

**Portishead Town Council**

**Income and Expenditure Account  
for the year ended 31 March 2020**

	<b>2020</b>	<b>2019</b>
	£	£
<b>Income</b>		
Precept	277,407.00	294,355.00
Folk Hall Lettings	23,321.25	25,486.57
North Weston Village Hall Lettings	10,088.44	11,199.68
Redcliffe Bay Lettings	11,480.59	13,035.34
Other Income	7,365.15	10,409.92
Interest - Bank	3,128.03	2,660.69
Council Tax Support Grant	-	3,394.11
	<hr/>	<hr/>
<b>Total Income</b>	<b>332,790.46</b>	<b>360,541.31</b>
	<hr/>	<hr/>
<b>Expenditure</b>		
Administrative Staff Costs	123,479.26	92,663.60
Caretaking Staff Costs	36,340.90	36,146.62
Pension Costs	31,774.74	23,475.47
Administration Costs	69,907.62	63,314.31
Folk Hall Cost	19,792.70	20,068.45
North Weston Village Hall Running Costs	4,616.86	5,078.21
Redcliffe Bay Hall Running Costs	7,715.14	6,572.56
Other Amenity Costs	20,152.53	53,498.44
Grants	75,548.74	63,839.74
Town Orderly	-	(1,015.38)
Toilet Block Costs	11,374.14	13,044.15
CCTV Running Costs	9,600.00	9,600.00
Capital Costs	7,536.11	-
Election Costs	21,099.01	-
Floral Displays	13,230.70	13,479.50
Environmental Enhancement	490.90	374.00
	<hr/>	<hr/>
<b>Expenditure from General Fund</b>	<b>452,659.35</b>	<b>400,139.67</b>
Expenditure from Earmarked Reserves	16,052.86	48,772.70
	<hr/>	<hr/>
<b>Total Expenditure</b>	<b>468,712.21</b>	<b>448,912.37</b>
	<hr/>	<hr/>
<b>(Deficit) of Total Income over Total Expenditure</b>	<b>£(135,921.75)</b>	<b>£(43,186.01)</b>
	<hr/>	<hr/>

**Portishead Town Council**  
**Detailed Breakdowns for the year ended 31 March 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Other Income</b>		
Leases	112.30	483.53
Sundries	3,559.83	5,995.13
Beach Hill Allotments	192.50	192.50
North Weston Allotments	600.00	600.00
Gertie Gale Allotment	1,500.00	1,500.00
Toilet Block	1,400.52	1,638.76
	<hr/>	<hr/>
	7,365.15	10,409.92
<b>Administration Costs</b>		
Chairman's Allowance	1,718.61	1,276.40
Office Equipment	9,257.58	2,668.41
Office Equipment Maintenance	351.03	352.86
Web Site Maintenance and Management	1,811.00	2,248.00
Telephone	1,902.01	908.22
Stationery and office supplies	1,990.40	1,772.67
Subscriptions	4,058.41	4,624.74
Publicity/Advertising	4,229.76	3,560.02
Audit/Professional	21,381.63	31,627.20
Sundries	356.12	3,003.98
Training costs and travelling expenses	2,027.05	1,073.06
Postage	1,026.00	1,621.73
Insurance	4,727.41	4,763.21
Agency staff costs	15,005.61	3,763.81
Bank charges	65.00	50.00
	<hr/>	<hr/>
	69,907.62	63,314.31
<b>Folk Hall Costs-</b>		
Costs	165.00	-
Folk Hall Services	10,923.76	12,855.97
Halls Maintenance	8,135.73	6,012.70
Janitorial	568.21	1,199.78
	<hr/>	<hr/>
	19,792.70	20,068.45
<b>Other Amenity Costs</b>		
Youth Centre	-	2,163.00
Amenity Maintenance	16,900.16	16,391.64
Streetlights	2,370.81	979.80
Allotment Expenses	686.56	744.00
North Somerset Ground Maintenance	-	33,220.00
Amenity Costs	195.00	-
	<hr/>	<hr/>
	20,152.53	53,498.44
<b>Grants</b>		
General Community Grants	1,350.00	2,974.00
Youth Support Grants	-	1,100.00
Christmas Lights (incl storage)	8,634.74	429.12
Portishead Youth Centre	21,000.00	21,000.00
Nailsea Community Transport	10,500.00	10,500.00
Portishead Carnival	-	5,000.00
Lifeboat Trust	-	8,205.62
Wellbeing	3,700.00	-
Portishead Pool	15,000.00	-
Neighbourhood Plan	490.00	-
	<hr/>	<hr/>
	60,674.74	42,908.74
<b>Other Grants</b>		
Citizens Advice Bureau	14,874.00	14,631.00
	<hr/>	<hr/>
<b>Total Grants</b>	75,548.74	63,839.74

