

# **Malew Parish Commissioners**

## **Financial Statements**

**For the year ended 31 March 2020**

# Malew Parish Commissioners

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# Malew Parish Commissioners

## Members, Officers and Advisers

Malew Parish Commissioners' registered address is:

Malew Parish Commissioners  
Commissioners Offices  
Main Road  
Ballasalla  
IM9 2RQ

Malew Parish encompasses an area from Langness and Scarlett up to Foxdale, and includes the villages of Ballasalla, St Marks and Derbyhaven. The area includes both Ronaldsway and Balthane Industrial estates and, of course, the Isle of Man Airport. The last census gave a figure of 2,304 population with 936 households. Administration of the Parish is undertaken from Commissioners Offices in the heart of Ballasalla Village.

Currently the Commissioners provide a wide range of services, including:

Public information and advice	Car Parking
Tourism Information	Street Sweeping
Refuse collection & Recycling	Planning
Street-lighting	Hedge Cutting
Environmental health	Gully Emptying
Public conveniences	Abandoned Vehicles
Parks, playgrounds and other leisure facilities	Parking Control
Control of dogs	Public Sector Housing

The Local Authority Board of Malew Parish Commissioners is made up of five elected representatives. Their term of appointment operates from May 2016 until April 2020. The Board members for the year ended 31 March 2020 were:

Mr N. Bazley (Chairman)  
Mrs T. Mackrell (Deputy Chairman)  
Mr T Chamberlain  
Mrs J. Knighton  
Vacancy

The Clerk to the Commissioners is Mr B.J Powell, who has held that office since July 2007.

The Commissioners internal auditor is Alexander Elliott and the independent reviewer is Baker Tilly Isle of Man LLC. Their Registered Addresses are as follows:

Alexander Elliott  
Sovereign House  
Cronkbourne  
Douglas, IM4 4SB

Baker Tilly Isle of Man LLC  
PO Box 95  
2a Lord Street  
Douglas, IM99 1HP

# Malew Parish Commissioners

## Explanatory Foreword

### Introduction

The Commissioners want Malew to be a thriving Parish which adapts to a changing world and remains a great place for everyone to live, work and visit. In order to achieve this vision the following objectives have been identified:

- To understand the key issues for people and places in Malew, along with the community and partners. To help individuals, families and communities to do the best for themselves by supporting empowered communities to provide a range of services for local people that fully utilise all local assets. Help by providing self service facilities and ready access to relevant information.
- To ensure cost effective and efficient delivery of services. To measure performance and use the measurements to become better at what we do, we will need to continue to fundamentally change our way of working and ensure that we have honest and open discussions with communities so that there is a shared understanding of what realistically can and cannot be funded or provided directly by the Commissioners.
- Carry out effective media and communication campaigns to ensure that the Commission is seen as relevant by local people and is demonstrating how working differently can deliver key outcomes.

### Overall Financial Performance

The comprehensive income and expenditure statement for the year shows a surplus of £16,210 (2019: surplus of £29,707). Once other movements have been taken into account, as detailed on page 11, the results show an overall decrease in the General Fund Balance of £7,443 (2019: decrease £9,022).

### Significant achievements during the year

A joint refuse service with Port Erin Commissioners commenced during the year. It is hoped that this will, in time, lead to efficiency and costs savings.

Village Hall facilities were further enhanced with the upgrade on the lighting to energy efficient LED lights.

The completion of the redevelopment of the Clagh Vane Estate will improve the provision of affordable housing in Ballasalla and will increase the rate revenue.

### Issues that are likely to shape future performance

The commencement of the Rearyt Mie development by Dandara which will have a significant effect on the Parish along with the construction of a proposed Ballasalla bypass. The increase in rates payable will be offset by the need to service the additional dwellings and open spaces.

Other objectives include the refurbishment/replacement of playground equipment at Feigh Keign Field, a review of street lighting in the Parish and the replacement of vehicles.

# Malew Parish Commissioners

## Statement of Responsibilities for the Statement of Accounts

### **The Authority's responsibilities**

The Authority is required to:

- make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs through the appointment of a Responsible Financial Officer;
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- approve the Statement of Accounts.

### **The Responsible Financial Officer's responsibilities**

The Responsible Financial Officer is responsible for the preparation of the Authority's Statement of Accounts.

In preparing this Statement of Accounts, the Responsible Financial Officer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent.

