

Tavistock Town Council

Statements of Accounts

For the year ended 31 March 2009

Tavistock Town Council

Table of Contents

31 March 2009

	Page
Table of Contents.....	2
Council Information.....	3
Explanatory Foreword.....	4
Statement of Responsibilities.....	7
Annual Governance Statement.....	8
Auditor's Report to the Council.....	10
Income and Expenditure Account.....	13
Statement of Movement on the General Fund Balance.....	14
Statement of Total Recognised Gains and Losses.....	15
Balance Sheet.....	16
Cash Flow Statement.....	17
Statement of Accounting Policies.....	18
Notes to the Accounts.....	20
1 Interest Payable and Similar Charges.....	20
2 Interest and Investment Income.....	20
3 Agency Work.....	20
4 Related Party Transactions.....	20
5 Audit Fees.....	21
6 Publicity.....	21
7 S.137 Expenditure.....	22
8 Members' Allowances.....	22
9 Employees.....	22
10 Pension Costs.....	22
11 Pension Assets and Liabilities.....	23
12 Reconciling Items for the Statement of Movement on the General Fund Balance.....	26
13 Tangible Fixed Assets.....	27
14 Financing of Capital Expenditure.....	28
15 Information on Assets Held.....	28
15 Information on Assets Held (cont'd).....	29
16 Investments.....	29
17 Stocks.....	29
18 Debtors.....	30
19 Creditors and Accrued Expenses.....	30
20 Long Term Liabilities.....	30
21 Deferred Liabilities.....	31
22 Deferred Grants.....	31
23 Summary of Movements on Reserves.....	32
24 Capital Adjustment Account.....	32
25 Earmarked Reserves.....	33
26 Capital Commitments.....	33
27 Contingent Liabilities.....	33
28 Reconciliation of Revenue Cash Flow.....	33
29 Movement in Cash.....	34
30 Reconciliation of Net Funds/Debt.....	34
31 Post Balance Sheet Events.....	34

Tavistock Town Council

Council Information

31 March 2009

(Information current at 29th September 2009)

Town Mayor

Cllr Mrs M. V. L. Govier

Councillors

Cllr D. Whitcomb (Deputy Town Mayor)

Cllr Mrs S. Bailey

Cllr D. V. Best

Cllr M. J. Harper

Cllr I. C. Jennings

Cllr Mrs A. Johnson

Cllr Mrs J. C. Metcalf

Cllr R. T. Pike

Cllr Mrs J. Ramsey

Cllr E. D. Sanders

Cllr P. R. Sanders

Cllr Mrs D. Sellis

Cllr W. J. Sellis

Cllr E. H. Sherrell JP

Cllr H. Smith

Cllr B. A. A. Trew

Clerk to the Council

Col (Ret'd) R. G. Howard BA FCIS

Auditors

Grant Thornton UK LLP

Chartered Accountants and Registered Auditors

Hartwell House

55-61 Victoria Street

Bristol

BS1 6FT

Internal Auditors

H. M. Williams

Valley House

53 Valley Road

Plympton

Plymouth

Devon

PL7 1RF

Tavistock Town Council

Explanatory Foreword

31 March 2009

The council's Statements of Accounts for the year ended 31 March 2009 are set out on the following pages.

They consist of the following statements:

The Income and Expenditure Account

The council's revenue account, which sets out income and expenditure on all services, interest payable and receivable, profits/losses on disposal of fixed assets and sources of the council's income from revenue grants and taxation (Precept)

The statement also incorporate the additional amounts required to be accounted for in respect of the council's pension arrangements in accordance with FRS 17.

The Statement of Movements on the General Fund

This statement consolidates the council's surplus or deficit for the year, as set out in the Income and Expenditure Account with all other statutory and non-statutory proper practices that are required to be charged to the council's General Fund in order to determine the council's budget and, in turn, its Council Tax (Precept) demand.

The Balance Sheet

This sets out the financial position of the council on 31 March 2009, i.e. its assets and liabilities at that date.

The Cash Flow Statement

This summarises inflows and outflows of cash arising from the revenue and capital transactions with third parties.

Statement of Total Recognised Gains and Losses

This statement sets out the total gains and losses enjoyed and suffered by the council, not all of which are reported in the Income and Expenditure Account, and their effect on the council's reserves during the year.

Statement of Accounting Policies

This statement explains the basis for the recognition, measurement and disclosure of transactions and other events in the accounts.

Notes to the Accounts

These provide further information on the amounts included in the financial statements.

This foreword provides a brief explanation of the financial aspects of the council's activities and draws attention to the main characteristics of the financial position, including the year's budget, as summarised below.

Tavistock Town Council

Explanatory Foreword

31 March 2009

Budget Comparison for the year ended 31 March 2009

The following shows a comparison of the budget and out-turn figures for 2008/2009:

	Budget £	Actual £
Net Expenditure		
Cultural & Heritage	44,734	27,387
Recreation & Sport	320,396	271,698
Open Spaces	102,724	110,006
Cemetery, Cremation & Mortuary	29,205	67,415
Environmental Health	61,312	80,376
Planning & Development Services (including Markets)	(79,469)	(129,469)
Street Lighting	8,291	8,797
Parking Services	(2,580)	3,364
Investment Properties	(353,692)	(320,064)
Corporate Management	82,140	57,902
Democratic & Civic	39,834	75,437
Interest Income	(11,000)	(23,879)
Net contribution to/(from) reserves and other adjustments	168,105	181,030
Precept on District Council	410,000	410,000

The net underspendings on services of £12,925 are reflected in an increased contribution to reserves and capital expenditure provision.

Review of Significant Events

Major Influences on income, expenditure and cash flow.

Main income is from property rents (£464,000) and Pannier Market income (£331,000). Main expenditure is on staff wages, administration, grounds and property maintenance and the cemeteries.

