BUCKLEY TOWN COUNCIL

Income and Expenditure Account
Year Ended 31st March 2020

2018/19 £	INCOME	2019/20 £
316,515	Precepts	306,027
8,531	Income from Rooms	8,358
16,358	VAT Reclaimed	14,255
12,943	Miscellaneous Income	13,823
	Flintshire County Council contribution to costs of Town Centre Manager	
1,168	Interests on Investments	1,627
	Loan Repayments	
	Rounding Adjustment	
355,515	**TOTAL INCOME**	344,090
£	**EXPENDITURE**	£
100,889	Employee Expenses	104,835
29,454	Office Administration	19,395
26,876	Section 137 Payments	26,940
17,178	Play Areas and Recreation (incl. Match Funded Scheme)	18,169
	Highways (Salt Bins and Refills)	
40,627	Council Buildings Maintenance	33,776
11,928	Public Conveniences	11,649
50	Loan Repayments/Ground Rent	50
113,150	Miscellaneous including Civic Expenses	87,710
17,151	CCTV	17,151
	Footpaths and Boundary Sign Maintenance (Incl. Footway Lighting)	
- 1	Rounding adjustment	- 1
357,302	**TOTAL EXPENDITURE**	319,674
- 1,787	**SURPUS/(DEFICIT) for year**	24,416

Notes:		
1	The accompanying notes analyse certain block items of expenditure.	
2	The odd £ difference in totals on Pages 2 & 3 of these Accounts is purely due to rounding.	

BUCKLEY TOWN COUNCIL

FINAL ACCOUNTS ANALYSIS FOR THE YEAR ENDED 31st MARCH 2020

INCOME	APPROVED BUDGET 2019/20		CASH BOOK TO 31/03/20		ADJUSTMENTS TO CASH BOOK CLOSING ENTRIES (See Notes)		ADJUSTED ACTUALS FOR YEAR TO 31ST MARCH 2020		VARIANCE ANALYSIS OVER/UNDER ACTUAL TO BUDGET 2019/20		STATUTORY POWERS	ROW NO.	NOTES
	£	£	£	£	£	£	£	£	£	£			
Bank Interest		1,619		1,627				1,627		8		1	
Income:													
Rooms	9,288		8,358				8,358		-930			2	
Miscellaneous	7,360	16,648	10,963	19,321	2,860	2,860	13,823	22,181	6,463	5,533		3	1
												4	
Transfer from General/Specific Reserve								-		-		5	
VAT Refunds		15,500		16,358		-2,103		14,255		-1,245		6	2
Precept		306,027		306,027				306,027		-		7	
TOTAL INCOME		339,794		343,333		757		344,090		4,296			

EXPENDITURE

	APPROVED BUDGET 2019/20		CASH BOOK TO 31/03/20		ADJUSTMENTS TO CASH BOOK CLOSING ENTRIES (See Notes)		ADJUSTED ACTUALS FOR YEAR TO 31ST MARCH 2020		VARIANCE ANALYSIS OVER/UNDER ACTUAL TO BUDGET 2019/20		STATUTORY POWERS	ROW NO.	NOTES
	£	£	£	£	£	£	£	£	£	£			
HIGHWAYS AND LEISURE COMMITTEE													
Public Conveniences:													
Rent, Rates, Water and Electricity	2,672		2,544				2,544		-128		PHA 1936, S.87	8	
Cleaning Materials and Maintenance	1,353		1,059				1,059		-294		PHA 1936, S.87	9	
Contract Cleaning	8,648		8,046				8,046		-602		PHA 1936, S.87	10	
Loan Charges & Ground Rent	50	12,723	50	11,700		-	50	11,700	-	-1,023	PHA 1936, S.87	11	
												12	
Bus Shelters:													
Erection of New Shelters	2,500						-		-2,500		LG(MP)A 1953, S.4	13	
Repairs & Maintenance		2,500		-			-	-	-	-2,500	LG(MP)A 1953, S.4	14	
												15	
Boundary Signs:													
Repairs, Replacement & Resiting								-		-	LGA 1972, S. 144	16	
Footway Lighting								-		-	PCA 1957, S.3; HA 1980, S.301	17	
Part Light Illumination Costs								-		-	LGA 1972, S. 144	18	
Match-Funding (Renovation of Play Areas)		5,000		5,000				5,000		-	HA 1980, S.274A	19	
Maintenance of the Commons (Contribution)		3,400		3,400				3,400		-	HA 1980, S.274A	20	
Litter Bins/Salt Bins		2,000						-		-2,000	LA 1983,ss. 5&6	21	
Lamp Post Brackets for Promotional Banners								-		-	LGA 1972, S.137(4)	22	
Traffic Warden Service								-		-	LGA 1972, S.137(4)	23	
Communication Vehicle Rent & Ancillary Costs		1,750		1,750				1,750		-	LGA 2000. s.2.	24	
Playleadership Scheme/Youth Programme		7,919		6,916				6,916		-1,003	LG(MP)A 1976, S.19	25	
Stiles/Seats								-		-	PCA 1957 & RTRA 1984 s 604(4)	26	
Skateboarding Facility								-		-	LG(MP)A 1976, S.19	27	
Event Day		14,000		10,650				10,650		-3,350	LGA 1972 s 145	28	
Arts - Support of (incl.Council Concerts,										-			
Band Concerts and Eisteddfodau)		700		600				600		-100	LGA 2000 s 2	29	
Heritage Trails/Etna Park								-		-		30	
Coronation Gardens		6,172		6,253				6,253		81	OSA 1906 ss.99 & 10	30a	
TOTAL FOR HIGHWAYS AND LEISURE COMMITTEE		56,164		46,268		-		46,268		-9,896			

EXPENDITURE	APPROVED BUDGET 2019/20		CASH BOOK TO 31/03/20		ADJUSTMENTS TO CASH BOOK CLOSING ENTRIES (See Notes)		ADJUSTED ACTUALS FOR YEAR TO 31ST MARCH 2020		VARIANCE ANALYSIS OVER/UNDER ACTUAL TO BUDGET 2019/20		STATUTORY POWERS	ROW NO.	NOTES
	£	£	£	£	£	£	£	£	£	£			
GENERAL PURPOSES COMMITTEE													
Communal Fireworks		6,662		6,702				6,702		40	LGA 1972, S. 145	31	
Jubilee Bunting (incl. Erection and Dismantle)		2,805		2,616		120		2,736		- 69	LGA 1972, S. 145	32	3
Disabled Access		76						-		- 76	DDA 1995, Part 111	33	
Mobile CCTV Camera Lease		2,380		2,379				2,379		- 1	LGA 1972, S.137(4)	34	
Defibrillator Installation				1,633		211		1,844		1,844	LG&RA 1997, S. 31	35	4
Town Clock Maintenance		100						-		- 100	PCA 1957, S.2	36	
Honours Board		60		71				71		11	LGA 1972 s 111 & s 150	37	
Elections				4,084				4,084		4,084	LGA Act 1972 s 35(2)	38	
Maintenance of Burial Grounds		2,200		2,200				2,200		-	LGA 1972, s. 214(6)	39	
Christmas Lights (incl. Erection and Dismantle)		27,000		25,258		18		25,277		- 1,723	LGA 1972, s. 144	40	5
C.C.T.V.		16,320		14,772				14,772		- 1,548	LG&RA 1997, s. 31	41	
Hanging Baskets		2,750		2,261				2,261		- 489	LGA 2000, s.2.	42	
Old Baths Building								-		-	LGA 2000, s.2.	42a	
								-		-			
TOTAL FOR GENERAL PURPOSES COMMITTEE		60,353		61,976		349		62,325		1,972			
FINANCE COMMITTEE													
Salaries, N.I., Tax and Superannuation		102,927		104,835				104,835		1,908	LGA Act 1972 s111 & s150	43	
Mayors Allowance		1,800		1,800				1,800		-	LGA Act 1972 s111 & s150	44	
Deputy Mayors Allowance		500		500				500		-	LGA Act 1972 s111 & s150	45	
Civic Expenditure		4,515		1,941		941		2,881		- 1,634	LGA Act 1972 s111 & s150	46	6
Council Buildings:													
Rates, Water, Heating and Lighting	13,358		21,352		420		21,772		8,414		LGA Act 1972 s111 & s150	47	7
Contract Cleaning	7,848		7,556				7,556		- 292		LGA Act 1972 s111 & s150	48a	
Caretakers Wages, N.I. & Tax							-		-		LGA Act 1972 s111 & s150	48	
Cleaning Materials & Tools	740		1,081		17		1,098		358		LGA Act 1972 s111 & s150	49	8
Maintenance & Refurbishment	21,698		4,241		- 891		3,350		- 18,348		LGA Act 1972 s111 & s150	50	9
Grounds Maintenance Equipment		43,644		34,230		- 454	-	33,776	-	- 9,868	LGA Act 1972 s111 & s150	51	
Town Centre Manager Contract		22,240		22,240				22,240		0	LGA 1972, S.137(4)	52a	
Town Centre Support		5,000						-		- 5,000	Incl. LGA 1972, S.137(4)	52	
Bursary Scheme		3,000		2,800				2,800		- 200	LGA Act 1972 s111 & s150	53	
Printing, Stationery & Equipment		5,677		4,550				4,550		- 1,127	LGA Act 1972 s111 & s150	54	
I.T. Management, Maintenance and Equipment		1,150		2,929		11		2,941		1,791	LGA Act 1972 s111 & s150	55	10
Office Furniture & Equipment		500		213		8		221		- 279	LGA Act 1972 s111 & s150	56	11
Postages, Telephone & Petty Cash		4,900		5,914		- 1,915		3,999		- 901	LGA Act 1972 s111 & s150	57	12
Insurance		3,639		3,845				3,845		206	LGA Act 1972 s111 & s150	58	
Financial Assistance to Organisations - General (Annual Round)	3,500		1,950				1,950		- 1,550		LGA1972, S.137(4) & LG(MP)A 1976, S. 19	59	
Financial Assistance to Organisations - General (Outside A/Round)	1,000	4,500	1,000	2,950		-	1,000	2,950	-	- 1,550	LGA1972, S.137(4) & LG(MP)A 1976, S. 19	59a	
Bank Charges		263		295				295		32	LGA Act 1972 s111 & s150	60	
Citizens Advice Bureau		7,956		7,800				7,800		- 156	LGA 1972, S.137(4)	61	
Membership & Conference Subscriptions		1,170		1,072				1,072		- 98	LGA1972, S.137(4) & LG(MP)A 1976, S. 19	62	
Members Expenses		100		86				86		- 14	LGA1972, S.137(4) & LG(MP)A 1976, S. 19	63	
Audit Fees		1,500		673		2,800		3,473		1,973	LGA1972, S.137(4) & LG(MP)A 1976, S. 19	64	13
Award Scheme								-		-	LGA1972, S.137(4) & LG(MP)A 1976, S. 19	65	
Advertising/Recruitment/Professional Charges		1,000		703		1,000		1,703		703	LGA1972, S.137(4) & LG(MP)A 1976, S. 19	66	14
Recharge from FCC re free parking in Buckley		7,295		5,814		3,500		9,314		2,019	LGA 2000, s.2.	67	15
								-		-			
TOTAL FOR FINANCE COMMITTEE		223,276		205,190		5,891		211,081		- 12,195			
Rounding Adjustment		1											
TOTAL FOR ALL COMMITTEES		339,794		313,433		6,240		319,673		- 20,120			
Calculated Balance for 2019/20		-		29,900		- 5,483		24,416					
Actual Surplus of Income over Expenditure 2019/20				-				24,416					
Calculated Reserves at 01/04/19 and 31/03/20													
General (Incl. Petty Cash Balance at 31/03/20)		243,325						262,505					
Specific:													
Provision of Bus Shelter													
Fin. Support to Hawkesbury Community Cntre.		5,000						5,000					
Future Events Fund		7,741						8,978					
Old Baths Building		25,345						25,345					
Replacement of CCTV cameras													
Repairs to OLB Floor R/H Office Floor		8,000						12,000					
Provision of Defibrillator		-											
Total Reserves		289,411						313,827					