The Responsible Financial Officer has also:

- kept proper accounting records which were up to date;
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

# Malew Parish Commissioners

## INDEPENDENT CHARTERED ACCOUNTANT'S REVIEW REPORT TO THE COMMISSIONERS OF MALEW PARISH COMMISSIONERS

### Report on the Financial Statements

We have reviewed the financial statements of Malew Parish Commissioners for the year ended 31 March 2020, which comprise the Comprehensive Income and Expenditure Statement, the Statement of the Movement on Reserves, the Balance Sheet, the Cash Flow Statement and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

### Responsible Financial Officer's Responsibility for the Financial Statements

As explained more fully in the Responsible Financial Officer's Responsibilities Statement set out on page 5, the Responsible Financial Officer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

### Accountant's Responsibility

Our responsibility is to express a conclusion on the financial statements. We conducted our review in accordance with International Standard on Review Engagements (ISRE) 2400 (Revised), Engagements to review historical financial statements and ICAEW Technical Release TECH 09/13AAF (Revised) Assurance review engagements on historical financial statements. ISRE 2400 (Revised) requires us to conclude whether anything has come to our attention that causes us to believe that the financial statements, taken as a whole, are not prepared, in all material respects, in accordance with United Kingdom Generally Accepted Accounting Practice. ISRE 2400 (Revised) also requires us to comply with the ICAEW Code of Ethics.

### Scope of the Assurance Review

A review of financial statements in accordance with ISRE 2400 (Revised) is a limited assurance engagement. We have performed procedures, primarily consisting of making enquiries of management and others within the company, as appropriate, applying analytical procedures and evaluating the evidence obtained. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (UK). Accordingly, we do not express an audit opinion on these financial statements.

### Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements have not been prepared:

- so as to give a true and fair view of the state of the authority's affairs as at 31 March 2020, and of its results for the year then ended;
- in accordance with any regulations under Section 12 and any directions, as applicable, under Section 13 of the Audit Act 2006;
- in accordance with any other statutory provisions applicable to them.

# Malew Parish Commissioners

## INDEPENDENT CHARTERED ACCOUNTANT'S REVIEW REPORT TO THE COMMISSIONERS OF MALEW PARISH COMMISSIONERS - CONTINUED

### Use of our report

This report is made solely to the Authority's Commissioners, as a body, in accordance with the terms of our engagement letter dated 27 April 2020. Our review work has been undertaken so that we might state to the Authority's Commissioners those matters we have agreed to state to them in a reviewer's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Authority and its Commissioners as a body for our review work, for this report or the opinions we have formed.

*Baker Tilly Isle of Man LLC*

**Baker Tilly Isle of Man LLC**

Chartered Accountants

PO Box 95

2a Lord Street

Douglas

Isle of Man

Date: *8 February 2021*

# Malew Parish Commissioners

## Statement on Internal Control

### Introduction

Regulation 6 of the Accounts and Audit Regulations 2018 requires the Authority to conduct a review at least once a year of the effectiveness of its systems of internal control and include a statement on internal control within the Authority's statement of accounts.

This statement is made by the Malew Parish Commissioners to the Isle of Man Government Treasury in accordance with the requirements of the Isle of Man Government's Corporate Governance Principles and Code of Conduct ("the Code").

### Responsibilities of the Board and the Responsible Finance Officer

The Board controls strategy, policy and key financial and operational matters within the Authority. In addition, it is the Board's responsibility to ensure that the work of the Responsible Finance Officer and other senior officers supports the strategy and policy approved by the Board.

The Board is responsible for implementing and maintaining systems of internal control and corporate governance which:

- ensure compliance with legislation and other regulations;
- safeguard public money, ensure that it is properly accounted for and that it is used economically, efficiently and effectively; and
- support the achievement of the strategy, policies, aims and objectives approved by the Board.

In discharging this responsibility, the Board works with senior officers to put in place arrangements for the governance of the Authority's affairs and the stewardship of resources, in accordance with the Code.

### Internal control and corporate governance environment

The Authority's systems of internal control and corporate governance have been developed through an ongoing process designed to identify the principal risks, to evaluate the nature and extent of those risks and to manage them efficiently, effectively and economically. The following are considered to be key aspects of the internal control and corporate governance environment:

- **authority's corporate governance framework**  
A corporate governance framework has been developed which documents the Authority's policies and procedures in relation to community focus, performance management, internal control, risk management, delegated authority, human resources management, standards of conduct and management of Health & Safety and the environment. The framework provides a structure for documenting the legislation, regulations, policies, procedures and other internal controls which, when taken together, form the Authority's internal control and corporate governance environment.
- **board meetings**  
The Board meets monthly and consists of a Chairman and 4 other Board members. The Board receive reports from the Authority's Officers on operational matters and ensure that the work of the Responsible Finance Officer and other senior officers supports the strategy and policy approved by the Board.



