



DUNSTABLE TOWN COUNCIL

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

NOT SUBJECT TO AUDIT

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**DUNSTABLE
TOWN COUNCIL**

Dunstable Town Council

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31 March 2021

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Dunstable Town Council

Council Information

31 March 2021

(Information current at 28th June 2021)

Town Mayor

Cllr G. L. Martin

Councillors

Cllr E. Jones (Deputy Town Mayor)

Cllr S. T. Abbott

Cllr W. A. Bater

Cllr L. C. Bird

Cllr M. J. Brennan

Cllr M. R. Cant

Cllr A. G. Corkhill

Cllr P. F. Crawley

Cllr G. George

Cllr P. Ghent

Cllr K. F. Gurney

Cllr K. J. Gurney

Cllr P.N. Hollick

Cllr C. Restall

Cllr L. Roberts

Cllr G. V. Sanders

Cllr J. Tamara

Cllr G. L. Martin

Town Clerk

Mr D. Ashlee, BA (Hons), MA, CiLCA

Auditors

Mazars LLP

Salvus House

Aykley Heads

Durham

DH1 5TS

Internal Auditors

Auditing Solutions Limited

Clackerbrook Farm

46 The Common

Bromham

Chippenham

Wiltshire

SN15 2JJ

Dunstable Town Council
Statement of Responsibilities
31 March 2021

The Council's Responsibilities

The council is required:

- to make arrangements for the proper administration of its financial affairs
- to secure that one of its officers (R.F.O.) has the responsibility for the administration of those affairs. At this council that officer is the Responsible Financial Officer, and
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

The Responsible Financial Officer's Responsibilities

The R.F.O. is responsible for the preparation of the council's Unaudited Financial Statements in accordance with Part 4 of the "Governance and Accountability for Local Councils – A Practitioners Guide (England) (as amended)" (the guide), so far as is applicable to this council, to present a true and fair view of the financial position of the council at 31 March 2021 and its income and expenditure for the year then ended.

In preparing the Unaudited Financial Statements, the R.F.O. has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent, and
- complied with the guide.

The R.F.O. has also:

- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

Responsible Financial Officer's Certificate

I further certify that the Unaudited Financial Statements present a true and fair view of the financial position of Dunstable Town Council at 31 March 2021, and its income and expenditure for the year ended 31 March 2021.

Signed:

Mr D. Ashlee, BA (Hons), MA, CiLCA- Responsible Financial Officer

Date:

Dunstable Town Council
Statement of Accounting Policies
31 March 2021

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

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (FRSSE) issued by the Accounting Standards Board, as applied to Local Councils by part 4 of Governance and Accountability for Local Councils – A Practitioners Guide (England) (the guide). Comparative figures have been restated to conform to the revised formats where appropriate. Certain requirements have been omitted for clarity and simplicity as these statements are not subject to audit. They are produced in support of the council's audited Statement of Accounts contained within the Annual Return Statement of Accounts.

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

All expenditure in excess of £1000 (on any one item or group of similar items) on the acquisition, creation or enhancement of fixed assets is capitalised on an accruals basis in the accounts. Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefits to the authority and the services it provides, for a period of more than one year. Fixed assets are valued on the basis recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA) and in accordance with the statements of asset valuation principles and guidance notes issued by the Royal Institution of Chartered Surveyors (RICS). The closing balances are stated on the following basis:

land and buildings are included in the balance sheet at Depreciated Replacement Cost (DRC). The DRC basis of valuation requires an estimate of the value of the land in its existing use, together with the current replacement cost of the building and its external works, from which appropriate deductions have been made to reflect the age, condition, economic, functional and environmental obsolescence and other locational factors which might result in the existing building being worth less than a new replacement building,

all other assets are included in the balance sheet at the lower of cost (estimated where not known) or estimated 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 nominal value only.

The surplus or deficit arising on periodic revaluations of fixed assets has been credited or debited to the Revaluation Reserve. Subsequent revaluations of fixed assets are planned at five yearly intervals, although material changes to asset valuations will be adjusted in the interim period, should they occur.

In accordance with Financial Reporting Standard (FRS) 15, depreciation is provided on all operational buildings (but not land), as well as other assets.

Dunstable Town Council
Statement of Accounting Policies
31 March 2021

Depreciation Policy

Buildings and leasehold land are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis.

Freehold land is not depreciated.

Non Operational Assets (including Investment Properties) are not depreciated.

