



EMERSONS GREEN

TOWN COUNCIL

Accounts For the Year Ending 31st March 2024

Emersons Green Town Council

31st March 2024

These accounts have been prepared in accordance with the Governance and Accountability for Smaller Authorities in England March 2024 as applicable to a Smaller Authority. The Council is required to appoint a Responsible Financial Officer who has a duty to arrange the proper administration of the financial affairs as stipulated in statute and Governance and Accountability guidance and to provide an accurate and complete statement of the Councils financial affairs.

For Emersons Green Town Council the Responsible Financial Officer is the Deputy Town Clerk to the Council. The Deputy Town Clerk can be contacted at the Council Office, Westerleigh Road, Emersons Green, Bristol, BS16 7AN 0900 – 1500, by telephone on 0117 302 6989 or e-mail clerk@emersonsgreen-tc.gov.uk

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**Emersons Town Council
Council Information**

March 2024

Mayor

James Hunt

Members

Colin Hunt (Planning Committee Deputy Chair)

Kelly Allen (Open Spaces Committee)

Rachael Hunt

Simon Budd (Planning Committee Chair)

Bobbie Sunderland (Opens Spaces Committee Chair, and Personnel Committee Chair)

Graham Hutter

Tina Potter

Francesca Moore

Clerk to the Council

vacant

| | |
|--|---|
| Internal Auditor South Gloucestershire Council Ehsamuddin.Popal@southglos.gov.uk | External Auditor BDO LLP Arcadia House, Maritime Walk, Ocean Village, Southampton SO14 3TL Email: councilaudits@bdo.co.uk 023 8088 1700 |
| Insurers Clear Councils Leicester Policy number LCO02429 | Bankers Barclays Leicester |

At the 31st March 2024 Emersons Green Town Council employed a total 3 staff. Of these 2 were full time and 1 was part time.

2. Balance Sheet

31st March 2023

31st March 2024

| | Current Assets | |
|----------------|--|----------------|
| 6,134 | VAT Control A/c | 8,812 |
| 36,783 | Barclays Current Account | 73,549 |
| 535,310 | Barclays Business Saving | 879,189 |
| 300,000 | Barclays Treasury Deposits | 0 |
| 878,227 | Total Cash Assets | 961,550 |
| | Current Debtors | |
| 0 | Debtors | 0 |
| 0 | | 0 |
| | Current Liabilities | |
| 0 | Creditors | 0 |
| 4,135 | Accruals | 2,944 |
| 0 | Credit card creditors | 395 |
| 1,934 | Key Deposit | 2,083 |
| 120 | Receipts in advance | 0 |
| 6,189 | | 5,421 |
| 872,038 | Total Assets Less Current Liabilities | 956,129 |
| | Represented By | |
| 85,442 | General Reserves | 134,079 |
| 786,596 | EMR | 822,050 |
| 872,038 | | 956,129 |

3. Income & Expenditure Account

31st March 2023

| | Income |
|-----------------|---------------------|
| £269,073 | Precept |
| £1,418 | Bank Interest |
| £36,269 | CiL Receipts |
| £340 | Pigeon Release |
| £6,134 | Allotment rent |
| £0 | Wayleaves |
| £313,234 | Total Income |

Running Costs

| | |
|-----------------|----------------------------|
| £77,984 | Staff |
| £47 | Councillors |
| £35,710 | Administration |
| £1,100 | S137 |
| £11,624 | Office |
| £45,103 | Grants and Awards |
| £189 | Asset Maintenance |
| £6,194 | Christmas Lights |
| £25,935 | Youth Leisure |
| £59,833 | Open Spaces |
| £652 | Climate and Environment |
| £11,205 | Events |
| £273,375 | Total Running Costs |

31st March 2024

| |
|-----------------|
| £306,000 |
| £13,328 |
| £99,088 |
| £370 |
| £3,455 |
| £80 |
| £422,321 |

| |
|-----------------|
| £120,105 |
| £15 |
| £57,810 |
| £0 |
| £33,146 |
| £36,300 |
| £837 |
| £7,541 |
| £24,172 |
| £46,324 |
| £1,110 |
| £10,872 |
| £338,380 |

4. Income & Expenditure by budget heading

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|-------------|-------------------------|
| 100 Income | | | | | | | | |
| 1076 Precept | 0 | 0 | 584,600 | 584,600 | | | 0.0% | |
| 1080 Bank Interest Received | 0 | 0 | 6,000 | 6,000 | | | 0.0% | |
| 1125 CIL Receipts | 0 | 0 | 46,000 | 46,000 | | | 0.0% | |
| 1210 Pidgeon Release | 0 | 0 | 100 | 100 | | | 0.0% | |
| 1310 Allotment Rent | 0 | 0 | 3,500 | 3,500 | | | 0.0% | |
| 1320 Wayleaves | 0 | 0 | 50 | 50 | | | 0.0% | |
| Income :- Income | 0 | 0 | 640,250 | 640,250 | | | 0.0% | 0 |
| Net Income | 0 | 0 | 640,250 | 640,250 | | | | |
| 110 Staff | | | | | | | | |
| 4000 Net Salaries-Clerk | 0 | 0 | 38,500 | 38,500 | | 38,500 | 0.0% | |
| 4001 Net Salaries-Deputy RFO | 0 | 0 | 28,600 | 28,600 | | 28,600 | 0.0% | |
| 4002 Net Salaries-Deputy ENV | 0 | 0 | 25,800 | 25,800 | | 25,800 | 0.0% | |
| 4003 Net Salaries-Youth Officer | 0 | 0 | 25,800 | 25,800 | | 25,800 | 0.0% | |
| 4005 Net Salaries-Clerk Assistant 1 | 0 | 0 | 13,100 | 13,100 | | 13,100 | 0.0% | |
| 4006 Net Salaries-Clerk Assistant 2 | 0 | 0 | 9,600 | 9,600 | | 9,600 | 0.0% | |
| 4007 Community Caretaker (Env) | 0 | 0 | 9,600 | 9,600 | | 9,600 | 0.0% | |
| 4020 Employee Pension Contributions | 0 | 0 | 12,500 | 12,500 | | 12,500 | 0.0% | |
| 4030 Employee Tax & N I | 0 | 0 | 37,800 | 37,800 | | 37,800 | 0.0% | |
| 4040 Employers N I C | 0 | 0 | 18,200 | 18,200 | | 18,200 | 0.0% | |
| 4050 Employers Pension Contribution | 0 | 0 | 41,500 | 41,500 | | 41,500 | 0.0% | |
| 4055 Relocation Expenses | 0 | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| Staff :- Indirect Expenditure | 0 | 0 | 266,000 | 266,000 | 0 | 266,000 | 0.0% | 0 |
| Net Expenditure | 0 | 0 | (266,000) | (266,000) | | | | |
| 120 Councillors | | | | | | | | |
| 4120 Chairman's Allowance | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4130 Councillors Expenses | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| Councillors :- Indirect Expenditure | 0 | 0 | 350 | 350 | 0 | 350 | 0.0% | 0 |
| Net Expenditure | 0 | 0 | (350) | (350) | | | | |
| 130 Administration | | | | | | | | |
| 4075 Travel & Subsistence | (443) | (443) | 2,000 | 2,443 | | 2,443 | (22.1%) | |
| 4110 Training | (490) | (490) | 5,000 | 5,490 | | 5,490 | (9.8%) | |
| 4150 Audit Fees | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4160 Insurance Premium | 0 | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4170 Subscriptions | 0 | 0 | 2,600 | 2,600 | | 2,600 | 0.0% | |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4200 Photocopier print charges | 0 | 0 | 700 | 700 | | 700 | 0.0% | |
| 4205 Photocopier rental charges | 0 | 0 | 700 | 700 | | 700 | 0.0% | |
| 4240 Professional/Legal Expenses | (2,381) | (2,381) | 6,000 | 8,381 | | 8,381 | (39.7%) | |
| 4245 Payroll costs | 0 | 0 | 600 | 600 | | 600 | 0.0% | |
| 4260 Bank Charges | 0 | 0 | 800 | 800 | | 800 | 0.0% | |
| 4270 IT Costs | 0 | 0 | 22,500 | 22,500 | | 22,500 | 0.0% | |
| 4275 Website | 0 | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| 4310 Communications | 0 | 0 | 8,000 | 8,000 | | 8,000 | 0.0% | |
| 4320 Health and Safety | (5) | (5) | 1,000 | 1,005 | | 1,005 | (0.5%) | |
| 4330 Stationery | 0 | 0 | 1,100 | 1,100 | | 1,100 | 0.0% | |
| 4335 Postage | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4340 Miscellaneous | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| Administration :- Indirect Expenditure | (3,319) | (3,319) | 59,950 | 63,269 | 0 | 63,269 | (5.5%) | 0 |
| Net Expenditure | 3,319 | 3,319 | (59,950) | (63,269) | | | | |
| 140 Office | | | | | | | | |
| 4210 Telephone | 0 | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| 4215 Alarm monitor & maintenance | 0 | 0 | 800 | 800 | 855 | (55) | 106.9% | |
| 4218 Office Equipment | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4231 Gas - Office | 0 | 0 | 1,200 | 1,200 | | 1,200 | 0.0% | |
| 4232 Electricity - Office | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4233 Water - Office | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4350 Maintenance | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4362 Cleaning | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4365 Waste collection | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| Office :- Indirect Expenditure | 0 | 0 | 13,950 | 13,950 | 855 | 13,095 | 6.1% | 0 |
| Net Expenditure | 0 | 0 | (13,950) | (13,950) | | | | |
| 170 Grants and awards | | | | | | | | |
| 4280 Grants awarded | 0 | 0 | 40,000 | 40,000 | | 40,000 | 0.0% | |
| 4285 S137 funded expenditure | 0 | 0 | 20,000 | 20,000 | | 20,000 | 0.0% | |
| Grants and awards :- Indirect Expenditure | 0 | 0 | 60,000 | 60,000 | 0 | 60,000 | 0.0% | 0 |
| Net Expenditure | 0 | 0 | (60,000) | (60,000) | | | | |
| 225 Asset Maintenance | | | | | | | | |
| 4350 Maintenance | 0 | 0 | 600 | 600 | | 600 | 0.0% | |
| 4362 Cleaning | 0 | 0 | 600 | 600 | | 600 | 0.0% | |
| Asset Maintenance :- Indirect Expenditure | 0 | 0 | 1,200 | 1,200 | 0 | 1,200 | 0.0% | 0 |
| Net Expenditure | 0 | 0 | (1,200) | (1,200) | | | | |

| | | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|------------|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| 240 | Christmas Lights | | | | | | | | |
| 4410 | Christmas Lights | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| | Christmas Lights :- Indirect Expenditure | 0 | 0 | 10,000 | 10,000 | 0 | 10,000 | 0.0% | 0 |
| | Net Expenditure | 0 | 0 | (10,000) | (10,000) | | | | |
| 250 | Youth Leisure | | | | | | | | |
| 4190 | Room Hire | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| 4420 | Youth Leisure | 0 | 0 | 60,000 | 60,000 | | 60,000 | 0.0% | |
| | Youth Leisure :- Indirect Expenditure | 0 | 0 | 70,000 | 70,000 | 0 | 70,000 | 0.0% | 0 |
| | Net Expenditure | 0 | 0 | (70,000) | (70,000) | | | | |
| 260 | Open Spaces | | | | | | | | |
| 4230 | Water - Allotments | 0 | 0 | 800 | 800 | | 800 | 0.0% | |
| 4349 | Allotment Toilet Hire | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4350 | Maintenance | 0 | 0 | 16,000 | 16,000 | 7,678 | 8,322 | 48.0% | |
| 4351 | Allotments Maintenance | 0 | 0 | 3,000 | 3,000 | 225 | 2,775 | 7.5% | |
| 4352 | Trees | 0 | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4354 | Grass Cutting and Path Mainten | 0 | 0 | 20,000 | 20,000 | 3,145 | 16,855 | 15.7% | |
| 4355 | Litter Picking | 0 | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4356 | Floral displays | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4358 | Surveys | (3) | (3) | 1,000 | 1,003 | 850 | 153 | 84.7% | |
| 4359 | Allotment Rent to South Glos | 0 | 0 | 700 | 700 | | 700 | 0.0% | |
| 4430 | Locks | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| 5352 | SGC Bin Contract | 0 | 0 | 16,000 | 16,000 | | 16,000 | 0.0% | |
| 5355 | Recycling Waste Collection | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| | Open Spaces :- Indirect Expenditure | (3) | (3) | 71,100 | 71,103 | 11,898 | 59,205 | 16.7% | 0 |
| | Net Expenditure | 3 | 3 | (71,100) | (71,103) | | | | |
| 261 | Climate & Environment | | | | | | | | |
| 4431 | Climate and Environmental | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| | Climate & Environment :- Indirect Expenditure | 0 | 0 | 2,000 | 2,000 | 0 | 2,000 | 0.0% | 0 |
| | Net Expenditure | 0 | 0 | (2,000) | (2,000) | | | | |
| 310 | Events | | | | | | | | |
| 4450 | Events | (17) | (17) | 20,000 | 20,017 | | 20,017 | (0.1%) | |
| 4455 | Calendar | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4460 | Emersons Green Village Hall | 0 | 0 | 23,700 | 23,700 | | 23,700 | 0.0% | |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| 4465 Citizens Advice Bureau | 0 | 0 | 35,000 | 35,000 | | 35,000 | 0.0% | |
| Events :- Indirect Expenditure | (17) | (17) | 80,700 | 80,717 | 0 | 80,717 | 0.0% | 0 |
| Net Expenditure | <u>17</u> | <u>17</u> | <u>(80,700)</u> | <u>(80,717)</u> | | | | |
| <hr/> | | | | | | | | |
| Grand Totals:- Income | 0 | 0 | 640,250 | 640,250 | | | 0.0% | |
| Expenditure | (3,339) | (3,339) | 635,250 | 638,589 | 12,753 | 625,835 | 1.5% | |
| Net Income over Expenditure | <u>3,339</u> | <u>3,339</u> | <u>5,000</u> | <u>1,661</u> | | | | |
| Movement to/(from) Gen Reserve | <u>3,339</u> | <u>3,339</u> | <u>5,000</u> | <u>1,661</u> | | | | |

5. Financial Summary (Cashbook)

Summary between 01/04/2023 and 31/03/2024 inclusive

Opening Balances

| | |
|----------------------------|----------|
| VAT control A/c | £6,134 |
| Barclays Current Account | £36,783 |
| Barclays Business Saving | £535,310 |
| Barclays Treasury Deposits | £300,000 |

Total **£878,227**

RECEIPTS

Net

| | |
|----------------|-----------------|
| Precept | £306,000 |
| Bank Interest | £13,328 |
| CiL | £99,088 |
| Pigeon Release | £370 |
| Allotment rent | £3,455 |
| Wayleaves | £80 |
| Total | £422,321 |

PAYMENTS

Net

| | |
|-------------------------|-----------------|
| Staff | £120,105 |
| Councillors | £15 |
| Administration | £57,810 |
| Office | £33,296 |
| Grants and Awards | £36,300 |
| Asset Maintenance | £837 |
| Christmas Lights | £7,541 |
| Youth Leisure | £24,172 |
| Open Spaces | £46,324 |
| Climate and Environment | £1,110 |
| Events | £10,872 |
| Total | £338,380 |

Closing Balances

| | |
|----------------------------|----------|
| VAT control A/c | £8,812 |
| Barclays Current Account | £73,549 |
| Barclays Business Saving | £879,189 |
| Barclays Treasury Deposits | £0 |

Total **£961,550**

6. Notes to the Accounts

6.1 Assets

All financial assets are listed in this End of Year Accounts Report. The rebuild asset values of the building has been increased in accordance with a survey undertaken in March 2024

6.2 Leases, licences and rental agreements

The Council currently does not lease any land from South Gloucestershire Council or private owners. Dibden Allotments is currently under negotiation for a lease of the site.

The council also rents out 108 allotment tenancies that received £3,455 in 2023 – 2024.

6.3 Debts outstanding

The Council has no aged debtors

6.4 Membership

In 2023 – 2024 the Council was a member of the following organisations at a cost of £2,415:

- Association of Local Councils
- National Association of Local Council

6.5 Community Grants

In 2023 – 2024 the Council made the following grants:

| | |
|--|---------|
| • 2nd Mangotsfield Brownies | £3,100 |
| • University of Bristol and Weston Hospitals | £450 |
| • St Peters Hospice | £3,250 |
| • Lyde Green Community Association | £5,000 |
| • Kingswood Community Transport | £500 |
| • Friends of Emersons Green Park | £4,000 |
| • Emersons Green Village Hall | £10,300 |
| • Sudafest | £6,650 |
| • Green Community Travel | £550 |
| • Carson and Mangotsfield Cricket Club | £2,500 |
| TOTAL | £36,300 |

6.6 Contracted Agency Work

The Council contracts the external and internal cleaning of the office, and cleaning of the noticeboards and bus shelters. South Gloucestershire Council is contracted to provide additional cuts of grass, as well as emptying of local bins. A private contractor undertakes the open space maintenance of Town Council land, including common land, footpaths and hedge cutting.

