

**RYE TOWN COUNCIL**  
**STATEMENTS OF ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2010**

*Assisting Accountants  
Gibbons Mannington & Phipps  
Chartered Accountants  
Landgate Chambers  
Rye  
TN31 7LJ*

**Rye Town Council**

**Statements of Accounts**

**For the Year Ended 31 March 2010**

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**Rye Town Council**

**Council Information**

**As at 31 March 2010**

**The Right Worshipful the Mayor of Rye**

Sam Souster

**Other Councillors**

Granville Bantick

John Breeds (Deputy Mayor)

Jonathan Breeds

Brian Elliott

Bernardine Fiddimore

Lorna Hall

Sonia Holmes

Jo Kirkham

Paul Osborne

Frank Palmer

Ian Potter

Shaun Rogers

David Russell

Mary Smith

David Wright

**Clerk to the Council**

Richard Farhall

**Auditors**

Mazars Neville Russell  
Regency House  
3 Grosvenor Square  
Southampton  
SO15 2BE

## Rye Town Council

### Income & Expenditure Account

#### For the Year Ended 31 March 2010

	Notes	2010 £	2009 £
<b>INCOME</b>			
Precept on District Council		83,651	79,670
Interest and Investment Income	2	2,861	6,619
Town Hall Cottage		8,265	7,975
Town Hall		15,251	18,704
Town Field		500	500
Establishment/General Administration		243	181
Heritage Centre		99,776	13,379
Management Contribution		3,000	-
Rye Town Services		-	9,969
Grants	3	11,449	15,639
Mayors Allowance Receipts		1,686	1,988
Skatepark Donations		10,000	691
Online Filing Incentive		75	-
Ryennium and Millennium Medals		-	60
Golden Jubilee Grants and Mugs		10	-
		<u>236,767</u>	<u>155,375</u>
<b>EXPENDITURE</b>			
Establishment/General Administration	7, 8	97,324	101,996
Heritage Centre management charge	16	6,045	-
Election Expenses		-	3,152
Capital Expenditure	11	2,249	10,050
Operational Expenditure:			
Town Field		-	-
Town Hall Cottage		100	1,588
Town Hall		707	4,144
Heritage Centre & TIC Running Costs		96,689	33,582
Rye Town Services write off		5,000	20,048
Grants	4	18,000	14,684
Ryennium and Millennium Medals		118	3,134
		<u>226,232</u>	<u>192,378</u>
General Fund at 1 April 2009		67,361	109,568
Add: Total Income		<u>236,767</u>	<u>155,375</u>
		304,128	264,943
Deduct: Total Expenditure		<u>226,232</u>	<u>192,378</u>
		77,896	72,565
Transfers from / (to) Other Reserves		5,400	(5,204)
General Reserve Balance as at 31 March 2010		<u>83,296</u>	<u>67,361</u>

*The notes on Pages 4 to 10 form part of these accounts.*

**Rye Town Council**

**Balance Sheet**

**As At 31 March 2010**

	<b>Notes</b>	<b>2010 £</b>	<b>2010 £</b>	<b>2009 £</b>	<b>2009 £</b>
<b>Current Assets</b>					
Stock	<b>12</b>	19,807		16,959	
Debtors and Prepayments	<b>13</b>	5,226		4,832	
Cash at Bank and In Hand		176,115		123,426	
		<u>201,148</u>		<u>145,217</u>	
<b>Current Liabilities</b>					
Creditors and Accrued Expenses	<b>14</b>	52,967		7,571	
<b>Net Current Assets</b>			<u>148,181</u>		<u>137,646</u>
<b>Capital and Reserves</b>					
Earmarked Reserves	<b>15</b>		64,885		70,285
General Reserve			83,296		67,361
			<u>148,181</u>		<u>137,646</u>

The statements of accounts represent fairly the financial position of the Council as at 31 March 2010 and reflect its Income and Expenditure for the year.