KEY TO STATUTORY POWERS:	
DDA 1995, Part 111	Disability Discrimination Act
HA 1980	Highways Act 1980
LA 1983	Litter Act 1983
LG & RA 1997	Local Government and Rating Act 1997
LG(MP)A 1953	Local Government (Miscellaneous Provisions) Act 1953
LG(MP)A 1976	Local Government (Miscellaneous Provisions) Act 1976
LGA 1972	Local Government Act 1972
LGA 2000 S2	Local Government Act 2000
OSA 1906	Open Spaces Act 1906
PCA 1957	Parish Council Act 1957
PHA 1936	Public Health Act 1936

LOCAL GOVERNMENT ACT 1972, SECTION 137(4), (THE FREE RESOURCE)
EXPENDITURE TO 31st MARCH 2020

	Actuals 2019/20
Traffic Warden	-
Financial Assistance (General)	1,300
Town Centre Manager Contract	22,240
Maintenance of Commons	3,400
Town Centre Support	
TOTAL	26,940
Currently allowed under legislation = electorate (12,747) x £8.12	103,506

Electoral Register Numbers at Year End:	
Bistre East	2,699
Bistre West	3,234
Mountain	2,584
Pentrobin	4,230
Total Electors	12,747

NOTES:

	General Note: The Notes on this Income and Expenditure Account relate to the adjustments made to the Cash Book as at 31st March 2020. The adjustments relate to transfers from the, Postages, Telephone & Petty Cash Budget Head to other Budget Heads (see Document 10 of this Accounts Bundle). Also please note that the Debtors and Creditors brought forward and carried forward are analysed on Document No.16.
1	This figure is the difference between the opening Debtors figure b/f from 2018/19 and the closing Debtors for 2019/20 - See Creditors and Debtors Analysis (Document 16 to these Final Accounts)
2	The figure is the net difference between the Debtor for VAT brought forward from 2018/19 and the Debtor for VAT carried forward for 2019/20 - See Creditors and Debtors Analysis (Document 16 to these Final Accounts).
3	The figure is a Creditor carried forward for the purchase of new bunting in 2019/20. See Creditors ans Debtors Analysis (Document 16 to these Final Accounts).
4	The figure represents a transfer from the Council Buildings, Maintenance & Refurbishment Budget Head in respect of the electrical work to install a Defibrillator over the year end 2018/19 (£210.86)
5	The figure is a transfer from the Postage, Stationery & Petty Cash Budget Head to this Budget Head - it represents Petty Cash expenditure relating to this Budget Head (see Petty Cash Account Analysis (page 10 to these Final Accounts documents).
6	The figure is a transfer from the Postage, Stationery & Petty Cash Budget Head to this Budget Head - it represents Petty Cash expenditure relating to this Budget Head (see Petty Cash Account Analysis (page 10 to these Final Accounts documents).
7	The figure is the difference between the Creditor B/F from 2018/19 for Gas to the Council Offices and the Creditor C/F from 2019/20 for the same supply plus a Creditor for the water supply to the Old Library Building (see Document 16 to these Final Accounts)
8	The figure is a transfer from the Postage, Stationery & Petty Cash Budget Head to this Budget Head - it represents Petty Cash expenditure relating to this Budget Head (see Petty Cash Account analysis (page 10 to these Final Accounts documents).
9	This figure represents the write back of a Creditor B/F from 2018/19 (£1,600), transfer from the Postages, Stationery & Petty Cash Budget Head, where Petty Cash Expenditure relates to this Budget Head (see Analysis of Petty Cash, Document 10 of these Final Accounts and the transfer from this Budget Head to The Defibrillator Installation Budget Head in theGeneral Purposes Committee (see Note 5 above).
10	The figure is a transfer from the Postage, Stationery & Petty Cash Budget Head to this Budget Head - it represents Petty Cash expenditure relating to this Budget Head (see Petty Cash Account Analysis (page 10 to these Final Accounts documents).
11	The figure is a transfer from the Postage, Stationery & Petty Cash Budget Head to this Budget Head - it represents Petty Cash expenditure relating to this Budget Head (see Petty Cash Account Analysis (page 10 to these Final Accounts documents).
12	This figure is the total transferred from this Budget Head to the other Budget Heads as indicated in these notes.
13	The figure is an estimated Creditor to account for the fees charged by the Wesh Audit Office for the Public Interest Report (£4,000), less the write back of a Creditor B/F from 2018/19
14	The figure represents a Creditor C/F relating to the provision of a GDPR consultancy service.
15	The figure represents a Creditor C/F relating to the Match Funding arrangement with Flintshire County Council for the provision of 1 hours free parking in the Brunswick Road, Short Stay Car Park. Flintshire CC. provide 1/2 hour's free parking and Buckley Town Council pay for a further 1/2 hour. The arrangement commenced on 1st January 2020.

BALANCE SHEET AS AT 31ST MARCH 2020

2018/19 £		2019/20 £	Notes
	Current Assets		
281,845	Short term investments	308,178	
19,305	Debtors	20,061	1
- 1,662	Cash in Bank Current Account	1,904	
222	Cash in Hand	226	
299,710	**Total Assets**	330,369	
	Less Current Liabilities:		
10,300	Creditors	16,540	2
- 1	Rounding adjustment	2	
289,411	**Net Assets**	313,827	
	Represented by:		
243,324	General Fund Balance	262,505	Special Note 5
	Specific Reserves:		
8,000	Repair to Old Library Building Floor	12,000	Special Note 1
5,000	Fin. Support to Hawkesbury C/Centre	5,000	Special Note 2
7,741	Future Events Fund	8,978	Special Note 3
25,345	Old Baths Building	25,345	Special Note 4
1	Rounding Adjustment	- 1	
289,411		313,827	

Approved by the Mayor and the Vice Chair of the Finance & Economic Development Committee under delegated powers to act as the result of the Corona Virus pandemic on the dates shown, no Minute Reference can be supplied as no Council Meetings are being held at present. Please note that the approval of the Mayor and Vice Chair of the Finance & Economic Development Committee is signified by the attached emails detailed as pages 5(a) and 5(b). Also please note all three listed below are in the "at risk" category in respect of the Corona Virus, as all are over 70.

M Wright

Responsible Financial officer

Date 15/4/20

Approved by the Town Mayor, Councillor A Woolley

Approved by the Vice Chair of the Finance & Economic Development Committee - Cllr. N Phillips

Special Notes:

1 The Specific Reserve relates to the contribution made by Flintshire County Council for the repairs required to the Old Library Building, Right Hand G/Floor Office due to exploratory works carried out by Flintshire County Council when considering renting the Office (£8,000). This Specific Reserve has been increased in 2019/20 to reflect the likely cost when the works are eventually completed.

2 The Specific Reserve for the Hawkesbury Community Centre remains the same as at 31st March 2019. No call was made against the Reserve in 2019/20.

3 The Specific Reserve for the Future Events Fund has increased by £1,237 See Event Day A/C on page 9(b) of Supporting Notes to the Accounts.

4 The Specific Reserve for the Old Baths Building has not been adjusted in 2019/20 as no call has been made on the Reserve in 2019/20

		£
5	General Fund Balance Brought Forward	243,324
Adjusted by:		
Surplus for the year		24,416
Reduction in Specific Reserve in relation to Old Baths Building		-
Increase in Specific Reserve re repairs to Old Library Building Floor		- 4,000
Increase in Specific Reserve re Future Events Fund		- 1,237
Difference between opening and closing Petty Cash Balances		4
Rounding Adjustment		- 2
	Balance of General Reserve at 31st March 2019 Carried Forward.	262,505

Notes in Relation to Net Assets:

1 See Document 16 with these Final Accounts for the analysis of the Debtors.
The Debtors are made up of - VAT reclaim for 2019/20 - £14,255, the heat & light recharge in respect of the occupation of a room in the ground floor of the Old Library Building by The Owl Organisation £308, the match funding for the installation of a Defibrillator outside the FCC Alltami Depot (Debtor Flintshire County Council) £681, the recharge to Mason Owen for the maintenance of two CCTV cameras in the Buckley Shopping Centre £2,462, a recharge credit note from FCC re an overcharge for CCTV maintenance £2,356.

2 See Document 16 with these Final Accounts for the analysis of the Creditors
The Creditors are made up of - Total Gas & Power, gas supplied to Council Bldgs £3,274, Welsh Water supply of water to Old Library Building £246, Erection and Dismantling of Jubilee Bunting (FCC) £4,400, Audit Fees £4,000, Payment due to Flintshire County Council re Match Funding of one hours free parking in Brunswick Road Short Stay Car Park from 1st January 2020 onwards £3,500, GDPR consultancy services £1,000 and purchase of new bunting £120

BUCKLEY TOWN COUNCIL

BANK RECONCILIATION 2019/20

PERIOD ENDED: 31st March 2020

		£
Cash Book Opening Balance as at 1st April 2019		£ 280,182.90
	£	
Add Receipts per Cash Book to 31/03/20		
Current, Business Call & Premier Account		£ 343,333.02
Sub Total		£ 623,515.92
Less payments per Cash Book		£ 313,433.88
Balance as reconciled below		£ 310,082.04

Reconciled as:
Bank Statement Balances as at 31st March 2020:-

Current Account	£ 4,136.59	
Business Call Account	£ 157,847.82	
High Interest Deposit Account	£. 48,673.88	
High Interest Deposit Account	£ 101,656.50	
Sub Total		£ 312,316.79

Less Unpresented Cheques:

No.	Value £	
BT	£ 167.35	
DD	£ 1,967.40	
DD	£ 100.00	
		£ 2,234.75

Less: Receipts on Bank Statements entered a month later in Cash Book:

	Rec. No.		
High Interest Dep. A/C Int.	INT		
VAT refund			
WBCT Rent/H&L			
Handley Evans - Rent/H&L			
Mason Owen - Xmas Lights			
Sundry Credit			
Sundry Credit			
Sundry Credit FCC			
OBBCHL Licence Fee			
Sundry Credit			
Precept			
Bus. Call Account Interest	INT		£ -

Add: Payments on Bank Statements, recorded a month later in Cash Book:

DD/Sals.		
DD/BTC		
B/T Pwhite		
FPO/MBW		
B/T CPF		
B/T J Knowles		
DD/Cerdn.		
DD/CCTV		
DD/ACS		
DD/TG&P		
DD/Bk.Chg		
SO PNW		
DD/W Water		
DD/ C/Com		
DD/N'post		
B/T Sundries		
		£ -

Add: Receipts in Cash Book recorded a month later on Bank Statements:

S/Credit		
Reconciled balance as above		£ 310,082.04

There are no cheques outstanding for more than one month.

SUPPORTING NOTES TO ACCOUNTS, YEAR END 31ST MARCH 2020.

