

**MARTLESHAM PARISH COUNCIL**  
**SUPPORTING STATEMENT FOR THE YEAR ENDED 31ST MARCH 2024**

**1. FIXED ASSETS**

As at 31st March 2023, tangible fixed assets at cost totalled £379,542. This figure appears in box 9 of section 2 of the Annual Governance and Accountability Return. The insurance value of these assets was £518,122.

Appendix 1 shows the same fixed assets but includes a revaluation carried out in the financial year 2011/12. Purchases since that date have been added at cost. The detailed assets register is held at the Council's office.

**2. LEASES**

2.1 The area of land known as Martlesham Common is leased to the Council by Grainger plc (formerly known as Bradford Property Trust Ltd) on a 999-year lease at no cost and a nominal rent of 1d per year if requested. Lease dated 2nd June 1978.

2.2 Leased by the Council to Reach2 Academy Trust: Part of the Jubilee Playspace, adjoining the playing field of Martlesham Primary Academy (containing an area of 128 square metres or thereabouts). The lease for five years is dated 17<sup>th</sup> February 2020 and expires on 17<sup>th</sup> February 2025. Annual rent of £1, if demanded.

2.3 Leased to the Council: Pillbox at 67a Deben Avenue, Martlesham Heath, for storage and maintenance of tools. Date of commencement of the original 5-year lease was 1<sup>st</sup> September 2009. This has subsequently been renewed. The current lease was renewed from 1<sup>st</sup> September 2019 to 31<sup>st</sup> August 2024. Annual rent of £1, if demanded.

**3. LICENCES**

3.1 The area of land known as the Play Area (Centenary Playspace) on the Western Corridor: Licence to use the Play area as a play area for children's games, sports and play equipment was made between Martlesham Heath Householders Ltd (formerly Martlesham Consultants Ltd) and the Council to run from 9<sup>th</sup> July 2001 and to continue until terminated by either party serving not less than twelve months' written notice on the other.

The Licence was amended with immediate effect on 17 January 2011 to increase the notice period for termination from twelve months to five years.

3.2 Licence dated 30<sup>th</sup> June 2015 made between Suffolk Coastal District Council, now East Suffolk Council (ESC), & Martlesham Parish Council (MPC) to site a bench at Black Tiles Lane on land belonging to ESC.

3.3 Licence dated 2<sup>nd</sup> February 2021 between Suffolk County Council & MPC in respect of planting 5 trees and 500 flower bulbs on or over part of Carol Avenue (the Public Highway).

*Full details of all deeds and documents are held separately on file.*

**4. BORROWINGS**

As at 31st March 2023 no loans to the Council were outstanding.

## 5. DEBTS OUTSTANDING

As at 31st March 2023 there were no outstanding debts due to the Council apart from:

HM Revenue & Customs VAT (for 01 Jan 24 – 31 Mar 24)	<b>£3,218</b>
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## 6. CREDITORS

The following payments were due but unpaid at 31st March 2023:

Ipswich Computer Services	125.94
SALC	64
Ipswich Computer Services	250
Ipswich Computer Services	247.5
Wave Utilities	14.62
SALC - Payroll	105
Rialtas Business Solutions	202.35
E.on Next	705.83
J Goodluck	225
SCL Landscape Management	1238.36
SCL Landscape Management	95

Which meant The Creditors Account had a balance of **£3,273.60** at 31st March 2023 that was cleared in April 2024.

## 7. SECTION 137 PAYMENTS

Section 137 payments in financial year 2023/24 totalled **£2,440**

## 8. AGENCY WORK

During the year the Council did not undertake any agency work on behalf of other authorities.

## 9. ADVERTISING & PUBLICITY

There were no expenses in this financial year.

## 10. PENSIONS

Pension contributions for the year 2023/24 were **£14,127** of which **£10,483** was the employer contribution. This is included in the Salaries expenditure.

## 11. CAPITAL EXPENDITURE

No expenditure under this heading.

## **12. EARMARKED RESERVES**

Please refer to 'Appendix 2 Earmarked Reserves 31-03-2024 report'. This report is not as clear as I would have liked and was due in the main the creation of actual EMRs on Rialtas BS in January 2024.