Vehicles, plant, equipment and furniture are depreciated over 4 to 10 years on a straight line basis.

Play equipment is depreciated over 20 years on a straight line basis.

Infrastructure assets are depreciated over 10 to 45 years on a straight line basis.

Community assets are not depreciated with the exception of the Market Cross, which is being depreciated over 50 years on a straight line basis.

Depreciation is accounted for as a Balance Sheet movement only, not through the Income and Expenditure Account.

Grants or Contributions from Government or Related Bodies

Capital Grants

Where a fixed asset has been acquired or improved with the financing either wholly or in part by a grant or contribution from government or a related body, e.g. Sports Council, the amount of the grant has been credited to Deferred Grants Account and carried forward. Grants so credited are released back to revenue over the life of the asset to match, and thereby offset wholly or in part, depreciation charged.

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.

Investments

Investments are included in the balance sheet at historic cost and realised gains or losses are taken into the income and expenditure account as realised. Details are given at note 15.

Stocks and Work in Progress

Stocks held for resale, where significant (generally in excess of £1,000), are valued at the lower of cost or net realisable value. Consumable stocks have been treated as an expense when purchased because their value was not material.

Debtors and Creditors

The revenue accounts of the council are maintained on an accruals basis in accordance with the regulations. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of regular quarterly and other accounts (e.g. telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's annual budget.

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.

Dunstable Town Council
Statement of Accounting Policies
31 March 2021

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.

External Loan Repayments

The council accounts for loans on an accruals basis. Details of the council's external borrowings are shown at note 18.

Leases

Rentals payable under operating leases are charged to revenue on an accruals basis. Details of the council's obligations under operating leases are shown at note 17.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 20 to 21.

Certain reserves are maintained to manage the accounting processes for tangible fixed assets, available for sale investments and retirement benefits. They do not represent usable resources for the council:

Capital Financing Account – represent the council's investment of resources in such assets already made.

Interest Income

All interest receipts are credited initially to general funds.

Cost of Support Services

The costs of management and administration have been apportioned to services on an appropriate and consistent basis.

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 2022 and any change in contribution rates as a result of that valuation will take effect from 1st April 2023.

Dunstable Town Council
Income and Expenditure Account
31 March 2021

	Notes	2021 £	2020 £
Income			
Precept on Principal Authority		2,369,323	2,297,506
Grants Receivable		120,220	20,230
Rents Receivable, Interest & Investment Income		2,390	13,589
Charges made for Services		588,990	967,891
Other Income		13,846	24,035
Total Income		3,094,769	3,323,251
Expenditure			
Direct Service Costs:			
Salaries & Wages		(1,512,848)	(1,537,205)
Other Costs	1	(701,029)	(1,088,331)
Democratic, Management & Civic Costs:			
Salaries & Wages		(174,795)	(113,438)
Other Costs	1	(456,105)	(409,728)
Total Expenditure		(2,844,777)	(3,148,702)
Excess of Income over Expenditure for the year.		249,992	174,549
Exceptional Items			
(Loss)/Profit on the disposal of fixed assets		-	6,000
Net Operating Surplus for Year		249,992	180,549
STATUTORY CHARGES & REVERSALS			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(66,392)	(66,090)
Capital Expenditure charged to revenue	11	(36,131)	(49,622)
Reverse profit on asset disposals		-	(6,000)
Transfer (to) Earmarked Reserves	21	(43,017)	(58,836)
Surplus for the Year to General Fund		104,452	1
Net Surplus for the Year		147,469	58,837
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer (to) Earmarked Reserves	21	43,017	58,836
Surplus for the Year to General Fund		104,452	1
		147,469	58,837

The council had no other recognisable gains and/or losses during the year.

The notes on pages 12 to 20 form part of these unaudited statements.

Dunstable Town Council
Statement of Movement in Reserves
31 March 2021

Reserve	Purpose of Reserve	Notes	2021 £	Net Movement in Year £	2020 £
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	20	1,713,641	(27,870)	1,741,511
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	21	1,105,288	43,017	1,062,271
General Fund	Resources available to meet future running costs		625,022	104,452	520,570
Total			3,443,951	119,599	3,324,352

The notes on pages 12 to 20 form part of these unaudited statements.

