

**Hullbridge Parish Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2024**

**Hullbridge Parish Council**

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**31 March 2024**

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**Hullbridge Parish Council**

**Council Information**

**31 March 2024**

**( Information current at 10th June 2024 )**

**Chairman**

Cllr Mr Conner Agius

**Councillors**

Cllr Mr Kevin O'Brien (Vice Chairman)

Cllr Mrs Kirsten Charters

Cllr Mr Steve Cooper

Cllr Mr David Elwell

Cllr Mr David Flack

Cllr Mr Ian Kenlin

Cllr Mrs Sara Naish

Cllr Miss Angelina Marriot

Cllr Mrs Jane O'Brien

Cllr Mrs Sue Walsh

Cllr Mr Paul White

**Clerk to the Council**

Mrs Nicola Harding Cilca,PSLCC,BA

**Auditors**

PKF Littlejohn LLP

SBA Team

1 Westferry Circus

Canary Wharf

London

E14 4HD

**Internal Auditors**

Auditing Solutions Ltd

Clackerbrook Farm

46 The Common

Bromham

Chippenham

Wilts

SN15 2JJ

**Hullbridge Parish Council**  
**Statement of Accounting Policies**  
**31 March 2024**

**Auditors**

The name and address of the External Auditors is provided for information only.

These Statements are not subject to audit and the External Auditors have no responsibility for them.

**Accounting Convention**

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

land, operational properties and other operational assets are reported in notes to the accounts at current insurance values where available as approximating to the lower of net current replacement cost and net realisable value, except that certain community assets are the subject of restrictive covenants as to their use and/or future disposal.

Such assets are therefore considered to have no appreciable realisable value and are included at a nominal value only.

**Revenue Grants**

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

**Debtors and Creditors**

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

**Leases**

The council is not required by the Guide to incorporate Hire Purchase and/or Finance Lease obligations in its Balance Sheet. Details are shown at note 6.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 12.

**Interest Income**

All interest receipts are credited initially to general funds.

**Hullbridge Parish Council**  
**Statement of Accounting Policies**  
**31 March 2024**

**Pensions**

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31st March 2025 and any change in contribution rates as a result of that valuation will take effect from 1st April 2026.

**Hullbridge Parish Council**  
**Income and Expenditure Account**  
**31 March 2024**

	Notes	2024 £	2023 £
<b>INCOME</b>			
Precept on Principal Authority		220,883	197,958
Interest and Investment Income	1	3,296	821
Leisure and Recreation		1,121	367
Allotments		6,653	4,003
Highways - Footpaths and Lighting		3,169	5,636
Establishment/General Administration		1,571	1,593
Pooles Lane Car Park		3,555	-
		240,248	210,378
<b>EXPENDITURE</b>			
Establishment/General Administration		14,106	13,925
S137 Expenditure	5	2,762	408
Capital Expenditure	8	11,807	6,654
Operational Expenditure:			
Leisure and Recreation		8,426	18,093
Allotments		2,071	3,049
Tourism		3,048	4,649
Highways - Footpaths and Lighting		18,781	22,986
Premises		4,982	3,821
Staff & Personnel		147,427	123,000
Public Toilets		241	221
Poole Lane Car Park		11,830	6,637
Community Engagement		462	115
Civic & Democratic		2,758	2,656
Community Safety		7,925	7,290
Grants		890	-
		237,516	213,504
<b>General Fund</b>			
Balance at 01 April 2023		82,701	80,916
Add: Total Income		240,248	210,378
		322,949	291,294
Deduct: Total Expenditure		237,516	213,504
		85,433	77,790
Transfer (to)/from Earmarked Reserves	12	(2,000)	4,911
General Reserve Balance at 31 March 2024		83,433	82,701

*The notes on pages 8 to 11 form part of these unaudited statements.*

**Hullbridge Parish Council**

**Balance Sheet**

**31 March 2024**

	Notes	2024 £	2024 £	2023 £
<b>Current Assets</b>				
Debtors and prepayments	10	6,291		7,102
Cash at bank and in hand		<u>152,232</u>		<u>148,604</u>
		158,523		155,706
<b>Current Liabilities</b>				
Creditors and income in advance	11	<u>(5,787)</u>		<u>(5,702)</u>
<b>Net Current Assets</b>			<u>152,736</u>	<u>150,004</u>
<b>Total Assets Less Current Liabilities</b>			152,736	150,004
<b>Total Assets Less Liabilities</b>			<u><u>152,736</u></u>	<u><u>150,004</u></u>
<b>Capital and Reserves</b>				
Earmarked Reserves	12		69,303	67,303
General Reserve			<u>83,433</u>	<u>82,701</u>
			<u><u>152,736</u></u>	<u><u>150,004</u></u>

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2024, and of its Income and Expenditure for the year.

Signed: .....

Cllr Mr Conner Agius  
Chairman

.....  
Mrs Nicola Harding Cilca, PSLCC, BA  
Responsible Financial Officer

Date: .....

10/6/2024

10/6/2024

*The notes on pages 8 to 11 form part of these unaudited statements.*

**Hullbridge Parish Council**

**Notes to the Accounts**

**31 March 2024**

**1 Interest and Investment Income**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	3,296	821
	<u>3,296</u>	<u>821</u>

**2 Agency Work**

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

**3 Tenancies**

During the year the following tenancies were held:

**Council as landlord**

<b>Tenant</b>	<b>Property</b>	<b>Rent p.a.</b>	<b>Repairing /</b>
		<b>£</b>	<b>Non-Repairing</b>
Various	Allotments	6,647	Non-Repairing

**Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a.</b>	<b>Repairing /</b>
		<b>£</b>	<b>Non-Repairing</b>
NONE			

**4 Publicity**

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Website	501	-
	<u>501</u>	<u>-</u>

**5 S.137 Expenditure**

Section 137 of the Local Government Act 1972 (as amended) enabled the council to spend up to the product of £9.93 (year ended 31 March 2023 - £8.82) per head on the electoral roll in any one year for the benefit of people in its area on activities or projects not specifically authorised by other powers.

