



GLASTONBURY TOWN COUNCIL

INCOME AND EXPENDITURE ACCOUNT

&

BALANCE SHEET

2024/2025

Published subject to External Audit

GLASTONBURY TOWN COUNCIL

ACCOUNTS

2024/2025

CONTENTS

	Page
Auditor information	1
Statement of Responsibilities	2
Introduction and certification	3
Summary Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6 to 7
Detailed Revenue Account	8 to 12

GLASTONBURY TOWN COUNCIL
INCOME AND EXPENDITURE ACCOUNT
&
BALANCE SHEET
2024/2025

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

2024/2025

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 2025.

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
2024/2025

Introduction & certification:

The Council's financial accounts for the year ended 31st March 2025 are set out on pages 4 to 7, the accounts include various explanatory notes.

Pages 8 to 12 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 2025.

Michelle Phillips

Responsible Financial Officer

Dated 22nd May 2025

I certify that these accounts have been approved by a resolution of the Council at the meeting held on 10th June 2025.

Mayor

Dated

GLASTONBURY TOWN COUNCIL

SUMMARY INCOME & EXPENDITURE ACCOUNT - YEAR ENDED 31st MARCH 2025

	2024	2025
Precept	650,924.00	960,000.00
Operating	(414,491.80)	(463,314.88)
Civic	(13,423.23)	(25,853.26)
Community Services		
Glastonbury Information Centre	(29,750.89)	(82,124.95)
Tribunal	(5,446.18)	1,313.15
Public Toilets	(15,554.21)	(3,109.47)
St Dunstan's House	(36,026.74)	(31,071.31)
Other	10,305.20	1,121.13
Market	16,150.00	15,200.00
Glastonbury In Bloom	(9,582.05)	(11,228.78)
Frost Fayre	6,080.70	3,575.39
Christmas	(5,301.22)	(6,473.12)
General Community Services Expenses	(72,704.61)	(67,406.73)
Burial Board	(295.50)	2,204.94
Appropriations	(8,479.49)	(27,406.22)
Total Community Services	(150,604.99)	(205,405.97)
Venue	(17,596.95)	228,231.74
Town Improvements and Projects	(40,427.74)	(406,522.93)
Open Spaces	(24,909.39)	(55,504.83)
Car Park	117,704.10	139,801.81
Total TOTAL	107,174.00	171,431.68

CUMULATIVE FUND BALANCE (excluding reserves)

Balance brought forward 1st April	70,744.29	177,918.95
Add Total Income	1,457,640.90	2,831,334.83
Less Total Expenditure	(1,031,856.02)	(2,181,634.03)
Net Appropriations	(318,610.22)	(478,269.12)
Balance carried forward 31st March	177,918.95	349,350.63

GLASTONBURY TOWN COUNCIL

BALANCE SHEET AS AT 31st MARCH 2025

	2024 £	Notes	2025 £
CURRENT ASSETS			
Debtors	92,283	3	36,767
Cash in Hand	274,717	4	1,023,994
Loans	2,500		2,500
Mendip credit union	3,500		3,500
Investments	188,573	5	48,724
	561,574		1,115,485
CURRENT LIABILITIES			
Creditors	33,726	6	(62,062.45)
NET ASSETS	527,847		1,177,548
Represented by:			
Town Hall and Car Park Fund	16,236		21,236
St Dunstan's House Fund	-		24,295
Glastonbury Way Fund	3,000		3,000
Town Improvements Fund	20,000		14,878
Council Tax Support Fund			9,575
Election Fund	6,575		5,925
Glastonbury in Bloom Fund	6,390		688
CCTV Fund	-		14,490
Herbies Field Fund	688		16,000
Frost Fayre Fund	10,914		39,000
Glastonbury Information Centre and Tribunal Fund	16,000		658,642
Decarbonisation Fund	20,000		4,430
Climate Change Fund	5,000		6,000
Town Deal Fund	247,624		15,000
Red Brick Youth Fund	4,430		1,967
Revenue Account Balance	170,989		342,421
	527,847		1177548