Dunstable Town Council

Balance Sheet

31 March 2021

	Notes	2021 £	2021 £	2020 £
Fixed Assets				
Tangible Fixed Assets	10		4,505,953	4,725,350
Current Assets				
Stock	13	11,449		14,207
Debtors and prepayments	14	173,047		65,379
Investments	15	1,009,687		1,007,691
Cash at bank and in hand		<u>1,003,858</u>		<u>819,688</u>
		2,198,041		1,906,965
Current Liabilities				
Current Portion of Long Term Borrowings		(66,711)		(66,392)
Creditors and income in advance	16	<u>(331,709)</u>		<u>(183,251)</u>
Net Current Assets			<u>1,799,621</u>	<u>1,657,322</u>
Total Assets Less Current Liabilities			6,305,574	6,382,672
Long Term Liabilities				
Long-term borrowing	18		(850,443)	(917,154)
Deferred Grants	19		(2,011,180)	(2,141,166)
Total Assets Less Liabilities			<u>3,443,951</u>	<u>3,324,352</u>
Capital and Reserves				
Capital Financing Reserve	20		1,713,641	1,741,511
Earmarked Reserves	21		1,105,288	1,062,271
General Reserve			625,022	520,570
			<u>3,443,951</u>	<u>3,324,352</u>

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2021, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 28th June 2021 .

Signed:
Cllr G. L. Martin
Town Mayor

.....
Mr D. Ashlee, BA (Hons), MA, CiLCA
Responsible Financial Officer

Date:
.....

The notes on pages 12 to 20 form part of these unaudited statements.

Dunstable Town Council

Cash Flow Statement

31 March 2021

	Notes	2021 £	2021 £	2020 £
REVENUE ACTIVITIES				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(1,679,820)		(1,650,903)
Other operating payments		(975,759)		(1,580,281)
			(2,655,579)	(3,231,184)
0				
Precept on Principal Authority		2,369,323		2,297,506
Cash received for services		516,380		1,186,648
Revenue grants received		95,325		19,510
Agency receipts		17,046		11,592
			2,998,074	3,515,256
Net cash inflow from Revenue Activities	22		342,495	284,072
0				
<i>Cash outflows</i>				
Interest paid		(46,366)		(49,590)
<i>Cash inflows</i>				
Interest received		2,897		13,082
Net cash (outflow) from Servicing of Finance			(43,469)	(36,508)
0				
0				
Purchase of fixed assets		(46,468)		(69,453)
<i>Cash inflows</i>				
Sale of fixed assets		-		6,000
Net cash (outflow) from Capital Activities			(46,468)	(63,453)
Net cash inflow before Financing			252,558	184,111
0				
(Increase) in money on call			(1,996)	(505,672)
<i>Cash outflows</i>				
Loan repayments made			(66,392)	(66,090)
Net cash (outflow) from financing and liquid resources			(68,388)	(571,762)
Increase/(Decrease) in cash	23		184,170	(387,651)

The notes on pages 12 to 20 form part of these unaudited statements.

Dunstable Town Council

Notes to the Accounts

31 March 2021

1 Other Costs Analysis

Other Costs reported in the council's Income and Expenditure Account comprise the following:

Direct Service Costs

	2021	2020
	£	£
Priory House	96,654	155,772
Community Services	33,356	83,508
Town Centre and Gardens	151,354	264,570
Town Centre Management	45,359	38,793
Cemetery	62,446	61,556
Public Conveniences	2,752	2,492
Allotments	6,320	10,674
Events	11,030	109,717
Creasey Park C F C	156,545	183,041
Recreation Grounds	135,213	178,208
Total	701,029	1,088,331

Democratic, Management & Civic Costs

	2021	2020
	£	£
Corporate Management	383,967	280,832
Civic and Democratic	26,775	71,361
Civic Expenses	(584)	4,817
Mayors Allowance	786	4,190
Interest Payable	45,161	48,528
Total	456,105	409,728

As reported in the Statement of Accounting Policies, apportionment of central costs is not reflected in the above analysis.

2 Interest Payable and Similar Charges

	2021	2020
	£	£
External Interest Charges - Loans	45,161	48,528
	<u>45,161</u>	<u>48,528</u>

Dunstable Town Council

Notes to the Accounts

31 March 2021

3 Interest and Investment Income

	2021	2020
	£	£
Interest Income - General Funds	2,390	13,589
	<u>2,390</u>	<u>13,589</u>

4 Agency Work

During the year the Council undertook the following agency work on behalf of other authorities:

Commissioning Authority and Nature of Work

	2021	2020
	£	£
Central Beds Council - Grounds and Highways	17,046	11,592
	<u>17,046</u>	<u>11,592</u>

A final claim for reimbursement to 31 March 2021 has been made.

