

**BRADFIELD PARISH COUNCIL**

**FINANCIAL ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

**INCOME AND EXPENDITURE**

**BALANCE SHEET**

**EXPLANATION OF SIGNIFICANT DIFFERENCES**

**SUPPORTING STATEMENTS**

**BRADFIELD PARISH COUNCIL  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

<u>2018/19</u>		<u>2019/20</u>
	<b>INCOME</b>	
235,467	Precept	241,250
6,403	Council Tax Support Grant	5,122
703	Interest on investments	2,198
300	Recreational lettings	700
12,897	Rents receivable	12,480
17,750	Cemetery Income	16,710
0	Insurance claims	0
255	Archives	195
720	Parish Seats	712
0	Sale of Building	0
366	Miscellaneous income	4,485
<u>23,527</u>	Community Infrastructure Levy	<u>45,932</u>
<b>£298,388</b>	<b>TOTAL INCOME</b>	<b>£329,784</b>
	<b>EXPENDITURE</b>	
13,596	Section 137 payments	21,530
15,617	Capital schemes	2,771
	<b>General Administration</b>	
8,003	Insurance	5,057
5,549	Light heat water, council tax and rent	6,845
6,091	Office and miscellaneous	8,226
346	Chairmans/delegates expenses	334
3,470	Professional fees	10,199
1,230	Audit Fees	930
26,345	Promotional expenditure	35,726
	Repairs and maintenance -	
20,065	Land and buildings incl. trees/plants	46,062
2,831	Plant and machinery	2,984
6,927	Property Maintenance	5,983
9,733	Transport costs	5,112
742	Parish Seats	338
1,962	Safety Equipment & Clothing	3,014
127,607	Salaries, pensions and allowances	135,494
580	Training	0
0	Community Infrastructure Levy	1,800
180	Bank Charges	120
<u>0</u>	Long Term Loan	<u>0</u>
<b>£250,874</b>	<b>TOTAL EXPENDITURE</b>	<b>£292,525</b>
	<b>General Fund</b>	
137,938	Balance at 1 <sup>st</sup> April 2019	135,412
<u>298,388</u>	<b>Add Total Income</b>	<u>329,784</u>
436,326		465,196
<u>250,874</u>	<b>Deduct Total Expenditure</b>	<u>292,525</u>
185,452		172,671
19,220	Transfer from Reserves	45,457
<u>(69,260)</u>	Transfer to Reserves	<u>(49,311)</u>
<b>£135,412</b>	Balance at 31 <sup>st</sup> March 2020	<b>£168,817</b>

**BRADFIELD PARISH COUNCIL  
BALANCE SHEET AT 31<sup>ST</sup> MARCH 2020**

<u>2018/19</u>		<u>2019/20</u>
£	<b>CURRENT ASSETS</b>	£
1,516	Stocks and stores	1,427
6,923	Debtors/Payments in advance	12,433
<u>394,231</u>	Bank and cash : Bradfield Parish Council	<u>425,632</u>
402,670	<b>TOTAL ASSETS</b>	439,222
	 <b>CURRENT LIABILITIES</b>	
3,174	Creditors and accruals	2,737
<u>£399,496</u>	<b>NET ASSETS</b>	<u>£436,755</u>
	 Represented by:	
135,412	General fund	168,817
	Reserves:	
256,935	Asset replacement reserve	262,894
7,149	Parish community projects	5,044
<u>£399,496</u>		<u>£436,755</u>

The above statement represents fairly the financial position of the authority as at 31<sup>st</sup> March 2020 and reflects its income and expenditure during the year.

Approved by Council .....

Signed .....  
**Chairman**
**Responsible Finance Officer**

## **BRADFIELD PARISH COUNCIL**

### **EXPLANATION OF THE SIGNIFICANT DIFFERENCES BETWEEN 2018/19 AND 2019/20 ACCOUNTS**

#### **RECEIPTS**

The accounts show a net increase of £31,396 (excluding VAT).

The principal differences being an increase in Community Infrastructure Levy receipts £22,405, an increase to the Precept and increases in Bank Interest and Miscellaneous Income.

