

**Chichester City Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2024**

**Chichester City Council**

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**31 March 2024**

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**Chichester City Council**

**Council Information**

**31 March 2024**

**( Information current at 28th June 2024 )**

**Mayor**

Cllr S. Quail

**Councillors**

Cllr S. Loxton (Deputy Mayor)

Cllr C.M.M. Apel

Cllr E. Butler

Cllr R. Chant

Cllr M. Corfield

Cllr C. Gershater

Cllr J. Gershater

Cllr G. Hitchman

Cllr S. Knight

Cllr J. Kondabeka

Cllr S. McHale

Cllr R. Miall

Cllr R. Moore

Cllr L. Pramas

Cllr A.M.D. Scicluna

Cllr K. Squire

Cllr J. Vivian

**Clerk to the Council**

Mrs S. Tate CiLCA

**Responsible Financial Officer (R.F.O.)**

Mrs K. Martin MAAT

**Auditors**

Moore (East Midlands

Rutland House

Minerva Business Park

Lynch Wood

Peterborough

PE2 6PZ

**Chichester City Council**  
**Statement of Responsibilities**  
**31 March 2024**

**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 Deputy Town Clerk & Finance Manager, 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 Unaudited Financial Statements in accordance with Part 4 of the "Governance and Accountability for Local Councils – A Practitioners Guide (England) (as amended)" (the guide), so far as is applicable to this council, to present a true and fair view of the financial position of the council at 31 March 2024 and its income and expenditure for the year then ended.

In preparing the Unaudited Financial Statements, 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 guide.

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 further certify that the Unaudited Financial Statements present a true and fair view of the financial position of Chichester City Council at 31 March 2024, and its income and expenditure for the year ended 31 March 2024.

Signed: .....

Mrs K. Martin MAAT- Deputy Town Clerk & Finance Manager

Date: .....

**Chichester City Council**  
**Statement of Accounting Policies**  
**31 March 2024**

**Auditors**

**The name and address of the External Auditors is provided for information only.**

**These Statements are not subject to audit and the External Auditors have no responsibility for them.**

**Accounting Convention**

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (FRSSE) issued by the Accounting Standards Board, as applied to Local Councils by part 4 of Governance and Accountability for Local Councils – A Practitioners Guide (England) (the guide). Comparative figures have been restated to conform to the revised formats where appropriate. Certain requirements have been omitted for clarity and simplicity as these statements are not subject to audit. They are produced in support of the council's audited Statement of Accounts contained within the Annual Return Statement of Accounts.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

All expenditure in excess of £1000 (on any one item or group of similar items) 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,

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

**Chichester City Council**  
**Statement of Accounting Policies**  
**31 March 2024**

**Depreciation Policy**

Buildings and leasehold land are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis.

Freehold land is not depreciated.

Non Operational Assets (including Investment Properties) are not depreciated.

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

Infrastructure assets are depreciated over 10 years at 10% per annum straight line.

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

Depreciation is accounted for as a Balance Sheet movement only, not through the Income and Expenditure Account.

**Grants or Contributions from Government or Related Bodies**

**Capital Grants**

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.

**Revenue Grants**

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

**Investments**

Investments are included in the balance sheet at historic cost and realised gains or losses are taken into the income and expenditure account as realised. Details are given at note 14.

**Debtors and Creditors**

The revenue accounts of the council are maintained on an accruals basis in accordance with the regulations. 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 regular quarterly and other 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.

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

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**

The council has no long term borrowing. Consequently, there were no external loan repayments made in the year.

**Chichester City Council**  
**Statement of Accounting Policies**  
**31 March 2024**

**Leases**

Rentals payable under operating leases are charged to revenue on an accruals basis. Details of the council's obligations under operating leases are shown at note 17.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 20 to 23.

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:

Revaluation Reserves – hold balances representing unrealised gains on the appropriate asset since 1<sup>st</sup> April 2007.

Capital Financing Account – represent the council's investment of resources in such assets already made.

