

**Houghton Regis Town Council**

**Statements of Accounts**

**For the year ended 31 March 2025**

# Houghton Regis Town Council

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**Houghton Regis Town Council**

**Council Information**

**31 March 2025**

**( Information current at 9th June 2025 )**

**Mayor**

Cllr M. Herber

**Councillors**

Cllr E. Billington

Cllr P. Burgess

Cllr J. Carroll

Cllr E. Cooper

Cllr E. Costello

Cllr Mrs Y. Farrell

Cllr W. Henderson

Cllr D. Jones

Cllr T. McMahon

Cllr C. Rollins

Cllr A. Slough

Cllr C. Slough

Cllr D. Taylor

**Town Clerk**

Mrs Clare Evans

**Auditors**

Mazars LLP

Salvus House

Aykley Heads

Durham

DH1 5TS

**Internal Auditors**

IAC Audit & Consultancy Ltd

23 Westbury Rd

Yarnbrook

Wiltshire

BA14 6AG

**Houghton Regis Town Council**  
**Statement of Accounting Policies**  
**31 March 2025**

**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 Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

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 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. Fixed assets are valued on the basis recommended by CIPFA. The year end values are stated on the following basis:

land, operational properties and other operational assets are reported in notes to the accounts at cost (where known) or at insurance values current when first reported as approximating to the lower of net replacement cost and net realisable value at that time (previous years at current insurance values).

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.

**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 notes 8 and 9.

**Debtors and Creditors**

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.

**Houghton Regis Town Council**  
**Statement of Accounting Policies**  
**31 March 2025**

**External Loan Repayments**

The council is not required by the Guide to incorporate external borrowings in its Balance Sheet. Details are shown at note 14.

**Leases**

The council is not required by the Guide to incorporate Hire Purchase and/or Finance Lease obligations in its Balance Sheet. Details are shown at note 13.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 15 to 16.

**Interest Income**

All interest receipts are credited initially to general funds.

**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 was due at 31st March 2025 and any change in contribution rates as a result of that valuation will take effect from 1st April 2026.

**Houghton Regis Town Council**  
**Income and Expenditure Account**  
**31 March 2025**

	Notes	2025 £	2024 £
<b>INCOME</b>			
Precept on Principal Authority		1,363,800	1,196,781
Agency Services	12	-	1,200
Capital Receipts, Grants and Loan Proceeds		265,790	2,628,308
Interest and Investment Income	1	71,704	79,152
Leisure and Recreation		77,706	19,780
Allotments		3,640	4,312
Cemetery & Churchyard		14,020	23,629
Community & Youth		1,132	31,759
Highways - Footpaths and Lighting		240	-
Miscellaneous		8,086	7,880
Community Development		184,091	3,946
Sale of Investments		(19,791)	-
Sale of Assets		25,950	8,000
		<u>1,996,368</u>	<u>4,004,747</u>
<b>EXPENDITURE</b>			
Establishment/General Administration		111,306	849,227
Agency Costs	12	32,059	37,500
Election Expenses		-	30,063
Capital Expenditure incl Capital Grants	7	683,201	2,693,986
Loan Interest and Capital Repayments		68,895	12,034
Operational Expenditure:			
Leisure and Recreation inc. Pavilions		241,508	174,489
Allotments		532	2,496
Cemetery & Churchyard		3,709	5,152
Planning and Development		1,792	6,375
Corporate Services Staff Costs		293,049	-
Democratic Representation and Management		13,108	11,864
Environment & Leisure Staff Costs		375,576	-
Public Toilets		22,200	22,450
Grants Under Specific Powers		30,071	22,347
Community Services Staff Costs		199,325	-
Community Services		222,743	95,076
		<u>2,299,074</u>	<u>3,963,059</u>
<b>General Fund</b>			
Balance at 01 April 2024		485,804	429,251
Add: Total Income		<u>1,996,368</u>	<u>4,004,747</u>
		2,482,172	4,433,998
Deduct: Total Expenditure		<u>2,299,074</u>	<u>3,963,059</u>
		183,098	470,939
Transfer from Earmarked Reserves	16	215,019	14,865
General Reserve Balance at 31 March 2025		<u>398,117</u>	<u>485,804</u>