**Portishead Town Council**  
**Balance Sheet as at 31 March 2020**

	31.03.20	31.03.19
	£	£
<b>Current Assets</b>		
Cash - Bank Balances	225,862.97	369,260.28
Petty Cash	89.65	133.61
Debtors - Customs & Excise	9,443.06	7,416.51
- Other	3,848.82	1,625.53
Payments in Advance	1,601.62	1,596.55
	240,846.12	380,032.48
Less		
<b>Current liabilities</b>		
Creditors	5,208.05	8,472.66
	235,638.07	371,559.82
<b>Net Assets</b>		
<b>Represented by:</b>		
General Funds	81,822.87	117,440.91
Earmarked Reserves	153,815.20	254,118.91
	235,638.07	371,559.82
<b>Net Assets</b>		

I hereby certify that the Statement of Accounts for the Year Ended 31 March 2020 have been prepared in accordance with the requirements of the Accounts and Audit Regulations 2003 (as amended).

I further certify that the Statement of Accounts presents fairly the financial position of Portishead Town Council at 31 March 2020 and reflects its income and expenditure for the year.

Signed..... Responsible Financial Officer

Date .....

Approved by the Town Council at its meeting held on .....2020

Signed..... Chairman of the Council

Date .....

**Portishead Town Council**  
**Notes for the year ended 31 March 2020**

Note

**1 Funds Summary**

	Total	Earmarked Reserves	General Fund
Income	332,790.46	-	332,790.46
Expenditure	<u>(468,712.21)</u>	<u>(16,052.86)</u>	<u>(452,659.35)</u>
(Deficit) of Total Income over Total Expenditure	(135,921.75)	(16,052.86)	(119,868.89)
Transfers from Earmarked Reserves	-	(84,250.84)	84,250.84
Brought Forward at 31 March 2019	<u>371,559.82</u>	<u>254,118.90</u>	<u>117,440.92</u>
Carried Forward at 31 March 2020	<u>235,638.07</u>	<u>153,815.20</u>	<u>81,822.87</u>
		Year Ended 31.03.20 £	Year Ended 31.03.19 £
<b>2 Total Staff Costs</b>			
Salaries, employers NI, and pension costs		<u>191,594.90</u>	<u>182,285.69</u>

**Portishead Town Council**  
**Notes for the year ended 31 March 2020**

**3 Earmarked Reserves**

The Council maintains certain reserves to meet specific future expenditure. The reserves and movements on them for the year ended 31 March 2020 are as follows:

<b>Purpose of Reserve</b>	<b>Opening Balance 01.04.19</b>	<b>Increase/ Reduction</b>	<b>Expended</b>	<b>Net Movement In Year</b>	<b>Closing Balance 31.03.20</b>
Major Community Projects	70,000.00	(70,000.00)	-	(70,000.00)	-
Major Works Programme - Halls	(56.00)	56.00		56.00	0.00
Play Equipment	500.00	59,500.00	-	59,500.00	60,000.00
Office IT Equipment	787.00	(787.00)	-	(787.00)	0.00
Community Infrastructure*	-	3,464.16	-	3,464.16	3,464.16
Youth Centre Building Contingency*	91,403.90	-	(16,427.00)	(16,427.00)	74,976.90
Environmental/Cultural/ Heritage/Allotment Reserve	16,984.00	(16,984.00)	374.14	(16,609.86)	374.14
Asset Transfer Reserve	74,500.00	(59,500.00)	-	(59,500.00)	15,000.00
	<u>254,118.90</u>	<u>(84,250.84)</u>	<u>(16,052.86)</u>	<u>(100,303.70)</u>	<u>153,815.20</u>

\*Restricted Reserve