These accounts have been approved by the Council

Cllr J. A. Breeds  
**The Right Worshipful the Mayor of Rye**

Mr R. A. S. Farhall  
**Responsible Financial Officer**

Date: .....

Date: .....

**Rye Town Council**  
**Notes to the Accounts**  
**For The Year Ended 31 March 2010**

**1 Principal Accounting Policies**

**Accounting Convention**

The accounts have been prepared in accordance with the Accounts and Audit Regulations 2003, as amended by the Accounts and Audit Regulations 2006, and with guidance from Governance and Accountability in Local Councils in England and Wales: A Practitioners Guide.

**Fixed Assets**

All expenditure on the acquisition, creation or enhancement of fixed assets is reported in the notes to the accounts, provided that the fixed asset yields benefits to the authority and the services it provides, for a period of more than one year. The year end values are stated on the following basis:

Land, operational properties and other operational assets are reported in the notes to the accounts at current insurance values as approximating to the lower of current replacement cost and net realisable value.

During the year the following valuations were amended:

Vehicles and Equipment decreased by £1,672  
Infrastructure Assets decreased by £100  
Community Assets increased by £1,430

**Debtors and Creditors**

The revenue accounts of the Council are maintained on an accruals basis in accordance with the guide. That is that 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. telephone, 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.

**Stocks and Work In Progress**

Stocks of 'Ryennium', the Millennium Medal and the Golden Jubilee Mug held at the Town Hall are valued at cost. All other stocks have been treated as consumed because their value was not material.

Stock held at the Heritage Centre is at the lower of cost or net realisable value.

**Leases**

The Council has no commitments under finance leases. Rentals payable under operating leases are charged to revenue on an accruals basis.

**Rye Town Council**  
**Notes to the Accounts**  
**For The Year Ended 31 March 2010**

**1 Principal Accounting Policies Continued**

**Reserves**

The Council maintains certain reserves to meet general and specific future expenditure. The purpose of the Council's reserves is explained in Note 15.

**Interest Income**

All interest receipts are credited initially to general funds.

**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 last actuarial valuation was undertaken as at 31 March 2007 and the change in contribution rates as a result of that valuation took effect from 1 April 2008 with annual adjustments thereafter.

**Rye Town Council**  
**Notes to the Accounts**  
**For The Year Ended 31 March 2010**

<b>2 Interest and Investment Income</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	2,861	6,619
	<u>2,861</u>	<u>6,619</u>
<b>3 Grant Income</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Tourist Information Centre Grant (to 6 August 2009)	11,449	13,639
Other Grants - Rye Action Plan	-	2,000
	<u>11,449</u>	<u>15,639</u>
<b>4 Grant Expenditure</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Rye In Bloom	250	250
Christmas Lighting	-	1,250
Rye Community Centre - Safety Barrier	-	1,500
Rye Maritime Festival	250	250
East Sussex Air Ambulance	-	500
Rye Partnership Marketing	5,000	5,000
Rye LAT Secretarial Services	-	60
Rye Chamber of Commerce Christmas Festival	1,000	-
Rye Cricket Club New Artificial Wicket	1,000	-
A Taste of Rye	-	200
Arts Festival 2009	500	250
50% Purchase of Mary I Document	-	424
Rye Art Gallery	5,000	-
Rye Castle Museum Architectural Services	5,000	-
Rye Fisheries Refurbishment	-	5,000
	<u>18,000</u>	<u>14,684</u>

**5 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.

**Rye Town Council**  
**Notes to the Accounts**  
**For The Year Ended 31 March 2010**

**6 Tenancies**

During the year the following tenancies were held:

**Council as landlord**

<b>Tenant</b>	<b>Property</b>	<b>Rent p.a. £</b>	<b>Repairing/ Non Repairing</b>
A Clarke and K Clarke	Town Hall Cottage	8,280	Non Repairing
Rye Rugby Football Club Limited	South Side of New Road, Rye	500	Repairing

**Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a. £</b>	<b>Repairing/ Non Repairing</b>
Rother District Council	Cricket Salts (Rye Skate Park)	20	Non Repairing

**7 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:

	<b>2010 £</b>	<b>2009 £</b>
Town Council Publicity	2,776	3,851
Heritage Centre Publicity	1,385	75
	<u>4,161</u>	<u>3,926</u>

**8 S.137 Expenditure**

	<b>2010 £</b>	<b>2009 £</b>
The total amount available for this purpose was	<u>20,793</u>	<u>19,572</u>

£3,154 of such expenditure was incurred during the year.