**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 services on an appropriate and consistent basis.

**Pensions**

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those 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 2025 and any change in contribution rates as a result of that valuation will take effect from 1st April 2026.

**Chichester City Council**  
**Income and Expenditure Account**  
**31 March 2024**

	Notes	2024 £	2023 £
<b>Income</b>			
Precept on Principal Authority		767,615	737,615
Grants Receivable		471,965	907,298
Rents Receivable, Interest & Investment Income	2	198,642	88,825
Charges made for Services		87,443	85,435
Other Income		280	446
<b>Total Income</b>		<b>1,525,945</b>	<b>1,819,619</b>
<b>Expenditure</b>			
<b>Direct Service Costs:</b>			
Salaries & Wages		(241,664)	(221,996)
Grant-aid Expenditure		(35,722)	(37,735)
Other Costs	1	(306,094)	(264,873)
<b>Democratic, Management &amp; Civic Costs:</b>			
Salaries & Wages		(224,998)	(206,572)
Other Costs	1	(165,725)	(131,865)
<b>Total Expenditure</b>		<b>(974,203)</b>	<b>(863,041)</b>
<b>Excess of Income over Expenditure for the year.</b>		<b>551,742</b>	<b>956,578</b>
<b>Exceptional Items</b>			
(Loss) on the disposal of fixed assets		-	(235)
<b>Net Operating Surplus for Year</b>		<b>551,742</b>	<b>956,343</b>
<b>STATUTORY CHARGES &amp; REVERSALS</b>			
Capital Expenditure charged to revenue	12	(19,586)	(14,080)
Reverse profit on asset disposals		-	235
Transfer (to) Earmarked Reserves	23	(501,837)	(916,355)
<b>Surplus for the Year to General Fund</b>		<b>30,319</b>	<b>27,393</b>
<b>Net Surplus for the Year</b>		<b>532,156</b>	<b>943,748</b>
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer (to) Earmarked Reserves	23	501,837	916,355
Surplus for the Year to General Fund		30,319	27,393
		<b>532,156</b>	<b>943,748</b>

The council had no other recognisable gains and/or losses during the year.

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*The notes on pages 12 to 20 form part of these unaudited statements.*



**Chichester City Council**  
**Statement of Movement in Reserves**  
**31 March 2024**

Reserve	Purpose of Reserve	Notes	2024 £	Net Movement in Year £	2023 £
Asset Revaluation Reserve	Store of gains on revaluation of fixed assets	19	213,748	-	213,748
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	20	2,999,453	(26,647)	3,026,100
Investment Financing Account	Store of capital resources set aside to purchase investments	21	390,000	-	390,000
Usable Capital Receipts	Proceeds of fixed assets sales available to meet future capital investment	22	21,729	-	21,729
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	23	2,138,980	501,835	1,637,145
General Fund	Resources available to meet future running costs		574,587	30,319	544,268
<b>Total</b>			<b>6,338,497</b>	<b>505,507</b>	<b>5,832,990</b>

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Chichester City Council**

**Balance Sheet**

**31 March 2024**

	Notes	2024 £	2024 £	2023 £
<b>Fixed Assets</b>				
Tangible Fixed Assets	11		3,340,027	3,371,817
<b>Long Term Assets</b>				
Investments Other Than Loans	14		490,000	490,000
<b>Current Assets</b>				
Debtors and prepayments	15	40,630		31,581
Cash at bank and in hand		2,636,989		2,137,040
		<u>2,677,619</u>		<u>2,168,621</u>
<b>Current Liabilities</b>				
Creditors and income in advance	16	<u>(42,323)</u>		<u>(65,478)</u>
<b>Net Current Assets</b>			2,635,296	2,103,143
<b>Total Assets Less Current Liabilities</b>			6,465,323	5,964,960
Deferred Grants	18		(126,825)	(131,969)
<b>Total Assets Less Liabilities</b>			<u>6,338,498</u>	<u>5,832,991</u>
<b>Capital and Reserves</b>				
Revaluation Reserve	19		213,748	213,748
Capital Financing Reserve	20		2,999,453	3,026,100
Investments Financing Reserve	21		390,000	390,000
Usable Capital Receipts Reserve	22		21,729	21,729
Earmarked Reserves	23		2,138,980	1,637,145
General Reserve			574,588	544,269
			<u>6,338,498</u>	<u>5,832,991</u>

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2024, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 28th June 2024 .