ASSETS

At 31st March 2020 the following assets were held:

The analysis also shows adjustments within the year 2018/19

	Value at 31/03/2019	Adjustments In year 2019/20	Adjustments to take into account the requirements of the "Code of Local Authority Accounting in the United Kingdom" - Valuation of Community Assets	Value at 31/03/2020	Notes
	£	£	£	£	
Land and Buildings (Community Assets):					
Public Conveniences	1				
Council Buildings	25,000			25,000	
Coronation Gardens	22,000			22,000	
Car Park to side and rear of Council Chamber	39,100			39,100	
Furniture, Machinery and Equipment Assets					
Computers, Printers & Software	9,742			9,742	
Philips Dictating Machine	-			-	
Facsimile Machine	-			-	
BT Telephone System	-			-	
Intelligate 150 Telephone System	444			444	
Office and Council Chamber Furniture/Equipment	43,270			43,270	
Tables (15) and Gazebos (6) for hiring out at events	3,891			3,891	
Franking Machine	-			-	
CCTV Equipment	113,416			113,416	
Mobile CCTV Camera	5,547			5,547	
Mobile CCTV Cameras (Dummy) 2No.	1,080			1,080	
Combination Binder	493			493	
Cutters Rotatrim	81			81	
Shredder	250			250	
Flat Bed Scanner	42			42	
Digital Camera	250			250	
Laminator	247	- 34		213	2
Step Ladders	94			94	
Space Heaters (2)	92			92	
18V Combi Drill and Torch	-			-	
Christmas Lights Equipment and Storage Units	40,619	- 161		40,458	3
Bunting (sets)	1,341			1,341	
Car Park Closure Boards	71			71	
Donation Collection Buckets	42			42	
Small Chalet/Shed for Promotional Purposes	-			-	
Hanging Baskets and Flower Tubs	2,508	251		2,759	4
Loud Hailers for use at events	180			180	
Notice Boards	595			595	
Communication Vehicle (Rental)	4,390			4,390	
Speed Radar Guns (2) and Battery Charger	158			158	
Coin Counter	150			150	
Defibrillators 2No.		3,018		3,018	5
Wheel Barrows 2No.		77		77	6
Civic Community Assets:					
Town Clock	1			1	
Mayor's Chain of Office - 1983/84 onwards	1			1	
Mayor's Chain of Office - 1974/75 to 1983/84	1			1	
Mayoress' Chain of Office	1			1	
Mayoress' Chain of Office (Old)	1			1	
Deputy Town Mayor's Chain of Office	1			1	
Deputy Town Mayor's Chain of Office (Old)	1			1	
Deputy Mayoress' Chain of Office	1			1	
Cased Wall Clock	1			1	
Glass display cases and Samurai Warrior Model	1			1	
Commemorative Bench in Bistre Churchyard	721			721	
Hanging Basket Columns	10,207			10,207	
Bus Shelters	4,037			4,037	
Rounding Adjustment				1	
TOTALS	330,069	3,150	-	333,219	

Notes:

1. General Note. Where an Asset is classed as a Community Asset, they are Assets which the Council intend to hold in perpetuity, they have no determinable useful life and which may, in addition, have restrictions on their disposal. There is little prospect of sale and change of use. If the asset is used for a specific operational purpose, it does not qualify as a Community Asset and should be valued accordingly - Test for Community Assets - (i) Is the intent to hold the Asset forever? (ii) Does the Asset have an indeterminable useful life? (iii) Are there restrictions on disposal? The answers for questions (i) and (ii) have to be 'yes', while an affirmative answer to question (iii) is not obligatory but a helpful contributory factor. (Quote [in the main] from the Internal Auditors Interim Audit 2010/11). The above Asset Register therefore takes into account the requirements to value Community Assets. The Assets are valued at £1 where the original (historical) cost is not known. Where the original (historical) cost is known, that is included in the Register. Please note for insurance purposes replacement or actual values are recorded.
2. The original laminator was scrapped in 2019/20. It had no residual value. A new Laminator was purchased for £213.
3. Christmas illuminations to the value of £1,000 were scrapped in 2019/20, they had no residual value. New illuminations were purchased (£839).
4. Additional Hanging Basket were purchased in 2019/20
5. Two Defibrillators were purchased and installed in 2019/20. One was funded through donations, the other was Match Funded with Flintshire County Council. The value shown is the actual costs of both defibrillators, one was installed in March 2019 and the other in February 2020.

Borrowings:

The Council has no borrowings in respect of any of its assets

Leases:

The Council has one Lease arrangement in place in relation to the Mobile CCTV Camera. The cost of the Camera was £4,885 excl. VAT, £5,682 incl. VAT. The Lease which is a repair and maintenance included Lease runs for 5 years from April 2013 and costs £495.55, excl. VAT per quarter, £594.66 incl. VAT per quarter. The lease has been reviewd in 2019/20 and continued. A further camera will be procured on a similar lease as soon as arrangements can be made with North Wales Police.
The Council also has a Rental Agreement in place with regard to the use of a Communication Vehicle. The Annual Rental is £1,750. The vehicle is owned and operated by a Third Party who allows the Council exclusive use of it. The Council is not responsible for any overheads or repairs to the vehicle.

Tenancies:

During the year the following tenancies were held:

Council as Landlord

Tenant	Property	Rent p.a. £	Repairing/ Non-Repairing
Welsh Border Community Transport	Council Rooms	3,788	Non-Repairing
Handley Evens - Chartered Certified Accountants	Council Rooms	3,500	Non-Repairing

As from 1st April 2006 all tenants at the time were placed on substantive leases.

Rental values from all Tenancies were reviewed and new values were effective from 1st April 2012.

The lease for Handley Evens Chartered Certified Accountants commenced on 1st April 2019 at an annual rental of £3,500.

The lease for Welsh Border Community Transport has been revised in line with inflation and was £3,788 from 01/04/2018.

During 2019/20 three Licences were issued for occupation of various offices on the ground floor of the Old Library Building. The Licencees are Grace Church (One Office - Fee £400 per annum, Licence commenced 1st May 2019, Licence includes shared use of one other office). North Wales Energy Advise Centre (One Office - Fee £200 per annum, Licence commenced 1st April 2019) this Licence ended 31st March 2020. And OWL Cymru Organisation (One Office - Fee £400 per annum, Licence commenced 1st May 2019 and included shared use of of one other office). This Licence ended 31st March 2020.

Council as Tenant

The Council does not have any tenancies for the use of any land or buildings.

Debts Outstanding

As at close of business on 31st March 2020 there were no loans made by the Council outstanding.

As at the close of business on 31st March 2020, there were debts outstanding, of £14,255 from H M Revenues and Customs, the recharge to the Agents of the Buckley Shopping Centre for the maintenance of two CCTV cameras in the Centre £2,462, a Credit Note from Flintshire County Council for an overcharge in the annual cost of maintaining the CCTV cameras £2,356, the recharge to The Owl Organisation for the 2019/20 Heat & Light under the Licence £308 and the Match Funding contb. from Flintshire County Council for the installation of a Defibrillator o/s the Alltami Depot £681.

Debts Owing (Creditors)

As at 31st March 2020, Creditors of £16,540 were outstanding. These incld. - Total Gas & Power for gas supplied to Council Bldgs. (£3,274), Welsh Water for supply to the Old Library Building (£246), Audit Fees (£4,000), Erection and Dismantling of Bunting (£4,400), Recharge to Flintshire CC for Match Funding free1 hour parking in Brunswick Road Short Stay Car Park (£3,500), GDPR consultancy services (£1,000) and purchase of Bunting (£120).

Analysis of Spend under the heading of Miscellaneous Including Civic Expenses

Description of Expenditure	£	Reference (*)
Part Light Illumination Costs		Row18
Buckley Fun Day	10,650	Row 28
Communication Vehicle	1,750	Row 24
Support of the Arts (see further analysis below)	600	Row 29
Communal Fireworks	6,702	Row 31
Support for Buckley Jubilee	2,736	Row 32
Defibrillator Installation	1,844	Row 35
Town Clock Maintenance		Row 36
Elections	4,084	Row 38
Maintenance of Burial Grounds (see further analysis below)	2,200	Row 39
Christmas Lights	25,277	Row 40
Hanging Baskets	2,261	Row 42
Work undertaken re Old Baths Building (reduces Specific Reserve re OBB)		Row 42(a)
Town Mayor's Allowance	1,800	Row 44
Deputy Town Mayor's Allowance	500	Row 45
Civic Expenses	2,881	Row 46
Financial Assistance to Community Centres		Row 58
Financial Assistance to Other Organisations (see further analysis below)	1,650	Rows 59 &59a
Professional Charges	1,703	Row 65
Bus Shelter Repairs		Row 14
Disabled Adaptations		Row 33
Citizens Advice Bureau	7,800	Row 60
Membership & Conference Expenses	1,072	Row 61
Member Allowance/Expenses	86	Row 62
Bursary Scheme	2,800	Row 52
Recharge paid to FCC re Free parking in Buckley during December 201	9,314	Row 66
Rounding correction		
TOTAL	87,710	

(*) The reference relates to the Row number as detailed on the Analysed Income and Expenditure Account as attached as pages 2 and 3 of the accompanying documents.

Analysis of Financial Support To Buckley Jubilee

Jubilee Bunting (Erection and Dismantling) - See Row 32 on detailed Income and Expenditure Account, Page 3	2,736
TOTAL	2,736

Analysis of Spend under the Local Government Act 1972, Section 137 (4) to 31st March 2020

Section 137 of the Local Government Act 1972 (as amended) enables the Council to spend up to the product of £8.12 per head of the electorate for the benefit of the people in the area on activities or projects not specifically authorised by other powers.

The limit for spending under Section 137 for this Council in the year of account was £103,506 and the payments made are analysed in the main body of these accounts. Below is an analysis of Financial Assistance (General) figure included in the above analysis:

Payee	Nature of Payment	£
Flintshire County Council	Youth Council contb.	-
Sharonettes Dance Troupe	Fin. Assistance	300
St John's Close Residents Association	Fin. Assistance	1,000
Memorial Wreath to be laid in Belgium	Fin. Assistance	
	TOTAL	1,300

Other Financial Assistance/Grants/Sponsorship Payments to 31st March 2020

The following payments have been made under the itemised sections of the Local Government Act 1972 (as amended), the Local Government (Miscellaneous Provisions) Act 1976, the Local Government & Rating Act 1997and the Local Government Act 2000.