6.7 Contingent Liabilities

No contingent liabilities have been identified for the ensuing year. It must be noted that there is investigation ongoing with regard to the drainage and car parking at the allotments.

6.8 Communications and Technology

The Council continues to review the Technology requirements of the Council. Essential Councillor IT may need to be provided to co-opted councillors and older technology has been replaced with reconditioned units where appropriate.

- 6.9 Pensions**
The Council contributes to the Local Government Pension Scheme with total payment for the year of £14,973
- 6.10 Grants and donations received**
During the year the Council did not receive any grants or donations.
- 6.11 Insurance Claims received**
There were no claims against the Council during the year and no claims made by the Council
- 6.12 Interest received**
For the financial year 2023 – 2024 the council's investments earned £13,328. The financial strategy report of section 7.7 provides more detail
- 6.13 CiL expenditure**
See separate report section 7.6
- 6.14 Events**
The following lists the Events held. It must be noted that these do not include all of the additional costs of the Council staff preparation, insurance, workforce required at the event and purchase of required capital materials.
- Coronation
 - Weekly coffee mornings at Emerson Green Village Hall with CAB
 - Christmas Lights Competition
 - Annual Town Meeting of Electors
 - Allotment evening and allotment awards
 - Photo competition and calendar
 - Garden of a thousand bees
- 6.15 Climate and Environment**
The Council undertook a number of pieces of work that included:
- Spring gathering event
 - Autumn gathering event
- 6.16 Workforce**
During the year the Council experienced workforce challenges with multiple staff movements. The Pay Award for 2023 – 2024 was implemented. This resulted in a workforce expenditure of £120,105 which is a £80,895 underspend.

7 Attachments

7.1 Asset Register at 31 March 2024

| Reason Held | Code | Unique Serial / Title Number | Effective Date | Item | Insurance Category | Insurance Group | Photos Ref Number | Description | Map Reference | Quantity | Purchase Price | Insurance Value |
|--|----------|--|----------------------------------|-----------------------|--------------------|------------------|-------------------------|--|---|----------|----------------|--------------------|
| Code Key APP = Appliance B = Bin BS = Bus Shelter BU = Building CCTV = CCTV DEC = Decoration FN = Furniture IB = Info Board JEW = Jewellery LAN = Land MP = Mobile phone NB = Notice Board SB = Seats/Bench ST = Structure SW = Silverware TCH = Technology | | | | | | | | | | | | |
| 1 | BU001 | HMLR title No. GR309025 | 02/04/2018 | Building | Buildings | Buildings | 001 | Town Council Office | Land Registry ///froth.vanish.origin | 1 | £202,471.24 | £397,000.00 |
| 2 | LAN007 | Common Land; CL67 | 09/10/1970 | Land | n/a | n/a | 002 | Blackhorse Road Common | ///dare.elder.thinks | 1 | £1 | £1 |
| 2 | LAN006 | HMLR title No. AV13875 (this is the title No. for Rodway Common) | 04/02/1976 | Land | n/a | n/a | 003 | Carsons Copse | ///aside.rental.fonts | 1 | £1 | £1 |
| 2 | LAN008 | GR298340 | 25/11/1975 (conveyance) | Land | n/a | n/a | 004 | Dibden Lane Allotments | ///kings.mole.roses | 1 | £1 | £1 |
| 2 | LAN008_B | Stn Glos Land | Awaiting completion of new lease | Land | n/a | n/a | 004 | Dibden Lane Allotments | ///gums.heat.traps | 1 | £0 | £1 |
| 2 | LAN004 | Commons Registration Act 1965 Common Land; CL64 | 09/10/1970 | Land | n/a | n/a | 005 | Emersons Green Common (Including Green Lane) | ///dusty.swung.faces | 1 | £0 | £1 |
| 2 | LAN001 | HMLR title No. AV254095 Also Common Land; CL65 | 20/11/1995 | Land | n/a | n/a | 006 | Vinney Green Common | Vinney Green File in Office ///rocky.circle.guides | 1 | £0 | £1 |
| 2 | LAN003 | Common Land; CL66 | 09/10/1970 | Land | n/a | n/a | 007 | Windsor Place Common | ///edgy.cycles.lived | 1 | £0 | £1 |
| 2 | LAN002 | Land Registry Title No GR431147 | 15/11/2018 | Land | n/a | n/a | 008 | Oak Tree Close BS16 - RESOUND | ///froth.model.cloth | 1 | £1 | £1 |
| 2 | LAN005 | HMLR title No. AV13875 Also Common Land; CL63 | 04/02/1976 | Land | n/a | n/a | 003 (see carsons copse) | Rodway Common | Land Registry ///trying.clouds.stream | 1 | £25.00 | £1 |
| 4 | ST001 | N/A | 01/09/2020 | Flagpole | Street Furniture | Street Furniture | 009 | Large Metal Outdoor | ///froth.vanish.origin | 1 | £1,079.81 | £1,079.81 |
| 5 | APP004 | S/N 6574200050 | 30/06/2018 | Air Conditioning Unit | Contents | Contents | 010 | Panasonic Cool-Rite | ///froth.vanish.origin | 1 | £1,328.00 | £1,328.00 |
| 5 | JEW001 | N/A | 24/10/2018 | Jewellery | Regalia | Contents | 011 | Mayors Chain of Office | Office ///froth.vanish.origin | 1 | £4,284.45 | £4,284.45 |
| 5 | CCTV001 | N/A | 02/04/2018 | CCTV System | CCTV Equipment | Contents | 012 | Hard drive and Monitor | Office ///froth.vanish.origin | 1 | £5,950.00 | £5,950.00 |
| 5 | SW001 | N/A | 10/05/2018 | Silver Bowl | Contents | Contents | 013 | 64oz 11" (1922) | Trophy Cabinet ///froth.vanish.origin | 1 | £1,700.00 | £1,700.00 |
| 5 | SW002 | N/A | 10/05/2018 | Silver Goblet | Contents | Contents | 014 | 16.5oz 10.5" Fluted Goblet (1902) | Trophy Cabinet ///froth.vanish.origin | 1 | £600.00 | £600.00 |
| 5 | SW003 | N/A | 10/05/2018 | Silver Goblet | Contents | Contents | 015 | 9oz 7.5" Embossed Goblet (1868) | ///froth.vanish.origin | 1 | £275.00 | £275.00 |
| 5 | SW004 | N/A | 10/05/2018 | Trophy | Contents | Contents | 016 | Trophy- Red base | ///froth.vanish.origin | 1 | unknown | no specified value |