#### **PAYMENTS**

The accounts show a net increase of £41,651 (excluding VAT and salaries). The principal differences are:-

- a) Decreases in Capital Expenditure from the previous year.
- b) The main increases occurred in Land and Buildings/Trees due to tree works around the Parish, office refurbishment including kitchen, flooring, decorating works and roof works; land works at Dungworth, Low Bradfield and Sensicall Park; Gates, safety surfacing and path works at Coronation Park; New windows and repair works at Post Office building.  
Increases also occurred in Professional Fees due to Employment Advice, Land Issues and a Scoping Report for Cycle Links; Section 137 payments due to SLLP Community Grant Scheme; Promotional due to an increase in Grants, purchase of Christmas Tree Lighting and Election Expenses

#### **STAFF COSTS**

The accounts shows a increase of £7,887

There were pay increases to salaries as per the JNC wage negotiation, together with staffing increments. An Apprentice Groundsman commenced in August 2019.

#### **FIXED ASSETS**

The Council hold value in the Community Assets and other Land and Buildings of some £1,394,234 (2018/19 £1,393,114).

At 31<sup>st</sup> March 2020 the value of Community Assets was £404,679 and the value of other Land and Buildings was £989,555.

Amendments to proper practices have come into force as per Governance and Accountability for Local Councils. Assets owned should now be recorded at original purchase cost where known and remain unchanged until disposal.

The current net book value of all assets is £1,491,819 (2018/19 £1,495,394).

## BRADFIELD PARISH COUNCIL

SECTION 137 PAYMENTS COMPARISON	2018/19	2019/20
	£	£
Action for Stannington	5,000	5,000
Steel Valley & Upper Don Project	5,000	5,000
Oughtibridge Gala Committee	2,000	2,000
Special Recognition Awards	646	1,100
Oughtibridge War Memorial Sport Club Grant	-	300
Bradfield Village Newsletter	-	600
Loxley School Friends of Group Grant	200	-
Sheffield Lakeland Landscape Partnership Community Grants:-		
Ramblers Association	750	-
East Peak Countryside Associates	-	1,500
Stannington & District Library	-	1,420
Dungworth & Bradfield Heritage Group	-	1,840
Friends of Peak District & CPRE	-	1,000
Christ Church, Stannington	-	770
Sheffield Countryside Conservation Trust	-	1,000
<b>PROMOTIONAL EXPENDITURE COMPARISON</b>		
Subscriptions	2,526	2,528
Leaflets, Notices, Public Functions/Meetings etc	1,332	1,694
Christmas Trees incl. installation costs	2,025	2,752
Archives	1,206	1,008
Annual Report	950	950
Newsletter	3,800	4,900
Christmas Party – Xmas Cards/Prizes/Catering	595	449
WWI Commemoration	4,177	-
Election Costs	-	7,534
<b>Grants other than Section 137</b>		
SCOFF	944	2,000
Oughtibridge Millennium Group	172	166
Friends of Coronation Park	2,000	3,100
Royal British Legion – Poppy Appeal	75	75
Bradfield Festival of Music	500	-
Worrall Community Association	500	-
Wadsley Scout Group	840	-
Friends of Knowle Top	500	-
Loxley School Fundraising Association	2,000	-
Supporters of Oughtibridge School	2,203	-
Oughtibridge Allotment Society	-	400
Stannington & District Library	-	2,000
Wharncliffe Side Community Association	-	650
Oughtibridge Lunch Club	-	500
Oughtibridge Cricket Club	-	1,000
Stannington Mixed Choir	-	1,200

**BRADFIELD PARISH COUNCIL**  
**ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**SUPPORTING STATEMENTS**

<b>ASSETS</b>	<b>COST</b>
Movements in the year	£
a) During the year the following assets were purchased:	
Land & Buildings	
Litter Bins x 2	135
Christmas Tree Lights	910
Office Equipment	
Computer and Software	682
Filing Cupboards x 3	840
Fridge	129
Indoor Christmas Tree	75
	-----
	£2,771
	=====
b) Assets disposed of for value during 2019/20	
Mowing Machine	6,250
Fridge	96
	-----
	£6,346
	=====
c) At 31 <sup>st</sup> March 2020, the following assets were held:	