# Malew Parish Commissioners

## Statement on Internal Control (continued)

### Internal control and corporate governance environment (continued)

- comprehensive budgeting systems
- regular reviews of periodic and annual financial reports to evaluate financial performance against forecasts
- setting targets to measure financial and other performance
- the preparation of regular financial reports which indicate actual expenditure against the forecasts, and
- clearly defined capital expenditure guidelines

### Review of internal control and corporate governance environment

The effectiveness of the Authority's internal control and corporate governance arrangements is continuously assessed by the work of management and the Board.

The review of the effectiveness of the system of internal financial control is informed by:

- the work of the Responsible Finance Officer within the Authority
- the work of the internal auditors as described above, and
- the external auditors in their annual audit letter and other reports.

The internal auditor concluded that there were no high-risk observations. A number of medium risk observations were identified.

The RFO has met with the Commissioners to discuss the detailed findings of the report with a view to implementing, where practical, the key recommendations of the Internal Auditor.

### Report on internal control and corporate governance environment

Attention is drawn to the fact that systems of internal control and corporate governance are designed to manage rather than eliminate the risk of failure to achieve objectives. They can therefore only provide reasonable and not absolute assurance. Accordingly, reasonable assurance is given that Authority's internal control and corporate governance arrangements are adequate and operate effectively during the period ended 31 March 2020.

(Signed)  (Chairman)

(Signed)  (Responsible Finance Officer)

Dated 3/2/21

# Malew Parish Commissioners

## Comprehensive Income and Expenditure Statement

for the year ended 31 March 2020

	Notes	Gross Expenditure	Gross Income	2019/20 Net Expenditure	2018/19 Net Expenditure
		£	£	£	£
Finance and general purposes		240,819	3,989	(236,830)	(245,608)
Property		21,023	111,914	90,891	81,382
Works and development		26,728	-	(26,728)	(21,557)
Parks and leisure		38,656	-	(38,656)	(35,856)
Refuse disposal		412,757	86,409	(326,348)	(281,098)
Gain on disposal of assets		-	625	625	-
Depreciation charge		39,426	-	(39,426)	(38,555)
Impairment		-	-	-	(2,459)
Net current service cost of pension scheme		3,000	-	(3,000)	(4,000)
Net cost of General Fund services		782,409	202,937	(579,472)	(547,751)
Housing Revenue Income and Expenditure Account	7	21,125	5,891	(15,234)	11,744
Net cost of services		803,534	208,828	(594,706)	(536,007)
Rates income				649,041	608,134
Interest payable and finance charges				(29,839)	(32,018)
Interest and investment income				714	598
Pensions interest cost and return on pension assets	15			(9,000)	(11,000)
Surplus on provision of services				16,210	29,707
Other Comprehensive Income and Expenditure					
Remeasurement of net pension liability	15			(9,000)	48,000
Total comprehensive income and expenditure				7,210	77,707

# Malew Parish Commissioners

## Statement of Movement on Reserves for the year ended 31 March 2020

	Notes	General revenue reserve £	Capital adjustment account £	Revaluation reserve £	Pensions reserve £	Housing maintenance reserve £	Capital receipts reserve £	Housing revenue reserve £
<b>Total comprehensive income and expenditure</b>		16,210	-	-	(9,000)	-	-	-
Depreciation and impairment of fixed assets	1	39,426	(42,706)	(13,827)	-	-	-	17,107
Net charges made for retirement benefits	15	12,000	-	-	(12,000)	-	-	-
Loan fund principal repayments		(65,274)	65,274	-	-	-	-	-
Fixed assets financed from General Fund		(24,414)	24,414	-	-	-	-	-
Transfer to/from Housing Revenue Account		15,234	-	-	-	-	-	(15,234)
Transfer to/from Housing Maintenance Account		-	-	-	-	(2,539)	-	2,539
Gain on disposal of fixed assets		(625)	625	-	-	-	-	-
		<b>(7,443)</b>	<b>47,607</b>	<b>(13,827)</b>	<b>(21,000)</b>	<b>(2,539)</b>	<b>-</b>	<b>4,412</b>
Balance brought forward		122,119	1,567,669	1,299,583	(410,000)	(3,073)	24,948	112,703
<b>Balance carried forward</b>		<b>114,676</b>	<b>1,615,276</b>	<b>1,285,756</b>	<b>(431,000)</b>	<b>(5,612)</b>	<b>24,948</b>	<b>117,115</b>