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
The total amount of available for this purpose was	55,042	48,889
Expenditure was incurred for the following purposes:		
Christmas Food Parcels	2,012	-
Essex Air Ambulance	250	350
Royal British Legion	-	58
Parkinsons Cafe	250	-
BASICS Essex	250	-
	<u>2,762</u>	<u>408</u>

It should be noted that grants to bodies such as the Citizens Advice Bureau are made under other specific legal powers and so are not included in the above figures.



**Hullbridge Parish Council**

**Notes to the Accounts**

**31 March 2024**

**6 Hire Purchase and Lease Obligations**

At 31 March the following hire purchase agreement(s) and lease(s) were in operation:

<b>Hire/Lessor</b>	<b>Purpose</b>	<b>Annual Lease/Hire Payable £</b>	<b>Year of Expiry</b>
KPS	Photocopier	284	2026

**7 Pensions**

For the year of account the council's contributions equal 24.80% of employees' pensionable pay.

These contributions will remain at 24.80% in future years, which will provide adequately for future liabilities.

**8 Fixed Assets - Additions and Disposals**

	<b>2024 £ Cost</b>	<b>2023 £ Cost</b>
During the year the following assets were purchased:		
Vehicles and Equipment	5,028	1,026
Infrastructure Assets	6,779	5,628
	<u>11,807</u>	<u>6,654</u>

Assets were disposed of during the year, but no proceeds were received.

**9 Fixed Assets**

	<b>2024 £ Value</b>	<b>2023 £ Value</b>
At 31 March the following assets were held:		
<b><u>Freehold Land and Buildings</u></b>		
Premises 98 Ferry Road	209,859	209,859
Community Centre Land	1	1
	<u>209,860</u>	<u>209,860</u>
<b><u>Vehicles and Equipment</u></b>		
Play Equipment	62,322	62,322
CCTV	8,219	8,219
Office Equipment	4,181	2,923
Office Furniture	8,771	8,663
Fire Equipment	81	81
Christmas Lights	18,415	18,415
Grounds Maintenance Equipment	18,649	15,382
Vauxhaull Vivaro FD60 XGZ	9,192	9,192
CarGo Shifter Trailer	2,179	2,179
	<u>132,009</u>	<u>127,376</u>

**Hullbridge Parish Council**

**Notes to the Accounts**

**31 March 2024**

	<b>2024</b>	<b>2023</b>
<b>9 Fixed Assets (cont'd)</b>		
<b><u>Infrastructure Assets</u></b>		
Bus Shelters	33,029	33,029
Lamp Posts	107,070	107,070
Litter & Dog Bins	2,331	2,331
Street Furniture	1,000	-
Signs & Noticeboards	19,096	19,096
Benches & Picnic tables	24,979	24,285
Pooles Lane Car Park Equipment	23,954	21,482
	<hr/>	<hr/>
	211,459	207,293
	<hr/>	<hr/>
<b><u>Community Assets</u></b>		
Allotments	1	1
War Memorial	3,100	3,100
	<hr/>	<hr/>
	3,101	3,101
	<hr/>	<hr/>
	556,429	547,630

The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

**10 Debtors**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade Debtors	2,886	3,762
VAT Recoverable	2,801	3,012
Accrued Interest Income	604	328
	<hr/>	<hr/>
	6,291	7,102
	<hr/>	<hr/>

**11 Creditors and Accrued Expenses**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade Creditors	3,510	2,853
Accruals	2,277	2,849
	<hr/>	<hr/>
	5,787	5,702
	<hr/>	<hr/>

**12 Earmarked Reserves**

	<b>Balance at</b>	<b>Contribution</b>	<b>Contribution</b>	<b>Balance at</b>
	<b>01/04/2023</b>	<b>to reserve</b>	<b>from reserve</b>	<b>31/03/2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Asset Renewal Reserves	10,585	-	-	10,585
Other Earmarked Reserves	56,718	2,000	-	58,718
Total Earmarked Reserves	<hr/>	<hr/>	<hr/>	<hr/>
	67,303	2,000	-	69,303
	<hr/>	<hr/>	<hr/>	<hr/>

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2024 are set out in detail at Appendix A.

**Hullbridge Parish Council**

**Notes to the Accounts**

**31 March 2024**

**13 Capital Commitments**

The council had no capital commitments at 31 March 2024 not otherwise provided for in these accounts.

**14 Contingent Liabilities**

The council is not aware of any contingent liabilities at the date of these accounts.

**Hullbridge Parish Council**

**Appendices**

**31 March 2024**

**Appendix A**

**Schedule of Other Earmarked Reserves**

	<u>Balance at</u> <u>01/04/2023</u>	<u>Contribution</u> <u>to reserve</u>	<u>Contribution</u> <u>from reserve</u>	<u>Balance at</u> <u>31/03/2024</u>
	£	£	£	£
<b><u>Other Earmarked Reserves</u></b>				
Election Expenses	7,306			7,306
Car Park Resurfacing	29,101	1,500		30,601
Replacement Van	9,561	500		10,061
Premises/Office Maintenance	10,585			10,585
Tree Maintenance	10,750			10,750
<b>TOTAL EARMARKED RESERVES</b>	<b>67,303</b>	<b>2,000</b>	<b>0</b>	<b>69,303</b>