Signed: .....  
Cllr S. Quail  
Mayor  
Mrs K. Martin MAAT  
Responsible Financial Officer

Date: .....

*The notes on pages 12 to 20 form part of these unaudited statements.*

**Chichester City Council**

**Cash Flow Statement**

**31 March 2024**

	Notes	2024 £	2024 £	2023 £
<b>REVENUE ACTIVITIES</b>				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(466,663)		(428,567)
Other operating payments		<u>(505,989)</u>		<u>(439,138)</u>
			(972,652)	(867,705)
<i>Cash inflows</i>				
Precept on Principal Authority		767,615		737,615
Cash received for services		126,480		120,190
Revenue grants received		<u>471,965</u>		<u>906,136</u>
			1,366,060	1,763,941
<b>Net cash inflow from Revenue Activities</b>	26		393,408	896,236
<b>SERVICING OF FINANCE</b>				
<i>Cash inflows</i>				
Interest received		<u>126,127</u>		<u>29,367</u>
<b>Net cash inflow from Servicing of Finance</b>			126,127	29,367
<b>CAPITAL ACTIVITIES</b>				
<i>Cash outflows</i>				
Purchase of fixed assets		(19,586)		(14,080)
<i>Cash inflows</i>				
Sale of fixed assets		<u>-</u>		<u>1,250</u>
<b>Net cash (outflow) from Capital Activities</b>			(19,586)	(12,830)
<b>Net cash inflow before Financing</b>			<u>499,949</u>	<u>912,773</u>
<b>Increase in cash</b>	27		<u><b>499,949</b></u>	<u><b>912,773</b></u>

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The notes on pages 12 to 20 form part of these unaudited statements.

## **Chichester City Council**

### **Notes to the Accounts**

**31 March 2024**

#### **1 Other Costs Analysis**

**Other Costs reported in the council's Income and Expenditure Account comprise the following:**

##### **Direct Service Costs**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Heritage	1,441	2,171
Community Centres	81,322	40,720
Community Parks & Open Spaces	12,730	8,350
Allotments	20,996	18,194
Cemeteries	35,524	47,661
Public Conveniences	15,704	13,848
Community Safety (Crime Reduction)	47,180	43,296
Structure & Local	12,885	17,187
Market Undertakings	-	42
Grants from New Homes Bonus	13,346	7,000
Promotion & Marketing of the Area	50,868	53,720
Community Development	36,067	37,996
Routine Repairs (other roads)	13,408	12,162
Investment Properties	345	261
Less: Grant-aid Expenditure	(35,722)	(37,735)
<b>Total</b>	<b>306,094</b>	<b>264,873</b>

##### **Democratic, Management & Civic Costs**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Corporate Management	58,769	73,093
Democratic Representation & Management	73,143	33,019
Civic Expenses	29,813	21,753
Mayors Allowance	4,000	4,000
<b>Total</b>	<b>165,725</b>	<b>131,865</b>

As reported in the Statement of Accounting Policies, apportionment of central costs is not reflected in the above analysis.

#### **2 Interest and Investment Income**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	136,479	31,494
	<b>136,479</b>	<b>31,494</b>

#### **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.

## **Chichester City Council**

### **Notes to the Accounts**

**31 March 2024**

#### **4 General Power of Competence**

With effect from 20th May 2015 Chichester City Council acquired the right to exercise the General Power of Competence extended to Town and Parish Councils under the Localism Act 2011 by S.I. 2012 No 965 (The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012). Therefore, with effect from 20th May 2015 the council no longer exercises the powers conveyed by Section 137 of the Local Government Act 1972 (as amended).