| | | | | | | | | | | | | |
|---|--------|--|------------|------------------|------------------|------------------|-----|--------------------------------|---|---|-----------|--------------------|
| 5 | SW005 | N/A | 10/05/2018 | Trophy | Contents | Contents | 017 | Trophy - plaques | ///froth.vanish.origin | 1 | unknown | no specified value |
| 5 | SW006 | N/A | 10/05/2018 | Bowl | Contents | Contents | 018 | Trophy - Bowl - Flower show | ///froth.vanish.origin | 1 | unknown | no specified value |
| 5 | TCH004 | LROBQFCM | 19/12/2017 | Computer | Contents | Contents | | Laptop Lenovo Thinkbook 15-IML | ///froth.vanish.origin | 1 | £880.00 | £880.00 |
| 5 | TCH005 | LBROBQFFFF | 01/05/2020 | Computer | Contents | Contents | | Laptop Lenovo Thinkbook 15-IML | ///froth.vanish.origin | 1 | £880.00 | £880.00 |
| 5 | TCH006 | MP29DEMW | 07/11/2022 | Computer | Contents | Contents | | Laptop Lenovo Thinkbook 14-G2 | Cllr Simon Budd | 1 | £692.00 | £692.00 |
| 5 | TCH007 | MFGY YR: 2018 43144723334 | 01/05/2020 | Computer | Contents | Contents | | Laptop Dell Latitude | ///froth.vanish.origin | 1 | £535.78 | £535.78 |
| 5 | TCH001 | N/A | 13/04/2018 | Projector | Contents | Contents | | Epson | ///froth.vanish.origin | 1 | £1,599.00 | £1,599.00 |
| 5 | TCH002 | N/A | 13/04/2018 | Projector Screen | Contents | Contents | | Projector Retractable | ///froth.vanish.origin | 1 | £259.95 | £259.95 |
| 5 | APP001 | N/A (soon to be removed - old machine) | 15/08/2018 | Shredder | Contents | Contents | | Rexel RLS32 Large Upright | ///froth.vanish.origin | 1 | £650.00 | £650.00 |
| 5 | APP002 | N/A | 01/04/2018 | Vacuum Cleaner | Contents | Contents | | Dyson V10 Upright | ///froth.vanish.origin | 1 | £395.99 | £395.99 |
| 5 | NB005 | N/A | 07/07/1905 | Noticeboard | Street Furniture | Street Furniture | | Greenbarnes ? | ///lion.labs.civil (Rodway Hill) | 1 | £1 | no specified value |
| 5 | NB004 | N/A | 01/01/2014 | Noticeboard | Street Furniture | Street Furniture | | Greenbarnes ? | ///wonderfully.jazz.cycle (Emersons Green Lane) | 1 | £1,000.00 | £1,000.00 |
| 5 | NB003 | N/A | 02/01/2014 | Noticeboard | Street Furniture | Street Furniture | | Greenbarnes ? | ///valid.small.leaf (Badminton Road) | 1 | £1,000.00 | £1,000.00 |
| 5 | NB002 | N/A | 03/01/2014 | Noticeboard | Street Furniture | Street Furniture | | Small | Black Horse Primary School | 1 | £155.00 | £155.00 |
| 5 | NB001 | N/A | 01/04/2018 | Noticeboard | Street Furniture | Street Furniture | | Office External Noticeboard | Outside Office. ///froth.vanish.origin | 1 | £950.00 | £950.00 |
| 4 | SB002 | N/A | 01/09/2018 | Bench | Street Furniture | Street Furniture | | Seating | Rodway Common? | 1 | £150.00 | £150.00 |
| 4 | SB003 | N/A | 01/09/2018 | Bench | Street Furniture | Street Furniture | | Seating | Rodway Common? | 1 | £150.00 | £150.00 |
| 4 | SB004 | N/A | 01/09/2018 | Bench | Street Furniture | Street Furniture | | Seating | Rodway Common? | 1 | £150.00 | £150.00 |
| 4 | SB005 | N/A | 01/09/2018 | Bench | Street Furniture | Street Furniture | | Seating | Rodway Common? | 1 | £150.00 | £150.00 |
| 4 | SB006 | N/A | 01/09/2018 | Bench | Street Furniture | Street Furniture | | Glasdon Flat Seating | Rodway Common? | 1 | £261.79 | £261.79 |
| 4 | SB001 | N/A | 01/09/2018 | Bench | Street Furniture | Street Furniture | | Seating | Rodway Common - Memorial Bench | 1 | £400.00 | £400.00 |
| 4 | SB007 | N/A | 01/09/2018 | Bench | Street Furniture | Street Furniture | | Seating | Vinney Green Common | 1 | £231.00 | £231.00 |
| | SB010 | N/A | 02/09/2018 | Bench | Street Furniture | Street Furniture | | Seating | Common ///Boil.rests.liner | 1 | £150.00 | £150.00 |
| 4 | SB011 | N/A | 01/10/2018 | Bench | Street Furniture | Street Furniture | | Seating | Carson Copse | 1 | £269.00 | £269.00 |
| 4 | SB008 | N/A | 01/10/2018 | Seat 1 | Street Furniture | Street Furniture | | Glasdon Flat Seating | No 1 ///Famed.deep.sentien | 1 | £150.00 | £150.00 |
| 4 | SB009 | N/A | 01/10/2018 | Seat 2 | Street Furniture | Street Furniture | | Glasdon Flat Seating | Valley Gardens Leap No 2 ///Pocket.teams.fades | 1 | £150.00 | £150.00 |
| 4 | BS001 | N/A | 01/10/2018 | Bus Shelter | Street Furniture | | | Bus shelter with roof | Westerleigh Road | 1 | £2,500.00 | £2,500.00 |
| 4 | BS002 | N/A | 01/10/2018 | Bus Shelter | Street Furniture | | | Bus shelter with roof | Stockwell Drive | 1 | £2,500.00 | £2,500.00 |
| 4 | BS003 | N/A | 01/10/2018 | Bus Shelter | Street Furniture | | | Bus shelter with roof | Sorinfield Road | 1 | £2,500.00 | £2,500.00 |

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|---|--------|----------------|------------|------------------------------|------------------|------------------|--|---|---|---|------------|------------|
| 4 | B002 | N/A | 01/10/2018 | Bin 2 | Street Furniture | | | Bin | By junction of The Meads, Westbourne Road, Wylure ///Bunk page soaks | 1 | £275.00 | £275.00 |
| 4 | B003 | N/A | 01/10/2018 | Bin 7 (Litter and Dog Waste) | Street Furniture | | | Bin | Emerdsons Way opposite Guest Avenue /// Music robot trash | 1 | £275.00 | £275.00 |
| 4 | B009 | N/A | 01/10/2018 | Bin 1 (Litter and Dog Waste) | Street Furniture | | | Bin | Emersons Green Common /// Plates card trip | 1 | £275.00 | £275.00 |
| 4 | B011 | | 02/10/2018 | Bin 3 | Street Furniture | | | Bin | Near Mangotsfield School Green Topsy Jubilee /// Drag medium Sage | 1 | £275.00 | £275.00 |
| 4 | B008 | N/A | 03/10/2018 | Bin 5 | Street Furniture | | | Bin | Near junction of Gurst Avenue & Emersons Green Lane /// Powers chins punchy | 1 | £275.00 | £275.00 |
| 4 | B005 | N/A | 20/02/2023 | Bin 11 | Street Furniture | | | Dual Purpose | Howsmoor Lane. West end of Lyde Green Common///foam boxes taken | 1 | £618.00 | £618.00 |
| 4 | IB003 | N/A | 01/10/2018 | Sign | Street Furniture | Street Furniture | | Community Area sign | Community Area - Rodway Common | 1 | £300.00 | £300.00 |
| 4 | DEC001 | N/A | 01/10/2018 | Decorations | Street Furniture | | | Xmas lights and Decs | Festive Lighting Co / South Glos Storage | 1 | £11,700.00 | £11,700.00 |
| 5 | ST002 | N/A | 01/10/2018 | Gazebo | Contents | Contents | | Printed | Chambers Store Room///troth.vanish.org | 1 | £555.00 | £555.00 |
| 4 | B006 | N/A | 01/07/2021 | Bin 6 | Street Furniture | | | Dual Purpose | Acorn Drive ///Begins first eager | 1 | £448.00 | £448.00 |
| 4 | B007 | N/A | 24/08/2021 | Bin 8 | Street Furniture | | | Dual Purpose | Old Lane ///Lend codes cook | 1 | £473.25 | £473.25 |
| 4 | IB002 | N/A | 26/11/2021 | Information Board | Street Furniture | | | Interpretation of landscape | Emersons Green Common | 1 | £3,006.00 | £3,006.00 |
| 4 | B001 | N/A | 17/10/2022 | Bin 4 | Street Furniture | | | Castle Bin | Rodway Common | 1 | £748.00 | £748.00 |
| 4 | B009 | N/A | 02/12/2022 | Bin 9 (Litter and Dog Waste) | Street Furniture | | | Bin | Pond behind blackhorse garage | 1 | £599.55 | £599.55 |
| 4 | B010 | N/A | 02/12/2022 | Bin 10 | Street Furniture | | | Bin | Langley Arms Entrance ///Sooner shield hurry | 1 | £599.55 | £599.55 |
| 5 | MP001 | V4HL9HTX5Y | 07/02/2023 | Mobile Phone | Contents | | | iPhone 13 Mini | ///troth.vanish.org | 1 | £0 | £1 |
| 5 | TCH003 | N/A | 01/04/2023 | Walkie talkies | Contents | | | 2 way walkie talkies with ear pieces and charging station | Chamber sotre room ///troth.vanish.org | 6 | £134.99 | £134.99 |
| 5 | TCH008 | SVCTAG.DLZ4HT3 | | Del - black box | Contents | Contents | | Dell USB Type C Docking Station for Notebook | Main Office ///troth.vanish.org | 1 | £238.09 | £238.09 |
| 5 | TCH009 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen LHS | Main Office ///troth.vanish.org | 1 | £163.20 | £163.20 |
| 5 | TCH010 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen RHS | Main Office ///troth.vanish.org | 1 | £163.20 | £163.20 |
| 5 | TCH011 | ST F7ZNRV3 | | Laptop | Contents | Contents | | Dell Laptop | Main Office ///troth.vanish.org | 1 | £894.00 | £894 |
| 5 | MP002 | C2QFVWX0KN | | Phone (14 | Contents | Contents | | iPhone 14 | Main Office ///troth.vanish.org | 1 | £550.00 | £550.00 |
| 5 | TCH012 | C1022100024000 | | Headset | Contents | Contents | | Bone Conducted Bluetooth Headset | Main Office ///troth.vanish.org | 1 | £160.00 | £160.00 |
| 5 | FN003 | ASDW14AFWWA | | Desk | Contents | Contents | | Walnut Desk, Ascend Wave 1400 | Main Office ///troth.vanish.org | 1 | £209.00 | £209.00 |
| 5 | FN004 | ASDP80D3WA | | Drawers | Contents | Contents | | Walnut Drawers, Ascend High Ped | Main Office ///troth.vanish.org | 1 | £195.00 | £195.00 |
| 5 | TCH013 | SVCTAG.JDK7HY3 | | Del - black box | Contents | Contents | | Dell | Main Office ///troth.vanish.org | 1 | £238.09 | £238.09 |
| 5 | TCH014 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen LHS | Main Office ///troth.vanish.org | 1 | £163.20 | £163.20 |
| 5 | TCH015 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen RHS | Main Office ///troth.vanish.org | 1 | £163.20 | £163.20 |

