

MORECAMBE TOWN COUNCIL

STATEMENT OF FINANCIAL ACCOUNTS 2018/19

The Town Council's financial accounts for the year ending 31st March 2019 are set out inside this booklet.

These Accounts are prepared under the Local Audit and Accountability Act 2014 and the Accounts, the Audit (England) Regulations 2015.

The Town Council approved these accounts at its meeting held on 6th June 2019

David Croxall
Clerk to the Council and Responsible Financial Officer
7th June 2019

INTERNAL AND EXTERNAL AUDIT

Internal Audit

Independent Internal Audit is contracted on an annual basis to Yorkshire Internal Audit and comprises of two audit inspections, October to audit the first half year accounts and the following April to audit the second half year accounts along with the draft Final Accounts and Annual Return. At the end of each year the Independent Internal Auditor also completes Section 4 of the Annual Return which is then submitted to the External Auditor. The annual Internal Audit took place on 4th May 2018 at which the Responsible Finance Officer was present. The Internal Auditor's report will be published once received.

External Audit

The External Auditor appointed by the Audit Commission is PKF Littlejohn LLP, 1 Westferry Circus, Canary Wharf, London E14 4HD. The Annual Return which summaries the Town Councils Annual activities at the completion of each financial year are submitted with supporting information and are Audited and Certified before return to the Council for publication in accordance with the Accounts and Audit Regulations.

Income & Expenditure Account (1st April 2018 to 31st March 2019)

Year Ended 31/3/2018

Year Ended 31/3/2019

	<u>Income</u>	
1,730.10	Morecambe in Bloom	2,123.30
0.00	Staffing and Administration	374.97
399.76	Festivals	149.76
0.00	Training	698.00
0.00	Section 137 Expenditure	24.45
446.98	Bank Interest Income	814.29
186,415.69	Annual Precept	188,141.38
117.00	Portas Town Team	0.00
333.00	Miscellaneous Grants	0.00
1,029.90	Toilets	1,827.94
527.67	Poulton Neighbourhood Management	0.00
3,245.00	Station Grant	0.00
0.00	Community Garden Fund	800.00
£194,245.10		£194,954.09
	<u>Expenses</u>	
11,443.24	By Election Fund	0.00
0.00	Deprivation Support	2,830.59
2,450.00	Street Art - Arts Council Grant	2,122.00
5,000.00	CCTV	5,000.00
2,742.58	SpID	0.00
14,000.00	Anti Social Behaviour Officer	14,000.00
355.70	Poulton Neighbourhood Management	202.72
2,867.22	Station Grant	372.10
2,600.00	Newsletter	3,200.00
0.00	Neighbourhood Plan	2,246.75
12,836.97	Toilets Refurbishment	0.00
7,008.40	Toilets Management	12,734.52
10,013.61	Environmental Enforcement Officer	12,500.00
1,805.00	War Memorial	0.00
0.00	Community Garden Fund	8,069.32
65,035.21	Staffing and Administration	52,223.52
1,266.99	Training	105.18
52,135.38	Festivals	51,695.00
0.00	Community Grants	1,996.40
0.00	WW1 Centenary Remembrance Event	2,878.45
4,247.08	Section 137 Expenditure	2,327.37
234.00	Portas Town Team	0.000
7,012.47	Christmas Lights	6,000.00
3,207.10	Morecambe in Bloom	4,638.29
£206,260.95		£185,142.21
	<u>General Fund</u>	
80,723.61	Balance at 01 Apr 2018	49,707.76
194,245.10	ADD Total Income	194,954.09
274,968.71		244,661.85
206,260.95	DEDUCT Total Expenditure	185,142.21
68,707.76		59,519.64
19,000.00	Transfer to/from Reserves	0.00
£49,707.76	Balance at 31 March 2019	£59,519.64

Morecambe Town Council

Balance Sheet

As at 31st March 2019

<i>Year Ended</i> <i>31 Mar 2018</i>		<i>Year Ended</i> <i>31 Mar 2019</i>
£	CURRENT ASSETS	£
0.00	Stocks and stores	0.00
0.00	Work in progress	0.00
0.00	Debtors (Net of provision for doubtful debts)	0.00
0.00	Payments in advance	0.00
9,217.60	VAT Recoverable	9,710.68
0.00	Temporary lendings (investments)	0.00
114,490.16	Cash in hand	123,808.96
123,707.76	TOTAL ASSETS	133,519.64
	CURRENT LIABILITIES	
0.00	Creditors	0.00
<u>123,707.76</u>	NET ASSETS	<u>133,519.64</u>
	Represented by:	
49,707.76	General fund Balance	59,519.64
	Reserves:	
0.00	Capital	0.00
74,000.00	Earmarked	74,000.00
0.00	Adjustments	0.00
<u>123,707.76</u>		<u>133,519.64</u>

Notes to the Accounts

Income and Expenditure Account

1. VAT refunds are not shown as the accounts are prepared net of VAT.
2. Section 137 Expenditure totalling £4,247.08 is made up as follows– this includes:
 - a) Payments of Community Grants - £1,168.22 (where no direct power to fund the approved application existed of the s137 expenditure related to Community Grants). This was originally budgeted for in the Community Grants budget and the funding was transferred across to S137 expenditure.
 - b) Community Awards Certificates and Frames - £159.15
 - c) Contribution to Armed Forces Day 2017 - £1,000.00
3. The Arts Council street art grant was additional funding obtained towards the Portas Street Art project.
4. The Station Grant was funding obtained from Northern Rail to assist with the Morecambe in Bloom work.