# Malew Parish Commissioners

## Statement of Movement on Reserves for the year ended 31 March 2019

	General revenue reserve £	Capital adjustment account £	Revaluation reserve £	Pensions reserve £	Housing maintenance reserve £	Capital receipts reserve £	Housing revenue reserve £
<b>Total comprehensive income and expenditure</b>	29,707	-	-	48,000	-	-	-
Depreciation and impairment of fixed assets	41,014	(44,294)	(13,827)	-	-	-	17,107
Net charges made for retirement benefits	15,000	-	-	(15,000)	-	-	-
Loan fund principal repayments	(65,015)	65,015	-	-	-	-	-
Fixed assets financed from General Fund	(17,984)	17,984	-	-	-	-	-
Transfer to/from Housing Revenue Account	(11,744)	-	-	-	-	-	11,744
Transfer to/from Housing Maintenance Reserve	-	-	-	-	4,733	-	(4,733)
Balance brought forward	(9,022)	38,705	(13,827)	33,000	4,733	-	24,118
	131,141	1,528,964	1,313,410	(443,000)	(7,806)	24,948	88,585
<b>Balance carried forward</b>	122,119	1,567,669	1,299,583	(410,000)	(3,073)	24,948	112,703

# Malew Parish Commissioners

## Balance Sheet

as at 31 March 2020

	Notes	2020 £	2019 £
<b>Fixed assets</b>			
Tangible fixed assets	1	3,398,607	3,430,726
<b>Current assets</b>			
Debtors	3	45,670	41,615
Cash at bank		375,713	397,505
		<u>421,383</u>	<u>439,120</u>
<b>Current liabilities</b>			
Short-term borrowing	5	(68,130)	(65,274)
Creditors	4	(112,621)	(125,413)
		<u>(180,751)</u>	<u>(190,687)</u>
Net current assets		240,632	248,433
Total assets less current liabilities		<u>3,639,239</u>	<u>3,679,159</u>
<b>Long-term liabilities</b>			
Liability relating to defined benefit pension scheme	15	(431,000)	(410,000)
Long-term borrowing	5	(487,080)	(555,210)
Total assets less liabilities		<u><u>2,721,159</u></u>	<u><u>2,713,949</u></u>
Financed by:			
Revaluation reserve		1,285,756	1,299,583
Accumulated surpluses		226,179	231,749
Pensions reserve		(431,000)	(410,000)
Usable capital receipts		24,948	24,948
Capital adjustment account		1,615,276	1,567,669
		<u><u>2,721,159</u></u>	<u><u>2,713,949</u></u>

The financial statements were approved by the Board on 3/2/21 and were signed on their behalf by:

Chairman



RFO



# Malew Parish Commissioners

## Cash Flow Statement

*for the year ended 31 March 2020*

	Notes	£	2020 £	2019 £
Net surplus on provision of services		<b>16,210</b>		29,707
Adjustments to net surplus on provision of services for non-cash movements	10	<b>80,006</b>		95,140
Net cash flows from Operating Activities			<b>96,216</b>	124,847
Net cash flows from Investing Activities	11	<b>(24,414)</b>		(17,984)
Net cash flows from Financing Activities	12	<b>(93,594)</b>		(96,435)
			<b>(118,008)</b>	(114,419)
Net (decrease)/increase in cash and cash equivalents			<b>(21,792)</b>	10,428
Cash & cash equivalents at the beginning of the reporting period			<b>397,505</b>	387,077
Cash & cash equivalents at the end of the reporting period			<b>375,713</b>	397,505

# Malew Parish Commissioners

## Statement of Accounting Policies

*for the year ended 31 March 2020*

### **1. Basis of preparation**

These financial statements have been prepared in accordance with applicable United Kingdom accounting standards, including Financial Reporting Standard 102 – 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' Section 1A ('FRS 102'), and with the Audit Act 2006 and the Accounts and Audit Regulations 2018. The financial statements have been prepared on the historical cost basis except for the modification to a fair value basis for certain land and buildings as specified in the accounting policies below.

