



GLASTONBURY TOWN COUNCIL

INCOME AND EXPENDITURE ACCOUNT

&

BALANCE SHEET

2023/2024

Published subject to External Audit

GLASTONBURY TOWN COUNCIL

ACCOUNTS

2023/2024

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GLASTONBURY TOWN COUNCIL
INCOME AND EXPENDITURE ACCOUNT
&
BALANCE SHEET
2023/2024

INTERNAL AUDITORS

Probusiness Accountants, 37 Chamberlain Street, Wells, Somerset, BA5 2PJ

EXTERNAL AUDITORS

PKF Littlejohn LLP, Westferry Circus, Canary Wharf, London E14 4HD

GLASTONBURY TOWN COUNCIL
INCOME AND EXPENDITURE ACCOUNT

&

BALANCE SHEET

2023/2024

STATEMENT OF RESPONSIBILITIES FOR THE ACCOUNTS

The Town Council's Responsibilities

The Town Council has a statutory duty under section 151 of the Local Government Act 1972 to appoint an officer to be responsible for the financial administration of the Council;

To manage its affairs to secure economic, efficient and effective use of resources and to safeguard its assets; and

To take reasonable steps for the prevention and detection of fraud and other irregularities.

For this Council that officer is the Responsible Financial Officer:

The Responsible Financial Officer responsibilities

The Responsible Financial Officer is responsible for the preparation of the financial statements of the Council, within the terms of the Local Government, England and Wales, Accounts and Audit (England) Regulations 2011 and which fairly represent the financial position of the Council at the accounting date and its income and expenditure for the year ended 31st March 2023.

In preparing this statement of accounts, the Responsible Financial Officer has:

Selected suitable accounting policies, which have been applied throughout;

And complied with the Regulations.

The Responsible Financial Officer has also:

Kept proper up to date accounting records;

And undertaken a reconciliation with bank statements on a calendar monthly basis.

GLASTONBURY TOWN COUNCIL
INCOME AND EXPENDITURE ACCOUNT
&
BALANCE SHEET
2023/2024

Introduction & certification:

The Council's financial accounts for the year ended 31st March 2023 are set out on pages 4 to 8, the accounts include various explanatory notes.

Pages 9 to 11 comprise a detailed Revenue Account which does not form part of the statutory financial statements, but which is provided for additional information purposes only.

These accounts are prepared in accordance with the Accounts and Audit (England) Regulations 2011.

These accounts are published subject to internal and external audit.

I certify that these accounts present fairly the financial position of the Council and its Income and Expenditure for the year to 31st March 2024.

Jane A Czornij
Responsible Financial Officer

Dated 5th June 2024

I certify that these accounts have been approved by a resolution of the Council at the meeting held on 11th June 2024

Mayor

Dated

GLASTONBURY TOWN COUNCIL

SUMMARY INCOME & EXPENDITURE ACCOUNT - YEAR ENDED 31st MARCH 2024

	2023	2024
	£	£
INCOME		
Precept	419,160	650,924
Grants	58,049	13,100
Admin Burial Bd/Austin M Homes/St Ed's Hall	13,013	15,194
Burial Board Maintenance Contract	3,000	3,300
Council Events Income	1,623	1,385
Insurance Claims	-	-
Glastonbury in Bloom Baskets & Sponsorship	2,150	7,688
Bank Interest	2,044	12,240
Frost Fayre and Shop Christmas Trees	14,844	18,352
Allotment & Land Rents	2,204	4,066
Town Hall Hall Hire	33,888	46,186
Herbie's Field Donations	1,000	1,565
St Dunstan's House	-	-
Tribunal/Town Museum		33
Town Deal Grant		512,890
Glastonbury Information Centre		3,344
St Dunstan's Car Park Charges inc. Market	146,084	161,374
Burns the Bread Shop Unit Rent	12,507	6,000
	<hr/>	<hr/>
TOTAL INCOME	709,565	1,457,641
	<hr/> <hr/>	<hr/> <hr/>
EXPENDITURE		
General Administration	292,713	312,816
Town Deal Project	16,531	249,100
Financial Assistance	154,959.49	106,991
Running Costs - Allotments	4,097	20,488
- St Dunstan's House	37,679	36,027
- Herbies Field	5,077	5,867
- Chapel Workshop	3,548	3,596
- Town Hall	237,388	205,373
- GIC		33,095
- Tribunal/Museum		5,480
- CPark, toilets, vehicles	44,016	53,023
	<hr/>	<hr/>
TOTAL EXPENDITURE	796,009	1,031,856
	<hr/> <hr/>	<hr/> <hr/>
CUMULATIVE FUND BALANCE (excluding reserves)		
Balance brought forward 1st April	144,601	70,744
Add Total Income	709,565	1,457,641
Less Total Expenditure	- 796,009	- 1,031,856
Net Appropriations	12,588	- 318,610
	<hr/>	<hr/>
Balance carried forward 31st March	70,744	177,919
	<hr/> <hr/>	<hr/> <hr/>