#### **5 Related Party Transactions**

The council entered into no material transactions with related parties during the year.

#### **6 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:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Fees for statutory audit services	2,520	2,520
Total fees	<u>2,520</u>	<u>2,520</u>

#### **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>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Council House Publicity	107	421
	<u>107</u>	<u>421</u>

#### **8 Members' Allowances**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	4,000	4,000
	<u>4,000</u>	<u>4,000</u>

#### **9 Employees**

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

	<b>2024</b>	<b>2023</b>
	<b>Number</b>	<b>Number</b>
Full-time	9	6
Part-time	5	6
Temporary	3	4
	<u>17</u>	<u>16</u>

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

No officer received a salary in excess of £60,000

## **Chichester City Council**

### **Notes to the Accounts**

**31 March 2024**

#### **10 Pension Costs**

The council participates in the West Sussex County Council Pension Fund. The West Sussex County Council Pension Fund is a defined benefit scheme, but the council is unable to identify its share of the underlying assets and liabilities because all town and parish councils in the scheme pay a common contribution rate.

The cost to the council for the year ended 31 March 2024 was £63,276 (31 March 2023 - £62,003).

The most recent actuarial valuation was carried out as at 31st March 2022, and the council's contribution rate is confirmed as being 18.20% of employees' pay with effect from 1st April 2024 (year ended 31 March 2024 – 19.20%). Financial Reporting Standard 17 (FRS17): "Retirement Benefits" sets out accounting requirements for pension costs. For schemes such as West Sussex County Council Pension Fund, paragraph 9(b) of FRS17 requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

#### **11 Tangible Fixed Assets**

	<b>Operational Freehold Land and Buildings</b>	<b>Non Operational Land and Buildings</b>	<b>Vehicles and Equipment</b>	<b>Infra- structure Assets</b>	<b>Community Assets</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 31 March 2023	1,385,187	1,558,550	249,750	218,591	679,691	4,091,769
Additions	-	-	19,586	-	-	19,586
At 31 March 2024	1,385,187	1,558,550	269,336	218,591	679,691	4,111,355
<b>Depreciation</b>						
At 31 March 2023	(357,779)		(229,528)	(130,585)	(2,060)	(719,952)
Charged for the year	(23,924)		(7,828)	(19,450)	(174)	(51,376)
At 31 March 2024	(381,703)	-	(237,356)	(150,035)	(2,234)	(771,328)
<b>Net Book Value</b>						
At 31 March 2024	1,003,484	1,558,550	31,980	68,556	677,457	3,340,027
At 31 March 2023	1,027,408	1,558,550	20,222	88,006	677,631	3,371,817

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 2008 by external independent valuers, Messrs The District Valuation Service. 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**

The council holds no such assets

**Chichester City Council**

**Notes to the Accounts**

**31 March 2024**

**12 Financing of Capital Expenditure**

	2024	2023
	£	£
The following capital expenditure during the year:		
Fixed Assets Purchased	19,586	14,080
	<u>19,586</u>	<u>14,080</u>
was financed by:		
Revenue:		
Equipment Replacement Reserve	19,586	14,080
	<u>19,586</u>	<u>14,080</u>

**13 Information on Assets Held**

Fixed assets owned by the council include the following:

**Operational Land and Buildings**

Council House and Assembly Rooms

**Non-Operational Land and Buildings**

Buttermarket

**Vehicles and Equipment**

Council House furniture and equipment

Sundry office equipment

M U G A Lighting

Allotments Storage Container

Ford Transit

Renault Kangoo Van (Electric)

**Infrastructure Assets**

Fencing

Heritage Lighting

Bus Shelters (5)

Other Street Furniture

**Community Assets**

City Cross

St James Obelisk

Allotments – 7 sites

Litten War Memorial and Burial Ground

Furniture, Painting and Artefacts

**Chichester City Council**

**Notes to the Accounts**

**31 March 2024**

**14 Investments**

**Investments  
Other Than  
Loans**

**Cost**

At 01 April 2023

£  
490,000

At 31 March 2024

490,000

**Amounts Written Off**

At 31 March 2024

-

**Net Book Value**

At 31 March 2024

490,000

490,000

At 01 April 2023

490,000

490,000

At 31 March 2024 the investments included above at a cost of £490,000 had a market value of £433,090 (31 March 2023 - £457,767 ).