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|---|--------|---------------------------------------|------------|---------------------|----------|----------|--|--|--|---|-----------|-----------|
| 5 | TCH016 | MFGYR.2023 ST:14FRJS3 EX:2445126627 | | Laptop | Contents | Contents | | Dell Laptop | Main Office ///troth.vanish.origin | 1 | £894.00 | £894.00 |
| 5 | MP003 | DGMF41QHJF | | Phone i15 | Contents | Contents | | iPhone 15 | Main Office ///troth.vanish.origin | 1 | £675.00 | £675.00 |
| 5 | TCH017 | C1103310481423 | | Headset | Contents | Contents | | Bone Conducted Bluetooth Headset | Main Office ///troth.vanish.origin | 1 | £160.00 | £160.00 |
| 5 | TCH018 | SVCTAG-DKZ4HT3 | | Del - black box | Contents | Contents | | Dell | Main Office ///troth.vanish.origin | 1 | £238.09 | £238.09 |
| 5 | TCH019 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen LHS | Main Office ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH020 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen RHS | Main Office ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH021 | MFGYR.2023 ST:4F75HW3 EX:9626135763 | | Laptop | Contents | Contents | | Dell Laptop | Main Office ///troth.vanish.origin | 1 | £894.00 | £894.00 |
| 5 | MP004 | MYQWKZWP2P | | Phone i13 | Contents | Contents | | iPhone 13 | Main Office ///troth.vanish.origin | 1 | £373.26 | £373.26 |
| 5 | TCH022 | | | Headset | Contents | Contents | | Bone Conducted Bluetooth Headset | Main Office ///troth.vanish.origin | 1 | £160.00 | £160.00 |
| 5 | FN005 | ASDW14AFWWA | | Desk | Contents | Contents | | Walnut Desk, Ascend Wave 1400 | Main Office ///troth.vanish.origin | 1 | £209.00 | £209.00 |
| 5 | FN006 | ASDP80D3WA | | Drawers | Contents | Contents | | Walnut Drawers, Ascend High Ped | Main Office ///troth.vanish.origin | 1 | £195.00 | £195.00 |
| 5 | TCH023 | SVCTAG-HLCONR3 | | Del - black box | Contents | Contents | | Dell | Main Office ///troth.vanish.origin | 1 | £238.09 | £238.09 |
| 5 | TCH024 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen LHS | Main Office ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH025 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen RHS | Main Office ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH026 | GNQ4HW3 EX:36263119251 | | Laptop | Contents | Contents | | Dell Laptop | Main Office ///troth.vanish.origin | 1 | £894.00 | £894.00 |
| 5 | MP005 | DHQXHVV2YTC | | Phone i14 | Contents | Contents | | iPhone 14 | Main Office ///troth.vanish.origin | 1 | £550.00 | £550.00 |
| 5 | TCH027 | C10221300080970 | | Headset | Contents | Contents | | Bone Conducted Bluetooth Headset | Main Office ///troth.vanish.origin | 1 | £160.00 | £160.00 |
| 5 | TCH028 | SVCTAG-JHZ4HT3 | | Del - black box | Contents | Contents | | Dell | Main Office ///troth.vanish.origin | 1 | £238.09 | £238.09 |
| 5 | TCH029 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen LHS | Main Office ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH030 | S/N CH-OKHWC-6 | | Desk Screen | Contents | Contents | | Dell Screen RHS | Main Office ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH031 | MFGYR.2023 ST:55X4HW3 EX:11241879699 | | Laptop | Contents | Contents | | Dell Laptop | Main Office ///troth.vanish.origin | 1 | £238.09 | £238.09 |
| 5 | TCH032 | | | Headset | Contents | Contents | | Bone Conducted Bluetooth Headset | Main Office ///troth.vanish.origin | 1 | £160.00 | £160.00 |
| 5 | TCH033 | MFGYR.2022 ST:JRZ8VN3 EX: 43050651951 | | Laptop | Contents | Contents | | Dell Vostro Laptop | | 1 | £894.00 | 894 |
| 5 | TCH034 | DBDX062325495 | 10/11/2023 | Speaker | Contents | Contents | | Denon speaker | Chambers Store Room ///troth.vanish.origin | 1 | £399.00 | £399.00 |
| 5 | TCH035 | PDA7O03528000 | 10/11/2023 | Projector | Contents | Contents | | Benq - Projector | Chambers Store Room ///troth.vanish.origin | 1 | £779.00 | £779.00 |
| 5 | TCH036 | MODEL.M801 | 13/11/2023 | Amplifier | Contents | Contents | | Voice Amplifier | Chambers Store Room ///troth.vanish.origin | 1 | £94.98 | £94.98 |
| 4 | IB001 | N/A | | Board - information | Contents | Contents | | Rodway common information board | | 1 | £150.00 | £150.00 |
| 4 | IB002 | N/A | | Board - information | Contents | Contents | | Rodway Common Byelaw sign | | 1 | £150.00 | £150.00 |
| 4 | JEW002 | N/A | 30/11/2023 | Jewellery | Contents | Contents | | Alderman's Pendant | Main Office Safe ///troth.vanish.origin | 1 | £1,015.00 | £1,015.00 |
| 5 | TCH037 | SVC TAG 302BHY | 21/11/2023 | Del - black box | Contents | Contents | | Dell USB Type C Docking Station for Notebook | Main Office ///troth.vanish.origin | 1 | £238.09 | £238.09 |
| 5 | TCH038 | CN-okhWC6 ADC00 33BOLVB AOI | 21/11/2023 | Desk Screen | Contents | Contents | | Dell Screen LHS | Main Office ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH039 | CN-okhWC6 ADC00 33BOLVB AOI | 21/11/2023 | Desk Screen | Contents | Contents | | Dell Screen RHS | Main Office ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH040 | SVC TAG 302BHY | 21/11/2023 | Del - black box | Contents | Contents | | Dell USB Type C Docking Station for Notebook | Chambers ///troth.vanish.origin | 1 | £238.09 | £238.09 |
| 5 | TCH041 | CN-okhWC6 ADC00 33BOLUB AOI | 21/11/2023 | Desk Screen | Contents | Contents | | Dell Screen LHS | Chambers ///troth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH042 | CN-okhWC6 ADC00 33BOLWB AOI | 21/11/2023 | Desk Screen | Contents | Contents | | Dell Screen RHS | Chambers ///troth.vanish.origin | 1 | £163.20 | £163.20 |