**Rye Town Council**  
**Notes to the Accounts**  
**For The Year Ended 31 March 2010**

**9 Pensions**

For the year of account the Council's contributions equal 18.3% of the employees' pensionable pay.

These contributions will need to increase to 18.6% in 2010/2011 so as to provide adequately for known liabilities.

Approved by: Hymans Robertson LLP  
 (Actuaries to the Pensions Fund)

**10 Fixed Assets**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
As at 31 March 2010 the following assets were held:	<b>Value</b>	<b>Value</b>
<b><u>Freehold Land and Buildings</u></b>		
Town Hall	350,000	350,000
Cottage	190,000	190,000
Heritage Centre	190,000	190,000
Skate Park	39,050	39,050
	<u>769,050</u>	<u>769,050</u>
<b><u>Vehicles and Equipment</u></b>		
Office Furniture	495	495
Other Furniture	24,095	24,095
Equipment - Office and Other	9,987	11,649
Sundry	23,492	23,502
	<u>58,069</u>	<u>59,741</u>
<b><u>Infrastructure Assets</u></b>		
Street Furniture	8,100	8,200
	<u>8,100</u>	<u>8,200</u>
<b><u>Community Assets</u></b>		
Playing Field (977 year lease) - Subject to a sub tenancy of 25 years to Rye Rugby Football Club Limited in 2005	11,000	11,000
Town Model	40,000	40,000
Other Community Assets	362,210	360,780
	<u>413,210</u>	<u>411,780</u>
	<u><b>1,248,429</b></u>	<u><b>1,248,771</b></u>

The basis of valuation of the above assets is set out in the Accounting Policies (Note 1)

**Rye Town Council**  
**Notes to the Accounts**  
**For The Year Ended 31 March 2010**

<b>11 Fixed Assets - Additions and Disposals</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
	<b>Cost</b>	<b>Cost</b>
During the year the following assets were purchased		
Operational Land and Buildings	-	10,050
Vehicles and Equipment	819	-
Infrastructure Assets	-	-
Community Assets	1,430	-
	<u>2,249</u>	<u>10,050</u>
	<u><u>2,249</u></u>	<u><u>10,050</u></u>
<b>12 Stocks</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Heritage Centre	16,678	13,713
Town Hall	3,129	3,246
	<u>19,807</u>	<u>16,959</u>
	<u><u>19,807</u></u>	<u><u>16,959</u></u>
<b>13 Debtors</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Trade Debtors	5,133	4,832
VAT Recoverable	93	-
	<u>5,226</u>	<u>4,832</u>
	<u><u>5,226</u></u>	<u><u>4,832</u></u>
<b>14 Creditors and Accrued Expenses</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Trade Creditors	1,901	2,834
RTS PAYE Creditor	-	2,304
Rent in advance	552	-
Accruals	860	849
Income received in advance	42,744	-
Heritage Centre management charge	6,045	-
Rental Deposits	865	865
VAT Payable	-	719
	<u>52,967</u>	<u>7,571</u>
	<u><u>52,967</u></u>	<u><u>7,571</u></u>

**Rye Town Council**  
**Notes to the Accounts**  
**For The Year Ended 31 March 2010**

**15 Earmarked Reserves**

	Balance at 1/4/2009 £	Contribution to reserve £	Contribution from reserve £	Balance at 31/3/2010 £
Asset Renewal Reserves	56,093	1,523	(2,277)	55,339
Other Earmarked Reserves	14,192	1,523	(6,169)	9,546
Total Earmarked Reserves	<u>70,285</u>	<u>3,046</u>	<u>(8,446)</u>	<u>64,885</u>

The Asset Renewal Reserves are maintained to fund the maintenance of certain assets and the periodic replacement of certain equipment. They are credited normally with amounts equivalent to the notional depreciation charges on such assets.