Balance Sheet

- Local Councils are not required to depreciate Assets – these are shown at the original purchase price
- The VAT recoverable amount refers to the amount of VAT which remained to be reclaimed at the year end, as VAT is reclaimed several times each year and the VAT amount for the last quarter of 2018/19 (i.e. January to March 2019) had been claimed but awaited from HMRC.
- The Net Assets includes reference to the Town Council Office Fund established in 2011 which stood at £55,000, at 31st March 2019 together with the reserves held in accordance with the Council's Reserve's Policy.

David Croxall
Responsible Finance Officer
29th May 2019

**MTC Asset Register at
31st March 2019**

Item	Date purchased	Serial No. (If appropriate)	Where Held/Stored/Sited	Value (£)
Computer and Accessories	3/11/2015	2 x Intel i5 4460 3.2/4G Computers	Town Council Office	2000.85
	3/11/2015	2 x Benq 24" adj monitors	Town Council Office	
	2011	Laptop 7M370-JY6WB	Town Council Office	
Office Furniture and Equipment	2011		Town Council Office	681.52
	17/9/2012	1 x meeting table	Town Council Office	159.00
	27/7/2012	8 x chairs		60.00
	27/7/2012	Laminator		18.00
	12/03/2014	2 x Office Chairs		154.80
High Visibility Jackets	03/10/2011		Town Council Office	327.00
Handiloops for Litter Picking	09/01/2012		Town Council Office	141.83
7 x Noticeboards	15/06/2012		7 locations around the Parish	2,932.93
8 Litter Bins	15/3/2012 (4)		Happy Mount Park x 1	2,000.00
	15/2/2012(4)		Morecambe Street x 2	
			Townley Street x 1	
			Torrisholme x 4	
3 pieces Play Equipment	15/03/2012		Torrisholme Park	2,133.00
Benches	15/02/2012		Happy Mount Park x 1	756.00
			Edward Street x 1	
Christmas Tree Lights	22/11/2011		White Lund Depot c/o LCC	651.60
4 Penguin Litter Bins	26/09/2011		Happy Mount Park	1,285.00

Item	Date purchased	Serial No. (If appropriate)	Where Held/Stored/Sited	Value (£)
2 x 5 a side Goalposts	15/05/2012		Langridge Estate Westgate	1,000.00
Springy Animal Play Equipment	15/05/2013		Langridge Estate Westgate	880.00
Play equipment	15/05/2012		Langridge Estate Westgate	6,000.00
Camera – Panasonic G6 plus Scandisk Ultra 32GB Memory Card	31/7/15	WE4EA001135	Town Council Office – available to loan to the community – therefore not always in the Council office	412.48
<p>Christmas Lights:</p> <p>The following were purchased and displayed on Victoria Street, Pedder Street and Regent Road:</p> <ul style="list-style-type: none"> • 2 x columns motif with ropelight and white LED Minibulbs (£786) • 1 x 16m Catenary Cable (£396) • 5 x Fountain Blue Column Displays (£950) • 4 x Catenary cables for Regent Road and Pedder Street (£1350) • 3 Cross Street Displays (Merry Christmas from Morecambe) (£2475) • 1 Cross street display (sleigh) (£595) • 1 Cross street display (Pluto) (£575) • 	1/12/15		On Display Nov – Jan each year and then stored at LITE, Unit 2, Farrington Place, Rossendale Road Industrial Estate, Burnley	7,127.00
Panasonic PAN HC-V3 820EB Camcorder and Scandisk SDK UP	16/1/17	DM6SA001076	Town Council Office	294.99

Item	Date purchased	Serial No. (If appropriate)	Where Held/Stored/Sited	Value (£)
Velbon Tripod	19/1/17	Velbon EF-41	Town Council Office	24.99
Epson Projector – Model number H720B	24/1/17	WE7K6900769	Town Council Office	329.99
Speed Indication Device	5/9/2017 and 26/10/17		Town Council office when not in use around the current 7 sites in the town	2,584.00
3.85m Multi Position Telescopic loader for used with SpID	11/10/2017	EN131	Town Council office	83.33
Kneeling Chair (necessary after risk assessment for staff member)	11/10/2017	Model: H2 G1 re supplied by DTG dynamic trade	Town Council office	49.28
4 x Full Bloom Rail Mounting Planters	27/02/2018	Supplied by Glasdon UK	Morecambe Station	400.05
2 X North West in Bloom signs	16/3/2018		Shrimp Roundabout and Welcome to Morecambe Sign at Venus and Cupid statue on Coastal Road	355.70
Toilet fixtures and fittings	19/5/2017	Supplied by SR Brown	Dome Toilets, Marine Road, Morecambe	30,532.60
TOTAL				63,375.94

Prepared by:

David Croxall, Town Clerk and Responsible Finance Officer, Morecambe Town Council

Date: 31st March 2018