GLASTONBURY TOWN COUNCIL

Notes to the Financial Statements 31st March 2025

	2024 £	2025 £
2. Fixed Assets		
Herbies Field	70,000	70,000
Land at Common Moor (at historical cost)	15,500	15,500
Town Hall Building (insured value)	2,325,654	2,325,654
St Dunstan's Car Park (at historical cost and insured value)	100,000	100,000
Furniture & Computer Equipment Ceremonial Regalia & Works of Art (insured value)	334,008	355,123
St Dunstan's House	350,000	350,000
Market Cross	885,800	885,800
Total Fixed Assets	4,080,962	4,102,077
3. Debtors		
Town Hall Lettings	21,849	8,169
Conservation Society	1,500	
Burial Board	36,864	17,103
Austin Memorial Homes	2,965	
Somerset County Council	20,448	624
St Edmund's Hall	3,685	6,890
Other Debtors	4,972	3,981
	<u>92,283</u>	<u>36,767</u>
4. Cash in Hand		
Petty Cash	-	233
Mendip Credit Union	1,625	1,625
Credit card	118	
Cash in bank	272,974	1,022,136

	<u>274,717</u>	<u>1,023,994</u>
5. Investments		
Unity Trust Bank	41,086	42,198
Nationwide	147,486	6,526
Santandar	0	0
	<u>188,573</u>	<u>48,724</u>
6. Liabilities		
Trade Creditors	3,544	12,179
PAYE	7,305	9,972
Net Wages	74	-
VAT payable	9,890	86,389
Other Creditors - unpaid grants/Xmas Collections	1,873	1,269
Superannuation	29,572	-
Other Creditors	1,248	908
	<u>33,726</u>	<u>62,062</u>

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>	<u>Rent P.A.</u>	<u>Rent P.A.</u>
Car park - cottage	From 01.04.08 Simon Penton end 31.03.23	N/A	N/A
Car park - shop unit 1	From 01.01.13 Burns the Bread	6,000	7,375
Car park - office unit 2	Unrented	-	-
<u>Common Moor - allotments</u>	Glastonbury Allotments Society	300	300
<u>Common Moor - land</u>	Mr G E Brewer end 31.03.24	200	Nil

**Revenue Account for the Year Ended 31st March
2025**

2024

2025

Precept		650,924.00	960,000.00
Operating Costs			
Operational Income			
Bank Interest Received		12,240.23	24,726.75
Climate Emergency		0.00	1,000.00
Insurance Claims		0.00	12,261.00
Miscellaneous Income		10.00	0.00
Admin Reimbursements			
Burial Board Administration Reimbursements		10,205.00	10,717.20
St Edmund's Community Hall And Austin Memorial Homes		4,988.50	7,288.56
Total Admin Reimbursements		15,193.50	18,005.76
Appropriations Income			
Appropriations from CCTV Fund		100.79	0.00
Total Appropriations Income		100.79	0.00
Total Operational Income		27,544.52	55,993.51
Operating Expenses			
Operating Employment Expenses			
Operating Employees Employers NI		(27,497.30)	(33,181.26)
Operating Employees Salaries		(295,637.60)	(349,119.27)
Operating Employees Superannuation		(62,626.32)	(74,036.32)
Employees Travelling		(219.66)	(598.86)
Employees Training		(422.59)	(1,926.28)
Employees Uniforms		(85.24)	(667.51)
Total Operating Employment Expenses		(386,488.71)	(459,529.50)
Office Expenses (Printing, Postage, Stationery, Telephone)		(10,350.48)	(11,061.02)
Office Equipment		(982.39)	(1,799.71)
Audit and Accountancy		(4,311.00)	(5,940.00)
Bank Charges		(2,107.29)	(2,206.08)
Website and Social Media		(2,924.76)	(2,198.76)
Webcam		(300.00)	(1,012.62)
Advertising		(1,382.90)	(1,029.26)
Computer software and IT support		(8,116.50)	(9,236.52)
Subscriptions		(7,835.92)	(7,465.41)
Legal advice		(2,250.00)	(550.00)
Insurance		(6,920.90)	(7,582.09)
Vehicle running costs		(3,365.81)	(8,697.42)
Appropriations			
Appropriation to Climate Change Fund		(5,000.00)	(1,000.00)
Total Appropriations		(5,000.00)	(1,000.00)
Total Operating Expenses		(442,336.66)	(519,308.39)
Total Operating Costs Income less Expenditure		(414,792.14)	(463,314.88)