**COMMUNITY ASSETS**

Coronation Park (held in trust)	Birtin Cemetery
Coronation Park buildings	Birtin Cemetery buildings
Dungworth Park	Dungworth Park buildings
Sensicall Park	Kaye Meadows Allotments
Parish Council Offices	
Post Office building at Low Bradfield, including Holiday Let accommodation (leased from Sheffield City Council)	
Low Bradfield Toilets (leased from Sheffield City Council)	
Duck Pond/Woodland, Mill Lee Rd (leased from Yorkshire Water)	
Millennium Green (leased from Sheffield City Council)	
Storrs Playing Field (not owned but maintained by BPC)	
Quaker Burial Ground (not owned but maintained by BPC)	
Archive material and Parish documents	
Motor Vehicles	Civic Regalia
Worrall Road signs	Bus Shelters
Mowers and other equipment	Office fixtures, fittings & equipment
Sports and play equipment	

Assets are valued as follows:-

- Community land at nominal amount;
- Buildings at 2010/11 value;
- Mowers, vehicles, other equipment, tools, fixtures and fittings at net book value
- Archive material, documents and other community assets at a nominal figure in the absence of an accurate valuation.

**BRADFIELD PARISH COUNCIL**  
**ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**SUPPORTING STATEMENTS**

**DEBTS OUTSTANDING**

At 31<sup>st</sup> March 2020 debts of £345.72 were outstanding and due to the Council.

The age of the debts were:	Number	Value
Less than 1 month	1	£60.00
Between 1 and 3 months	2	£285.72

**LEASES**

**Land & Buildings**

Post Office Buildings – Long Term Head Lease with Sheffield City Council, Underlease with Tenant of Building

Low Bradfield Duck Pond and Woodland area – Lease with Yorkshire Water

Millennium Green – Lease with Sheffield City Council

Low Bradfield Toilets – Lease with Sheffield City Council

**Equipment**

Photocopier commitment under finance lease

**TENANCIES**

During the year the following tenancies were held:-

**Council as Landlord**

Tenant	Property	Rent
Mr S Rollings & Ms P Smith	Council flat	£433 per month
Miss H Tingle	Flaskend (Post Office)	£7,000 per annum

**Council as Tenant**

Council	Picnic area	£100 per annum
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**SECTION 137 PAYMENTS**

Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £8.12 per elector for the benefit of the people in the area on activities or projects not specifically authorised by other powers. The limit for this Council in the year ended 31<sup>st</sup> March 2020 was £111,844.08 (electorate as at 31/03/20 13,774). Payments made amounted to £21,530.

**AGENCY WORK**

During the year no agency work was undertaken by the Council.

**COMMUNITY INFRASTRUCTURE LEVY**

The Parish Council is eligible to 15% of Community Infrastructure Levy (CIL) collected by Sheffield City Council (SCC) from developments in the area. CIL is paid to the Parish Council from SCC every 6 months and monies not spent within the year received are rolled across to the following financial year within the same budget head. The Parish Council have set spending priorities for the expenditure of CIL funding.

**BRADFIELD PARISH COUNCIL**  
**ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**SUPPORTING STATEMENTS**

**MEMBERS EXPENSES AND ALLOWANCES**

The Parish Council have elected for its members to be paid a Participation Allowance of £50 per annum together with a basic allowance of £30 per annum. Four Councillors applied for both allowances.

The Chairman was elected in May 2019 and allocated an allowance of £530.

**SALARY BANDS**

As at 31<sup>st</sup> March 2020, staff and workforce employed on a permanent basis occupied the following salary bands;

No. of staff	SCP	No. of staff	SCP
2	1	2	7
1	3	1	20
1	5	1	39

**COUNCILLORS ALLOWANCES AND EXPENSES**

Councillor	Chairman's Allowance	Delegates Mileage/Travel	Delegates Expenses	Participation Basic Allows.	Total
	£	£	£	£	
<b>Oughtibridge Ward</b>					
T Barrow					
M Cates					
N Clark					
<b>Stannington Ward</b>					
P Baker					
M Butler				80.00	80.00
P Butler		128.00		80.00	208.00
C Carter					
M Gray					
<b>Wharnccliffe Side</b>					
S Bennett					
<b>Worrall Ward</b>					
K Habeshaw					
V Priestley		96.00		80.00	176.00
P Shaw					
K Southwood		92.40		80.00	172.40
<b>Totals</b>	0.00	316.40	0.00	320.00	<b>636.40</b>

\* Participation & Basic Allowances are included in the payroll