GLASTONBURY TOWN COUNCIL

BALANCE SHEET AS AT 31st MARCH 2024

	2023 £	Notes	2024 £
CURRENT ASSETS			
Debtors	27,526	3	92283
Cash in Hand	13,439	4	274717
Loans	2,500		2500
Mendip Community Credit Union	3,500		3500
Bank investment accounts	<u>78,682</u>	5	<u>188573</u>
	125,648		561574
CURRENT LIABILITIES			
Creditors	<u>23,586</u>	6	<u>33726</u>
NET ASSETS	<u>102,062</u>		<u>527847</u>
Represented by:			
Town Hall and Car Park Fund	2,236		16236
St Dunstan's House Fund	5,025		0
Glastonbury Way Fund	-		3000
Town Improvements Fund	-		20000
Council Tax Support Fund	1,504		
Election Fund	4,075		6575
Glastonbury in Bloom Fund	2,718		6390
CCTV Fund	101		0
Herbies Field Fund	688		688
Frost Fayre Fund	6,014		10914
GIC and Tribunal/Museum Fund	-		16000
Decarbonisation Fund	-		20000
Climate Change Fund	-		5000
Town Deal Fund	389		247624
Youth Provision Fund	15,497		4430
Revenue Account Balance	<u>63,815</u>		<u>170989</u>
	<u>102,062</u>		<u>527847</u>

GLASTONBURY TOWN COUNCIL

Notes to the Financial Statements 31st March 2024

	2023 £	2024 £
2. Fixed Assets		
Allotments (at historical cost)		
Lowerside Allotments	1,028	1,028
Common Moor Allotments	69,178	69,178
	70,206	70,206
Land at Common Moor		
	16,117	16,117
Herbie's Field		
	70,000	70,000
Town Hall Building		
	2,325,654	2,325,654
St Dunstan's Car Park		
	127,768	127,768
Furniture & Equipment		
	88,562	88,562
Computer Equipment		
	3,759	8,000
Ceremonial Regalia & Works of Art		
	81,467	81,467
St Dunstans House		
	350,000	350,000
Market Cross		
	885,800	885,800
3. Debtors		
Town Hall Lettings	13,970	21,849
Conservation Society		1,500
Burial Board	3,651	36,864
Austin Memorial Homes	2,709	2,965
Somerset County Council		20,448
St Edmund's Hall	3,455	3,685
Other Debtors	3,741	4,972
	27,526	92,283
4. Cash in Hand		
Petty Cash	-	-
Mendip Credit Union	1,609	1,625
Credit card	- 526	118
Cash in bank	12,356	272,974
	13,439	274,717
5. Investments		
Unity Trust Bank - new account additions	0	41,086
Nationwide	41,044	78,682
Additions	35,594	63,416
Withdrawals	-	-
Interest for the Year	2,044	5,388
	78,682	188,573

GLASTONBURY TOWN COUNCIL

Notes to the Financial Statements 31st March 2024

	2023	2024
	£	£
6. Liabilities		
Trade Creditors	13,252	3,544
PAYE		7,305
Net Wages	- 437	74
VAT payable	5,268	- 9,890
Other Creditors - unpaid grants/Xmas Collections	1,000	1,873
Superannuation	-	29,572
Other Creditors	4,503	1,248
	23,586	33,726

7. Tenancies

During the year the following tenancies were held:

Council as tenant:-

With effect from 15 August 1997, the St. Dunstan's Car Park, cottage, public toilets and other units thereon, were leased from the Mendip District Council on a 99 year term at a rent of one peppercorn per annum.