Civic			
Civic Expenses			
Mayors Allowance		(739.53)	(933.18)
Mayor's Sunday		0.00	(2,904.82)
Remembrance Day		(209.00)	(711.77)
Jubilee Expenditure		(6,585.76)	0.00
Civic Hospitality		(2,243.10)	(121.49)
Civic Regalia		(245.84)	0.00
Macebearer & Pipers Honoraria		(840.00)	(770.00)
Councillor Training and Mileage		(60.00)	(445.00)
Appropriations			
Appropriation to Community Transports fund		0.00	(15,000.00)
Appropriation to Election Fund		(2,500.00)	(3,000.00)
Appropriation to Council Events Fund		0.00	(1,967.00)
Total Appropriations		(2,500.00)	(19,967.00)
Total Civic Expenses		(13,423.23)	(25,853.26)
Total Civic Expenses		(13,423.23)	(25,853.26)

Community Services			
Glastonbury Information Centre			
GIC Income			
Glastonbury Information Centre Goods Sales	3,347.08	36,260.51	
Glastonbury Information Centre Income	(2.74)	0.00	
Total GIC Income	<u>3,344.34</u>	<u>36,260.51</u>	
GIC Expenses			
GIC Wages and Salaries	(18,647.27)	(70,927.03)	
GIC Employee NI	(1,087.75)	(3,488.12)	
GIC Superannuation	(1,610.51)	(7,052.74)	
GIC Goods for resale	(9,936.01)	(34,001.02)	
GIC Other expenses	(1,813.69)	(2,916.55)	
Total GIC Expenses	<u>(33,095.23)</u>	<u>(118,385.46)</u>	
Total Glastonbury Information Centre Income less Expendit	<u>(29,750.89)</u>	<u>(82,124.95)</u>	
Tribunal			
Tribunal Income			
Tribunal Museum Income	33.34	12,112.07	
Total Tribunal Income	<u>33.34</u>	<u>12,112.07</u>	
Tribunal Expenses			
Tribunal - Rent	0.00	(10,798.92)	
Tribunal - Other expenses	(5,479.52)	0.00	
Total Tribunal Expenses	<u>(5,479.52)</u>	<u>(10,798.92)</u>	
Total Tribunal Income less Expenditure	<u>(5,446.18)</u>	<u>1,313.15</u>	
Public Toilets			
Public Toilets (x4) - Cleaning Materials	(927.19)	(578.83)	
Public Toilets (x4) - Electricity	(1,140.81)	(1,053.18)	
Public Toilets (x4) - Maintenance	(10,562.30)	(403.00)	
Public Toilets (x4) - Water and sewerage	(2,923.91)	(1,074.46)	
Total Public Toilets Expenditure	<u>(15,554.21)</u>	<u>(3,109.47)</u>	
St Dunstan's House			
St Dunstan's House Expenses			
St Dunstans House - Rates and utilities	0.00	(7,488.94)	
St Dunstans House Loan Repayment - Loan 1	(24,083.15)	(23,582.37)	
St Dunstans House Renovations	(11,943.59)	0.00	
Total St Dunstan's House Expenses	<u>(36,026.74)</u>	<u>(31,071.31)</u>	
Total St Dunstan's House Expenditure	<u>(36,026.74)</u>	<u>(31,071.31)</u>	
Other Income			
Grants	13,100.00	6,313.00	
Council Events Income (ACE Committee)	1,375.00	0.00	
	<u>14,475.00</u>	<u>6,313.00</u>	
Other Expenses			
Road Closures	(935.00)	(550.00)	
Climate Emergency Group/Resilience Committee	(775.37)	(3,108.74)	
Council Events Expenses (ACE Committee)	(2,459.43)	(1,533.13)	
Total Other Expenses	<u>(4,169.80)</u>	<u>(5,191.87)</u>	
Total Other Income less Expenditure	<u>10,305.20</u>	<u>1,121.13</u>	
Market			
Market Rent	16,150.00	15,200.00	
Total Market	<u>16,150.00</u>	<u>15,200.00</u>	
Glastonbury In Bloom			
Glastonbury in Bloom income	7,387.53	4,336.63	
Glastonbury in Bloom Expenses	(16,969.58)	(15,565.41)	
Total Glastonbury In Bloom Income less Expenditure	<u>(9,582.05)</u>	<u>(11,228.78)</u>	