During 2008/2009 a number of projects that had been budgeted for could not be commenced or were only partially completed. The main projects were:

- Development of Pixon Lane car park. £1,250,000 was put into the budget to take this project forward. The business case showed that annual subsidy of between £25,000 and £35,000 would be needed to maintain the developed car park. Council resolved to postpone any such work, while continuing to investigate the concept of building a new Depot on the site. £11,000 was spent on detailed ground surveys and architects drawings that will be useful in the future. The project would have been funded by a loan of £1,250,000, but that was not taken up and this amount was removed from the final budget.
- Paths Maintenance in Cemetery. £78,000, rolled over to 2009/10 but the work to be undertaken on the footpath in the Meadows as a higher priority.
- Court Gate Cottage internal maintenance. £10,000, rolled over to 2009/10 to allow work to continue in conjunction with funds from the Museum.
- Flower Baskets in Bedford Square £5,000 rolled over to 2009/10 to allow work to continue.
- Town Hall Gents toilets refurbishment £4,000 rolled over to 2009/10 to allow work to continue.
- Property fire and electrical tests £27,000 rolled over to 2009/10 to allow work to continue.
- Town Signs £10,000 rolled over to 2009/10 to allow work to continue.
- Re-roofing project phase 1 £85,000 rolled over to 2009/10 to allow work to continue

The £219,000 budgeted for these projects and not expended within the year (not including the Pixon Lane loan) temporarily increased the reserves, to be expended in the following financial year.

Tavistock Town Council

Explanatory Foreword

31 March 2009

Pensions Liability

The Town Council is one of 83 members of the DCC pensions fund. The town council portion is underfunded at the last valuation by £610,000. This is not seen as a problem as this is a statutory scheme, and benefits are guaranteed by Government. Employers contributions are to rise over the next 3 years to balance assets against liabilities within 25 years.

Current Borrowings.

The Council has 7 loans, all from the Public Works Loans Board, the larger ones being £775,000 for Town Hall and Duke Street properties maintenance in 1991/92, and one for £250,000 for the East End Stores redevelopment dating from 2003. Interest and capital payments amount to £77,600 a year.

Grants.

The sum of £5,000 was granted by West Devon Borough Council to assist with the provision of a Trim trail in the Meadows. The installation of lights in Pearce Meadows and St Johns Avenue was shared in a partnership project with West Devon Borough Council who paid £24,000 towards the total cost.

Euro.

Were the Euro to be adopted the costs to the Town Council would be minimal and involve only a new or converted car park ticket machine (£4,000) and re-programming of the Town Hall bar cash register (£250).

Members Allowances.

Under The Local Authorities (Members' Allowances)(England) Regulations 2003 the TTC resolved to pay £200 a year to members. Three opted out of this in writing, and the allowance was paid to 14.

Further Information

Further information about the accounts is available from Council Offices, Drake Road, Tavistock, Devon, PL19 0AU. This is part of the Council's policy under the Freedom of Information Act of providing full information about its affairs. Interested members of the public have a statutory right to inspect the accounts before the audit is completed. The availability of accounts for inspection is advertised in the local press and on the Council notice board.

Tavistock Town Council
Statement of Responsibilities

31 March 2009

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 Town Clerk, 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 Statements of Accounts in accordance with the 'Code of Practice on Local Authority Accounting in Great Britain' (the code), so far as is applicable to this council, to present fairly the financial position of the council at 31 March 2009 and its income and expenditure for the year then ended.

In preparing the Statements of Accounts, 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 code.

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 hereby certify that the Statements of Accounts for the year ended 31 March 2009 required by the Accounts and Audit Regulations 2003 are set out in the following pages.

I further certify that the Statements of Accounts present fairly the financial position of Tavistock Town Council at 31 March 2009, and its income and expenditure for the year ended 31 March 2009.

Signed:

Town Clerk

Date:

Tavistock Town Council
Annual Governance Statement

31 March 2009

Scope of Responsibility

Tavistock Town Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.

The council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, the council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, and which includes arrangements for the management of risk.

The council has approved and adopted a code of corporate governance which is consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government. This statement explains how the council has complied with the code and also meets the requirements of regulation 4(2) of the Accounts and Audit Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 in relation to the publication of a statement on internal control

The purpose of the governance framework

The governance framework comprises the systems and processes, and culture and values, by which the council is directed and controlled and its activities through which it accounts to, engages with and leads the community. It enables the council to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective services.

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an ongoing process designed to identify and prioritise the risks to achievement of the council's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

The governance framework has been in place at Tavistock Town Council for the year ended 31 March 2009 and up to the date of approval of the annual report and accounts.

The governance framework

The key elements of Tavistock Town Council's systems and processes that comprise the governance arrangements are:-

- The council identifies its visions as part of its programme setting process and communicates its Intentions and intended outcomes to its citizens and service users via its web site, quarterly newsletter and press releases.
- The council measures the quality of service to users by regularly carrying out surveys of users and carrying out comparisons with other suitable authorities. This process was carried out under Best Value and will continue in future under the council's new performance arrangements.
- The definition and documenting of the roles within the authority are as contained within the council's standing orders and delegation scheme. The council's disciplinary and grievance procedures cover the staff element and the Council Members are covered by the national Members Code of Conduct adopted by the Town Council and monitored by the Borough Council's Standards Committee.
- The council procedures are updated when required to take account of changes in legislation and the changing needs of the authority. The Finance and General Purposes Committee acts as the Committee for assuring adherence with financial matters and is also the Committee responsible in regard to matters of complying with all laws and regulations.
- A range of financial management measures are in place to ensure the effective use and management of resources, including:
 - A comprehensive annual budget set by the forward Planning, Policy and Programme Sub-Committee
 - Expenditure and income being reported to Councillors via monthly payment listings and phased

Tavistock Town Council
Annual Governance Statement

31 March 2009

budget reports,

- Financial procedures are contained within Council Standing Orders, and are based upon the national model and regularly reviewed.
- The council has a formal complaints procedure for the public and a formal ‘whistle blowing’ procedure is in place in Standing Orders should any member of staff require it.
- The council has clear channels of communication with all sectors including a public session before Council meetings, regular surveys of users and local residents’ needs and views and encourages the public to give to the Council their views upon all aspects of the Council services provided.
- The council has agreed as a fundamental policy partnership working with other local authorities and organisations within the town where benefit can be shown by such partnership working.

Review of effectiveness

Tavistock Town Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the control exercised by Members and the work of the internal auditor and the executive managers within the council, who have responsibility for the development and maintenance of the governance framework. It is further enhanced by reports and comments made by the external auditors and other review agencies and inspectors.