*The notes on pages 8 to 14 form part of these unaudited statements.*

**Houghton Regis Town Council**

**Balance Sheet**

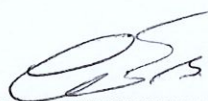
**31 March 2025**

	Notes	2025 £	2025 £	2024 £
<b>Long Term Assets</b>				
Investments Other Than Loans	8		-	600,000
<b>Current Assets</b>				
Debtors and prepayments	10	312,925		231,156
Investments	9	869,500		469,500
Cash at bank and in hand		10,653		197,905
		<u>1,193,078</u>		<u>898,561</u>
<b>Current Liabilities</b>				
Creditors and income in advance	11	<u>(288,441)</u>		<u>(291,218)</u>
<b>Net Current Assets</b>			904,637	607,343
<b>Total Assets Less Current Liabilities</b>			904,637	1,207,343
<b>Total Assets Less Liabilities</b>			<u>904,637</u>	<u>1,207,343</u>
<b>Capital and Reserves</b>				
Earmarked Reserves	16		506,520	721,539
General Reserve			398,117	485,804
			<u>904,637</u>	<u>1,207,343</u>

Signed: .....

Cllr M. Herber

Mayor



Mrs Clare Evans

Responsible Financial Officer

Date: .....

16/06/2025

16/06/2025

*The notes on pages 8 to 14 form part of these unaudited statements.*

## **Houghton Regis Town Council**

### **Notes to the Accounts**

**31 March 2025**

#### **1 Interest and Investment Income**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	71,704	79,152
	<u>71,704</u>	<u>79,152</u>

#### **2 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>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Publicity	75	-
Councils Website	9,125	315
Newsletter	4,942	5,958
	<u>14,142</u>	<u>6,273</u>

#### **3 General Power of Competence**

With effect from 28th September 2015 Houghton Regis Town 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 28th September 2015 the council no longer exercises the powers conveyed by Section 137 of the Local Government Act 1972 (as amended).

#### **4 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>
Various	Allotments	3,640	Non-Repairing

##### **Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a. £</b>	<b>Repairing / Non-Repairing</b>
Central Bedfordshire Council	Workshop	15,500	Non-Repairing
Central Bedfordshire Council	Parkside Recreation Ground	50	N/A
Central Bedfordshire Council	Tithe Farm Recreation Ground	5	N/A

#### **5 Pensions**

For the year of account the council's contributions equal 26.80% of employees' pensionable pay. These contributions will remain at 26.80%, in future years, in order to provide adequately for future liabilities.



## **Houghton Regis Town Council**

### **Notes to the Accounts**

**31 March 2025**

#### **6 Fixed Assets**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
	<b>Value</b>	<b>Value</b>
At 31 March the following assets were held:		
<b><u>Land and Buildings</u></b>		
Bowls Green Shed	2,800	2,800
Houghton Regis Memorial Hall	293,000	293,000
Council Offices and Land	260,400	260,400
Sports Pavilion Moore Crescent	340,020	340,020
Leasehold-Tithe Farm Pavilion	138,900	138,900
Leasehold-Tithe Farm Sports Development Project	3,411,385	2,916,552
Leasehold-Parkside Pavilion	154,784	154,784
Leasehold - Orchard Close Pavilion	115,940	115,940
Leasehold-Village Green Pavilion	459,836	459,836
	<b>5,177,065</b>	<b>4,682,232</b>
<b><u>Vehicles and Equipment</u></b>		
Recreation Ground Equipment	54,474	50,826
Office Equipment	48,475	48,475
Office Boiler	2,990	2,990
Office Furniture	100,226	100,226
Pavilion Furniture & Equipment	7,446	7,446
Play and Sports Equipment & Safety Surfaces	460,158	288,158
Skate Park	90,306	90,306
M U G A	30,062	30,062
Christmas Decorations	64,269	63,069
Kubota Tractor M9540 - LK09 EPL	35,000	35,000
Ford Ranger EX67 KKW	16,942	16,942
Ford Ranger EN68 VTG	22,520	22,520
Ford Ranger LC69 HCL	18,990	18,990
P7E Trailer	795	795
LT106G Trailer	2,465	2,465
Ifor Williams Trailer	800	800
Work Platform (f/lift)	650	650
Dennis Mower	1,500	1,500
Verticut Mower	1,200	1,200
Ransomes Cylinder Mower	850	850
Hayter Mower	2,137	2,137
Hayter Mower (2018)	535	535
Trimax Snake Mower	-	19,950
Hayter Pro Rotary Mower	1,149	1,149
Pro Virtue SVP Mower x 2	748	748
Verti-Cutter	1,329	1,329
Harrier Grass Cutter x 2	1,400	1,400
Honda Tractor Rotavator	4,300	4,300
Stihl AR300L	1,320	1,320
Stihl RMA765 Mower	1,037	1,037
Kubota Mower LR21 HKO	-	17,000
Sissis Autorake	5,209	5,209
Bomford Kestrel Arm Mower	24,600	24,600
Stihl Battery Brushcutters (6)	6,445	6,445