Frost Fayre		
Frost Fayre income	16,811.56	17,745.75
Frost Fayre expenses	(10,730.86)	(14,170.36)
Total Frost Fayre Income less Expenditure	<u>6,080.70</u>	<u>3,575.39</u>
Christmas		
Shop Christmas Tree income	<u>1,540.00</u>	<u>1,442.29</u>
Christmas Expenses		
Christmas Expenses	(3,286.07)	(1,762.91)
Christmas shop trees and lights	(3,555.15)	(6,152.50)
Total Christmas Expenses	<u>(6,841.22)</u>	<u>(7,915.41)</u>
Total Christmas Income less Expenditure	<u>(5,301.22)</u>	<u>(6,473.12)</u>
General Community Services Expenses		
Grant Aid-Others	(3,785.00)	(10,181.78)
St John's Clock	(190.00)	0.00
Market Cross	(3,543.86)	(229.58)
Citizens Advice	(4,660.00)	0.00
Promoting Glastonbury	(979.99)	(1,208.00)
Tor Bus and other local transport schemes	(14,000.00)	(15,400.00)
Miscellaneous Town Support	(8,775.76)	(7,173.85)
St Edmunds Community Hall	(4,000.00)	(4,000.00)
St Edmunds Community Hall Youth Night	(12,500.00)	(9,375.00)
Redbrick/MYCA Youth Night	(12,500.00)	(9,375.00)
Youth	(7,770.00)	(8,463.52)
Grant Aid - Glastonbury Brass	0.00	(2,000.00)
Total General Community Services Expenditure	<u>(72,704.61)</u>	<u>(67,406.73)</u>
Burial Board		
Burial Board Income		
Burial Board Maintenance Contract	3,300.00	3,300.00
Burial Board Salary Reimbursements	32,074.47	33,364.62
Total Burial Board Income	<u>35,374.47</u>	<u>36,664.62</u>
Burial Board Expenses		
Burial Board Salaries	(32,074.47)	(33,364.62)
Burial Joint Committee	(3,595.50)	(1,095.06)
Total Burial Board Expenses	<u>(35,669.97)</u>	<u>(34,459.68)</u>
Total Burial Board Income less Expenditure	<u>(295.50)</u>	<u>2,204.94</u>
Appropriations		
Appropriations Income		
Appropriation - St Dunstons House Fund	5,025.00	0.00
Appropriation from Red Brick etc Youth Fund	13,297.00	0.00
Appropriations from Glastonbury In Bloom	528.51	464.78
Appropriations-Frost Fayre Fund	100.00	0.00
Total Appropriations Income	<u>18,950.51</u>	<u>464.78</u>
Appropriation Expenses		
Appropriation to Glastonbury in Bloom Fund	(4,200.00)	0.00
Appropriation to Frost Fayre fund	(5,000.00)	(3,576.00)
Appropriation to GIC and Tribunal fund	(16,000.00)	0.00
Appropriation to Red Brick etc Youth Fund	(2,230.00)	0.00
Appropriation to St Dunstons House Fund	0.00	(24,295.00)
Total Appropriation Expenses	<u>(27,430.00)</u>	<u>(27,871.00)</u>
Total Appropriations	<u>(8,479.49)</u>	<u>(27,406.22)</u>
Total Community Services Income less Expenditure	<u>(150,604.99)</u>	<u>(205,405.97)</u>

Venue			
Venue Income			
Lettings Income			
Lettings - Main Hall	35,981.97	35,660.80	
Lettings - Council Chamber	1,702.00	5,013.00	
Lettings - Majors Parlour	8,614.50	0.00	
Lettings - Bar/Buffer	2,788.00	1,546.00	
Lettings - Car Park	0.00	166.00	
Lettings - Remissions	(2,302.50)	(1,350.50)	
Bad Debt	(2,738.00)	(5,278.42)	
Total Lettings Income	44,045.97	35,756.88	
Cafe and Bar income	2,140.30	1,179.99	
Appropriations- Town Hall fund	0.00	247,259.00	
Total Venue Income	46,186.27	284,195.87	
Venue Expenses			
Venue Running Expenses			
Town Hall Maintenance General	(16,009.38)	(21,777.19)	
Town Hall Utilities	(20,619.17)	(17,001.34)	
Trade Refuse	(1,886.73)	(2,487.89)	
Town Hall Equipment	(6,263.59)	(2,001.51)	
Town Hall Cleaning Materials	(1,944.15)	(2,986.80)	
Town Hall Premises Licence	(180.00)	(180.00)	
PRS Licence	(623.17)	(808.74)	
Cafe and Bar Stock	(2,257.03)	(495.66)	
Town Hall Alterations	0.00	(3,225.00)	
Total Venue Running Expenses	(49,783.22)	(50,964.13)	
Appropriation to Town Hall fund	(14,000.00)	(5,000.00)	
Total Venue Expenses	(63,783.22)	(55,964.13)	
Total Venue Income less Expenditure	(17,596.95)	228,231.74	