Statutory Power	Payee	Nature of Payment	£
LGA 1972. S. 145.	National Eisteddfod of Wales	Arts Sponsorship	200
" "	Urdd National Eisteddfod	Arts Sponsorship	200
" "	Llangollen International Eisteddfod	Arts Sponsorship	200
	Royal Buckley Town Band	Arts Sponsorship	
LGA 1972. S. 214(6).	Bistre Parish Church	Mtce. of Burial Gds.	1,100
" "	St. Matthews Parish Church	Mtce. of Burial Gds.	770
" "	St Johns United Reformed Church	Mtce. of Burial Gds.	330
LGA(MP)A 1976. s.19.	Bistre Babes and Toddlers	Fin. Assistance	300
" "	2nd Bistre Brownies	Fin. Assistance	
" "	Buckley Junior Football Club	Fin. Assistance	300
" "	Buckley Cross Methodist Church	Fin. Assistance	
" "	Buckley Monday Club	Fin. Assistance	300
" "	Burntwood and Drury Holiday Bible Club	Fin. Assistance	300
" "	Chatterbox Play Group	Fin. Assistance	
" "	Cylch Meithrin Bwcle	Fin. Assistance	300
" "	50+ Action Group	Fin. Assistance	150
LG&RA 1997 S.31	Flintshire Against Crime - Radio Scheme	Fin. Assistance	
LGA(MP)A 1976. s.19.	Mold & Buckley Contact Club	Fin. Assistance	
LG&RA 1997 S.28 - 29.	Welsh Border Community Transport	Fin. Assistance	
LGA 1972. s. 142	Flintshire Citizens Advice Bureau	Fin. Assistance	7,800
LGA 2000 s2	Bursary Scheme	Fin. Assistance	2,800
		TOTAL	15,050

Supporting notes to the accounts for the year ended 31st March 2020, cont'd

Advertising and Publicity	
	A sum of £96 was expended on the production of Advertising Boards for the Buckley Fun Day held on 19th May 2019. The amount is included under the expenditure incurred on the Fun Day.(See Account on page 9 (b) below). There were Newspaper Advertisements taken out in the Leader Newspaper to - (1) Adverise to the Public the production of the Wales Audit Office, Public Interest Report (£222) and to advertise the tender for the Town Events Organiser and Town Centre Support Provider (£366).
Agency Work	
	The Council has no agreements for carrying out work as agents on behalf of other local authorities.
Contingent Liabilities	
	There are no known contingent liabilities for which provision has not been made in the accounts.
Unrecorded Liabilities	
	A review has been conducted and there are no unrecorded liabilities of a material nature that have been omitted from the Accounts. See the Balance Sheet - Document 5 for details of recorded Creditors.
Pensions	
	The Council makes contributions to the Clwyd Pension Scheme (CPF), administered by Flintshire County Council. The amount of the contributions equalled 23.6% of employees' pensionable pay during 2019/20. The amount paid was £18,536.45(this includes £100 credit for overpaid contribution to CPF deficit).
Match Funded Schemes with Flintshire County Council	
	During 2019/20 the Town Council agreed to fund £5,000 towards the renovation of a Play Area and Teenagers Shelter on a strict Match Funded Basis.The value of the contribution was £5,000. The Council also agreed to partner a Match Funded Scheme with Flintshire County Council for 1 hour's free parking in the Brunswick Road Short Stay Car Park, Flintshire County Council provide 1/2 hour's free parking and Buckley Town Council pay for the other 1/2 hour. The Scheme commenced on 1st January 2020 and the cost in 2019/20 is estimated to be £3,500.
Grant Aided Works	
	No Grant Aided Works were carried on in 2019/20.

Responses to Interim Internal Audit for 2019/20.

General Note; The Interim Internal Audit and the Clerk's response was laid before the Finance & Economic Development Committee at its meeting held on 28th January 2020, the Interim Internal Audit carried recommendations (Minute 17899 refers). The reports recommendations and the Council's responses are shown below.

ISSUE	RECOMMENDATION	ACTIONS TAKEN BY BUCKLEY TOWN COUNCIL
NALC have recently updated model Standing Orders and model Financial Regulations to take into account current local Council requirements, including online banking.	The Council should adopt the latest model NALC Standing Orders and Financial Regultions that have been aligned to the Council scope and activity.	The NALC model Standing Orders and Financial Regulations will be adapted to suit Buckley Town Council's scope and activity and were due to be approved by Council for implementation on or before 1st April 2020. Due to the Corona Virus pandemic, no meetings have been held since Feb. 2020.
The annual payroll changes are reported to the payroll agency by staff, however, the document notifying the pay changes is not signed as authorised by the Chair.	As the payroll agent is an external data processor, the annual pay chages notified to them should be signed by the Chair to confirm the pay changes have been agreed by the Council.	As from January 2020, any pay changes notified to the external payroll agent will be signed by the Chair as confirming that the Council has approved the changes.

Responses to Final Accounts Audit - 2019/20.

General Note; The Final Accounts Internal Audit and the Clerk's response was laid before the Council at its meeting held on 23rd July 2020, The Council's resonse to the Internal Auditors recommendations are shown below and are detailed below (minute .....refers).

ISSUE	RECOMMENDATION	ACTIONS TAKEN BY BUCKLEY TOWN COUNCIL
We have not seen evidencethat the Council have carried out an annual risk assessment in 2019/20.	The risk assessment should be carried out annually and this should be approved by the Council.	The Council reviews the Risk Assessment Document (Addendum 3 to the Standing Orders) on an annual basis. The review had been undertaken and reported to the Council on its Agenda for the March 2020 Meeting. Unfortunately the March 2020 Meeting could not take place due to the Lockdown imposed by the Welsh Government due to Covid 19. "Virtual Meetings" are being arranged in the near future and the March 2020 Agenda will be included in the Agenda for the first of the "Virtual Meetings".
The asset register includes a coin counter at a value of $150 that had been removed from the asset register in 2018/19.	If this asset has been disposed of it should be removed from the asset register.	The £150 coin counting machine was purchased in 2018/19, not disposed of. However due to an error in the 2018/19 Final Accounts the coin counter was shown on the Asset Register as an addition, but the 2018/19 Column of the Register was not increased by the £150. The error has therefore been corrected in 2019/20 and the coin counter is included in the Asset Register

Buckley Fun Day - May 2019 Notated Account showing Income and Expenditure.

		£	£
INCOME:			
	Buckley Town Council Budgetary Provision	11,000	
	Stall Hire etc.	215	
	Commission from Traders	521	
			11,736
	TOTAL INCOME		
EXPENDITURE:			
	Artists/ Attractions	5,488	
	Sound Systems/Engineer & Marquee	1,410	
	First Aid Cover	250	
	Banners	96	
	Manning P/Conven's. on Fun Day & Litter Picks	445	
	Stage Hire /Land Train/Stall Prizes	1,250	
	Skip Hire	132	
	Hire of Barriers/Generators	192	
	TOTAL EXPENDITURE		9,263
	SURPLUS ON EVENT		2,473
	Less Paid over to Mayor's Charity Account		1,237
	NET SURPLUS (trfd. To Special Reserve - Future Events Fund)		1,236

Note 1 - The income from the Event is included in Miscellaneous Income and the Expenditure is shown as its own Expenditure Head in the Highways & Leisure Cttee.
Note 2 - The allocation of the Surplus was originally approved in principle at the General Purposes Committee Meeting held on 24th September 2013 (Minute 14882).
Note 3 - The distribution to the Mayor's Charity Account (£...) is shown in the Misc. Expenditure. Therefore the remaining surplus is transferred to the Specific Reserve.

9(b)

BUCKLEY TOWN COUNCIL PETTY CASH ACCOUNT 2019/20

Notes:
All expenditure taken from handwritten Petty Cash Account.
For analysis of expenditure see handwritten Petty Cash Account
Month end is as per date of Council Meeting

EXPENDITURE			TOTAL	VAT	NET	CARDS/ FLOWERS GIFTS	STATIONERY	C/BLDGS. C/MTLS. & TOOLS	C/BLDGS. MTCE. & REFURB.	REFMNTS.	N/PAPER	SECURITY	POSTAGE	MISC	INCOME TOTAL
APRIL	Opening Bal.	£ 222.01	£ 215.28		£ 215.28	£ 1.55			£ 65.00	£ 17.75		£ 5.98		£ 125.00	£ 140.00
	Closing Bal.	£ 146.73													
MAY	Opening Bal.	£ 146.73	£ 275.92		£ 275.92					£ 217.32	£ 1.50	£ 20.90	£ 16.80	£ 19.40	£ 300.00
	Closing Bal.	£ 170.81													
JUNE	Opening Bal.	£ 170.81	£ 247.27		£ 247.27	£ 20.00		£ 10.00	£ 103.75	£ 34.77	£ 0.75			£ 78.00	£ 175.00
	Closing Bal.	£ 98.54													
JULY	Opening Bal.	£ 98.54	£ 145.61		£ 145.61	£ 6.64		£ 38.90	£ 80.00	£ 20.07					£ 210.00
	Closing Bal.	£ 162.93													
AUG/SEPT.	Opening Bal.	£ 162.93	£ 170.05		£ 170.05	£ 23.70		£ 3.48	£ 65.00	£ 39.98		£ 9.90	£ 14.00	£ 13.99	£ 332.79
	Closing Bal.	£ 325.67													
OCTOBER	Opening Bal.	£ 325.67	£ 50.68	£ 0.28	£ 50.40	£ 5.04				£ 41.49				£ 4.15	£ 100.00
	Closing Bal.	£ 374.99													
NOVEMBER	Opening Bal.	£ 374.99	£ 125.78	£ 1.87	£ 123.91		£ 11.25	£ 11.16	£ 85.00	£ 15.52	£ 2.25			£ 0.60	£ 100.00
	Closing Bal.	£ 349.21													
DECEMBER	Opening Bal.	£ 349.21	£ 403.37		£ 403.37	£ 9.31		£ 9.00	£ 90.00	£ 210.16		£ 65.00	£ 8.40	£ 11.50	£ 300.00
	Closing Bal.	£ 245.84													
JANUARY	Opening Bal.	£ 245.84	£ 83.99		£ 83.99				£ 17.25	£ 29.68		£ 26.75		£ 10.31	
	Closing Bal.	£ 161.85													
FEBRUARY	Opening Bal.	£ 161.85	£ 197.63		£ 197.63	£ 2.29			£ 65.60	£ 6.24		£ 120.90		£ 2.60	£ 208.10
	Closing Bal.	£ 172.32													
MARCH	Opening Bal.	£ 172.32	£ 76.24		£ 76.24	£ 50.00				£ 5.84			£ 8.40	£ 12.00	£ 130.00
	Closing Bal.	£ 226.08													
TOTALS			£1,991.82	£ 2.15	£ 1,989.67	£ 118.53	£ 11.25	£ 72.54	£571.60	£ 638.82	£ 4.50	£ 249.43	£ 47.60	£ 277.55	£1,995.89
	Check Total					Trfd. To Civic Exps. Row 46	Trfd. To Prtng. Stationery & Equipment Row 53	£.... Trfd.to C/Bldgs C/Mtls.& Tools Row 49 £69.06 Trfd.to C/Bldgs. Mtce. & Refurb. Row 50 £.... Trfd. To Civic Expenses Row 51 £.... Trfd. to Office Furniture & Equipmnt. Row 55 £3.48 Remains in Petty Cash Row 55	£17.25 Trfd.to C/Bldgs C/Mtls.& Tools Row 49 £554.35 Trfd.to C/Bldgs. Mtce. & Refurb. Row 50 £ Trfd. To P/Conv's. Cleaning Matls. & Mtce. Row 9	£..... Trfd. To Fun Day Exps. Row28 £621.07 Trfd. to Civic Exps. Row 46 £17.75 Remains in Petty Cash Row 55		£249.43 Trfd.to C/Bldgs. Mtce. & Refurb. Row 50 £ Trfd. to Civic Exps. Row 46		£ Trfd. To Fun Day Exps. Row28 £18.40 Trfd. To Xmas lghts. Exps. Row 40 £201.10 Trfd. to Civic Exps. Row 46 £7.96 Office Ftre. & eqpmnt. Row 51 £..... Trfd.to Prtng. Stat. & Equipmnt. Row 53 £ Trfd.to C/Bldgs C/Mtls.& Tools Row 49 £3.00 Remains in Petty Cash Row 55 £47.09 Trfd.to C/Bldgs. Mtce. & Refurb. Row 50 £ Tfrd to Fin. Asst. ROW 59a	