Our External Auditors have provided an 'adverse' conclusion on the Councils' arrangements for achieving economy, efficiency and effectiveness in its use of resources in that the Council had inadequate arrangements in respect of:

- arrangements to ensure that the Council plans its finances effectively to deliver its strategic priorities and secure sound financial health.
- arrangements to ensure that the Council has a sound understanding of its costs and performance and achieves efficiencies in its activities
- arrangements to ensure that the Council's financial reporting is timely, reliable and meets the needs of internal users, stakeholders and local people, and
- arrangements to ensure the Council manages its risks and maintains a sound system of internal control.

We continue to be advised on the implications of the result of the review of the governance framework by the council, relevant committees, officers and the internal auditor, and plan to address weaknesses as they arise and thus ensure continuous improvement of the system is in place.

Significant governance issues

Certain significant governance issues have been identified as noted above. Effective steps will be taken to ensure that matters are addressed, weaknesses eradicated and revised arrangements implemented at the earliest possible opportunity.

Approval of Statement

This revised statement was approved at a meeting of the council held on 29th September 2009 when authority was given for the Town Mayor and the Town Clerk to sign.

Signed:
Cllr Mrs M. V. L. Govier
Town Mayor
Col (Ret'd) R. G. Howard BA FCIS
Town Clerk

Date:

Tavistock Town Council
Auditor's Report to the Council

31 March 2009

Independent auditor's report to the Members of Tavistock Town Council

Opinion on the financial statements

We have audited the financial statements and related notes of Tavistock Town Council for the year ended 31 March 2009 under the Audit Commission Act 1998. The financial statements comprise the Income and Expenditure Account, the Statement of Movement on the General Fund Balance, the Balance Sheet, the Statement of Total Recognised Gains and Losses, the Cash Flow Statement, and the related notes. These financial statements have been prepared under the accounting policies set out in the Statement of Accounting Policies.

This report is made solely to the members of Tavistock Town Council in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as set out in paragraph 49 of the Statement of Responsibilities of Auditors and of Audited Bodies prepared by the Audit Commission. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Council or its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Responsible Financial Officer and auditor

The Responsible Financial Officer's responsibilities for preparing the financial statements in accordance with relevant legal and regulatory requirements and the Code of Practice on Local Authority Accounting in the United Kingdom 2008 are set out in the Statement of Responsibilities for the Statement of Accounts.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements present fairly, in accordance with relevant legal and regulatory requirements and the Code of Practice on Local Authority Accounting in the United Kingdom 2008 the financial position of the Council and its income and expenditure for the year.

We review whether the governance statement reflects compliance with 'Delivering Good Governance in Local Government: A Framework' published by CIPFA/SOLACE in June 2007. We report if it does not comply with proper practices specified by CIPFA/SOLACE or if the statement is misleading or inconsistent with other information we are aware of from our audit of the financial statements. We are not required to consider, nor have we considered, whether the governance statement covers all risks and controls. Neither are we required to form an opinion on the effectiveness of the Council's corporate governance procedures or its risk and control procedures.

We read other information published with the financial statements, and consider whether it is consistent with the audited financial statements. This other information comprises the Explanatory Foreword. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of audit opinion

We conducted our audit in accordance with the Audit Commission Act 1998, the Code of Audit Practice issued by the Audit Commission and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements and related notes. It also includes an assessment of the significant estimates and judgements made by the Council in the preparation of the financial statements and related notes, and of whether the accounting policies are appropriate to the Council's circumstances, consistently applied and adequately disclosed.

Tavistock Town Council
Auditor's Report to the Council

31 March 2009

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements and related notes are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the Council's financial statements present fairly, in accordance with relevant legal and regulatory requirements and the Code of Practice on Local Authority Accounting in the United Kingdom 2008, the financial position of the Council as at 31 March 2009 and its income and expenditure for the year then ended.

Conclusion on arrangements for securing economy, efficiency and effectiveness in the use of resources

Council's Responsibilities

The Council is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance and regularly to review the adequacy and effectiveness of these arrangements.

Auditor's Responsibilities

We are required by the Audit Commission Act 1998 to be satisfied that proper arrangements have been made by the Council for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the Audit Commission requires us to report to you our conclusion in relation to proper arrangements, having regard to relevant criteria specified by the Audit Commission for principal local authorities. We report if significant matters have come to our attention which prevent us from concluding that the Council has made such proper arrangements. We are not required to consider, nor have we considered, whether all aspects of the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

Adverse Conclusion

We have undertaken our audit in accordance with the Code of Audit Practice. In so doing, we identified the following:

- The Council does not currently have strategic objectives nor has it developed a medium-term financial strategy.
- the Council does not regularly review costs to ensure they are in line with services provided. The Council does not set efficiency targets.
- The Council does not use financial and related performance information to monitor performance during the year.
- The Council's draft accounts required material amendments to its fixed assets and reserves balances.
- the risk register requires further development to reflect the Council's Corporate and Service business risks. The Council has no Fraud & Corruption strategy.

Tavistock Town Council
Auditor's Report to the Council

31 March 2009

For the reasons set out above, and having regard to the criteria specified by the Audit Commission for other local government bodies, published by the Audit Commission in May 2008, and updated in February 2009, and the supporting guidance, we are not satisfied that, in all significant respects, Tavistock Town Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2009, in that it did not put in place adequate arrangements for:

- planning its finances effectively to deliver strategic priorities and secure sound financial health;
- understanding its costs and performance and achieving efficiencies in its activities;
- ensuring the Council's financial reporting is timely, reliable and meets the needs of internal users, stakeholders and local people; and
- managing its risks and maintaining a sound system of internal control.

Certificate

We certify that we have completed the audit of the accounts in accordance with the requirements of the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission.