**15 Debtors**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Debtors	8,288	5,040
Hall Bookings	5,577	3,237
Trade Debtors	13,865	8,277
VAT Recoverable	4,940	3,130
Other Debtors	789	700
Revenue Grant Debtors	1,162	1,162
Prepayments	2,746	11,536
Accrued Interest Income	17,128	6,776
	40,630	31,581

**16 Creditors and Accrued Expenses**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade Creditors	29	31
Accruals	13,285	18,709
Income in Advance	29,009	46,738
	42,323	65,478



**Chichester City Council**

**Notes to the Accounts**

**31 March 2024**

**17 Financial Commitments under Operating Leases**

The council had annual commitments under non-cancellable operating leases of equipment as follows:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Obligations expiring within one year	440	440
Obligations expiring between two and five years	-	-
Obligations expiring after five years	-	-
	<hr/> 440	<hr/> 440
	<hr/> <hr/>	<hr/> <hr/>

**18 Deferred Grants**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Capital Grants Applied</b>		
At 01 April	131,969	137,112
Released to offset depreciation	(5,144)	(5,143)
At 31 March	<hr/> 126,825	<hr/> 131,969
<b>Total Deferred Grants</b>		
At 31 March	<hr/> 126,825	<hr/> 131,969
At 01 April	<hr/> 131,969	<hr/> 137,112
	<hr/> <hr/>	<hr/> <hr/>

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.

**19 Revaluation Reserve**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	<hr/> 213,748	<hr/> 213,748
Balance at 31 March	<hr/> 213,748	<hr/> 213,748
	<hr/> <hr/>	<hr/> <hr/>

The revised system of accounting for local councils requires the establishment of a Revaluation Reserve. The balance on this account represents revaluation of fixed assets since 1<sup>st</sup> April 2007, less subsequent depreciation charged to revenue on such revaluation elements. This account will increase or reduce as and when assets are revalued or disposed of.

**Chichester City Council**

**Notes to the Accounts**

**31 March 2024**

**20 Capital Financing Account**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	3,026,100	3,057,175
Financing capital expenditure in the year		
Additions - using revenue balances	19,586	14,080
Disposal of fixed assets	-	(2,473)
Depreciation eliminated on disposals	-	988
Reversal of depreciation	(51,377)	(48,813)
Deferred grants released	5,144	5,143
Balance at 31 March	<u>2,999,453</u>	<u>3,026,100</u>

The Capital Financing 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.

**21 Financial Instruments Financing Account**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	390,000	390,000
Financing Investment Purchases in the year		
Balance at 31 March	<u>390,000</u>	<u>390,000</u>

The Financial Instruments Financing Account represents revenue and capital resources applied to finance the purchase of Available for Sale Investments , less provisions for losses below the original cost of the applicable investment, and the entries necessary to adjust loans made at less than market rates of interest to a Fair Value as reported in the Balance Sheet. It does not represent a reserve that the council can use to support future expenditure.

**22 Usable Capital Receipts Reserve**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	21,729	21,729
Balance at 31 March	<u>21,729</u>	<u>21,729</u>

The Usable Capital Receipts Reserve represents capital receipts available to finance capital expenditure in future years.

Under the provisions of the Local Authorities Investment Regulations 2010, Investments in the Local Authority Property Fund are permitted Revenue Investments. Nevertheless, the Investment made in 2016/17 originated from Capital Receipts. At such time as the Investment is realised, the sum of £390,000 will be required to be returned to Usable Capital Receipts Reserve. Any surpluses arising on realisation will be treated as Revenue Income.