BUCKLEY TOWN COUNCIL

FINAL ACCOUNTS ANALYSIS FOR THE YEAR ENDED 31st MARCH 2019 - NARRATIVE OF SIGNIFICANT VARIANCES, ACTUAL TO BUDGET

INCOME	APPROVED 2019/20 BUDGET		ADJUSTED ACTUALS FOR YEAR TO 31ST MARCH 2020		VARIANCE ANALYSIS OVER/UNDER ACTUAL TO BUDGET 2019/20		NARRATIVE OF VARIANCE
	£	£	£	£	£	£	
Bank Interest		1,619		1,627		8	
Income:							
Rooms	9288		8,358		- 930		The Approved Budget included the rental income under leases with Welsh Border Community Transport £3,788 and The Studio by Claire Alexandra £5,500 a total of £9,288. In March 2020 The Studio By Claire Alexandra vacated the premises without paying the the final two months rent approx. £920. The Approved Budget for 2019/20 was therefore automatically overstated by £5,500. However during 2019/20 new tenants were obtained for a separate area of the building from 1st April 2019, at an annual cost of £3,500 and areas previously occupied by The Studio by Claire Alexandra were let under Licence to three charitable bodies at a total income of £1,040. Finally there was £30 for room hire in 2019/20. Therefore the total income from Rooms in 2019/20 was £8,358 (£3,788 + £3,500 + £1,040 + £30). A reduction on the Budgeted figure of £930. The Studio by Claire Alexandra has been persued for the outstanding monies due and a County Court Judgement has been obtained. Action continues to recover the debt. However no provision has been placed in the accounts for the judgement as it is unlikely that any monies will be recovered.
Miscellaneous	7,360	16,648	13,823	22,181	6,463	5,533	The Approved Budget contained the following:- Heat & Light recharges to Tenants £3,000, Recovery of maintenance costs for two CCTV cameras in Buckley Shopping Centre £2,500, The reimbursement of the cost of hiring public conveniences for the Buckley Jubilee £260, Contributions re the Buckley Fun Day and the Christmas Lights Switch on £1,100 and the income derived from the Fun Day £500 Total £7,360. The Actual Income under Miscellaneous was :- Heat & Light Recharges to Tenants £3,394, Recovery of maintenance costs for two CCTV cameras in Buckley Shopping Centre £2,462 The reimbursement of the cost of hiring public conveniences for the Buckley Jubilee NIL, Contributions re the Buckley Fun Day and the Christmas Lights Switch On £622, the income derived from the Fun Day £851. There were also other sources of income which had not been Budgeted for, these were:- A donation and match funding element from Flintshire County Council for the cost of the Installation of a Defibrillator outside FCC's Alltami Depot for public use £981 (See Defibrillator Installation Budget Head in General Purposes Committee expenditure below), The repayment of the cost of erecting, maintaining and dismantling Christmas Lights in the Buckley Shopping Centre £2,947 (the work was carried out at the Shopping Centre owner's agent's request), The repayment for new Hanging Baskets, again actioned at the request of the Shopping Centre owner's agent's request £209 and the reimbursement of overpaid charges by Flintshire County Council in respect of the maintenance of the CCTV cameras £2,356.
Transfer from General/Specific Reserves				-		-	
VAT Refund		15,500		14,255		- 1,245	The reduction is a reflection of the significant reduction in Vatable expenditure in 2019/20 as compared to the Approved Budget.
Precept		306,027		306,027		-	
TOTAL INCOME		339,794		344,090		4,296	

EXPENDITURE

	APPROVED 2019/20 BUDGET		ADJUSTED ACTUALS FOR YEAR TO 31ST MARCH 2020		VARIANCE ANALYSIS OVER/UNDER ACTUAL TO BUDGET 2019/20		NARRATIVE OF VARIANCE
	£	£	£	£	£	£	
HIGHWAYS AND LEISURE COMMITTEE							
Public Conveniences:							
Rent, Rates, Water and Electricity	2,672		2,544		- 128		
Cleaning Materials and Maintenance	1,353		1,059		- 294		Less cleaning materials and maintenance was required than anticipated in the Approved Budget
Contract Cleaning	8,648		8,046		- 602		The reduction is partly accounted for by the fact that during 2019/20 the public conveniences were closed for approx. two weeks due to a spate of anti social behaviour (Approx. £350). The remainder relates to, at times, a smaller than anticipated monthly charge from the Contractor.
Loan Charges & Ground Rent	50	12,723	50	11,699	-	- 1,024	
Bus Shelters:							
Erection of New Shelters			-		-		
Repairs & Maintenance	2,500	2,500	-	-	- 2,500	- 2,500	There were no repairsor replacements required to bus shelters in 2019/20.
Boundary Signs:							
Repairs, Replacement & Resiting		-				-	
Footway Lighting				-		-	
Part Light Illumination Costs						-	
Match-Funding (Renovation of Play Areas)		5,000		5,000		-	
Maintenance of the Commons (Contribution)		3,400		3,400		-	
Litter Bins/Salt Bins		2,000				- 2,000	No recharge was levied by Flintshire County Council for the filling of salt bins, neither was any additional manpower required to clear snow. It turned out to be a very mild winter.
Lamp Post Brackets for Promotional Banners						-	
Traffic Warden Service						-	
Communication Vehicle		1,750		1,750		-	
Playleadership Scheme/Youth Programme		7,919		6,916		- 1,003	The Approved Budget contained an element for the provision of food to children who were attending the Play Schemes, Buckley TC had provided food for the previous 2/3 years. In April 2019, Flintshire County Council announced that from the 2019/20 Play Schemes it would be providing a hot meal to every child on the Play Schemes, throughout Flintshire each day, this saved Buckley TC a Budgeted figure of £1,033.
Stiles/Seats						-	
Skateboarding Facility						-	
Town Event Day		14,000		10,650		- 3,350	The Event Day cost less than anticipated
Arts - Support of (incl.Council Concerts, Band Concerts and Eisteddfodau)		700		600		- 100	The Royal Buckley Town Band did not charge for a concert in 2019/20
Heritage Trails/Etna Park						-	
Coronation Gardens		6,172		6,253		81	
TOTAL FOR HIGHWAYS AND LEISURE COMMITTEE		56,164		46,268		- 9,896	

BUCKLEY TOWN COUNCIL — FINAL ACCOUNTS ANALYSIS FOR THE YEAR ENDED 31st MARCH 2020 - NARRATIVE OF SIGNIFICANT VARIANCES, ACTUAL TO BUDGET cont'd.

EXPENDITURE	APPROVED 2019/20 BUDGET		ADJUSTED ACTUALS FOR YEAR TO 31ST MARCH 2020		VARIANCE ANALYSIS OVER/UNDER ACTUAL TO BUDGET 2019/20		NARRATIVE OF VARIANCE
	£	£	£	£	£	£	
GENERAL PURPOSES COMMITTEE							
Communal Fireworks		6,662		6,702		40	
Jubilee Bunting (incl. Erection and Dismantle)		2,805		2,736		-69	
Disabled Access		76				-76	No service was required to the Council Stair Lift in 2019/20.
Mobile CCTV Camera Lease		2,380		2,379		-1	
Defibrillator Installation				1,844		1,844	This relates to a Defibrillator installed o/side the FCC, Alltami Depot for public use. See Miscellaneous Income notes above for contributions received in respect of this. The contribution from Flintshire CC was £681 and the donation £300 (see Miscellaneous Income Notes above).
Town Clock Maintenance		100				-100	No maintenance was required on the two Town Clocks in 2019/20.
Honours Board		60		71		11	The new Mayor's name carried more letters than the outgoing Mayor (Woolley as compared to Ellis).
Elections				4,084		4,084	Due to the resignation of a Member, An Election was held.
Maintenance of Burial Grounds		2,200		2,200		-	
Christmas Lights (incl. Erection and Dismantle)		27,000		25,277		-1,723	The Christmas Lights erection, maintenance and dismantling was significantly less than anticipated. The Approved Budget took into account a potential cost of £2,000 for continued work to bring the fixtures up to standard. It should be remembered that in 2018/19 significant additional costs had been incurred due to faulty fixtures found by the incoming new contractor. The Approved Budget took into account potential further remedial works which were not required, in the main, due to the new contractor's work in the previous year.
C.C.T.V.		16,320		14,772		-1,548	The recharge from Flintshire County Council was significantly less than anticipated. It waould appear that previous years had been overcharged. See Miscellaneous Income Notes above for the reimbursement of previous year's overcharges.
Hanging Baskets		2,750		2,261		-489	The plants, purchased from a different supplier, were, approx. £200 cheaper than the previous year. The remainder of the underspend is due to less maintenance (incl. watering) than anticipated being charged, this was due to the wet summer of 2019.
Old Baths Building						-	
TOTAL FOR GENERAL PURPOSES COMMITTEE		60,353		62,326		1,973	
FINANCE COMMITTEE							
Salaries, N.I., Tax and Superannuation		102,927		104,835		1,908	The increase is due to the 2 Personal Assistants being moved from NJC payscales to NALC payscales in 2019/20. The NALC payscale which matches the NJC payscale they were on finishes at one increment higher than the NJC Payscales.
Mayors Allowance		1,800		1,800		-	
Deputy Mayors Allowance		500		500		-	
Civic Expenses		4,515		2,881		-1,634	The Approved Budget took into account trends in expenditure over the last few years. There was significantly less expenditure in respect of Civic matters than anticipated.
Council Buildings:-							
Rates, Water, Heating and Lighting	13,358		21,772		8,414		Prior to 2019/20 the Rates for the Ground Floor of the Old Library Building had been paid by The Studio by Claire Alexandra, who had also paid the Rates for the Community Room. Following the Tenants departure in March 2019, the Council now pay those Rates. The Approved Budget did not take into account those costs which in 2019/20 were approx. £5,100. The Approved Budget also, however, did not take into account the significantly discounted energy bills in 2018/19 due to the reclaim of VAT in 2018/19 for VAT being charged at 20% instead of 5%. The effect of the VAT was not received until after the Budget had been set. This, therefore, produced a Budget which was approx. £3,000 understated.
Contract Cleaning	7,848		7,556		-292		The contract cleaning charge was slightly less than anticipated
Caretakers Wages, NI & Tax					-		
Cleaning Materials & Tools	740		1,098		358		Slightly more cleaning materials and tools were required than had been Budgeted for.
Maintenance & Refurbishment	21,698		3,350		-18,348		The Approved Budget took into account the likely cost of repairing the right hand office floor in the Old Library Building (approx. £12,000) (see Specific Reserve below for this work £8,000). This has not been done in 2019/20, partly due to the failure to find a competent contractor to undertake the work. Nevertheless there has been substantially less maintenance work on the Council property and car park than was anticipated in the Approved Budget.
Grounds Maintenance Equipment		43,644		33,776	-	-9,868	
Town Centre Manager Contract		22,240		22,240		-	
Town Centre Support		5,000		-		-5,000	No specific expenditure was expended in relation to Town Centre Support.
Bursary Scheme		3,000		2,800		-200	The Council's Bursary Panel decided to equalise the Payments to all recipients in 2019/20. There were 7 recipients, each received £400.
Printing Stationery & Equipment		5,677		4,550		-1,127	See next Notes below.
I.T. Management, Maintenance and Equipment		1,150		2,941		1,791	There has been a certain amount of crossover between the Budget Head directly above, therefore the net effect is an overspend of £664. This is accounted for, in the main by additional costs, not Budgeted for of £230 for an access scoping exercise to determine whether or not the Council could become a "Hub" for publicising events in the town, without compromising the security of the Town Council website and approx. £200 for some enhanced data protection software.
Office Furniture& Equipment		500		221		-279	The Approved Budget anticipated some new office equipment. In the end, only a laminator was required.
Postages, Telephone & Petty Cash		4,900		3,999		-901	The savings against the Budget are primarily down to the ever increasing use of emails and the subsequent savings in postage.
Insurance		3,639		3,845		206	The insurance increased slightly more than anticipated.
Financial Assistance to Organisations General (Annual Round)	3,500		1,950		-1,550	-1,550	The Council approved a Budget of £3,500 for finacial assistance to organisations in the community. In the event there were fewer applicants than expected and the Grants Panel chose to provide those organisations that applied a total sum of £1,950.
Financial Assistance to Organisations General (Outside A/Round)	1,000	4,500	1,000	2,950	-		
Bank Charges		263		295		32	The Bank Charges were more than anticipated.
Citizens Advice Bureau		7,956		7,800		-156	The Actual reflects the recharge made by Citizens Advice, the Budget was based on previous year's experience
Membership & Conference Subscriptions		1,170		1,072		-98	
Members Allowances/Expenses		100		86		-14	
Audit Fees		1,500		3,473		1,973	The increased Audit fees reflect the likey recharge from the Wales Audit Office in respect of the Public Interest Report and the subsequent qualified Audit Report. The Approved Budget did not have sufficient provision for the Wales Audit Office recharges.
Award Scheme							
Advertising/Recruitment/Professional Charges		1,000		1,703		703	The increase against Budget is primarily due to the Notice that was required to be published in respect of the Wales Audit Office report £222, the Court fees due to the Small Claims Division summons against The Studio by Claire Alexandra £115 and the advertising for tenders for the contract for a Town Events Organiser and Town Centre Support Provider £366. These had not been Budgeted for.
Recharge from FCC re Free Parking in Buckley		7,295		9,314		2,019	The Approved Budget reflected the likely costs which would be recharged to the Town Council for allowing "free" parking in the Buckley car parks during December 2019. The figure was based on previous year's experience. The Actuals reflect the recharge that was levied re the above £5,814 plus the expected recharge from Flintshire County Council for the Match Funding contribution for the Short Stay Car Park in the Town Centre to allow for 1 hour's free parking. The Match Funding arrangement is for Flintshire County Council to provide 1/2 hour's free parking and the Town Council to pay Flintshire County Council for the remaining 1/2 hour (£3,500). The arrangement commenced on 1st January 2020.
TOTAL FOR FINANCE COMMITTEE		223,276		211,081		-12,195	
TOTAL FOR ALL COMMITTEES		339,793		319,675		-20,118	
Rounding Adjustment		1		-2		-3	
TOTAL FOR ALL COMMITTEES		339,794		319,673		-20,121	