Council as landlord:-

<u>Property</u>	<u>Tenant</u>	Rent P.A.	<u>Rent P.A.</u>
Car park - cottage	Vacant	430	
Car park - shop unit 1	From 01.01.13 Burns the l	6,000	6,000
Car park - office unit 2	Police Post	-	-
<u>Common Moor - allotments</u>	Glastonbury Allotments Society	300	300
<u>Common Moor - land</u>	Mrs Paul	200	200

REVENUE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2024

INCOME

	2023		2024	
	£	£	£	£
ADMINISTRATION				
Grants	58,049		13100	
Frost Fayre Income	13,661		16812	
Christmas Tree Income	1,183		1540	
Glastonbury in Bloom Baskets & sponsors	2,150		7688	
Bank Interest	2,044		12240	
Council Events and Miscellaneous Income	1,623		1385	
Austin Memorial Homes/St Edmund's Hall	4,303		4989	
Burial Board Reimbursements	8,710		10205	
Burial Board Maintenance Contract	<u>3,000</u>		<u>3300</u>	
		94,723		71258
ALLOTMENTS & LAND				
Lowerside Allotments	1,840		3558	
Common Moor Allotments	300		300	
Land at Common Moor - Grass keep	-		200	
Way Leave	<u>64</u>		<u>9</u>	
		2,204		4066
HERBIES FIELD				
Loan	-		-	
Income	<u>1,000</u>		<u>1565</u>	
		1,000		1565
TOWN HALL				
Lettings	35,952		46348	
Less Remissions	- 2,062		-2303	
Bar and Café	-		<u>2140</u>	
		33,890		46186
CAR PARK				
Car Park takings (Net of VAT)	142,736		144794	
Car Park season tickets	3,347		430	
Market Rent	<u></u>		<u>16150</u>	
		146,082		161374
ST DUNSTANS HOUSE INCOME				
		-		-
COTTAGE & UNITS				
St Dunstan's Cottage Rent	6,507		-	
Unit rents	<u>6,000</u>		<u>6000</u>	
		12,507		6000
TOWN DEAL				
Income			<u>512890</u>	
				512890
TRIBUNAL INCOME				
Income			<u>33</u>	
				33
GLASTONBURY INFORMATION CENTRE				
Goods Sales			3347	
Miscellaneous			-3	
	<u></u>		<u></u>	
		146,082		3344
TOTAL OTHER INCOME		290,405		806717

REVENUE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2024

	2023		2024	
	£	£	£	£
APPROPRIATIONS				
Frost Fayre	1,794		100	
Glastonbury in Bloom	1,916		529	
Election Fund	-		-	
Mayors Fund	1,194		0	
CCTV Fund			101	
Council tax support fund	548			
Town Improvements Fund			1527	
St Dunstan's House Fund	-		5025	
Town Hall Fund	5,000			
Climate Change Fund	-		0	
Youth Provision Fund	6,678		13297	
Herbies Field Fund				
Town Deal Fund	<u>16,532</u>	33,662	<u>0</u>	20579
PRECEPT		419,160		650924
TOTAL INCOME		<u>743,227</u>		<u>1478220</u>

REVENUE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2024
EXPENDITURE

	2023		2024	
	£	£	£	£
ADMINISTRATION				
Employees				
Salaries	179,841		186844	
Contingency for Staff Sickness				
Travelling Allowance	170		220	
Honoraria (for Macebearers)	540		840	
National Insurance	17,133		16973	
Superannuation	38,419		37506	
Staff/Councillor Training	1,025		215	
JRS HMRC Job Retention Scheme	-		-	
	<u> </u>	237,128	<u> </u>	242597
Printing & Stationery	1,149		1751	
Equipment	4,827		982	
Audit Fee	1,810		2230	
End of year and Sage	1,875		2080	
Bank Charges	1,686		2107	
Postage	182		704	
Telephone	7,196		7881	
Website, Internet, Social Media	1,685		2925	
Webcam operation	450		300	
Advertising	114		1383	
Computer software, IT support	7,035		8117	
Subscriptions	2,704		7836	
Legal Expenses	425		2250	
Members Expenses	-			
Admin Support	115		60	
Council Events	150		2459	
Climate Emergency group	189		775	
Neighbourhood Plan			14563	
Mayor's Allowance	2,000		740	
Band For Mayors Sunday	-			
Road Closures	1,050		935	
Platinum Jubilee	8,168		6586	
Christmas Lights	3,474		3555	
Election Expenses	<u>9,303</u>	55,585	<u> </u>	70220
FINANCIAL ASSISTANCE				
Public Footpaths			557	
Glastonbury Information Centre	30,000		44	
Glastonbury In Bloom	13,666		16970	
Glastonbury Community Development	3,800		0	
Other grants (£4k)	4,000		3785	
St John's Clock	165		190	
Market Cross	507		3544	
Poppy Wreaths for Remembrance Day	75		209	
Citizens Advice Bureau	7,000		4660	
CCTV	-		-	
Promoting Glastonbury	807		980	
Frost Fayre	10,195		10731	
Local Community Transport Schemes	11,000		14000	
Miscellaneous Town Support	71		8776	
Christmas Expenses	1,212		3286	
Civic Hospitality	1,645		2243	
Civic Regalia	4,545		246	
St Edmund's Community Hall	4,000		4000	
Youth Provision	<u>62,271</u>		<u>32770</u>	
		154,959		106991
ALLOTMENTS & LAND				
Allotments and land maintenance inc.		4,097		20488