## **Houghton Regis Town Council**

### **Notes to the Accounts**

**31 March 2025**

Kubota Flail Deck	-	7,104
Tomlin Harrows	4,229	4,229
Mitsubishi truck KY64BGK	15,000	15,000
Exac Post Hole Borer	1,500	1,500
Dump Trailer 12' x 6'	4,650	4,650
JCB Mini Excavator	3,476	3,476
Kubota K15 DXU	14,116	14,116
Kubota F3890 (KX68 BDZ)	-	18,368
Kubota F3890 (KX68 BEJ)	18,368	18,368
Kubota XL300 Spreader	1,888	1,888
Rotowash	7,176	7,176
CCTV Equipment	25,041	25,041
Anti-Ram Bollards	5,592	5,592
Gazebos	905	905
Cemetery Earth Augur	670	670
Hot Water Pressure Cleaner	18,219	18,219
Mobile Steam Cleaner	17,999	17,999
Shibarua Tractor LK 17 KTD	19,755	19,755
Sports Equipment (Village Green)	69,999	69,999
Outdoor Gym	4,100	4,100
Kubota RTV KX20 CCJ	15,250	15,250
Defibrillators	10,092	10,092
	<u>1,268,352</u>	<u>1,153,926</u>

### **Infrastructure Assets**

Gates and Fencing	99,769	92,569
Bowls Irrigation System	7,290	7,290
Speed Activated Signs	9,226	9,226
Town Signs & Noticeboards	12,157	12,157
Litter Bins	9,970	9,970
Bollards - Village Green Grnd	7,192	7,192
Benches	5,990	5,990
Flame Beacon	2,204	2,204
Flag Poles	5,875	5,875
Memorial Hall Planter	3,720	3,720
Floodlights (Tithe Farm Skate Park)	15,844	15,844
Bedford Rd Wall (All Saints Gate)	20,018	20,018
Village Green Play Area Resurfacing	48,000	48,000
Resurface Orchard Close Play Area	21,081	21,081
Parkside Family Picnic Area	10,180	10,180
Allotment Shed Bases	6,502	6,502
	<u>285,018</u>	<u>277,818</u>

## Houghton Regis Town Council

### Notes to the Accounts

31 March 2025

<b>6 Fixed Assets (cont'd)</b>	<b>2025</b>	<b>2024</b>
<b><u>Community Assets</u></b>		
Civic Regalia	4,779	4,779
War Memorial	9,363	9,363
Village Green	1	1
Tithe Farm Recreation Ground	1	1
Land rear of Orchard Close	1	1
Houghton Regis Cemetery	104,305	104,305
New Cemetery Development	45,781	41,461
Orchard Close Recreation Ground	1	1
Land rear of Houghton Court	1	1
Land rear of Village Green Pavilion	1	1
Land Adj Chapel Path	1	1
Land off Townsend Farm Road	1	1
All Saints Churchyard	1	1
Land at Moore Crescent	1	1
Land at The Baulk	1	1
Land at Orchard Close	1	1
Parcels within Dog Kennel Down Area	1	1
Parkside Recreation Ground	1	1
Part of The Paddocks	1	1
Former Railway Line	1	1
	<hr/> 164,244	<hr/> 159,924
	<hr/> <hr/> 6,894,679	<hr/> <hr/> 6,273,900

The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

### **7 Fixed Assets - Additions and Disposals**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
	<b>Cost</b>	<b>Cost</b>
During the year the following assets were purchased:		
Operational Land and Buildings	494,833	2,628,170
Vehicles and Equipment	176,848	49,205
Infrastructure Assets	7,200	-
Community Assets	4,320	16,611
	<hr/> 683,201	<hr/> 2,693,986
	<hr/> <hr/>	<hr/> <hr/>
	<b>Proceeds</b>	<b>Proceeds</b>
During the year the following assets were disposed of:		
Vehicles and Equipment	25,950	8,000
	<hr/> 25,950	<hr/> 8,000
	<hr/> <hr/>	<hr/> <hr/>

**Houghton Regis Town Council**

**Notes to the Accounts**

**31 March 2025**

**8 Investments**

	<b>Investments Other Than Loans £</b>
<b>Cost</b>	
At 01 April 2024	600,000
Disposals	(600,000)
At 31 March 2025	-
<b>Amounts Written Off</b>	
At 31 March 2025	-
<b>Net Book Value</b>	
At 31 March 2025	-
	-
At 01 April 2024	600,000
	600,000