General Note - Where the figures differ by the odd £ from the main Income and Expenditure Account, this is purely due to rounding.

BUCKLEY TOWN COUNCIL

DETAILED VARIANCE ANALYSIS BETWEEN 2018/19 AND 2019/20 ACTUALS

INCOME

	ACTUAL INCOME 2018/19 £	£	ADJUSTED ACTUALS To 31st March 2020 £	£	VARIANCE To 31st March 2020 £	£	EXPLANATION OF SIGNIFICANT VARIANCES
Bank Interest		1,168		1,627		459	The difference is accounted for by the interest earned on the two high interest deposit accounts in each year - 2018/19 £1,079 2019/20 £1,535. A difference of £456.
Income:							
Rooms	8,531		8,358		- 173		Although the difference between the years is small, there are significant differences between the years. These are - 2018/19 there were essentially two tenants who occupied elements of the Council Building, under a lease, Welsh Border Community Transport £3,788 due per annum and The Studio by Claire Alexandra £5,500 due per annum. There was also a small element of room hire £160. However in March 2019, The Studio by Claire Alexandra vacated the premises owing 2 months rent, they only paid £4,585 in 2018/19. The Council obtained a CCJ against the tenant however it is unlikely that any money will be recovered. In 2019/20, the same rent was received from Welsh Border Community Transport (£3,788), a new leasing tenant occupied 4 offices in the Council Building from 1st April 2019 (Handley Evans, Chartered Certified Accountants) at £3,500 per annum, three charitable organisations occupied 3 offices under Licence during 2019/20, total Licence fees £1,040 and room hire was £30.
Miscellaneous	12,943	21,474	13,823	22,181	880	707	The receipts obtained in 2018/19 can be analysed as follows - Income from Fun Day and Christmas Lights Switch On £1,337, Income from sundry matters £995 Income from owner's agents re maintenance of 2 CCTV cameras in The Buckley Shopping Centre £2,500, Income from the owner's agents re Christmas decorations purchased and installed in the Buckley Shopping Centre £5,427, a donation towards the installation of a Defibrillator outside the Council Offices £1,400 and Income from Heat & Light recharges to tenants £1,284. The 2019/20 figures in comparison are - Income from Fun day and Christmas Lights Switch on £1,385, Income from sundry matters £88, income from owner's agents re maintenance of 2 CCTV cameras in the Buckley Shopping Centre £2,947, income from owner's agents re installing and dismantling Christmas Lights in Buckley Shopping Centre £2,671, income from a donation and a match funded arrangement with Flintshire County Council for the installation of a defibrillator outside Flintshire CC's Alltami Depot £981, a refund from Flintshire County Council for overcharging for CCTV maintenance in previous years £2,358 and income from tenants re . Heat & Light recharges £3,393. Please note the increase in the Heat & Light recharges between the 2 years are accounted for by the fact that in 2018/19 The Studio by Claire Alexandra failed to pay the charges before leaving the premises (the recharges were part of the CCJ obtained against the tenant, but see the notes re Income from Rooms re the unlikelyhood over ever recovering the money), therefore the Recharges in 2018/19 were low. In 2019/20, the new tenants, Handley Evans paid £1,040 and the 3 Licence tenants paid a total of £995.00
VAT Refund		16,358		14,255		- 2,103	The lower VAT receipts are due to the lower than anticipated expenditure totals in 2019/20, especially re the Council Buildings - Maintenance& Refurbishment Budget Head in the Finance and Economic Development Committee - see below.
Precept		316,515		306,027		- 10,488	The reduction in the Precept was the decision of the Council at its Precept setting meeting in January 2019.
TOTAL INCOME		355,515		344,090		- 11,425	

EXPENDITURE

	ACTUAL INCOME 2018/19 £	£	ADJUSTED ACTUALS To 31st March 2020 £	£	VARIANCE To 31st March 2020 £	£	
HIGHWAYS AND LEISURE COMMITTEE							
Public Conveniences:							
Rent, Rates, Water and Electricity	2,652		2,544		- 108		The reduction in 2019/20 as compared to 2018/19 is less expenditure being incurred on water charges (due to systemisers being maintained) £490, an increased electricity charges of £358 and a small increase in the Rates payable in 2019/20.
Cleaning Materials and Maintenance	895		1,059		164		The difference is made up of a increase in cleaning material costs in 2019/20 of £236 and a reduction in maintenance costs of approx. £72.
Contract Cleaning	8,381		8,046		- 335		The Cleaning Contract was slightly less than anticipated in 2019/20 due to the Public Conveniences being closed for approx. 2 weeks due to a spate of anti-social behaviour.
Loan Charges & Ground Rent	50	11,978	50	11,699	-	- 279	
Bus Shelters:							
Erection of New Shelters	-		-		-		
Repairs & Maintenance	-	-	-	-	-	-	
Boundary Signs:							
Repairs, Replacement & Resiting		-		-		-	
Footway Lighting		-		-		-	
Part Light Illumination Costs						-	
Match-Funding (Renovation of Play Areas)		5,000		5,000		-	
Maintenance of the Commons (Contribution)		3,400		3,400		-	
Litter Bins/Salt Bins						-	
Street Cleansing/Grass Cutting						-	
Traffic Warden Service						-	
Communication Vehicle		1,750		1,750		-	
Playleadership Scheme/Youth Programme		6,778		6,916		138	The increase relects the recharges levied by Flintshire County Council.
Stiles/Seats						-	
Skateboarding Facility						-	
Town Event Day		10,218		10,650		432	The increase is in line with inflation and increased charges for Headline Acts.
Arts - Support of (incl.Council Concerts, Band Concerts and Eisteddfodau)		600		600		-	
Heritage Trails/Etna Park						-	
Coronation Gardens		5,400		6,253		853	The increase in 2019/20 is due to - An extra month and a half of the Gardens being open due to 2 Civic ceremonies taking place during the normal closed months of the Gardens (£478) and additional work being undertaken at the Gardens which included work in relation to the ceremonies and the removal of a large section of a cherry damaged in the gales in 2019/20 £453. Total additional expenditure £931. In 2018/19 there was a charge for the Deeds of the Gardens £80 which was not required in 2019/20.
TOTAL FOR HIGHWAYS AND LEISURE COMMITTEE		45,124		46,268		1,144	

BUCKLEY TOWN COUNCIL

DETAILED VARIANCE ANALYSIS BETWEEN 20118/19 AND 2019/20 ACTUALS cont'd.

EXPENDITURE	ACTUAL INCOME 2018/19		ADJUSTED ACTUALS To 31st March 2020		VARIANCE To 31st March 2020		
	£	£	£	£	£	£	
GENERAL PURPOSES COMMITTEE							
Communal Fireworks		6,484		6,702		218	The 2019/20 figure is approx inflationary increase as compared to 2018/19
Jubilee Bunting (incl. Erection and Dismantle)		2,730		2,736		6	
Disabled Access						-	
Mobile CCTV Camera Lease		2,379		2,379		-	
Defibrillator Installation				1,844		1,844	In 2019/20 following negotiations with Flintshire County Council a Match Funding Scheme was agreed to install a Defibrillator outside the County Council Depot in Alltami which is in Buckley. The Defibrillator would be for public use. The total cost of the Defibrillator was £1,844 (incl. VAT). However Buckley Town Council received a donation towards the Defibrillator £300 Therefore giving a toatal cost of £1,544 (incl.VAT), £1,286 excl. VAT. The donation and Match Funding contributions are shown in the Miscellaneous Income above for 2019/20 - £300 and £681. The Town Council reclaims the VAT.
Town Clock Maintenance						-	
Honours Board		209		71		- 138	The Honours Board in 2018/19 incl. the cost of installing the Personal Assistants names since 1974.
Elections		5,904		4,084		- 1,820	One election was held in each year, the 2019/20 election did not include the cost of polling cards.
Maintenance of Burial Grounds		2,200		2,200		-	
Christmas Lights (incl. Erection and Dismantle)		35,500		25,277		- 10,223	The 2018/19 figure included sustantial additional works required when the new contractor identified serious defects in the main festoon lights. These all had to be rectified. The Council was kept informed throughout and approved the additional costs. The variance analysis supplied with the 2018/19 Final Accounts provides the details. There was obviously not the same requirement in 2019/20.
C.C.T.V.		14,772		14,772		-	
Hanging Baskets		2,106		2,261		155	New additional Hanging Baskets were purchased in 2019/20.
Old Baths Building		10,000				- 10,000	No request was made in 2019/20 for financial assistance from The old Buckley Baths Community Hall Ltd. Any assistance granted would reduce the Specific Reserve. See pages 4 & 5 of these Final Accounts documents.
TOTAL FOR GENERAL PURPOSES COMMITTEE		82,284		62,326		- 19,958	

BUCKLEY TOWN COUNCIL

DETAILED VARIANCE ANALYSIS BETWEEN 20118/19 AND 2019/20 ACTUALS cont'd.