REVENUE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2024

EXPENDITURE (Continued)

	2023		2024	
	£	£	£	£
HERBIES FIELD				
Loan Repayments	4,873		4794	
Costs	<u>204</u>		<u>1073</u>	
		5,077		5867
ST DUNSTANS HOUSE				
Renovations	1,844		0	
Expenses	11,251		11944	
Agents & Legal Fees				
Loan Repayment	<u>24,584</u>		<u>24083</u>	
		37,679		36027
GLASTONBURY INFORMATION CENTRE				
GIC Wages and Salaries			18647	
GIC NI			1088	
GIC Superannuation			1611	
GIC Goods for resale			9936	
GIC Other expenses			<u>1814</u>	
				33095
TRIBUNAL				
Expenditure			5480	
			<u>0</u>	
				5480
JOINT BURIAL COMMITTEE				
		3,548		3596
TOWN HALL				
Employees				
Caretaker Wages	94,036		108794	
Caretaker National Insurance	8,882		10524	
Caretaker Superannuation	19,089		25121	
Caretaker Uniform	734		85	
Caretaker Training	365		208	
Gronds Maintenance Labour	<u>-</u>	123,107	<u>144732</u>	
Premises - Maintenance General	78,816		16009	
Grounds Maintenance				
Rates, Water, etc	7,052		6644	
Gas	5,746		5532	
Electricity	5,903		8444	
Trade Refuse	1,753		1887	
Furniture & Equipment	4,038		6264	
Cleaning Materials	1,521		1944	
Insurance	6,373		6921	
Civil Marriage Registration Fee	1,750		0	
Performing Rights Licence	782		623	
Premises Licence	180		180	
Telephone	367		14	
Marketing				
Decarbonisation			3922	
Bar and Café Stock	<u>114,281</u>		<u>2257</u>	60641

REVENUE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2024
EXPENDITURE (Continued)

	2023		2024	
	£	£	£	£
CAR PARK				
Maintenance	2,550		5342	
Council Tax	12,600		5489	
Water Rates	3,469		3698	
Electricity	3,993		6431	
Equipment inc charging points	403		585	
Cleaning Materials	1,183		1351	
Insurance				
Printing & Stationery	934		1518	
Payment Fees	3,940		4225	
Car Park Works			4083	
Magdalene Street Toilets:				
Electricity	1,036		1141	
Water	1,714		2924	
Cleaning materials	715		927	
Repairs, Council Tax etc	1,536		10562	
Van running costs	7,508		3366	
Skate Park	784		584	
St Dunstans Cottage Maintenance	1,651		799	
		44,016		53023

EXPENDITURE (Continued)

	2023		2024	
	£	£	£	£
TOWN DEAL EXPENDITURE				
Town Deal Project Expenditure	-	16,531		249100
TOTAL OUTGOINGS		796,009		1031856

APPROPRIATIONS

Election Fund	2,500		2500	
GIC and Tribunal Fund			16000	
Town Deal Fund	15,128		247259	
Decarbonisation Fund			20000	
Town Hall and car Park fund			14000	
Town Improvements Fund			20000	
Red Brick Youth Fund			2230	
Glastonbury Way Fund			3000	
Climate Change Fund			5000	
Frost Fayre Fund	3,446		5000	
Glastonbury in Bloom Fund			4200	
		21,074		339189
TOTAL EXPENDITURE		817,084		1371045
NET MOVEMENT IN FUNDS	-	73,857		107175