The financial statements are presented in Sterling (£) to the nearest £.

### **2. Going concern**

On 11 March 2020 the World Health Organisation declared the COVID-19 outbreak a World pandemic. The COVID-19 pandemic has not had a significant, immediate impact on the authority's operations but the board is aware that if the current situation becomes prolonged then this may change. The primary impact of the pandemic on the authority is the potential impact on cash flow. However, after reviewing the budget of the authority, the board have a reasonable expectation that the authority has adequate resources to continue in operational existence for the foreseeable future. Therefore, these financial statements have been prepared on a going concern basis.

### **3. Income**

#### **(a) Rates receivable**

Rates income for the year credited to the Comprehensive Statement of Income and Expenditure is the accrued income for the year, adjusted for discounts, exempt and uninhabitable properties.

#### **(b) Rentals**

Rent revenue is measured at fair value of the consideration received or receivable and represents the amount receivable for the services rendered.

#### **(c) Housing deficiency**

Housing deficiency is accounted for on an accruals basis and represents amounts due for the period in respect of the shortfall in housing income over housing receipts in the year.

### **4. Accruals of income and expenditure**

The accounts of the Authority are maintained on an accruals basis: activity is accounted for in the year that it takes place not simply when cash payments are made or received.

### **5. Value Added Tax**

Value Added Tax is included in income and expenditure accounts, whether of a capital or revenue nature, only to the extent that it is irrecoverable.

# Malew Parish Commissioners

## Statement of Accounting Policies (Continued)

*for the year ended 31 March 2020*

### **6. Tangible fixed assets**

Tangible fixed assets have physical substance and are held by the Authority for the provision of services or for administrative purposes on a continuing basis.

#### **(a) Recognition**

Expenditure on the acquisition or creation of tangible fixed assets and subsequent expenditure that adds to, replaces part of, or services tangible fixed assets, is capitalised on an accruals basis where:

- It is probable that the future economic benefits or service potential associated with the asset will flow to the Authority, and
- The cost can be measured reliably.

Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (e.g. repairs and maintenance) is charged as an expense to the relevant service when it is incurred.

#### **(b) Measurement (Valuation Bases)**

All assets are initially measured at cost. The initial cost includes all expenditure that is directly attributable to bringing the asset into working condition for its intended use. Borrowing costs are not capitalised.

Subsequent to initial recognition, assets are then carried on the Balance Sheet using the following measurement bases:

- Assets under construction – historic cost
- Social Housing and all other tangible fixed assets are measured at current value which is determined as the amount that would be paid for the asset in its existing use ("existing use value" – EUV).

Where there is no market-based evidence of current value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as an estimate.

For non-property assets that have short useful lives or low values (or both) depreciated historical cost basis is used as a proxy for current value.

#### **(c) Revaluation**

A class of assets included in the Balance Sheet at current value (fair value for Surplus assets) may be revalued on a rolling basis provided revaluation of the class of assets is completed within five years.

The valuations are undertaken with sufficient regularity to ensure that their carrying amount is not materially different from current value (fair value for Surplus assets). All valuations are undertaken by a qualified valuer, using a professional valuer contracted to the Authority.



# Malew Parish Commissioners

## Statement of Accounting Policies (Continued)

*for the year ended 31 March 2020*

### **6. Tangible fixed assets - continued**

#### **(c) Revaluation - continued**

Short-life assets, such as vehicles and computer equipment are not revalued but are measured at depreciated historic cost as a proxy for fair value.

Increases in valuation are matched by credits to the Revaluation Reserve to recognise unrealised gains. When assets are subject to revaluation losses they are accounted for as follows:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains);
- where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line in the Comprehensive Income and Expenditure Statement.

#### **(d) Impairment**

Assets are subject to an annual impairment review at the end of each financial year for evidence of reductions in value. Where indications exist and the reduction is material, the recoverable amount of the asset is estimated and, where this is less than the carrying amount of the asset, an impairment loss is recognised for the shortfall.

Where impairment losses are identified, they are accounted for as follows:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains);
- where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant service line in the Comprehensive Income and Expenditure Statement, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

# Malew Parish Commissioners

## Statement of Accounting Policies (Continued)

*for the year ended 31 March 2020*

### **6. Tangible fixed assets - continued**

#### **(e) Depreciation**

Depreciation is provided for on all Tangible Fixed Assets by the systematic allocation of their depreciable amounts over their useful lives. An exception is made for assets without a determinable finite useful life (e.g. freehold land and community assets) and assets that are not yet available for use (i.e. assets under construction).