EXPENDITURE	ACTUAL INCOME 2018/19		ADJUSTED ACTUALS To 31st March 2020		VARIANCE To 31st March 2020		
	£	£	£	£	£	£	
FINANCE COMMITTEE							
Salaries, N.I., Tax and Superannuation		100,889		104,835		3,946	The increase is due to the 2% National Pay Settlement and the fact that the 2 Personal Assistants were moved from the NJC Payscales to the NALC Payscales to ensure that the Staff of the Council were paid under the same Payscales. The move was effective from 1st April 2019. In moving the two staff to the NALC Payscale an additional increment was required as the relevant NJC Scale the staff were on, when carried over to the NALC Payscales, finishes on one SCP higher.
Mayors Allowance		1,800		1,800		-	
Deputy Mayors Allowance		500		500		-	
Civic Expenses		4,806		2,881		- 1,925	The increased expenditure in 2018/19 is accounted for as follows:- 1. A commemorative bench was purchased in 2018/19 to remember a long standing Member who died (£865) 2. Two plinths were purchased in 2018/19 and sited in Coronation Gardens in memory of Fred Birks VC (one plinth in Welsh, the other in English) (£466), A silhouette of a "British Tommy" was purchased in 2018/19 for permanent display on the Town Council Building Balcony (£250). The Mayor's Civic Dinner was approx. £300 more expensive in 2018/19 than in 2019/20 due to the numbers attending.
Council Buildings							
Rates, Water, Heating and Lighting	15,693		21,772		6,079		The majority of the increase in 2019/20 over 2018/19 is due to the fact that in 2018/19, the Old Library Building (OLB) and Community Room were occupied by The Studio by Claire Alexandra under a Lease. The Rates were therefore paid by the tenant. The Lease was foreclosed as of 31st March 2019 as the tenant had vacated the premises. Therefore the Rates payable became the responsibility of the Town Council. In 2019/20 the cost was approx. £5,100. The Rates payable on the Council Building also rose by approx £110, the water recharges rose by approx. £230 due to the Town Council having to pay for the water to the OLB. The remainder of the increase is due to increased costs of Gas and Electric.
Contract Cleaning	7,475		7,556		81		The increase is due to a slightly less than 1% increase in the cost of the Cleaning Contract.
Caretakers Wages, N.I. & Tax					-		
Cleaning Materials & Tools	788		1,098		310		More Cleaning Materials were purchased in 2019/20 than 2018/19.
Maintenance & Refurbishment	16,671		3,350		- 13,321		In 2019/20 very few repairs and refurbishments were required as compared to 2018/19. Some of the costs incurred in 2018/19 included repairs to kitchen water supply £766, Repairs to the roof £8,605, Repairs to barge boards and soffits £870, a replacement barrier for the Car Park £400 and the cost of supplying and installing a Defibrillator £1,590.
Grounds Maintenance and Equipment	-		-		-		
		40,627		33,776		- 6,851	
Town Centre Manager Contract		21,804		22,240		436	The increase represents a 2% increase in the contract cost in 2019/20.
Town Centre Support		384		-		- 384	No monies were expended in 2019/20 in support of the Town Centre.
Bursary Scheme		2,400		2,800		400	In 2019/20 there were seven recipients of a Bursary, either a continued receipt or a new application. The Council's Bursary Panel decided to award all recipients the same amount £400. In 2018/19 there were fewer recipients, who received differing amounts.
Printing, Stationery & Equipment		5,490		4,550		- 940	The reduction in the expenditure in 2019/20 is partly due to the reduced recharges from Canda Copying for the rent and excess copy charges. In 2018/19 the cost was £3,011 whereas in 2019/20 the cost was £2,218 a reduction of £793. This can only be accounted for by reduced use of the phocopying machine. This can be accounted for by increased useage of email and attachments as against letters and enclosures.
I.T. Management, Maintenance and Equipment		3,537		2,941		- 596	In November 2018 a Computer Support Contract was taken out for 18 months £3,050. In 2019/20 a Website Support Contract was taken out £1,572 plus additional security measures purchased in November 2019 £972. The decrease in the 2019/20 figure as a result of the above therefore accounts for the majority of the difference.
Office Furniture & Equipment		11,018		221		- 10,797	In 2018/19, New Computers were purchased together with the requisite software and licences £5,845, together with an upgrade to the fire alarm system for the buildings £5,004, and a new coin counting machine £150. In 2019/20 only a new laminator was purchased £213
Postages, Telephone & Petty Cash		4,006		3,999		- 7	
Insurance		3,542		3,845		303	The insurance premium rose in line with inflationary pressures.
Financial Assistance to Organisations General - (A/Round)	3,068		1,950		- 1,118		In 2018/19, the Grants Sub Committee (which has delegated powers to act) chose to disribute more than they did in 2019/20.
Financial Assistance to Orgs. General - (O/S A/Round)	6,735	9,803	1,000	2,950	- 5,735	- 6,853	In 2018/19 Financial Assistance was provided to Welsh Border Community Council £6,615. In 2019/20 the Charity advised the Town Council they no longer would be applying for financial assistance. However in 2019/20 a grant of £1,000 was made to the St John's Close Residents Association (Sheltered Accomodation) to support some urgent repairs required.
Bank Charges		287		295		8	
Citizens Advice Bureau		7,800		7,800		-	
Membership & Conference Subscriptions		1,193		1,072		- 121	In 2018/19, the Town Council Paid £100 increased subscription for the Clerk to become a Fellow of CIPFA.
Members Allowances/Expenses		104		86		- 18	
Audit Fees		1,365		3,473		2,108	The increase is to cover the likely cost of the Wales Audit Office Fees for the Public Interest Report issued in 2109. A Creditor has been created to account for the increase.
Award Scheme						-	
Advertising/Recruitment/Professional Charges		1,440		1,703		263	In 2018/19, the Council entered into a contract for the provision of a Data Protection Officer and Consultant £1,440. In 2019/20 there is the renewal of the above contract £1,000 plus advertisements in the Local Press re the Wales Audit Office, Public Interest Report £222, advertising for tenders for the new Town Events Organiser and Town Centre Support Provider Contract £366 and the cost of Court Fees in respect of the CCJ against the former tenant, The Studio by Claire Alexandra £115.
Recharge from FCC re Free Parking in Buckley		7,100		9,314		2,214	The 2018/19 figure relates to the cost to the Town Council for Flintshire allowing free parking in the Town during December. The £7,100 was the recharge from the County Council in 2018/19. The figure for 2019/20 reflect two elements:- 1. The recharge as detailed above (the recharge was significantly lower in 2019/20 than 2018/19) £5,814. 2. During 2019/20 discussion took place between FCC and the Town Council. FCC proposed allowing free parking for 1/2 hour in the Short Stay Car Park in the Town Centre. The Town Council requested 1 hours free parking in the above Car Park and offered to fund the extra 1/2 hours free parking. The offer was accepted and the arrangement commenced on 1st April 2020. The likey cost of the three months to the year end is £3,500 and a Creditor has been accounted for this amount in these Accounts. The Creditor is based on an estimate from FCC that the annual cost of the arrangement will be approx. £14,000.
TOTAL FOR FINANCE COMMITTEE		229,895		211,081		- 18,814	
TOTAL FOR ALL COMMITTEES		357,303		319,675		- 37,628	
Rounding adjustment				- 2		2	
TOTAL FOR ALL COMMITTEES		357,303		319,673		- 37,630	
Surplus/Deficit for the Year		- 1,788		24,417		26,205	

General Note - Where the figures differ by the odd £ from the main Income and Expenditure Account, this is purely due to rounding.

ANALYSIS OF INCOME & EXPENDITURE ACCOUNT 2019/20

INCOME	ADJUSTED ACTUALS FOR YEAR TO 31st MARCH 2020		EMPLOYEE EXPENSES	OFFICE ADMIN	SECTION 137 PAYMENTS	PLAY AREAS ETC (MATCH FUNDED)	HIGHWAYS (MATCH FUNDED)	COUNCIL BUILDINGS MTCE.	PUBLIC CONVS.	LOAN REPYMNTS. GROUND RENT	MISC. INCL CIVIC EXPENSES	CCTV	FOOTPATHS BOUNDARY SIGN MTCE.	CAPITAL PURCHASE
	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Bank Interest		1,627												
Income:														
Rooms	8,358													
Miscellaneous	13,823	22,181												
Transfer from General/Specific Reseves														
VAT Refund		14,255												
Precept		306,027												
Rounding Adj.														
TOTAL INCOME		344,090												

EXPENDITURE	ADJUSTED ACTUALS FOR YEAR TO 31st MARCH 2020		EMPLOYEE EXPENSES	OFFICE ADMIN	SECTION 137 PAYMENTS	PLAY AREAS ETC (incl.MATCH FUNDED)	HIGHWAYS (SALT BINS & REFILLS)	COUNCIL BUILDINGS MTCE.	PUBLIC CONVS.	LOAN REPYMNTS. GROUND RENT	MISC. INCL CIVIC EXPENSES	CCTV	FOOTPATHS BOUNDARY SIGN MTCE.	CAPITAL PURCHASE
	£	£	£	£	£	£	£	£	£	£	£	£	£	£
HIGHWAYS AND LEISURE COMMITTEE														
Public Conveniences:														
Rent, Rates, Water and Electricity	2,544								2,544					
Cleaning Materials and Maintenance	1,059								1,059					
Contract Cleaning	8,046								8,046					
Loan Charges & Ground Rent	50	11,699								50				
Bus Shelters:														
Erection of New Shelters	-													
Repairs & Maintenance	-	-												
Boundary Signs:														
Repairs, Replacement & Resiting		-												
Footway Lighting		-												
Part Light Illumination Costs														
Match-Funding (Renovation of Play Areas)		5,000				5,000								
Maintenance of the Commons (Contribution)		3,400			3,400									
Litter Bins/Salt Bins														
Lamp post Brackets for Promotional Banners														
Traffic Warden Service														
Communication Vehicle		1,750									1,750			
Playleadership Scheme/Youth Programme		6,916				6,916								
Stiles/Seats														
Skateboarding Facility														
Event Day		10,650									10,650			
Arts - Support of (incl.Council Concerts, Band Concerts and Eisteddfodau)		600									600			
Heritage Trails/Etna Park														
Coronation Gardens		6,253				6,253								
TOTAL FOR HIGHWAYS AND LEISURE COMMITTEE		46,268	-	-	3,400	18,169	-	-	11,649	50	13,000	-	-	