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|-------|--------|-----------------------------|------------|--------------------|----------|----------|-----|--|---------------------------------------|---|-------------|-------------|
| 5 | TCH043 | SVC TAG 302BHY | 21/11/2023 | Del - black box | Contents | Contents | | Dell USB Type C Docking Station for Notebook | Chambers ///froth.vanish.origin | 1 | £238.09 | £238.09 |
| 5 | TCH044 | CN-okhWC6 ADC00 33BOMBB AOI | 21/11/2023 | Desk Screen | Contents | Contents | | Dell Screen LHS | Chambers ///froth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | TCH045 | CN-okhWC6 ADC00 33BOLPB AOI | 21/11/2023 | Desk Screen | Contents | Contents | | Dell Screen RHS | Chambers ///froth.vanish.origin | 1 | £163.20 | £163.20 |
| 5 | APP003 | 425CI | 24/11/2023 | Cross Shredder | Contents | Contents | 052 | Fellows Cross Shredder | Main Office ///froth.vanish.origin | 1 | £1,440.00 | £1,440.00 |
| 4 | FN002 | | 18/12/2023 | Chesterfield Sofa | Contents | Contents | 053 | Sofa | Chambers ///froth.vanish.origin | 1 | £1,359.00 | £1,359.00 |
| 4 | FN001 | | 18/12/2023 | Chesterfield Chair | Contents | Contents | 054 | Chair | Chambers ///froth.vanish.origin | 1 | £809.00 | £809.00 |
| 4 | CON001 | | 02/04/2024 | Shipping Container | Contents | Contents | | Shipping container | | 1 | £2,937.60 | £3,600.00 |
| 4 | IB004 | N/A | 01/10/2022 | Information Board | Contents | Contents | | Information Board - Green Lane | | 1 | £1,100.00 | £1,100.00 |
| 4 | IN005 | N/A | 01/10/2022 | Information Board | Contents | Contents | | Information Board - Green Lane | | 1 | £1,100.00 | £1,100.00 |
| Total | | | | | | | | | | | £276,156.60 | £474,486.55 |

The total value of registered assets (valued in accordance with JPAG) is £276,156.60. The insured value is £474,486.55.

7.2 Debtors Lists

7.2.1 Opening debtors 1 April 2023

The Council had no opening debtors

7.2.2 Closing debtors 31 March 2024

The Council had were no closing debtors

7.3 Creditors Lists

7.3.1 Opening accruals 1 April 2023

The Council had accruals of £4,135 for trees and bollards.

7.3.2 Closing accruals 31 March 2024

The Council had £2,944 accruals for training and mentoring support.

7.3.3 Opening Creditors

The Council had no opening creditors

7.3.4 Closing Creditors

The Council had closing creditors of £395 for the credit card expenditure

7.4 Expenditure over £500 1 April 2023 to 31 March 2024

Payments £500.00 or over - 2023/2024

| DATE | SUPPLIER | AMOUNT (Inc VAT) | DETAILS |
|----------|---------------------------------|------------------|--|
| 28/04/23 | 2nd Mangotsfield Brownies | £3,100.00 | Grant application |
| 28/04/23 | ALCA | £2,006.34 | Annual subscription fees 2023-2024 |
| 28/04/23 | Avon Pension Fund | £1,161.86 | Staff Pensions |
| 28/04/23 | DJ Bridge'o's Entertainment Ltd | £1,225.00 | Inflatables for Coronation event |
| 28/04/23 | HMRC | £2,421.27 | Staff Income Tax and National insurance contributions |
| 28/04/23 | Nebula IT | £1,065.88 | Monthly IT service contract |
| 28/04/23 | Staff Salaries | £5,548.80 | Total of net salaries |
| 28/04/23 | South Gloucestershire Council | £990.00 | Internal audit service 2022/2023 |
| 28/04/23 | Voice News & Media Ltd | £540.00 | Full page adverts in April editions of Downend & Emersons Green Voice |
| 31/05/23 | Avon Pension Fund | £705.37 | Staff Pensions |
| 31/05/23 | Avon Pension Fund | £800.00 | Pensions deficit payment |
| 31/05/23 | Aquamark Environmental | £840.00 | Replace 2x water troughs, clean and disinfect 3x water troughs at allotment site |
| 31/05/23 | Brandon Trust | £1,224.00 | Litter pick 01/04/23 - 30/06/23 |
| 31/05/23 | HMRC | £1,777.73 | Staff Income Tax and National insurance contributions |
| 31/05/23 | Emersons Green Village Hall | £536.99 | Hall staff hours for Coronation event |

| | | | |
|----------|--------------------------------|-----------|--|
| 31/05/23 | Emersons Green Village Hall | £572.00 | Hire of Village Hall for Coronation event |
| 31/05/23 | Nebula IT | £1,065.88 | Monthly IT service contract |
| 31/05/23 | Nebula IT | £1,170.98 | Website page set up |
| 31/05/23 | Rialtas Business Solutions Ltd | £906.00 | Year End accounts |
| 31/05/23 | Staff Salaries | £4,632.73 | Total of net salaries and some relocation costs |
| 31/05/23 | South Gloucestershire Council | £3,591.21 | Localism charges April - June 2023 |
| 31/05/23 | Voice News & Media Ltd | £540.00 | Adverts in May editions of Downend & Emersons Green Voice |
| 31/05/23 | Woodstock Tree Services | £900.00 | Clearance of land on allotment site |
| 30/06/23 | Avon Pension Fund | £645.76 | Staff Pensions |
| 30/06/23 | Creative Youth Network | £504.00 | Room hire for February 2023 youth sessions |
| 30/06/23 | Creative Youth Network | £504.00 | Room hire for March 2023 youth sessions |
| 30/06/23 | Creative Youth Network | £5,966.25 | Youth service provision June - August 2023 |
| 30/06/23 | Festive Lighting Company Ltd | £2,791.37 | Hire of Christmas lights for 2023 |
| 30/06/23 | HMRC | £1,705.30 | Staff Income Tax and National insurance contributions |
| 30/06/23 | Nebula IT | £805.34 | Monthly IT service contract |
| 30/06/23 | Nebula IT | £3,130.31 | Supply and install laptop, monitor and docking station |
| 30/06/23 | British Polythene Ltd | £1,709.40 | Supply 50x bollards |
| 30/06/23 | Staff salaries | £4,501.54 | Total of net salaries |
| 30/06/23 | Voice News & Media Ltd | £540.00 | Adverts in June editions of Downend & Emersons Green Voice |
| 31/07/23 | Avon Pension Fund | £645.76 | July Pensions |

| | | | |
|----------|----------------------------------|------------|--|
| 31/07/23 | Creative Youth Network | £504.00 | 4 x sessions Room Hire at Resound Centre |
| 31/07/23 | Staff Salaries | £4,501.51 | Total of net salaries |
| 31/07/23 | Festive Lighting Company Ltd | £1,066.80 | Deposit for new Xmas street light |
| 31/07/23 | HMRC | £1,705.30 | Staff Income Tax and National insurance contributions |
| 31/07/23 | KN Office Supplies | £1,065.60 | Office equipment |
| 31/07/23 | Nebula IT | £902.00 | Monthly IT service contract |
| 31/07/23 | Nebula IT | £6,468.01 | IT Hardware Installation |
| 31/07/23 | Rialtas Business Solutions Ltd | £709.60 | Assets Inventory Software & Licence |
| 31/07/23 | St Peters Hospice | £3,250.00 | Grant application |
| 31/07/23 | South Gloucestershire Council | £3,774.10 | Grass cutting April - June |
| 31/07/23 | South Gloucestershire Council | £2,700.00 | Tree planting @ Lime Green & Rodway Common |
| 31/07/23 | Voice News & Media Ltd | £540.00 | Full page adverts in July editions |
| 31/08/23 | Avon Pension Fund | £645.76 | August Pensions |
| 31/08/23 | Brandon Trust | £1,224.00 | Litter pick 01/07 - 30/09/23 |
| 31/08/23 | CE Print Ltd | £1,242.00 | Printing of 500 copies of wildlife calendars |
| 31/08/23 | C R Belcher | £976.80 | Fencing replacement and repairs to various sites |
| 31/08/23 | Staff Salaries | £7,306.38 | Total of net salaries |
| 31/08/23 | Emersons Green Village Hall | £10,300.00 | Grant application |
| 31/08/23 | Emersons Green Village Hall | £1,008.50 | August & September room hire for community coffee mornings |
| 31/08/23 | Green Community Travel | £550.00 | Grant application |
| 31/08/23 | Lyde Green Community Association | £5,000.00 | Grant application |
| 31/08/23 | Nebula IT | £570.46 | Monthly IT service contract |
| 31/08/23 | South Gloucestershire Council | £3,591.21 | Grass cutting July - Sept 2023 |
| 31/08/23 | Sudafest | £3,325.00 | Grant application - 50% initial payment |

