community Specials	£7500.00	-	£7500.00

Others

Purpose of Reserve	Opening Balance	Movement	Closing Balance
CiL	£35595.48	£10144.15	£45739.63
Leigh Partnership Group	£9014.47	-	£9014.47
CC Friends	£1021.41	-	£1021.41
Chairman's Charity	£948.58	-£948.58	-

Totals	Opening Balance	Movement	Closing Balance
	£248206.61	£41516.17	£289722.78

*Reserve balance of £3500.00 not recorded last year in error. No movement in 19/20 so balance and new budget shown as increase in 20/21 to correct position.

10. List of Creditors / Accruals 2019-20

Payee	Purpose	Amount £
DOTS	Photocopying & IT Support	£246.79
Allotment Plot Holders	Tenancy Deposits Held	£7889.50
British Telecom	Mobile broadband charge	£44.00
Biffa Environmental	Waste Bin Rental and collection	£319.07

Mark One Hire	Acrow prop hire	£147.61
Global Payments	Card processing fees	£22.60
SBC	School crossing patrol 2019/20	£4484.60
SBC	School crossing patrol 2020/21	£2200.00
SBC	See-saw	£3044.12
SBC	Leigh Cliffs Viewing Platform	£8722.80
Tormax	Replacement doors LCC	£8078.00
Manchester Drive Allotment Society	Contribution to drainage	£500.00
Wave	Water rates MDAS 2020/21	£1889.90
Auditing Solutions	Audit fee 2020/21	£1255.00
RH Johnson	Welding at allotments	£100.00
Licentiam	Licensing training	£250.00
Staff	Expenses	£153.60
Total		£39347.59

11. Contingent Liabilities

There are no contingent liabilities which have not been included in the Council's accounts for 2020/2021.

12. Commitments

The Council has not entered into any new financial commitments during 2020 - 2021.