EXPENDITURE	ADJUSTED ACTUALS FOR YEAR TO 31st MARCH 2020		EMPLOYEE EXPENSES	OFFICE ADMIN	SECTION 137 PAYMENTS	PLAY AREAS ETC (incl.MATCH FUNDED)	HIGHWAYS (SALT BINS & REFILLS)	COUNCIL BUILDINGS MTCE.	PUBLIC CONVS.	LOAN REPYMNTS. GROUND RENT	MISC. INCL. CIVIC EXPENSES	CCTV	FOOTPATHS BOUNDARY SIGN MTCE.	CAPITAL PURCHASE
	£	£	£	£	£	£	£	£	£	£	£	£	£	£
GENERAL PURPOSES COMMITTEE														
Communal Fireworks		6,702									6,702			
Jubilee Bunting (incl. Erection and Dismantle)		2,736									2,736			
Disabled Access														
Mobile CCTV Camera Lease		2,379										2,379		
Defibrillatot Installation		1,844									1,844			
Town Clock Maintenance														
Honours Board		71		71										
Elections		4,084									4,084			
Maintenance of Burial Grounds		2,200									2,200			
Christmas Lights (incl. Erection and Dismantle)		25,277									25,277			
C.C.T.V.		14,772										14,772		
Hanging Baskets		2,261									2,261			
Old Baths Building														
Adj. re B/F Creditorre O/Baths Bldng. No expenditure in 2014/15														
TOTAL FOR GENERAL PURPOSES COMMITTEE		62,326	-	71	-	-	-	-	-	-	45,104	17,151	-	-
FINANCE COMMITTEE														
Salaries, N.I., Tax and Superannuation		104,835	104,835											
Mayors Allowance		1,800									1,800			
Deputy Mayors Allowance		500									500			
Civic Expenditure		2,881									2,881			
Council Buildings:														
Rates, Water, Heating and Lighting	21,772							21,772						
Contract Cleaning	7,556							7,556						
Caretakers Wages, N.I. & Tax														
Cleaning Materials & Tools	1,098							1,098						
Maintenance & Refurbishment	3,350							3,350						
Grounds Maintenance Equipment		33,776												
Town Centre Manager Contract		22,240			22,240									
Town Centre Support		-												
Bursary Scheme		2,800									2,800			
Printing, Stationery & Equipment		4,550		4,550										
I.T. Management, Maintenance and Equipment		2,941		2,941										
Office Furniture		221		221										
Postages, Telephone & Petty Cash		3,999		3,999										
Insurance		3,845		3,845										
Financial assistance to Organisations - General (Annual Round)	1,950				300						1,650			
Financial assistance to Organisations - General (Outside A/Round)	1,000	2,950			1,000									
Bank Charges		295		295										
Citizens Advice Bureau		7,800									7,800			
Membership & Conference Subscriptions		1,072									1,072			
Members Expenses		86									86			
Audit Fees		3,473		3,473										
Award Scheme														
Advertising/Recruitment/Professional Charges		1,703									1,703			
Recharge to FCC for Free Parking in Buckley		9,314									9,314			
Purchase of Car Park														
TOTAL FOR FINANCE COMMITTEE		211,081	104,835	19,324	23,540	-	-	33,776	-	-	29,606	-	-	-
TOTAL FOR ALL COMMITTEES		319,675	104,835	19,395	26,940	18,169	-	33,776	11,649	50	87,710	17,151	-	-
Rounding Adj.		- 2												
TOTAL FOR ALL COMMITTEES		319,673	104,835	19,395	26,940	18,169	-	33,776	11,649	50	87,710	17,151	-	-

ANALYSIS OF CREDITOR/DEBTOR MOVEMENTS IN 2019/20.

CREDITORS BROUGHT FORWARD FROM 2018/19 TO BE WRITTEN BACK IN THE ACCOUNTS FOR 2019/20

PURCHASE OF BUNTING (see Row 28 in the 2018/19 Final Accounts)	TOTAL GAS & ELEC CHARGES, PAID IN APRIL 2017 (See Row 47 in the 2018/19 Final Accounts)	JUBILEE BUNTING ERECTION AND DISMANTLING (see row 32 in 2018/19 Final Accounts)	AUDIT FEES (See Row 63 in the 2018/19 Final Accounts)	WELSH WATER (see Row 47 - Water Charge for Old Library Building)	PROF. CHARGES RE PROOF OF OWNERSHIP OF COUNCIL BUILDINGS AND CLAIMS AGAINST FCC (See Row 65 in 2018/19 Final Accounts)	REPAIRS AND MTCE. OF COUNCIL BUILDINGS (See Row 50 in 2018/19 Final Accounts)	REPAIRS AND MTCE. OF PUBLIC CONVENIENCES (Replacement tubes in Ladies And Gents toilets) (See Row 9 in 2018/19 Final Accounts)	PAYMENT TO FCC RE HALF HOUR EXTRA FREE PARKING IN BRUNSWICK ROAD SHORT STAY C/PARK (See Row 67 in 2018/19 Final Accounts)	CORONATION GARDENS (See Row 30(A) in 2019/20 Final Accounts)		TOTAL CREDITORS C/F IN 2018/19 TO BE W/BACK IN 2019/20
£	£	£	£		£	£	£	£	£		£
	3,100	4,400	1,200			1,600					10,300

CREDITORS CARRIED FORWARD IN 2019/20 TO BE ADDED TO THE EXPENDITURE IN 2019/20

PURCHASE OF BUNTING (see Row 28 in the 2019/20 Final Accounts)	TOTAL GAS & ELEC CHARGES, PAID IN APRIL 2018 (See Row 47 in the 2019/20 Final Accounts)	JUBILEE BUNTING ERECTION AND DISMANTLING (see row 32 in 2019/20 Final Accounts)	AUDIT FEES (See Row 63 in the 2019/20 Final Accounts)	WELSH WATER (see Row 47 - Water Charge for Old Library Building)	PROF. CHARGES RE PROOF OF OWNERSHIP OF COUNCIL BUILDINGS AND CLAIMS AGAINST FCC (See Row 65 in 2019/20 Final Accounts)	REPAIRS AND MTCE. OF COUNCIL BUILDINGS (See Row 50 in 2019/20 Final Accounts)	REPAIRS AND MTCE. OF PUBLIC CONVENIENCES	PAYMENT TO FCC RE HALF HOUR EXTRA FREE PARKING IN BRUNSWICK ROAD SHORT STAY C/PARK (See Row 67 in 2019/20 Final Accounts)	CORONATION GARDENS (See Row 30(A) in 2019/20 Final Accounts)	GDPR CONSULTANCY SERVICE (see Row 66 in 2019/20 F/Accounts)	TOTAL CREDITORS C/F IN 2019/20
£	£	£	£		£	£	£	£	£	£	£
120	3,274	4,400	4,000	246				3,500		1,000	16,540

DIFFERENCE IN ADJUSTMENTS RE CREDITORS IN 2019/20 FINAL ACCOUNTS

PURCHASE OF BUNTING	TOTAL GAS & POWER	JUBILEE BUNTING ERECTION AND DISMANTLING	AUDIT FEES	WELSH WATER	PROF. CHARGES RE PROOF OF OWNERSHIP OF COUNCIL BUILDINGS AND CLAIMS AGAINST FCC	REPAIRS AND MTCE. OF COUNCIL BUILDINGS	REPAIRS AND MTCE. OF PUBLIC CONVENIENCES	PAYMENT TO FCC RE HALF HOUR EXTRA FREE PARKING IN BRUNSWICK ROAD SHORT STAY C/PARK	CORONATION GARDENS	GDPR CONSULTANCY SERVICE (see Row 66 in 2019/20 F/Accounts)	DIFFERENCE IN TOTAL ADJUSTMENTS 2019/20 TO 2018/19 RE CREDITORS
£	£	£	£	£	£	£	£	£	£	£	£
120	174	-	2,800	246	-	-1,600	-	3,500	-	1,000	6,240

The above figure of £6,240 is adjusted by the difference between the opening and closing Petty Cash Balances (18/19 & 19/20) (£4.00) therefore the net effect as shown on Document No.3 of these Final Accounts is £6,244

DEBTORS BROUGHT FORWARD FROM 2018/19 TO BE WRITTEN BACK IN THE ACCOUNTS FOR 2019/20

VAT	COST OF REPLACEMENT BASKETS (See Hanging Baskets In Creditor Analysis above) Also See Miscellaneous Income in Final Accounts for 2018/19	SHOPPER BAGS (Bags supplied to shops not yet paid for) Also See Miscellaneous Income in Final Accounts for 2018/19	RENTAL DUE FROM FLINTSHIRE COUNTY COUNCIL RE CASH OFFICE	HEAT AND LIGHT RECHARGE RE OWL ORG.	FCC MATCH FUNDING RE DEFIB. O/SIDE ALLTAMI DEPOT	CCTV MTCE RECHARGE TO MASON OWEN The recharge is made for the two cameras situated in the Precinct. The payment will be received in Apr-19	CCTV MTCE RECHARGE CREDIT NOTE FROM FCC This credit note, no.CRD00221 is dated 01/03/2020 and refers to "Initial Rent, CCTV Refund, in advance 01/04/18. It was received 31/03/20				TOTAL DEBTORS B/F FROM 2018/19 TO BE W/BACK IN 2019/20.
£	£	£	£	£	£	£	£				£
16,358		-				2,947					19,305

DEBTORS CARRIED FORWARD IN 2019/20 TO BE ADDED TO THE INCOME IN 2019/20

VAT	COST OF REPLACEMENT BASKETS (See Hanging Baskets In Creditor Analysis above) Also See Miscellaneous Income in Final Accounts for 2019/20	SHOPPER BAGS (Bags supplied to shops not yet paid for) Also See Miscellaneous Income in Final Accounts for 2019/20	RENTAL DUE FROM FLINTSHIRE COUNTY COUNCIL RE CASH OFFICE	HEAT AND LIGHT RECHARGE RE OWL ORG.	FCC MATCH FUNDING RE DEFIB. O/SIDE ALLTAMI DEPOT	CCTV MTCE RECHARGE TO MASON OWEN The recharge is made for the two cameras situated in the Precinct. The payment will be received in Apr-20	CCTV MTCE RECHARGE CREDIT NOTE FROM FCC This credit note, no.CRD00221 is dated 01/03/2020 and refers to "Initial Rent, CCTV Refund, in advance 01/04/18. It was received 31/03/20				TOTAL DEBTORS C/F IN 2019/20
£	£	£	£	£	£	£	£				£
14,255				308	681	2,462	2,356				20,061

DIFFERENCE IN ADJUSTMENTS RE DEBTORS IN 2019/20 FINAL ACCOUNTS

VAT	COST OF REPLACEMENT BASKETS	SHOPPER BAGS	RENTAL DUE FROM CASH OFFICE	HEAT AND LIGHT RECHARGE DASU	HEAT AND LIGHT RECHARGE FCC	CCTV MTCE RECHARGE TO MASON OWEN	CCTV MTCE RECHARGE CREDIT NOTE FROM FCC				DIFFERENCE IN TOTAL ADJUSTMENTS 2018/19 TO 2019/20 RE DEBTORS
£	£	£	£	£	£	£	£				£
-2,103	-	-	-	308	681	-485	2,356				756

ANALYSIS OF ADDITIONAL INCOME AND EXPENDITURE INCLUDED IN THE FINAL ACCOUNTS 2019/20

The Analysis below shows the additional Income and Expenditure included in the Final Accounts for 2019/20 - The Income and Expenditure occurred after the Cash Book was closed for the Finacial Schedule to be prepared

EXPENDITURE :-

Account No.		£
12026	Cancellation of Chq. No 3689 - The cheque was made out to Connah's Quay Town Council, Mayor's Account for tickets for a Civic Function. The Function was cancelled due to the Corona Virus Pandemic	- 45.00
12027	Electrical work re installation of Defibrillator o/s Alltami Depot - R Jones	212.52
12028	Franking Machine Rental - Neopost	118.38
12029	Cancellation of Deputy Maor's Allowance - The Bank paid the Allowance back into the Town Council's Current Account. The original Allowance was paid under Account No. 12008. The reason for the payback is not clear.	- 400.00
12030	Repayment of Deputy Mayor' Allowance (Deputy Mayor was contacted to approve and confirm her bank details which she had previously supplied)	400.00
12031	Roof Repairs following gale damage - Foulkes Roofing	200.00
12032	Additional work required at Coronation Gardens following Gales - Wright Landscapes	277.90
	Total Additional Expenditure included in 2019/20 Accounts	763.80

INCOME:-

	£
Heat & light Recharges - Grace Church	302.51
Total Additional Income included in 2019/20 Accounts	302.51