Signature:

Barrie Morris, Senior Statutory Auditor

For and on behalf of Grant Thornton UK LLP, Registered Auditor, Chartered Accountants, Hartwell House, 55-61 Victoria Street, Bristol BS1 6FT

Date:

Tavistock Town Council
Income and Expenditure Account

31 March 2009

	Notes	2009 £	2009 £	2009 £	2008 £
		Gross Expenditure	Income	Net Expenditure	Net Expenditure
CULTURAL & RELATED SERVICES					
Cultural and Heritage		90,657	(63,270)	27,387	20,221
Recreation and Sport		359,357	(87,659)	271,698	251,181
Open Spaces		113,182	(3,176)	110,006	122,295
ENVIRONMENTAL SERVICES					
Cemetery, Cremation and Mortuary		92,065	(24,650)	67,415	45,887
Environmental Health		80,376	-	80,376	23,544
PLANNING & DEVELOPMENT SERVICES					
Economic Development (including markets)		240,391	(392,061)	(151,670)	(98,326)
Community Development		22,201	-	22,201	19,317
HIGHWAYS, ROADS & TRANSPORT SERVICES					
Street Lighting		8,797	-	8,797	4,952
Parking Services		29,506	(26,142)	3,364	(7,334)
OTHER SERVICES					
Investment Properties		83,045	(403,109)	(320,064)	(337,179)
CENTRAL SERVICES					
Corporate Management		72,904	(15,002)	57,902	16,425
Democratic Representation and Management		69,120	-	69,120	69,434
Civic Expenses		10,411	(4,094)	6,317	9,294
Net Cost of Services		1,272,012	(1,019,163)	252,849	139,711
Interest payable and similar charges	1			37,853	41,186
Interest and Investment Income	2			(23,879)	(24,674)
Pension interest cost and expected return on pensions assets				30,000	-
Net Operating Expenditure				296,823	156,223
Precept on Borough Council				(410,000)	(290,750)
(Surplus) for the Year				(113,177)	(134,527)

The notes on pages 20 to 34 form part of these accounts.

Tavistock Town Council
Statement of Movement on the General Fund Balance
31 March 2009

	Notes	2009 £	2008 £
(Surplus) for the year on the Income and Expenditure Account.		(113,177)	(134,527)
Net additional amount required by statute and non-statutory proper practices to be debited or credited to the General Fund Balance for the year.	12	101,060	(3,281)
		(12,117)	(137,808)
(Increase) in General Fund Balance for the Year		(12,117)	(137,808)
General Fund Balance brought forward		(296,584)	(158,776)
		(308,701)	(296,584)
General Fund Balance carried forward		(308,701)	(296,584)

The notes on pages 20 to 34 form part of these accounts.

Tavistock Town Council
Statement of Total Recognised Gains and Losses
31 March 2009

	Notes	2009 £	2008 £
(Surplus) for the year on the Income and Expenditure Account.		(113,177)	(134,527)
Deficit arising on revaluation of fixed assets		1,956,076	-
Actuarial losses/(gains)		250,000	(80,000)
Total recognised losses/(gains) for the year		2,092,899	(214,527)

The notes on pages 20 to 34 form part of these accounts.

Tavistock Town Council

Balance Sheet

31 March 2009

	Notes	2009 £	2009 £	2008 £
Fixed Assets				
Tangible Fixed Assets	13		7,650,579	9,595,227
Long Term Assets				
Investments Other Than Loans	16		760	760
Current Assets				
Stock	17	3,328		2,600
Debtors	18	145,049		121,413
Cash at bank and in hand		654,400		609,258
		<u>802,777</u>		<u>733,271</u>
Current Liabilities				
Current Portion of Long Term Borrowings		(41,198)		(41,186)
Current Portion of Deferred Liabilities		(3,666)		(7,561)
Creditors and accrued expenses	19	<u>(172,620)</u>		<u>(192,913)</u>
Net Current Assets			<u>585,293</u>	<u>491,611</u>
Total Assets Less Current Liabilities			8,236,632	10,087,598
Long Term Liabilities				
Long-term borrowing	20		(441,594)	(482,791)
Deferred liabilities	21		(552)	(4,220)
Deferred Grants	22		(58,656)	(41,858)
Pension Fund Net (Liabilities)	11		(610,000)	(340,000)
			<u>7,125,830</u>	<u>9,218,729</u>
Capital and Reserves				
Capital Adjustment Account	24		7,104,912	9,017,611
Pensions Reserve	11		(610,000)	(340,000)
Earmarked Reserves	25		322,217	244,534
General Reserve			308,701	296,584
			<u>7,125,830</u>	<u>9,218,729</u>

These revised accounts have been approved by the Council on 29th September 2009.

Signed:

Cllr Mrs M. V. L. Govier
Town Mayor

.....

Col (Ret'd) R. G. Howard BA FCIS
Responsible Financial Officer

Date:

.....

The notes on pages 20 to 34 form part of these accounts.

Tavistock Town Council

Cash Flow Statement

31 March 2009

	Notes	2009 £	2009 £	2008 £
REVENUE ACTIVITIES				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(577,363)		(542,843)
Other operating payments		(654,682)		(534,249)
			(1,232,045)	(1,077,092)
<i>Cash inflows</i>				
Precept on Borough Council		410,000		290,750
Cash received for services		1,022,650		1,036,605
			1,432,650	1,327,355
Net cash inflow from Revenue Activities	28		200,605	250,263
SERVICING OF FINANCE				
<i>Cash outflows</i>				
Interest paid		(36,476)		(39,809)
Interest element of Finance Lease/HP Installments		(1,377)		(1,377)
<i>Cash inflows</i>				
Interest received		26,052		22,392
Investment Income		-		-
			(11,801)	(18,794)
Net cash (outflow) from Servicing of Finance			(11,801)	(18,794)
CAPITAL ACTIVITIES				
<i>Cash outflows</i>				
Purchase of fixed assets		(121,016)		(16,861)
<i>Cash inflows</i>				
Capital grant received		26,102		-
Net cash (outflow) from Capital Activities			(94,914)	(16,861)
Net cash inflow before Financing			93,890	214,608
FINANCING AND LIQUID RESOURCES				
<i>Cash outflows</i>				
Loan repayments made			(41,185)	(41,177)
Hire Purchase and Lease repayments made			(7,561)	(7,561)
Net cash (outflow) from financing and liquid resources			(48,746)	(48,738)
Increase in cash	29		45,144	165,870

The notes on pages 20 to 34 form part of these accounts.

Tavistock Town Council
Statement of Accounting Policies

31 March 2009

Accounting Convention

The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in Great Britain (the code), which is recognised by statute as representing proper accounting practices. These practices are further set out in the 2008 Statement of Recommended Practice on Local Authority Accounting in Great Britain (the 2008 SORP), together with the Best Value Code of Accounting Practice (BVACOP) where applicable.