## **13. CONTINGENT LIABILITIES**

The Council has no contingent liabilities.

## **14. COUNCIL INCOME**

During the year to 31st March 2023 the Council received the following income:

<b>Precept:</b>	<b><u>£146,300</u></b>
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<b>Community Infrastructure Levy (CIL)</b>	34,059
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### **Other income:**

Village Fete donations	675
Misc. donations	205
Bank Interest	2666

<b>Total of 'Council Income':</b>	<b><u>£37,605</u></b>
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## **15. GRANTS & DONATIONS AWARDED BY THE COUNCIL**

During the year to 31st March 2023 the Council awarded the following grants:

	£
Disability Advice Service (East Suffolk)	500
Ipswich Borough Council (Greenways)	1,100
Ipswich & District Citizens Advice Bureau	400
Martlesham Conservation Group	148
Martlesham in Bloom	190
Martlesham Heath Aviation Society	330
Martlesham Bowls Club	100
	<b><u>£3,268</u></b>

## **16. CASH IN HAND**

Barclays Current	10,917
Barclays Premium 13630498 (former Active Saver)	0
Barclays Premium 43450198 (former Base Rate Reward)	195,881
Cambridge Building Society Notice Council Saver	<u>60,257</u>
	<b><u>£267,055</u></b>

Full details of the accounts are held electronically on Alpha software and hard copies can be viewed in Responsible Financial Officer's accounts folder for 2023/24.

Appendix 1:

**Martlesham Parish Council**  
**Assets Register 2023/24 - Summary**

<b>Asset Category</b>	<b>Fixed Assets value (revaluation carried out in 2011/12)</b>	<b>Insurance value 2023/24</b>
LAND	£ 15,003	£ 26,760
PLAY EQUIPMENT	£166,720	£211,699
STREET FURNITURE	£107,405	£132,824
GATES & FENCES	£ 30,479	£ 35,571
PARISH ROOM & OFFICE CONTENTS	£ 20,162	£ 24,120
TOOLS & MACHINERY	£ 11,412	£ 14,622
SPORTS EQUIPMENT	£ 38,980	£ 41,896
MISCELLANEOUS	£ 1,500	£ 2,015
OUTSIDE EQUIPMENT	£ 26,728	£ 28,615
<b>GRAND TOTALS</b>	<b>£418,389</b>	<b>£518,122</b>

Appendix 2:

**Earmarked Reserves 31<sup>st</sup> March 2024**

<b>Account</b>	<b>Opening Balance</b>	<b>Net Transfers</b>	<b>Closing Balance</b>
320 Earmarked Reserves	80,370.02	-80,370.02	0.00
321 EMR CIL Reserve	62,519.95	-62,519.95	0.00
322 EMR S106 Reserve	14,550.00	-14,550.00	0.00
322 EMR S106 Reserve	0.00	11,279.00	11,279.00
325 EMR-Legal/Prof Fees	0.00	4,387.80	4,387.80
326 EMR-Election Costs	0.00	1,302.86	1,302.86
327 EMR-Martlesham Village Fete	0.00	30,000.00	30,000.00
328 EMR-Strategy/Infrastructure	0.00	1,000.00	1,000.00
329 EMR-Property Repairs	0.00	76,860.25	76,860.25
330 EMR-CIL Reserve	0.00	9,050.00	9,050.00
332 EMR-Carbon Reduction Projects	0.00	733.37	733.37
333 EMR-Section 137 Grants	0.00	2,439.65	2,439.65
334 EMR-Youth Projects	0.00	2,000.00	2,000.00
335 EMR-Bike Trails Project	0.00	321.00	321.00
336 EMR-Development of Play Areas	0.00	15,000.00	15,000.00
337 EMR-General Maintanance	0.00	5,000.00	5,000.00
338 EMR-Play Equipment Maintenance	0.00	2,000.00	2,000.00
339 EMR-Portal Woodlands CG	0.00	2,000.00	2,711.61
340 EMR-DET Committee	0.00	500.00	500.00
	<b>157,439.97</b>	<b>7,145.57</b>	<b>164,585.54</b>