**9 Current Asset Investments**

	<b>2025 £</b>	<b>2024 £</b>
L A Deposit Fund Account	869,500	469,500
	869,500	469,500

**10 Debtors**

	<b>2025 £</b>	<b>2024 £</b>
Trade Debtors	154,336	14,533
VAT Recoverable	50,733	179,576
Other Debtors	251	8,459
Prepayments	6,924	17,280
Accrued Income	3,681	11,308
Capital Grant Debtors	97,000	-
	312,925	231,156

## **Houghton Regis Town Council**

### **Notes to the Accounts**

**31 March 2025**

#### **11 Creditors and Accrued Expenses**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade Creditors	41,940	166,083
Other Creditors	-	4,299
Payroll Taxes and Social Security	13,120	12,121
Accruals	152,680	35,398
Income in Advance	200	200
Capital Creditors	54,725	47,341
Capital Receipts in Advance	25,776	25,776
	<b>288,441</b>	<b>291,218</b>

#### **12 Agency Work**

During the year the Council undertook no agency work on behalf of other authorities.

##### **Commissioning Authority and Nature of Work**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Central Bedfordshire Council - Dog Bin Emptying	-	1,200
	<b>-</b>	<b>1,200</b>

During the year the Council commissioned the following agency work to be performed by other authorities:

##### **Performing Authority and Nature of Work**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Central Bedfordshire Council - CCTV Monitoring	3,007	4,122
Central Bedfordshire Council - Bulk Waste Collections	-	(3,600)
Police & Crime Commissioner Beds - OP HANA	29,052	36,978
	<b>32,059</b>	<b>37,500</b>

A final claim to 31 March 2025 has been made.

#### **13 Hire Purchase and Lease Obligations**

At 31 March the following hire purchase agreement(s) and lease(s) were in operation:

<b>Hire/Lessor</b>	<b>Purpose</b>	<b>Annual Lease/Hire Payable £</b>	<b>Year of Expiry</b>
Grenke Leasing Ltd	Photocopier	511	2025

#### **14 Loans**

At the close of business on 31 March 2025 the following loans to the council were outstanding:

<b>Lender</b>	<b>Loan Period</b>	<b>Amount £</b>	<b>Years Remaining</b>
Public Works Loan Board	24 Years from 19 <sup>th</sup> October 2009	79,210	9
Public Works Loan Board	24 Years from 5 <sup>th</sup> February 2010	91,025	9
Public Works Loan Board	24 Years from 22 <sup>nd</sup> November 2023	492,213	23

## **Houghton Regis Town Council**

### **Notes to the Accounts**

**31 March 2025**

#### **15 Usable Capital Receipts Reserve**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Capital receipts (asset sales) during the year	25,950	8,000
<i>Less:</i>		
Capital used to fund expenditure	(25,950)	(8,000)
Balance at 31 March	-	-

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

#### **16 Earmarked Reserves**

	<b>Balance at 01/04/2024</b>	<b>Contribution to reserve</b>	<b>Contribution from reserve</b>	<b>Balance at 31/03/2025</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Other Earmarked Reserves	721,539	24,600	(239,619)	506,520
Total Earmarked Reserves	721,539	24,600	(239,619)	506,520

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 2025 are set out in detail at Appendix A.

#### **17 Capital Commitments**

The council had no capital commitments at 31 March 2025 not otherwise provided for in these accounts.

#### **18 Contingent Liabilities**

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

**Houghton Regis Town Council**

**Appendices**

**31 March 2025**

**Appendix A**

**Schedule of Earmarked Reserves**

	<u>Balance at</u> <u>01/04/2024</u> £	<u>Contribution</u> <u>to reserve</u> £	<u>Contribution</u> <u>from reserve</u> £	<u>Balance at</u> <u>31/03/2025</u> £
All Saints Churchyard Wall	5,616			5,616
Pavilion Renovation	244,301		(218,112)	26,189
Street Furniture	11,251			11,251
Grounds Machinery Renewal	1,920			1,920
Play Areas	170,651	15,000	(6,395)	179,256
Community Development	20,493		(1,792)	18,701
Elections	1,697	6,000		7,697
Website Development	6,000		(6,000)	-
Cemetery Provision	70,880		(4,320)	66,560
Allotments	32,960			32,960
Former Railway Line	24,489		(3,000)	21,489
CBC Bulk Waste Reserve	3,600	3,600		7,200
Office Provision	122,699			122,699
Houghton Hall Park Project	4,982			4,982
 TOTAL EARMARKED RESERVES	 <b>721,539</b>	 <b>24,600</b>	 <b>(239,619)</b>	 <b>506,520</b>