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the Council.

The Earmarked Reserves at 31 March 2010 are set out in Appendix A.

**16 Management Agreement**

Rye Town Council entered into a 3-year management agreement with Peter Cosstick with effect from 1 April 2009 for him to manage – in return for a share of the profits - the Heritage Centre and Tourist Information Centre (until August 2009) on the Council's behalf. The building, stock, fixtures and fittings, Town Model and equipment (with the exception of the Old Pier Amusements) are owned by the Council - and it employs the Heritage Centre Sales/Counter staff directly. The share of the profits due to Peter Cosstick for the year ended 31 March 2010 amounted to £6,045

This year there is a further write off for Rye Town Services in the sum of £5,000. This represents an over estimate of the occupancy fee included in the previous year's figures twice, by mistake.

**17 Contingent Liabilities**

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

**Rye Town Council**  
**Notes to the Accounts**  
**For The Year Ended 31 March 2010**

**Earmarked Reserves**

**Appendix A**

	<b>Balance at 01/04/2009</b>	<b>Provided</b>	<b>Used</b>	<b>Balance at 31/03/2010</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Asset Renewal Reserves</b>				
Capital Fund Heritage Centre	4,711	-	-	4,711
Capital Fund Town Model	20,000	-	-	20,000
Heritage Centre Office Equipment	1,000	-	-	1,000
Capital Town Hall Fund	18,515	-	855	17,660
Capital Fund Cottage	8,990	-	100	8,890
Town Hall Office Equipment	760	116	-	876
Robes and Regalia	1,322	-	1,322	-
Black and Gold Finger Posts	795	-	-	795
Skate Park	-	1,407	-	1,407
	<u>56,093</u>	<u>1,523</u>	<u>2,277</u>	<u>55,339</u>
<b>Other Earmarked Reserves</b>				
Computer Software and Training	1,116	-	214	902
Asset Valuations	870	-	-	870
New Scout Hut	3,000	-	-	3,000
Detached Youth Work	1,500	-	-	1,500
Elections	-	1,500	-	1,500
Alarm Upgrade	921	-	-	921
Local Action Plan(PRGP 9.6.08)	5,955	-	5,955	-
Devolved services negotiation	500	-	-	500
Training	330	23	-	353
	<u>14,192</u>	<u>1,523</u>	<u>6,169</u>	<u>9,546</u>
<b>Total Earmarked Reserves</b>	<u>70,285</u>	<u>3,046</u>	<u>8,446</u>	<u>64,885</u>

**Rye Heritage Centre Management****31st March 2010**

## Calculation of Management fee

		£
Profit per accounts	(adjusted for management fee)	3,804.12
Add Back Prior year expenditure not previously included		
GM fee	provided last year	-1,600.00
	paid in year	1,840.00
	less Vat claimed in year	<u>-240.00</u>
	Adjustment	0.00
Old Pier Amusements	provided last year	-174.50
	paid in year	<u>174.50</u>
	Adjustment	0.00
Additional Salary found due		
	Adjustment	509.00
Additional Light & Heat Eon	1,991.75	
	Vat recovered in year	<u>-259.79</u>
	Adjustment	1,731.96
HMRC	advised but payment not found.	
	<u>Adjustment</u>	0.00
Building repairs none found		
	Adjustment	0.00
Management Fee provided		
	adjustment	6,045.08
Net Operating Profit before management fee		<u>12,090.16</u>
Management fee 50% (invoice required)		<u><u>6,045.08</u></u>

Provided in the 2010 accounts but to be paid in the following year.