It is also a requirement of the code that service revenue account include depreciation for all fixed assets used in the delivery of services.

Fixed Assets

All expenditure 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,

non-operational (i.e. investment) properties are included at market value,

all other assets are included in the balance sheet at the lower of cost (estimated where not known) less depreciation, 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.

Impairment

The council is required to carry out a review of the condition of its assets annually to ensure that the values as reflected in the accounts are not materially overstated. Any material overstatement is corrected by additional provisions for impairment of value as required.

Depreciation Policy

Buildings are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis (subject to revaluations as stated above).

Vehicles, plant, equipment and furniture are depreciated over 5 to 10 years on a straight line basis.

Old play equipment is depreciated over 5 years at 20% per annum straight line.

New play equipment is depreciated over 10 years at 10% per annum straight line.

Infrastructure assets are depreciated over 5 years at 20% per annum straight line.

Meadows Footbridge is depreciated over 20 years at 5% per annum straight line.

Community assets are not depreciated, because they are of either intrinsic or purely nominal value.

Tavistock Town Council
Statement of Accounting Policies

31 March 2009

Grants or Contributions from Government or Related Bodies

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.

Investments

Investments are included at cost. Details are given at note 16.

Stocks and Work in Progress

Stocks held for resale, where significant, are valued at lower of cost or net realisable. 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 code. 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 insurance premiums and regular quarterly 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.

VAT

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

Details of the council's external borrowings are shown at note 20.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 25

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 Adjustment Account – represents the council's investment of resources in such assets already made.

Pension Fund Reserve – represents the council's interest in the net assets/liabilities in the fund in which it participates.

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 all services on an appropriate and consistent basis.

Pensions

The pension costs that are charged to the council's accounts in respect of its employees are equal to the contributions paid to the funded pension scheme for these 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 2010 and any change in contribution rates as a result of that valuation will take effect from 1st April 2011.

Tavistock Town Council

Notes to the Accounts

31 March 2009

1 Interest Payable and Similar Charges

	2009	2008
	£	£
External Interest Charges - Loans	36,476	39,809
External Interest Charges - Lease/H.P.	1,377	1,377
	<u>37,853</u>	<u>41,186</u>

2 Interest and Investment Income

	2009	2008
	£	£
Interest Income - General Funds	23,879	24,674
	<u>23,879</u>	<u>24,674</u>

3 Agency Work

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

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

4 Related Party Transactions

The council is required to disclose material transactions with related parties – bodies that have the potential to control or influence the council or to be controlled or influenced by the council. Disclosure of these transactions allows readers to assess the extent to which the council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's freedom to bargain with the council at arms length.

Related parties include:

Central Government

The council's operations are controlled by statutes passed by Central Government. All transactions with Central Government arise as a result of some of those statutes but do not, in the opinion of the council, require to be disclosed here.

Principal Authorities

The District/Borough Council collects this council's Precept and remits the same to the council under statutory provisions. The Precept is disclosed separately elsewhere in these accounts.

The County Council administers the Pension Fund of which certain of the council's staff are members. Details of amounts payable to the fund are disclosed at note 10.

Agency arrangements with other authorities are disclosed at note 3.

The council makes the following payments to other authorities to secure the continued operation of certain services:

Organisation	Service provided	2009	2008
		£	£
West Devon Borough Council	Cleaning of Public Toilets	4,950	5,004
Tavistock Museum	Rent Support Grant	11,300	11,300

Members of the council

Members have direct control over the council's financial and operating policies. During the year no members have undertaken any declarable, material transactions with the council, nor the council with any member. Details of such transactions (if any) are recorded in the Register of Members' Interests, open to public inspection at the council's offices.

Tavistock Town Council

Notes to the Accounts

31 March 2009

Members represent the council on various organisations. Appointments are reviewed annually, unless a specific termination date applies to the term of office. None of these appointments places a Member in a position to exert undue influence or control.

Officers of the Council

Other than their contracts of employment, no material transactions have been made during the year between the council and any officer.

Other Organisations

The council awards grants to support a number of voluntary or charitable bodies. It does not attempt to exert control or influence as a result of such grants.

5 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:

	2009	2008
	£	£
Fees for statutory audit services	7,100	6,000
Fees for facilitating strategic vision workshop	2,000	-
Fees for audit of use of resources	2,000	2,000
Total fees	<u>11,100</u>	<u>8,000</u>

6 Publicity

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

	2009	2008
	£	£
Recruitment Advertising - Markets	-	30
Other Advertising	249	918
Publicity - Web Site Costs	2,646	2,925
Publicity - Tennis	110	-
Publicity - Town Hall	7,366	7,046
Publicity - Markets	22,128	27,349
Publicity - Tourism	175	-
	<u>32,674</u>	<u>38,268</u>

Tavistock Town Council

Notes to the Accounts

31 March 2009

7 S.137 Expenditure

Section 137 of the Local Government Act 1972 (as amended) enables the council to spend up to the product of £5.86 (year ended 31 March 2008 - £5.64) per head on the electoral roll in any one year for the benefit of people in its area on activities or projects not specifically authorised by other powers.

	2009	2008
	£	£
The total amount of available for this purpose was	54,182	49,705
Expenditure was incurred for the following purposes:		
Travel/Transport Grants	3,500	3,500
Grants to local organisations/groups	8,325	-
	<u>11,825</u>	<u>3,500</u>

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

8 Members' Allowances

	2009	2008
	£	£
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	3,000	2,750
Members Allowances	2,800	2,717
	<u>5,800</u>	<u>5,467</u>

Other than the Town Mayor 14 of the total of 17 members claimed allowances to which they were entitled.

9 Employees

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

	2009	2008
	Number	Number
Full-time	17	17
Part-time	10	9
Temporary	14	21
	<u>41</u>	<u>47</u>

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

No officer received a salary in excess of £50,000

10 Pension Costs

The council participates in the Devon Pension Fund. The Devon Pension Fund is a defined benefit scheme.

The cost to the council for the year ended 31 March 2009 was £45,901 (31 March 2008 - £46,385).