Town Improvements and Projects			
Town Improvements and Projects Income			
Town Deal Project Income	512,890.00	1,469,548.55	
Appropriations Income			
Appropriations- Town Improvements Fund	1,527.48	5,122.00	
Total Appropriations Income	1,527.48	5,122.00	
Total Town Improvements and Projects Income	514,417.48	1,474,670.55	
Town Improvements and Projects Expenditure			
Neighbourhood Plan	(14,563.40)	(7,568.37)	
World Heritage Site	0.00	(22,110.31)	
Town Deal Project Expenditure	(249,100.48)	(1,171,894.15)	
Decarbonisation	(3,922.34)	(2,343.75)	
Appropriation Expenses			
Appropriation to Decarbonisation fund	(20,000.00)	(19,000.00)	
Appropriation To Town Deal Fund	(247,259.00)	(658,276.90)	
Appropriation to Town Improvements Fund	(20,000.00)	0.00	
Total Appropriation Expenses	(287,259.00)	(677,276.90)	
Total Town Improvements and Projects Expenditure	(554,845.22)	(1,881,193.48)	
Total Town Improvements and Projects Income less Expendi	(40,427.74)	(406,522.93)	

Open Spaces			
Open Spaces Income			
Loweside Allotments	3,557.50	3,142.50	
Common Moor Allotments	300.00	300.00	
Common Moor Land	200.00	0.00	
Way Leave	8.82	120.34	
Herbies Field Donations	1,565.20	1,300.00	
Total Open Spaces Income	5,631.52	4,862.84	
Open Spaces Expenses			
Allotments and Land Maintenance	(13,595.49)	(1,718.83)	
Herbies Field Expenses			
Herbies Field Costs	(1,073.05)	(694.84)	
Herbies Field Loan Repayment	(4,794.10)	(4,715.12)	
Total Herbies Field Expenses	(5,867.15)	(5,409.96)	
Public Footpath Expenses	(557.19)	(599.83)	
Glastonbury Way Expenses	(44.48)	(1,891.74)	
Grounds Maintenance expenses	(6,892.75)	(50,101.58)	
Skate Park and Play Park Expenses			
Skatepark	(583.85)	(645.73)	
Total Skate Park and Play Park Expenses	(583.85)	(645.73)	
Appropriation Expenses			
Appropriations to Glastonbury Way Fund	(3,000.00)	0.00	
Total Appropriation Expenses	(3,000.00)	0.00	
Total Open Spaces Expenses	(30,540.91)	(60,367.67)	
Total Open Spaces Income less Expenditure	(24,909.39)	(55,504.83)	

Car Park			
Car Park Income			
Car Park Takings			
St Dunstons Car Park-Charges	144,793.65	161,121.45	
St Dunstons Car Park - Season Tickets	429.96	143.32	
Total Car Park Takings	145,223.61	161,264.77	
Unit and Cottage Rents			
Unit rent - Burns The Bread	6,000.00	7,375.00	
Total Unit and Cottage Rents	6,000.00	7,375.00	
Total Car Park Income	151,223.61	168,639.77	
Car Park Expenses			
St Dunstons Car Park Expenses			
St Dunstons Car Park Maintenance	(5,341.94)	(2,342.43)	
St Dunstan's Car Park Rates	(5,489.00)	(5,489.00)	
St Dunstons Car Park Water and Sewerage Rates	(3,697.54)	(4,270.37)	
St Dunstons Car Park Utilities	(6,431.02)	(4,200.13)	
St Dunstan's Car Park - Equipment	(584.80)	(569.61)	
St Dunstons Car Park Printing and Stationery	(1,518.00)	(1,243.97)	
St Dunstons Car Park Card Payment Fees	(4,225.46)	(5,993.34)	
St Dunstons Car Park Cleaning Materials	(1,350.63)	(783.83)	
St Dunstons Car Park Insurance	0.00	(139.44)	
St Dunstons Car Park works	(4,082.50)	0.00	
Total St Dunstons Car Park Expenses	(32,720.89)	(25,032.12)	
Total Car Park Expenses	(32,720.89)	(25,032.12)	
St Dunstons Cottage Expenses			
St Dunstan's Cottage - Maintenance inc utilities	(798.62)	(3,766.94)	
St Dunstons Cottage - Commission	0.00	(38.90)	
Total St Dunstons Cottage Expenses	(798.62)	(3,805.84)	
Total Car Park Income less Expenditure	117,704.10	139,801.81	
Total Year End Income less Expenditure	106,873.66	171,431.68	