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|----------|--------------------------------|-----------|---|
| 30/09/23 | Avon Pension Fund | £645.76 | August pensions |
| 30/09/23 | Staff Salaries | £7,105.93 | Total of net salaries |
| 30/09/23 | Barry King | £768.00 | Annual cut Emersons Green Common |
| 30/09/23 | BDO LLP | £1,008.00 | External audit service Year Ending 2022-2023 |
| 30/09/23 | Creative Youth Network | £6,470.25 | Youth services Sep - Dec 2023 & room hire Aug 2023 |
| 30/09/23 | Nebula IT | £1,091.28 | Monthly IT contract |
| 30/09/23 | Rialtas Business Solutions Ltd | £846.78 | Staff training & additional user licence |
| 30/09/23 | South Gloucestershire Council | £700.00 | May 2023 election fees |
| 31/10/23 | Avon Pension Fund | £645.76 | September pensions |
| 31/10/23 | Brandon Trust | £1,771.20 | Summer maintenance contract - August |
| 31/10/23 | HMRC | £2,617.27 | Staff Income Tax and National insurance contributions |
| 31/10/23 | Nebula IT | £2,955.03 | Monthly IT service contract, new IT equipment and office telephone and broadband |
| 31/10/23 | South Gloucestershire Council | £3,774.10 | Grass cutting July - Sept 2023 |
| 31/10/23 | Staff Salaries | £6,843.08 | Total of net salaries |
| 31/10/23 | Sudafest | £3,325.00 | Grant application - remainder payment |
| 31/10/23 | Voice News & Media Ltd | £2,678.08 | Adverts in Aug, Sept & Oct editions . Printing & distribution of leaflets in Aug & Sept |
| 30/11/23 | About Security | £1,142.40 | Service & repair to office shutters |
| 30/11/23 | Avon Pension Fund | £2,535.33 | November pensions |
| 30/11/23 | Brandon Trust | £1,224.00 | Litter pick October - December 2023 |
| 30/11/23 | Brandon Trust | £1,771.20 | Summer maintenance contract |
| 30/11/23 | Creative Youth Network | £504.00 | Room hire - October 2023 |

| | | | |
|----------|-------------------------------------|------------|--|
| 30/11/23 | HMRC | £3,473.67 | Staff pensions |
| 30/11/23 | Nebula IT | £882.88 | Monthly IT contract |
| 30/11/23 | SLCC | £5,048.76 | Recruitment support for Deputy Clerk |
| 30/11/23 | South Gloucestershire Council | £3,591.21 | Localism charges October - December 2023 |
| 30/11/23 | Staff Salaries | £8,883.27 | Total of net salaries |
| 30/11/23 | Voice News & Media Ltd | £1,100.03 | Advert in November 2023 editions, printing & distribution of 5000 leaflets |
| 31/12/23 | Avon Pension Fund | £3,249.96 | December pensions |
| 31/12/23 | Don Ruffles Limited | £1,440.00 | Office equipment |
| 31/12/23 | HMRC | £4,908.42 | Staff Income Tax and National insurance contributions |
| 31/12/23 | Nebula IT | £2,650.78 | IT equipment |
| 31/12/23 | Staff Salaries | £11,370.64 | Total of net salaries |
| 31/12/23 | South Gloucestershire Council | £741.66 | Installation new bin |
| 31/12/23 | Thomas Lloyd | £2,333.00 | Office furniture |
| 31/12/23 | Voice News & Media Ltd | £540.00 | Advert December 2023 editions |
| 31/01/24 | Aquaflora Landscape Ltd | £600.00 | Vinney Green pond clearance |
| 31/01/24 | Avon Pension Fund | £2,604.28 | January pensions |
| 31/01/24 | CR Belcher | £811.20 | Installation of bollards to Blackhorse Common |
| 31/01/24 | Creative Youth Network | £5,966.25 | Youth services December 2023 - February 2024 |
| 31/01/24 | Heritage South West Landscaping Ltd | £835.00 | Supply & erect fencing |
| 31/01/24 | HMRC | £1,975.37 | Staff Income Tax and National insurance contributions |

| | | | |
|----------|--------------------------------|-----------|---|
| 31/01/24 | KN Office Supplies | £500.40 | Supply & deliver office chairs |
| 31/01/24 | KN Office Supplies | £1,830.34 | Supply. Delivery & installation of office desks and office stationery |
| 31/01/24 | Nebula IT | £1,106.92 | Monthly IT contract - December 2023 |
| 31/01/24 | Nebula IT | £1,028.32 | Monthly IT contract - January 2024 |
| 31/01/24 | Rialtas Business Solutions Ltd | £642.00 | Staff training |
| 31/01/24 | Secom | £536.40 | Relocation of security tv |
| 31/01/24 | South Gloucestershire Council | £3,774.10 | Localism charges Oct 2023-Dec 20023 |
| 31/01/24 | Staff Salaries | £6,222.39 | Total of net salaries |
| 31/01/24 | Thomas Fattorini Ltd | £1,227.98 | Alderman pendant |
| 31/01/24 | Voice News & Media Ltd | £540.00 | Adverts in January editions |
| 31/02/24 | Avon Pension Scheme | £2,604.28 | Staff pensions - February |
| 31/02/24 | Carsons & Mangotsfield CC | £2,500.00 | Grant Approved |
| 31/02/24 | Creative Youth Network | £504.00 | Room Hire - Nov 23 |
| 31/02/24 | Staff Salaries | £6,223.39 | Total net group salaries |
| 31/02/24 | Friends of Emerson Green Park | £4,000.00 | Grant approved S137 |
| 31/02/24 | Frome Valley Landscaping | £942.00 | construction of concrete plinth & reinstalling bench |
| 31/02/24 | Green Earth Habitats | £2,370.60 | Notice Board purchase and installation |
| 31/02/24 | HMRC | £1,975.37 | Staff Income Tax and National insurance contributions |
| 31/02/24 | Kingswood Community Transport | £500.00 | Grant approved S137 |
| 31/02/24 | Nebula IT | £1,035.38 | Monthly service contract |
| 31/02/24 | Secom | £1,026.00 | Works to office intruder alarm |
| 31/02/24 | South Gloucestershire Council | £5,191.20 | Installation and removal of Xmas lights 23/24 |
| 31/02/24 | South Gloucestershire Council | £3,494.01 | Localism charges January - March 2024 |
| 31/02/24 | Westside Contracting Ltd | £9,309.60 | Construction of shower room |

| | | | |
|----------|---------------------------------|-----------|--|
| 31/03/24 | About Security | £2,415.60 | Replacement and installation of new front shutter |
| 31/03/24 | Avon Pension Fund | £2,327.30 | February pensions |
| 31/03/24 | Council HR & Governance Support | £1,400.00 | Annual HR support contract |
| 31/03/24 | Clear Council | £2,267.47 | Annual insurance renewal |
| 31/03/24 | Creative Youth Network | £1,988.75 | March room hire |
| 31/03/24 | HMRC | £1,975.37 | Staff Income Tax and National insurance contributions |
| 31/03/24 | Nebula IT | £1,013.91 | Web support 01/03 - 31/03 24 |
| 31/03/24 | Salaries | £5,795.04 | Total net group salaries |
| 31/03/24 | S Jones Containers | £2,937.60 | Shipping container for outside storage |
| 31/03/24 | South Gloucestershire Council | £1,079.10 | Internal Audit charges |
| 31/03/24 | South Gloucestershire Council | £2,450.00 | Watering of lime trees - Rodway Common PO 120 |
| 31/03/24 | South Gloucestershire Council | £1,300.00 | 10 weeks watering of lime trees - Rodway Common PO 128 |
| 31/03/24 | Woodstock Tree Services | £2,520.00 | Tree maintenance |
| 31/03/24 | Voice News and Media Ltd | £1,080.00 | 2 x full pages ads in EG and Downend Voice (March) |

7.5 EAR MARKED RESERVE MOVEMENT AND BALANCE

Ear Marked Reserves are allocated by the Council as a form of 'saving up' for larger capital projects

Youth Projects

| | |
|--------------|---------------------|
| £ 466,435.00 | Start of year value |
| £ 466,435.00 | Current value |

Legal Fund

| | |
|------------|---------------------|
| £50,000.00 | Start of year value |
| £50,000.00 | Current value |