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

5 Related Party Transactions

The council entered into no material transactions with related parties during the year.

6 Audit Fees

The council is required to report and disclose the cost of services provided by its external auditors.

These may be summarised as follows:

	2021	2020
	£	£
Fees for statutory audit services	2,800	2,800
Total fees	<u>2,800</u>	<u>2,800</u>

7 Members' Allowances

	2021	2020
	£	£
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	786	4,190
	<u>786</u>	<u>4,190</u>

8 Employees

The average weekly number of employees during the year was as follows:

	2021	2020
	Number	Number
Full-time	30	33
Part-time	47	42
Temporary	-	-
	<u>77</u>	<u>75</u>

All staff are paid in accordance with nationally agreed pay scales.

Dunstable Town Council

Notes to the Accounts

31 March 2021

9 Pension Costs

The council participates in the Bedfordshire Local Government Pension Scheme. The Bedfordshire Local Government Pension Scheme is a defined benefit scheme, but the council is unable to identify its share of the underlying assets and liabilities because all town and parish councils in the scheme pay a common contribution rate.

The cost to the council for the year ended 31 March 2021 was £283,581 (31 March 2020 - £259,868).

The most recent actuarial valuation was carried out as at 31st March 2019, and the council's contribution rate is confirmed as being 25.80% of employees' pensionable pay with effect from 1st April 2021 (year ended 31 March 2021 – 24.80%).

Financial Reporting Standard 17 (FRS17): "Retirement Benefits" sets out accounting requirements for pension costs. For schemes such as Bedfordshire Local Government Pension Scheme, paragraph 9(b) of FRS17 requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

10 Tangible Fixed Assets

	Operational Freehold Land and Buildings	Operational Leasehold Land and Buildings	Non Operational Land and Buildings	Vehicles and Equipment	Infra- structure Assets	Community Assets	Total
Cost	£	£	£	£	£	£	£
At 31 March 2020	4,244,908	59,370	-	1,495,085	1,309,878	687,309	7,796,550
Additions	-	-	-	40,981	-	-	40,981
At 31 March 2021	4,244,908	59,370	-	1,536,066	1,309,878	687,309	7,837,531
Depreciation							
At 31 March 2020	(896,531)	(44,953)	-	(1,268,319)	(810,577)	(50,820)	(3,071,200)
Charged for the year	(83,863)	(10,093)	-	(78,385)	(83,297)	(4,740)	(260,378)
At 31 March 2021	(980,394)	(55,046)	-	(1,346,704)	(893,874)	(55,560)	(3,331,578)
Net Book Value							
At 31 March 2021	3,264,514	4,324	-	189,362	416,004	631,749	4,505,953
At 31 March 2020	3,348,377	14,417	-	226,766	499,301	636,489	4,725,350

Although classified as capital expenditure, certain minor equipment purchases are not included in the above as they are not material in overall value.

Fixed Asset Valuation

The freehold and leasehold properties that comprise the council's properties have been valued as at 1st April 2007 by external independent valuers, Messrs Valuation Office Agency. Valuations have been made on the basis set out in the Statement of Accounting Policies, except that not all properties were inspected. This was neither practical nor considered by the valuer to be necessary for the purpose of valuation. Plant and machinery that form fixtures to the building are included in the valuation of the building.

Assets Held under Finance Agreements

The council holds no such assets

Dunstable Town Council

Notes to the Accounts

31 March 2021

11 Financing of Capital Expenditure

	2021	2020
	£	£
The following capital expenditure during the year:		
Fixed Assets Purchased	40,981	76,307
	<hr/> 40,981	<hr/> 76,307
was financed by:		
Capital Receipts	-	6,000
Capital Grants	4,850	20,685
Revenue:		
Equipment Replacement Reserve	20,221	37,458
Precept and Revenue Income	<hr/> 15,910	<hr/> 12,164
	<hr/> 40,981	<hr/> 76,307

12 Information on Assets Held

Fixed assets owned by the council include the following:

Operational Land and Buildings

- Council Offices – Grove House
- Priory House Heritage Centre
- Pavilions – at 2 recreation grounds
- Community Centres – 2
- New Peter Newton Pavilion (managed by Beds. F. A.)
- Splashside Cafe

Leasehold Operational Land and Buildings

- Creasey Park CFC (Improvements)