The most recent actuarial valuation was carried out as at 31st March 2007, and the council's contribution rate is confirmed as being 19.10% of employees' pensionable pay with effect from 1st April 2009 (year ended 31 March 2009 - 19.10%).

Tavistock Town Council

Notes to the Accounts

31 March 2009

11 Pension Assets and Liabilities

In accordance with Financial Reporting Standard No. 17 – Retirement Benefits, Tavistock Town Council is required to disclose certain information concerning assets, liabilities, income and expenditure related to pension schemes for its employees.

Tavistock Town Council participates in the Local Government Pension Scheme, which is administered by Devon County Council. The Local Government Pension Scheme is a defined benefit scheme based on final pensionable salary. The most recent valuation was carried out as at 31st March 2007, and has been updated by Hewitt Bacon & Woodrow Limited, independent actuaries to Devon County Council to take account of the requirements of FRS 17 in order to assess the liabilities of the Fund as at 31 March 2009. Liabilities are valued on an actuarial basis using the projected unit method, which assesses the future liabilities discounted to their present value.

The council contributes to the Devon County Council at a common rate applicable to a group of employees, which is set having regard to the assets and liabilities to the group as a whole.

The main assumptions used for the purposes of FRS 17 are as follows:

Financial Assumptions

	31 March 2009	31 March 2008	31 March 2007
	% p.a.	% p.a.	% p.a.
Discount Rate	6.80	6.80	5.30
Rate of increase in salaries	4.70	5.20	4.70
Rate of increase in pensions	3.20	3.70	3.20
Rate of increase in deferred pensions	3.20	3.70	3.20
Rate of inflation	3.20	3.70	3.20

Expected rate of return on assets

Equities	7.00	7.60	7.70
Rate of return on Government Bonds	4.00	4.60	4.70
Rate of return on Corporate Bonds	5.80	6.80	5.30
Property	6.00	6.60	6.70
Other assets	1.60	6.00	5.60

Assets are valued at fair value, principally bid value for investments, and comprise:

	31 March 2009	31 March 2008	31 March 2007
	Value	Value	Value
	(£000s)	(£000s)	(£000s)
Equities	512	798	786
Government Bonds	211	194	162
Corporate Bonds	12	12	9
Property	77	110	115
Other assets	168	116	78
Total	980	1,230	1,150

The proportions of total assets held in each asset type, shown above, reflect the proportions held by the Fund as a whole at 31 March 2009.

Tavistock Town Council

Notes to the Accounts

31 March 2009

Post retirement mortality assumptions

Non-retired members (retiring in the future in normal health)	PNMA00 (PNFA00) with allowance for MC improvement factors to 2007	PNMA00 (PNFA00) with allowance for MC improvement factors to 2007
Current pensioners (retired in normal health)	PNMA00 (PNFA00) with allowance for MC improvement factors to 2007	PNMA00 (PNFA00) with allowance for MC improvement factors to 2007

Life expectancy

Of a male (female) future pensioner aged 65 in 20 years' time	25.4 (27.3) years	24.0 (25.3) years
Of a male (female) current pensioner aged 65	23.1 (25.0) years	22.1 (24.1) years

The following amounts were measured in accordance with the requirements of FRS 17:

AMOUNTS INCLUDED IN THE COUNCIL'S BALANCE SHEET

PENSION FUND NET ASSETS

Summary of Devon County Council's Pension Fund Balance Sheet applicable to the council	31 March 2009	31 March 2008	31 March 2007
	(£000s)	(£000s)	(£000s)
Share of assets	980	1,230	1,150
Estimated liabilities	(1,590)	(1,570)	(1,570)
Net pensions deficit	<u>(610)</u>	<u>(340)</u>	<u>(420)</u>

PENSION FUND RESERVE

Movement in Deficit during the year

	2009	2008
	(£000s)	(£000s)
Deficit at 01 April 2008	(340)	(420)
Current Service Cost	(40)	(40)
Employer Contributions	50	50
Past Service/Curtailment Cost	-	(10)
Net Interest/Return on Assets	(30)	-
Actuarial (Loss)/Gain	(250)	80
Deficit at 31 March 2009	<u>(610)</u>	<u>(340)</u>

Change in Benefit Obligation during the year

	2009	2008
	(£000s)	(£000s)
Benefit obligation at beginning of year	1,570	1,570
Current Service Cost	40	40
Interest on Pension Liabilities	110	80
Member Contributions	20	10
Past Service Cost	-	10
Curtailment Cost	-	-
Actuarial (gains)/losses on liabilities	(80)	(70)
Benefits/transfers paid	(70)	(70)
Benefit obligation at beginning of year	<u>1,590</u>	<u>1,570</u>

Tavistock Town Council

Notes to the Accounts

31 March 2009

Change in Plan Assets during the year	2009	2008
	(£000s)	(£000s)
Fair value of plan assets at beginning of year	1,230	1,150
Expected return on plan assets	80	80
Actuarial gains/(losses) on assets	(330)	10
Employer Contributions	50	50
Member Contributions	20	10
Benefits/transfers paid	(70)	(70)
Fair value of plan assets at beginning of year	980	1,230

History of Experience Gains and Losses	31 March	31 March	31 March	31 March	31 March
	2009	2008	2007	2006	2005
	(£000s)	(£000s)	(£000s)	(£000s)	(£000s)
Difference between Expected and Actual Return on Assets	(330)	10	10	150	30
Value of Assets	980	1,230	1,150	1,070	860
Percentage of Assets	(33.67)%	0.81 %	0.87 %	14.02 %	3.49 %
Experience Gains/(Losses) Recognised in STMR	80	70	(30)	(70)	(290)
Total Present Value of Liabilities	(1,590)	(1,570)	(1,570)	(1,470)	(1,320)
Percentage of the Total Present Value of Liabilities	5.03 %	4.46 %	(1.91)%	(4.76)%	(21.97)%
Actuarial (Losses)/Gains Recognised in STMR	(250)	80	(20)	80	(260)
Total Present Value of Liabilities	(1,590)	(1,570)	(1,570)	(1,470)	(1,320)
Percentage of the Total Present Value of Liabilities	(15.72)%	5.10 %	(1.27)%	5.44 %	(19.70)%

The following amounts were measured in accordance with requirements of FRS 17:

AMOUNTS REPORTED IN THE COUNCIL'S

INCOME & EXPENDITURE ACCOUNT

Pension Revenue Items during the year

Operating Costs	2009	2008
	(£000s)	(£000s)
Current Service Cost	(40)	(40)
Past Service Cost	-	(10)
Total Cost	(40)	(50)
Financing (Cost)/Gain		
Expected Return on Assets	80	80
Interest on Pension Liabilities	(110)	(80)
	(30)	-

Tavistock Town Council

Notes to the Accounts

31 March 2009

NON-REVENUE MOVEMENTS IN RESERVES

Statement of Actuarial (Losses)/Gains

	2009 (£000s)	2008 (£000s)
Asset (Loss)/Gain	(330)	10
Liability Gain	80	70
Net (Loss)/Gain	<u>(250)</u>	<u>80</u>

12 Reconciling Items for the Statement of Movement on the General Fund Balance

	31 March 2009 £	31 March 2009 £	31 March 2008 £
Amount included in the Income and Expenditure Account but required by statute to be excluded when determining the Movement on the General Fund Balance for the year			
Reversal of Depreciation	(85,280)		(74,068)
Deferred grants released	9,304		6,694
Impairment of Tangible Fixed Assets	(24,308)		-
Net charges made for retirement benefits in accordance with FRS 17	<u>(70,000)</u>		<u>(50,000)</u>
		<u>(170,284)</u>	<u>(117,374)</u>

Amounts not included in the Income and Expenditure Account but required to be included by statute when determining the Movement on the General Fund Balance for the year

Loans fund principal repayments	48,747		48,737
Capital expenditure charged in-year to the General Fund Balance	94,914		15,356
Investments made charged in-year to the General Fund Balance	-		-
Employer's contribution payable to the Devon County Council and retirement benefits payable direct to pensioners	50,000		50,000
		<u>193,661</u>	<u>114,093</u>

Transfers to or from the General Fund Balance that are required to be taken into account when determining the Movement on the General Fund Balance for the year

Net transfer to or from Earmarked Reserves	<u>77,683</u>		-
		<u>77,683</u>	-

Net additional amount required to be debited/(credited) to the General Fund Balance for the year

		<u>101,060</u>	<u>(3,281)</u>
--	--	-----------------------	-----------------------

Tavistock Town Council

Notes to the Accounts

31 March 2009

13 Tangible Fixed Assets

	Operational Freehold Land and Buildings	Investment Properties	Vehicles and Equipment	Infra- structure Assets	Community Assets	Total
Cost	£	£	£	£	£	£
At 31 March 2008	2,081,000	7,113,000	515,724	146,406	233,021	10,089,151
Additions	-	-	121,016	-	-	121,016
Disposals	-	-	(3,863)	-	-	(3,863)
Deficit on revaluation	-	(1,956,076)	-	-	-	(1,956,076)
Impairment Provision	(102,748)	-	-	-	-	(102,748)
	1,978,252	5,156,924	632,877	146,406	233,021	8,147,480
Depreciation						
At 31 March 2008	(39,220)		(375,471)	(79,233)	-	(493,924)
Charged for the year	(39,220)		(40,755)	(5,305)	-	(85,280)
Eliminated on disposal	-		3,863	-	-	3,863
Eliminated on Impairment	78,440		-	-	-	78,440
	-	-	(412,363)	(84,538)	-	(496,901)
Net Book Value						
At 31 March 2009	1,978,252	5,156,924	220,514	61,868	233,021	7,650,579
At 31 March 2008	2,041,780	7,113,000	140,253	67,173	233,021	9,595,227

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 31st March 2009 by external independent valuers, Messrs Drew Pearce. 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

	2009 £	2008 £
Value as at 31 March 2008	21,937	27,194
Depreciation Charged in Year	(5,257)	(5,257)
Value as at 31 March 2009	16,680	21,937

Tavistock Town Council

Notes to the Accounts

31 March 2009

14 Financing of Capital Expenditure

	2009	2008
	£	£
The following capital expenditure during the year:		
Fixed Assets Purchased	121,016	15,356
	<u>121,016</u>	<u>15,356</u>
was financed by:		
Capital Grants	26,102	-
Precept and Revenue Income	94,914	15,356
	<u>121,016</u>	<u>15,356</u>

15 Information on Assets Held

Fixed assets owned by the council include the following:

Operational Land and Buildings

- Council Offices
- Town Hall
- Pavilion at Plymouth Road recreation ground
- Public Toilets
- Cemetery, Chapel, lodge and store
- Court Gate

Vehicles and Equipment

- Light Vans – 2
- Trucks – 1
- Tractors – 1
- Mini-excavator
- Sundry grounds maintenance equipment
- Sundry office equipment

Infrastructure Assets

- Street lights – 66
- Bus shelters – 6
- The Meadows Bridge
- Other street furniture

Tavistock Town Council

Notes to the Accounts

31 March 2009

15 Information on Assets Held (cont'd)

Community Assets

Abbey Chapel
Betsy Grimal's Tower
Whitchurch Down – Common Land
Allotments
Recreation grounds and playing fields
Childrens' play areas - 4
Council Regalia and Artefacts

Investment Properties

Duke Street & Pannier Market Shops
Corn & Cattle Markets

16 Investments

**Investments
Other Than
Loans
£**

Cost

At 01 April 2008

760

At 31 March 2009

760

Amounts Written Off

At 31 March 2009

-

Net Book Value

At 31 March 2009

760

760

At 01 April 2008

760

760

17 Stocks

2009

2008

£

£

Town Hall

3,328

2,600

3,328

2,600

Tavistock Town Council

Notes to the Accounts

31 March 2009

18 Debtors

	2009	2008
	£	£
Trade Debtors	100,347	113,571
VAT Recoverable	11,862	-
Other Debtors	2,730	-
Prepayments and Accrued Income	29,359	4,918
Accrued Interest Income	751	2,924
	<hr/>	<hr/>
	145,049	121,413
	<hr/>	<hr/>

19 Creditors and Accrued Expenses

	2009	2008
	£	£
Trade Creditors	10,667	16,940
Other Creditors	76	4,849
Superannuation Payable	5,012	5,369
V A T Payable	-	5,160
Payroll Taxes and Social Security	11,034	11,563
Accruals	28,185	24,379
Income in Advance	116,824	123,831
Capital Creditors	822	822
	<hr/>	<hr/>
	172,620	192,913
	<hr/>	<hr/>