Election Fund

| | |
|------------|---------------------|
| £20,000.00 | Start of year value |
| £20,000.00 | Current value |

Building and Asset

| | |
|-------------|---------------------|
| £30,000.00 | Start of year value |
| -£17,048.13 | Expenditure |
| £12,951.87 | Current value |

IT hardware

| | |
|-------------|---------------------|
| £25,000.00 | Start of year value |
| -£14,197.34 | Expenditure |
| £10,802.66 | Current value |

Trees and Surveys

| | |
|------------|---------------------|
| £12,000.00 | Start of year value |
| £12,000.00 | Current value |

Staff Relocation

| | |
|-----------|---------------------|
| £5,000.00 | Start of year value |
| £5,000.00 | Current value |

CiL 21/22

| | |
|---------|---------------------|
| £55.00 | Start of year value |
| -£55.00 | Expenditure |
| £0 | Current value |

CiL 22/23

| | |
|-------------|---------------------|
| £36,106.00 | Start of year value |
| -£20,381.00 | Expenditure |
| £9,725.00 | Current value |

CiL 23/24

| | |
|------------|---------------------|
| £0.00 | Start of year value |
| £99,098.00 | CiL receipts |
| -£5,952.78 | Expenditure |
| £93,135.71 | Current value |

£822,050 Current Ear Marked Reserves Fund

7.6 Community Infrastructure Levy Report

Introduction

- 7.6.1 South Gloucestershire Council uses CIL to secure Strategic Infrastructure whilst onsite Infrastructure continue to be secured through Planning Obligations in line with the Policies of the Local Plan
- 7.6.2 Strategic Infrastructure is defined as improvements which are required because of growth which cannot be attributed to the development of any one site.
- 7.6.3 Local Infrastructure can be defined as development of facilities or services that are essential for development to take place on individual sites and refers to the facilities or services that are essential for development to occur.
- 7.6.4 Application of CIL by Local Councils
Regulation 59C states - A local council must use CIL receipts passed to it to support the development of the local council's area, or any part of that area, by funding—
(a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
(b) anything else that is concerned with addressing the demands that development places on an area.
- 7.6.5 Reporting by Local Councils
Regulation 121A of the CIL Regulations 2010 (as amended) requires a Charging Authority to produce an annual [Infrastructure Funding Statement](#) which comprises
(a) a statement of the infrastructure projects or types of infrastructure which the charging authority intends will be, or may be, wholly or partly funded by CIL (other than CIL to which regulation 59E or 59F applies) ("the infrastructure list");
(b) a report about CIL, in relation to the previous financial year ("the reported year"), which includes the matters specified in paragraph 1 of Schedule 2 ("CIL report");
(c) a report about planning obligations, in relation to the reported year, which includes the matters specified in paragraph 3 of Schedule 2 and may include the matters specified in paragraph 4 of that Schedule ("section 106 report").
- 7.6.6 Reporting by Parish/Town Councils
Regulation 121B of the CIL Regulations 2010 (as amended) requires a Parish Council to produce a report for any financial year.
- 7.6.7 The financial year to which this document relates is 2023/2024

Monitoring

7.6.8 Table 1 below sets out the CIL Monitoring information for Emersons Green Town Council as required by Regulation 121B of the CIL Regulations) (as amended). (1) A town council must prepare a report for any financial year ("the reported year") in which it receives CIL receipts.

| Regulation 121 (B) | Amount Received |
|---|---|
| (2) The report must include— (a) the total CIL receipts for the reported year; | £99,088.49 |
| (b) the total CIL expenditure for the reported year; | £38,899.87 |
| (c) summary of CIL expenditure during the reported year including— (i) the items to which CIL has been applied; and (ii) the amount of CIL expenditure on each item; and | £5,834.94 provision of dog waste bins £1,424.50 bollards £423.48 posts £1,975.50 noticeboard £29,241.45 maintenance of open space and allotments |
| (d) Amount of CIL allocated (i) the items to which CIL has been allocated; and (ii) the amount of CIL allocated on each item; and | NIL |
| (d) details of any notices received in accordance with regulation 59E, including— (i) the total value of CIL receipts subject to notices served in accordance with regulation 59E during the reported year; (ii) the total value of CIL receipts subject to a notice served in accordance with regulation 59E in any year that has not been paid to the relevant charging authority by the end of the reported year. | NIL |
| (e) the total amount of— (i) CIL receipts for the reported year retained at the end of the reported year; and (ii) CIL receipts from previous years retained at the end of the reported year. | i) £93,135.71 ii) £9,725.00 |
| (3) The local council must— (a) publish the report— (i) on its website; (ii) on the website of the charging authority for the area if the local council does not have a website; or (iii) within its area as it considers appropriate if neither the local council nor the charging authority have a website, or the charging authority refuses to put the report on its website in accordance with paragraph (ii); and | (i) The report is available on Emersons Green Town Council website on the https://emersonsgreen-tc.gov.uk/about-your-council/transparency/ page (ii) N/A (iii) N/A |
| (b) send a copy of the report to the charging authority from which it received CIL receipts, no later than 31st December following the reported year | Sent to South Gloucestershire Council 3 rd May 2024 |

7.7 Investment Report (Financial Strategy)

7.7.1 INTRODUCTION

This report is required by the third edition of the statutory Community and Local Government (CLG) Investments Guidance Note that came into force on 1 April 2018 and will be updated on a quarterly basis.

7.7.2 ACCOUNTS

The Council operates a Barclays savings account; and previously a Barclays Treasury Deposit Account.

7.7.2.1 Treasury Deposit Account

At the beginning of the year the Council had £100,163.01 in the deposit account that was closed on the 3rd January 2024. During that period £5,654.65 was earned in interest at the rates shown in the table below.

The return amount increased by £1,660.00 on the original £100,000.00 amount and £1,660 has been added to the interest earned for the year.

| Current Deposits | | | | | | |
|-------------------------|-------------|----------------|---------------|-------------|--------------|---------|
| Deposit Date | Return Date | Deposit Amount | Return Amount | Deal Number | Percent (PA) | Status |
| | | | | | | |
| Total Current Deposits: | | £0.00 | £0.00 | | | |
| | | | | | | |
| Historical Deposits | | | | | | |
| 27/01/2023 | 27/02/2023 | £100,000.00 | £100,123.15 | 62753422 | 1.0148 | Matured |
| 07/03/2023 | 11/04/2023 | £100,000.00 | £100,163.01 | 47865900 | 1.7000 | Matured |
| 11/04/2023 | 11/05/2023 | £100,000.00 | £100,150.41 | 72067955 | 1.8300 | Matured |
| 19/04/2023 | 19/05/2023 | £100,000.00 | £100,155.34 | 44254799 | 1.8900 | Matured |
| 11/05/2023 | 11/06/2023 | £100,000.00 | £100,182.36 | 84994577 | 2.0800 | Matured |
| 19/05/2023 | 19/06/2023 | £100,000.00 | £100,177.51 | 72091066 | 2.0900 | Matured |
| 01/06/2023 | 03/07/2023 | £100,000.00 | £100,191.12 | 88644577 | 2.1800 | Matured |
| 14/06/2023 | 14/07/2023 | £100,000.00 | £100,183.23 | 66493277 | 2.0900 | Matured |
| 14/08/2023 | 14/09/2023 | £100,000.00 | £100,186.85 | 57243655 | 2.2000 | Matured |
| 25/08/2023 | 25/09/2023 | £100,000.00 | £100,189.40 | 79434977 | 2.2300 | Matured |
| 25/09/2023 | 25/10/2023 | £100,000.00 | £100,180.82 | 62911499 | 2.2000 | Matured |
| 25/10/2023 | 27/11/2023 | £100,000.00 | £100,200.71 | 72209188 | 2.2200 | Matured |
| 25/11/2022 | 25/11/2023 | £100,000.00 | £101,520.00 | 88539277 | 1.0152 | Matured |
| 27/11/2023 | 27/12/2023 | £100,000.00 | £100,188.22 | 48055577 | 2.2900 | Matured |
| 01/12/2023 | 02/01/2024 | £100,000.00 | £100,202.52 | 53697566 | 2.3100 | Matured |
| 03/01/2024 | 03/01/2024 | £100,000.00 | £101,660.00 | 79285222 | 1.0166 | Matured |

7.7.2.2 Barclays Business savings

At 31 March 2024 the council has £879,189 invested in this account. The interest earned throughout the year is £6,013.35

REPORT ENDS