Vehicles and Equipment

- Christmas Lights
- Light Vans – 8, Trucks – 1
- Mobile Cleansing Equipment
- Play Equipment at 9 sites
- Sundry grounds maintenance equipment
- Sundry office equipment

Infrastructure Assets

- Cemetery Roads
- Skatepark
- Splash Park
- Street furniture
- All Weather Pitch at Newton Recreation Ground
- Footpaths, Gates & Fences

Dunstable Town Council

Notes to the Accounts

31 March 2021

12 Information on Assets Held (cont'd)

Community Assets

Environmental Parks – 2
Market Cross
Dunstable Cemetery
Allotments – 6 sites
Recreation grounds and playing fields – 11
BMX Facility
Children's play areas – 4
Performance Area
Council Artefacts

13 Stocks

	2021	2020
	£	£
Priory House	8,418	9,239
Creasey Park	3,031	4,968
	<hr/> 11,449	<hr/> 14,207

14 Debtors

	2021	2020
	£	£
Trade Debtors	88,482	32,292
VAT Recoverable	42,809	32,205
Other Debtors	16,861	-
Revenue Grant Debtors	24,895	-
Prepayments	-	375
Accrued Interest Income	-	507
	<hr/> 173,047	<hr/> 65,379

15 Current Asset Investments

The council held the following short term investments at 31 March 2021:

	2021	2020
	£	£
CCLA Public Sector Deposit Fund	1,009,687	1,007,691
	<hr/> 1,009,687	<hr/> 1,007,691

Dunstable Town Council

Notes to the Accounts

31 March 2021

16 Creditors and Accrued Expenses

	2021	2020
	£	£
Trade Creditors	98,927	46,748
Other Creditors	25,168	20,717
Superannuation Payable	32,832	27,100
Payroll Taxes and Social Security	23,769	21,678
Accruals	112,884	25,828
Accrued Interest Payable	16,372	17,577
Income in Advance	11,432	7,791
Capital Creditors	10,325	15,812
	<hr/>	<hr/>
	331,709	183,251

17 Financial Commitments under Operating Leases

The council had annual commitments under non-cancellable operating leases of equipment as follows:

	2021	2020
	£	£
Obligations expiring within one year	-	-
Obligations expiring between two and five years	10,186	9,333
Obligations expiring after five years	-	-
	<hr/>	<hr/>
	10,186	9,333

18 Long Term Liabilities

	2021	2020
	£	£
Public Works Loan Board	917,154	983,546
	<hr/>	<hr/>
	917,154	983,546

The above loans are repayable as follows:

	2021	2020
	£	£
Within one year	66,711	66,392
From one to two years	67,048	66,711
From two to five years	195,852	202,229
From five to ten years	299,633	300,696
Over ten years	287,910	347,518
	<hr/>	<hr/>
Total Loan Commitment	917,154	983,546
Less: Repayable within one year	(66,711)	(66,392)
	<hr/>	<hr/>
Repayable after one year	850,443	917,154

Dunstable Town Council

Notes to the Accounts

31 March 2021

19 Deferred Grants

	2021	2020
	£	£
Capital Grants Unapplied		
At 01 April	106,556	127,241
Grants received in the year	-	-
Applied to finance capital investment	(4,850)	(20,685)
At 31 March	<u>101,706</u>	<u>106,556</u>
Capital Grants Applied		
At 01 April	2,000,293	2,141,436
Grants Applied in the year	4,850	20,685
Released to offset depreciation	(129,985)	(161,828)
At 31 March	<u>1,875,158</u>	<u>2,000,293</u>
Revenue Grants and S106 Revenue Contributions		
At 01 April	34,316	35,037
Received in the year	-	-
Released to Revenue	-	(720)
At 31 March	<u>34,316</u>	<u>34,317</u>
Total Deferred Grants		
At 31 March	<u>2,011,180</u>	<u>2,141,166</u>
At 01 April	<u>2,141,165</u>	<u>2,303,714</u>

Capital Grants are accounted for on an accruals basis and grants received have been credited to Deferred Grants Account. Amounts are released from the Deferred Grants Account to offset any provision for depreciation charged to revenue accounts in respect of assets that were originally acquired with the assistance of such grants.

