

## Supporting Notes to Accounts 2018/2019

### 1. Assets

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

Office equipment	£ 273.49
Christmas Lights	£ 10,404.25
Water heater	£ 957.00
Cleaning trolley	£ 119.00
Lift	£ 32,887.00
Water tanks	£ 348.45
Telephones	£ 1,882.00

During the year, the following assets were disposed of at an asset value of: £48301.22

Hedge cutter \*  
Brush trimmer \*  
Shed on allotments \*\*  
Christmas lighting \*\*\*

\* Stolen

\*\* Property of MDAS

\*\*\* Replaced

At 31<sup>st</sup> March 2019 the following assets were held:

Computers	£ 22046.83*
Notice Boards	£ 4512.11*
Chairman's Insignia (Donated by Mr. T. Hatton)	£ 1,500.00**
Christmas Lights	£ 36,887.47*
Buildings & Infrastructure on allotments	£ 25,521.47*
Seats	£ 1,932.00*
Bins	£ 880.00*
Bollards	£ 7,017.63*
Franking Machine	£ 1,109.00*
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.

\*\*\*\* Insurance Value

\*\*\*\*\* Valued at cost of landscaping

Value of other assets not required to be individually identified £54520.84

## 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 £1476.00.

The Council also leases a franking machine at a cost of £320.00 per annum.

## 3. Borrowings

The Council had no loans outstanding as at 31<sup>st</sup> March 2019.

## 4. Short Term Investments

Short Term Investments comprise:

HSBC Business Savings Account	£	56067.55
Public Sector Deposit Fund	£	418045.70
<b>Total</b>	<b>£</b>	<b>474113.25</b>

## 5. Bank and Cash in Hand

Balances as at 31<sup>st</sup> March 2019 were as follow:

Current Account & Community Centre	£	-3201.29
Payroll Account	£	1240.45
Imprest Account	£	1000.00
Petty Cash	£	169.14
<b>Total</b>	<b>£</b>	<b>-791.70</b>

## 6. Debts Outstanding

The Council had the following debtors as at 31<sup>st</sup> March 2019:

Payee	Purpose	£
HMRC	Vat Recoverable	6353.92
Hirers	Room Bookings	6918.73
EMFF	Grant	£9,414.75
<b>Total</b>		<b>22687.40</b>

## 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 20.8% of the employees' pensionable pay compared to 19.8% in 2017/18.

## 8. Capital Reserves 2018-2019

As at 31<sup>st</sup> March 2019, the Council had Capital Reserves of £185,139.16

Movements on the Capital Reserves

<b>Opening Balance</b>			<b>£168407.95</b>
Comprising	CC Refurbishment project	£138,407.95	
	Other projects fund	£ 30,000.00	
New Capital Projects			£181,576.68
Less			
Amount Used to Finance Capital Expenditure			£164,845.47
<b>Balance at year end</b>			<b>£185,139.16</b>

Balance comprises

Skate Park Project	£30,000.00
Community Centre remodel works project	£82,000.00
CC Refurbishment project	£73,139.16
<b>TOTAL</b>	<b>£185,139.16</b>

## 9. Earmarked Reserves

### Policy & Resources

Purpose of Reserve	Opening Balance	Movement	Closing Balance
Elections	£19344.77		£19344.77
Renewals Fund	£16086.02	£5000.00	£21086.02
Grant Aid	£3971.18	£1500.00	£5471.18
Volunteer Programme	£19504.40	£1000.00	£20504.40
Community Specials **	-	£5000.00	£5000.00
Legal costs	£3475.00	£1500.00	£4975.00
Office Admin	£4750.00	-	£4750.00
IT **	-	£10000.00	£10000.00
Training	£1500.00	£500.00	£2000.00
Salaries	£16079.00	-£3064.00	£13015.00

### Environment & Leisure

Purpose of Reserve	Opening Balance	Movement	Closing Balance
Allotments Infrastructure	£6256.73	-£5096.45	£1160.28
E & L Allotments	£2620.19	£1000.00	£3620.19
E&L General Services	£5900.00	-	£5900.00
E&L General Events	£6086.30	-	£6086.30
Leigh Lights	£10159.00		£10159.00
Community Transport **	-	£800.00	£800.00

## Planning

Purpose of Reserve	Opening Balance	Movement	Closing Balance
Neighbourhood Plan	£2000.00	-£2000.00	-

## Community Facilities

Purpose of Reserve	Opening Balance	Movement	Closing Balance
Skate Park	£4902.25	£1000.00	£5902.25
CFC other	£1831.03	-	£1831.03
Community Centre	£20594.88	£10000.00	£30594.88
Paddling Pool	£2159.70	£500.00	£2659.70
Strand Wharf Planters	£3041.67	-	£3041.67

N.B. Community Centre Refurb & Equipment (£69,576.68), a resolution was passed by Council in March 2018 that moved this earmarked reserve to a Capital project. This was undertaken 1<sup>st</sup> April 2018.

\*\* New

## Others

Purpose of Reserve	Opening Balance	Movement	Closing Balance
CiL	£6719.60	£19591.90	£26311.50
Leigh Partnership Group	£10000.00	-£971.63	£9028.37
CC Friends ***	N/A	£813.27 (£3040.36)	3040.36

\*\*\* Now recorded as a reserve

Totals	Opening Balance	Movement	Closing Balance
	<b>£236558.40*</b>	<b>-£20276.50*</b>	<b>£216281.90</b>

\*Includes CC Refurb since moved to Capital Projects

## 10. List of Creditors / Accruals 2018-2019

<b>Payee</b>	<b>Purpose</b>	<b>Amount £</b>
DOTS	Photocopying	£493.60
Allotment Plot Holders	Tenancy Deposits Held	£6369.50
SSE	Community Centre Gas	£1716.48
British Telecom	Mobile broadband charge	£10.00
Biffa Environmental	Waste Bin Rental and collection	£464.17
Meyer Fire & Protection Services	Fire risk assessment	£300.00
Global Payments	Card processing fees	£60.51
<b>Total</b>		<b>£9414.26</b>

## 11. Contingent Liabilities

There are no contingent liabilities which have not been included in the Council's accounts for 2018-19.

## 12. Commitments

The Council has not entered into any new financial commitments during 2018-2019.