## **Chichester City Council**

### **Notes to the Accounts**

**31 March 2024**

#### **23 Earmarked Reserves**

	<b>Balance at 01/04/2023</b>	<b>Contribution to reserve</b>	<b>Contribution from reserve</b>	<b>Balance at 31/03/2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Capital Projects Reserves	14,353	37,500	(8,056)	43,797
Asset Renewal Reserves	1,269,984	452,279	(27,654)	1,694,609
Other Earmarked Reserves	352,808	154,033	(106,267)	400,574
<b>Total Earmarked Reserves</b>	<b>1,637,145</b>	<b>643,812</b>	<b>(141,977)</b>	<b>2,138,980</b>

The Capital Projects Reserves are credited with amounts set aside from revenue to part finance specific projects which are part of the council's capital programme.

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

The Other Earmarked Reserves at 31 March 2024 are set out in detail at Appendix A.

#### **24 Capital Commitments**

The council had no capital commitments at 31 March 2024 not otherwise provided for in these accounts.

#### **25 Contingent Liabilities**

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

#### **26 Reconciliation of Revenue Cash Flow**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Net Operating Surplus for the year	551,739	956,578
Add/(Deduct)		
Interest and Investment Income	(126,127)	(29,367)
(Increase) in debtors	(9,049)	(9,008)
(Decrease) in creditors	(23,155)	(21,967)
<b>Revenue activities net cash inflow</b>	<b>393,408</b>	<b>896,236</b>

**Chichester City Council**

**Notes to the Accounts**

**31 March 2024**

**27 Movement in Cash**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Balances at 01 April</b>		
Cash with accounting officers	30	30
Cash at bank	2,137,010	1,224,237
	<u>2,137,040</u>	<u>1,224,267</u>
<b>Balances at 31 March</b>		
Cash with accounting officers	30	30
Cash at bank	2,636,959	2,137,010
	<u>2,636,989</u>	<u>2,137,040</u>
<b>Net cash inflow</b>	<u>499,949</u>	<u>912,773</u>

**28 Reconciliation of Net Funds/Debt**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Increase in cash in the year	499,949	912,773
<b>Net cash flow arising from changes in debt</b>	<u>-</u>	<u>-</u>
Movement in net funds in the year	<u>499,949</u>	<u>912,773</u>
Cash at bank and in hand	2,137,040	1,224,267
<b>Net funds at 01 April</b>	<u>2,137,040</u>	<u>1,224,267</u>
Cash at bank and in hand	2,636,989	2,137,040
Total borrowings	-	-
<b>Net funds at 31 March</b>	<u>2,636,989</u>	<u>2,137,040</u>

**29 Post Balance Sheet Events**

There are no significant Post Balance Sheet events since the preparation of these accounts, up to the date of their final adoption (on 28th June 2024), which would have a material impact on the amounts and results reported herein.