20 Capital Financing Account

	2021	2020
	£	£
Balance at 01 April	1,741,511	1,755,598
Financing capital expenditure in the year		
Additions - using capital receipts	-	6,000
Additions - using revenue balances	36,131	49,622
Loan repayments	66,392	66,090
Disposal of fixed assets	-	(22,080)
Depreciation eliminated on disposals	-	22,080
Reversal of depreciation	(260,378)	(297,627)
Deferred grants released	129,985	161,828
Balance at 31 March	<u>1,713,641</u>	<u>1,741,511</u>

The Capital Financing Account represents revenue and capital resources applied to finance capital expenditure or for the repayment of external loans. It also includes the reversal of depreciation to ensure it does not impact upon the amount to be met from precept. It does not represent a reserve that the council can use to support future expenditure.

Dunstable Town Council

Notes to the Accounts

31 March 2021

21 Earmarked Reserves

	Balance at 01/04/2020	Contribution to reserve	Contribution from reserve	Balance at 31/03/2021
	£	£	£	£
Capital Projects Reserves	15,000	-	-	15,000
Asset Renewal Reserves	54,719	20,000	(20,221)	54,498
Other Earmarked Reserves	992,552	280,047	(236,809)	1,035,790
Total Earmarked Reserves	1,062,271	300,047	(257,030)	1,105,288

The Capital Projects Reserves are credited with amounts set aside from revenue to part finance specific projects which are part of the council's capital programme.

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 2021 are set out in detail at Appendix A.

22 Reconciliation of Revenue Cash Flow

	2021	2020
	£	£
Net Operating Surplus for the year	249,992	174,549
Add/(Deduct)		
Interest Payable	45,161	48,528
Interest and Investment Income	(2,897)	(13,082)
Deferred Revenue Grants Released to Revenue	-	(720)
Decrease in stock held	2,758	1,332
(Increase)/Decrease in debtors	(107,668)	188,708
Increase/(Decrease) in creditors	155,149	(115,243)
Revenue activities net cash inflow	342,495	284,072

23 Movement in Cash

	2021	2020
	£	£
Balances at 01 April		
Cash with accounting officers	1,850	1,850
Cash at bank	817,838	1,205,489
	819,688	1,207,339
Balances at 31 March		
Cash with accounting officers	1,850	1,850
Cash at bank	1,002,008	817,838
	1,003,858	819,688
Net cash inflow/(outflow)	184,170	(387,651)

Dunstable Town Council

Notes to the Accounts

31 March 2021

24 Reconciliation of Net Funds/Debt

	2021	2020
	£	£
Increase/(Decrease) in cash in the year	184,170	(387,651)
Cash outflow from repayment of debt	66,392	66,090
Net cash flow arising from changes in debt	66,392	66,090
Movement in net funds/debt in the year	250,562	(321,561)
Cash at bank and in hand	819,688	1,207,339
Total borrowings	(983,546)	(1,049,636)
Net (debt)/funds at 01 April	(163,858)	157,703
Cash at bank and in hand	1,003,858	819,688
Total borrowings	(917,154)	(983,546)
Net funds/(debt) at 31 March	86,704	(163,858)

25 Capital Commitments

The council had no other capital commitments at 31 March 2021 not otherwise provided for in these accounts.

26 Contingent Liabilities

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

27 Post Balance Sheet Events

There are no significant Post Balance Sheet events since the preparation of these accounts, up to the date of their final adoption (on 28th June 2021), which would have a material impact on the amounts and results reported herein.