20 Long Term Liabilities

	2009	2008
	£	£
Public Works Loan Board	482,792	523,977
	<hr/>	<hr/>
	482,792	523,977
	<hr/>	<hr/>

The above loans are repayable as follows:

	2009	2008
	£	£
Within one year	41,198	41,186
From one to two years	41,209	41,197
From two to five years	123,707	123,667
From five to ten years	178,492	199,408
Over ten years	98,186	118,519
	<hr/>	<hr/>
Total Loan Commitment	482,792	523,977
Less: Repayable within one year	(41,198)	(41,186)
	<hr/>	<hr/>
	441,594	482,791
	<hr/>	<hr/>

Fair value of debts as at 31st March 2009 £599,603
31st March 2008 £611,140

Tavistock Town Council

Notes to the Accounts

31 March 2009

21 Deferred Liabilities

	2009	2008
	£	£
H.P. and Lease Creditors	4,218	11,781

	2009	2008
	£	£
The above liabilities are repayable as follows:		
Within one year	3,666	7,561
From one to two years	552	4,220
From two to five years	-	-
From five to ten years	-	-
Over ten years	-	-
Total Deferred Liabilities	4,218	11,781
Less: Repayable within one year	(3,666)	(7,561)
	552	4,220

22 Deferred Grants

	2009	2008
	£	£
Capital Grants Unapplied		
At 01 April 2008	-	-
Grants received in the year	26,102	-
Applied to finance capital investment	(26,102)	-
At 31 March 2009	-	-
Capital Grants Applied		
At 01 April 2008	41,858	48,552
Grants Applied in the year	26,102	-
Released to offset depreciation	(9,304)	(6,694)
Extinguished and/or transferred	-	-
At 31 March 2009	58,656	41,858
Total Deferred Grants		
At 31 March 2009	58,656	41,858
At 01 April 2008	41,858	48,552

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.

Tavistock Town Council

Notes to the Accounts

31 March 2009

23 Summary of Movements on Reserves

The council keeps a number of reserves in the Balance Sheet. Some are required to be held for statutory reasons, some are needed to comply with proper accounting practice, and others have been set up voluntarily to earmark resources for future spending plans.

Reserve	Purpose of Reserve	Notes	Balance at 01 April 2008	Net Movement in Year	Balance at 31 March 2009
			£	£	£
Capital Adjustment Account	Store of capital resources set aside to meet past capital expenditure	24	9,017,611	(1,912,699)	7,104,912
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure, including delayed capital projects	25	244,534	77,683	322,217
Pensions Reserve	Balancing account to allow inclusion of Pension Liability in the Balance Sheet	11	(340,000)	(270,000)	(610,000)
General Fund	Resources available to meet future running costs		296,584	12,117	308,701
Total			9,218,729	(2,092,899)	7,125,830

**24 Capital Adjustment Account
(formerly Capital Finance Account)**

	2009	2008
	£	£
Balance at 01 April	9,017,611	9,020,894
Financing capital expenditure in the year		
Additions - using revenue balances	94,914	15,356
Loan repayments	48,747	48,735
Impairment provisions	(24,308)	-
Disposal of fixed assets	(3,863)	-
Depreciation eliminated on disposals	3,863	-
Reversal of depreciation	(85,280)	(74,068)
Deferred grants released	9,304	6,694
Other transfers (incl. p y a)	(1,956,076)	-
	7,104,912	9,017,611
Balance at 31 March	7,104,912	9,017,611

The Capital Adjustment 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.

Tavistock Town Council

Notes to the Accounts

31 March 2009

25 Earmarked Reserves

	Balance at 01/04/2008	Contribution to reserve	Contribution from reserve	Balance at 31/03/2009
	£	£	£	£
Other Earmarked Reserves	244,534	77,683	-	322,217
Total Earmarked Reserves	244,534	77,683	-	322,217

26 Capital Commitments

The council had no capital commitments at 31 March 2009 not otherwise provided for in these accounts.

27 Contingent Liabilities

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

28 Reconciliation of Revenue Cash Flow

	2009	2008
	£	£
Surplus for the year	113,177	134,527
Add/(Deduct)		
FRS17 Costs less Contributions	20,000	-
Reversal of Depreciation less Deferred Grants Released	75,976	67,374
Provision for impairment of Tangible Fixed Assets	24,308	-
Interest paid	37,853	41,186
Interest and Investment Income	(26,052)	(22,392)
(Increase) in stock held	(728)	(1,597)
(Increase)/Decrease in debtors	(23,636)	21,101
(Decrease)/Increase in creditors	(20,293)	10,064
Revenue activities net cash inflow	200,605	250,263

Tavistock Town Council

Notes to the Accounts

31 March 2009

29 Movement in Cash

	2009	2008
	£	£
Balances at 01 April		
Cash with accounting officers	1,150	1,000
Cash at bank	608,108	442,390
Bank overdraft	-	-
	<hr/> 609,258	<hr/> 443,390
Balances at 31 March		
Cash with accounting officers	1,150	1,150
Cash at bank	653,250	608,108
Bank overdraft	-	-
	<hr/> 654,400	<hr/> 609,258
Net cash inflow	<hr/> <hr/> 45,142	<hr/> <hr/> 165,868

30 Reconciliation of Net Funds/Debt

	2009	2008
	£	£
Increase in cash in the year	45,142	165,868
Cash outflow from repayment of debt	48,746	48,738
Net cash flow arising from changes in debt	<hr/> 48,746	<hr/> 48,738
Movement in net funds in the year	<hr/> 93,888	<hr/> 214,606
Cash at bank and in hand	609,258	443,390
Total borrowings	(535,758)	(584,496)
Net funds/(debt) at 01 April	<hr/> 73,500	<hr/> (141,106)
Cash at bank and in hand	654,400	609,258
Total borrowings	(487,010)	(535,758)
Net funds at 31 March	<hr/> <hr/> 167,390	<hr/> <hr/> 73,500

31 Post Balance Sheet Events

There are no significant events since the date of preparation of these accounts, up until their final adoption, that would have a material affect on the amounts and/or results reported herein.