## Chichester City Council

### Appendices

31 March 2024

#### Appendix A

#### Schedule of Other F earmarked Reserves

	<u>Balance at</u> <u>01/04/2023</u>	<u>Contribution</u> <u>to reserve</u>	<u>Contribution</u> <u>from reserve</u>	<u>Balance at</u> <u>31/03/2024</u>
	£	£	£	£
<u>Capital Projects Reserves</u>				
Buttermarket	13,913	2,500		16,413
Allotment Improvements	440	35,000	(8,056)	27,384
	<u>14,353</u>	<u>37,500</u>	<u>(8,056)</u>	<u>43,797</u>
<u>Asset Replacement Reserves</u>				
CIL 2018/19	0			0
CIL 2019/20	20,590		(20,590)	0
CIL 2020/21	133,516		(7,064)	126,452
CIL 2021/22	215,580			215,580
CIL 2022/23	900,298			900,298
CIL 2023/24	0	448,619		448,619
	<u>1,269,984</u>	<u>448,619</u>	<u>(27,654)</u>	<u>1,690,949</u>
<u>Other F earmarked Reserves</u>				
Allotment deposits	2,950	700		3,650
Elections	50,429		(16,220)	34,209
Council House Maintenance	138,661	92,720	(33,344)	198,037
Joint Twinning - Chartres	2,575	483		3,058
Joint Twinning - Ravenna	7,332	500		7,832
Painting Restoration	5,700			5,700
Lift contract	4,600	2,600		7,200
Solar Panels	3,000			3,000
s 106 Public Art Woolstaple	0			0
Charter Dinner	291		(291)	0
International Relations	1,844	2,234		4,078
Litten Gardens	3,000			3,000
Computer Improvements	10,610		(10,610)	0
City Cross Conservation	18,117	2,000		20,117
St James Obelisk	1,900	100		2,000
Civic Regalia	11,199	2,000		13,199
War Memorial	6,004			6,004
Disused Burial Ground Maintenance	11,070			11,070
Budget Carry Forwards	19,460	32,696	(19,460)	32,696
Benches	10,471			10,471
Bus Shelters	32,064	18,000	(26,342)	23,722
Henty Field	6,531			6,531
Chichester in Bloom	5,000			5,000
s 106 Woolstaplers		3,660		3,660
	<u>352,808</u>	<u>157,693</u>	<u>(106,267)</u>	<u>404,234</u>

## Chichester City Council

31 March 2024

### Annual Report Tables

**Table. 1 – Budget & Actual Comparison**

	<b>Budget £</b>	<b>Actual £</b>
Net Expenditure		
Cultural & Heritage	5,230	2,551
Recreation & Sport	209,530	180,983
Open Spaces	16,670	25,827
Cemetery, Cremation & Mortuary	40,600	35,524
Environmental Health	15,232	15,704
Community Safety (Crime Reduction)	47,180	47,180
Planning & Development Services (including Markets)	161,273	146,676
Highways Roads (Routine)	9,300	16,782
Investment Properties	(46,160)	(60,699)
Net Direct Services Costs	458,855	410,528
Corporate Management	185,080	(235,304)
Democratic & Civic	143,180	177,128
Net Democratic, Management and Civic Costs	328,260	(58,176)
Interest & Investment Income	(19,500)	(136,479)
Capital Expenditure	-	19,586
Transfers to/(from) other reserves	-	501,837
(Deficit from)/Surplus to General Reserve	-	30,320
<b>Precept on Principal Authority</b>	<b>767,615</b>	<b>767,615</b>

## Chichester City Council

31 March 2024

### Annual Report Tables

**Table. 2 – Service Income & Expenditure**

Notes	2024 £	2024 £	2024 £	2023 £
	Gross Expenditure	Income	Net Expenditure	Net Expenditure
<b>CULTURAL &amp; RELATED SERVICES</b>				
Cultural & Heritage}	2,551	-	2,551	3,250
Recreation & Sport	233,262	(52,279)	180,983	124,627
Open Spaces	49,118	(23,291)	25,827	17,942
<b>ENVIRONMENTAL SERVICES</b>				
Cemetery, Cremation & Mortuary	35,524	-	35,524	47,661
Environmental Health	15,704	-	15,704	13,848
Community Safety (Crime Reduction)	47,180	-	47,180	43,296
<b>PLANNING &amp; DEVELOPMENT SERVICES</b>				
Planning & Development Services	59,858	-	59,858	59,859
Economic Development (including markets)	84,851	(35,219)	49,632	65,817
Community Development	37,186	-	37,186	39,083
<b>HIGHWAYS, ROADS &amp; TRANSPORT SERVICES</b>				
Highways Roads (Routine)	16,782	-	16,782	15,438
<b>OTHER SERVICES</b>				
Investment Properties	1,464	(62,163)	(60,699)	(55,983)
<b>CENTRAL SERVICES</b>				
Corporate Management	213,595	(448,899)	(235,304)	(689,213)
Democratic & Civic	129,434	-	129,434	87,675
Civic Expenses	47,694	-	47,694	39,231
<b>Net Cost of Services</b>	<b>974,203</b>	<b>(621,851)</b>	<b>352,352</b>	<b>(187,469)</b>