Dunstable Town Council

Appendices

31 March 2021

Appendix A

Schedule of Earmarked Reserves

	<u>Balance at</u> <u>01/04/2020</u> £	<u>Contribution</u> <u>to reserve</u> £	<u>Contribution</u> <u>from reserve</u> £	<u>Balance at</u> <u>31/03/2021</u> £
<u>Capital Projects Reserves</u>				
Priory House Exhibition Fund	15,000			15,000
	<u>15,000</u>	<u>0</u>	<u>0</u>	<u>15,000</u>
<u>Asset Replacement Reserves</u>				
Vehicles Reserve	54,719	20,000	(20,221)	54,498
	<u>54,719</u>	<u>20,000</u>	<u>(20,221)</u>	<u>54,498</u>
<u>Other Earmarked Reserves</u>				
Corporate Plan Reserve	16,342	2,000	(15,147)	3,195
Creasey Park Sinking Fund	14,874		(6,995)	7,879
Christmas Lighting	23,744	3,500		27,244
Awards for All	207			207
Downside Maintenance	4,523			4,523
Grove Corner Maintenance	38,596	(1,236)	(7,031)	30,329
Building Security Systems	5,357			5,357
Memorial Safety	2,300	1,000		3,300
Priory House Tea Rooms Eqpt	0	1,500		1,500
IT/Equipment	14,700	15,000	(4,904)	24,796
Older People's Healthy Living Project	12,545			12,545
Election	5,517	12,500		18,017
Grove House Building Maintenance	157,427	29,000	(95,877)	90,550
Shop Front Scheme	7,153	6,025	(9,632)	3,546
Mayoral Reserve	3,000			3,000
Priory Churchyard	29,861	5,000		34,861
Performance Area	6,000	8,000	(2,465)	11,535
Town Twinning Reserve	7,867	500		8,367
Tree Reserve	14,436	5,000	(11,673)	7,763
Open Spaces Improvement	25,000	15,000		40,000
Priory House Building Maintenance	334,618	(278,222)		56,396
Pavilions Building Maintenance	50,435	15,000		65,435
Staff Restructuring	0	20,000		20,000
Market Town Regeneration	23,010		(23,010)	0
Allotments	20,246	5,000	(1,076)	24,170
Creasey Park 3G Pitch	6,695	188		6,883
Splash Park\Skate Park\BMX	35,408	12,000		47,408
Memorial Kerbs	6,570			6,570
Cemetery Building Maintenance	24,413	5,000	(450)	28,963
Fencing Maintenance	2,957	1,000		3,957
HSHAZ Scheme	98,751	397,292	(58,549)	437,494
	<u>992,552</u>	<u>280,047</u>	<u>(236,809)</u>	<u>1,035,790</u>
TOTAL EARMARKED RESERVES	<u>1,062,271</u>	<u>300,047</u>	<u>(257,030)</u>	<u>1,105,288</u>

Dunstable Town Council

31 March 2021

Annual Report Tables

Table. 1 – Budget & Actual Comparison

	Budget £	Actual £
Net Expenditure		
Priory House	283,234	270,508
Community Services	189,323	125,499
Town Centre & Gardens	278,355	259,899
Town Centre Management	134,847	129,421
Cemetery	137,575	77,059
Public Conveniences	14,835	13,968
Allotments	53,509	48,042
Events	173,070	80,821
Planning (including Markets)	4,745	5,277
Creasey Park C F C	135,658	262,219
Recreation Grounds	320,517	338,722
Net Direct Services Costs	<u>1,725,668</u>	<u>1,611,435</u>
Corporate Management	208,092	301,000
Civic and Democratic	167,632	164,125
Net Democratic, Management and Civic Costs	<u>375,724</u>	<u>465,125</u>
Interest & Investment Income	(7,500)	(2,390)
Loan Charges	112,853	111,553
Capital Expenditure	-	36,131
Transfers to/(from) other reserves	162,578	43,017
(Deficit from)/Surplus to General Reserve	<u>-</u>	<u>104,452</u>
Precept on Principal Authority	<u>2,369,323</u>	<u>2,369,323</u>

Dunstable Town Council

31 March 2021

Annual Report Tables

Table. 2 – Service Income & Expenditure

Notes	2021 £	2021 £	2021 £	2020 £
	Gross Expenditure	Income	Net Expenditure	Net Expenditure
CULTURAL & RELATED SERVICES				
Priory House}	359,675	(89,167)	270,508	269,613
Community Services	167,290	(41,791)	125,499	216,524
Town Centre & Gardens	372,107	(112,208)	259,899	329,613
Town Centre Management	146,824	(17,403)	129,421	124,423
ENVIRONMENTAL SERVICES				
Cemetery	305,748	(228,689)	77,059	87,528
Public Conveniences	13,968	-	13,968	13,343
Allotments	56,314	(8,272)	48,042	44,645
Other Environmental Services	81,869	(1,048)	80,821	164,806
PLANNING & DEVELOPMENT SERVICES				
Planning	5,277	-	5,277	4,463
HIGHWAYS, ROADS & TRANSPORT SERVICES				
Creasey Park C F C	448,636	(186,417)	262,219	135,890
Recreation Grounds	361,010	(22,288)	338,722	321,997
CENTRAL SERVICES				
Corporate Management	316,720	(15,720)	301,000	178,699
Civic and Democratic	163,976	(53)	163,923	187,467
Civic Expenses	202	-	202	9,007
Net Cost of Services	2,799,616	(723,056)	2,076,560	2,088,018