Depreciation is calculated on a straight-line basis by allocating the cost (or re-valued amount) of the asset over the number of years that the asset is expected to be of useful benefit as follows:

Property and Dwellings – 50 years

Component parts of Social Housing Improvements – 10 years

Vehicles, plant, bins and equipment - 10 years

Computer equipment – 3 years

Street lighting – 15 years

The useful life of an asset is estimated on a realistic basis and is regularly reviewed as part of the revaluation process. Where the useful life of a fixed asset is revised, depreciation is charged over the revised life of the asset.

Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

Where an item has major components whose cost is significant in relation to the total cost of the asset, the components are depreciated separately.

#### **(f) Disposals**

Income from the disposal of fixed assets is accounted for on an accruals basis. Capital receipts are held in the Usable Capital Receipts Reserve until such time as they are used to finance other capital expenditure, when they are credited to the Capital Adjustment Account.

### **7. Cash and cash equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

Cash and cash equivalents include bank overdrafts that are repayable on demand and form an integral part of the authority's cash management.

# Malew Parish Commissioners

## Statement of Accounting Policies (Continued)

*for the year ended 31 March 2020*

### **8. Government Grants and Contributions**

Government grants and other third party contributions / donations are accounted for on an accruals basis and recognised when the conditions attached to the payments have been met and there is reasonable assurance that they will be received.

#### **(a) Revenue Grants**

Amounts due to the authority are credited to the Comprehensive Income and Expenditure Statement when the conditions attached to the grants or contributions are satisfied. Amounts advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line or non-specific Grant Income.

#### **(b) Housing Deficiency**

Housing deficiency is accounted for on an accruals basis and represents an amount due in respect of the shortfall of housing income over housing expenditure in the year in accordance with the housing deficiency scheme operated by the Department of Infrastructure.

### **9. Debtors**

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

### **10. Creditors**

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

# Malew Parish Commissioners

## Statement of Accounting Policies (Continued)

*for the year ended 31 March 2020*

### **11. Employee benefits**

The authority provides a range of benefits to employees, including paid holiday arrangements and a defined benefit pension plan.

#### **(a) Short term benefits**

Short term benefits, including holiday pay, are recognised as an expense in the period in which the service is received.

#### **(b) Defined benefit pension plan**

The authority participates in the Local Government Superannuation Scheme administered by Douglas Borough Council in accordance with the Isle of Man Local Government Superannuation Scheme Regulations. A defined benefit plan defines the pension benefit that the employee will receive on retirement, usually dependent upon several factors including age, length of service and remuneration.

The authority and its employees pay contributions into the scheme and these contributions are calculated at a level intended to balance the pensions liabilities with investment assets. The liability recognised in the balance sheet in respect of the defined benefit plan is the present value of the authority's defined benefit obligation at the end of the reporting date less the fair value of the plan assets attributable to the authority's members at the reporting date.

The defined benefit obligation is calculated using the projected unit credit method. Annually the administering authority engages independent actuaries to calculate the obligation of the authority. The present value is determined by discounting the estimated future payments using market yields on high quality corporate bonds that are denominated in sterling and that have terms approximating the estimated period of the future payments ('discount rate').

The fair value of plan assets is measured in accordance with the FRS 102 fair value hierarchy. This includes the use of appropriate valuation techniques.

Actuarial gains and losses arising from experience adjustments and changes in actuarial assumptions are charged or credited to the Comprehensive Income and Expenditure Statement. These amounts together with the return on plan assets, less amounts included in net interest, are disclosed as 'Remeasurement of net pension liability'.

The cost of the defined benefit plan, recognised in profit or loss as employee costs, except where included in the cost of an asset, comprises:

- the increase in pension benefit liability arising from employee service during the period; and
- the cost of plan introductions, benefit changes, curtailments and settlements.

The net interest cost is calculated by applying the discount rate to the net balance of the defined benefit obligation and the fair value of plan assets. This cost is recognised in profit or loss as 'Finance expense'.

# Malew Parish Commissioners

## Statement of Accounting Policies (Continued)

*for the year ended 31 March 2020*

### 12. Provisions

Provisions are made for any liability of uncertain timing where there is a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential and a reliable estimate can be made of the amount of the obligation.

Provisions are charged to the Comprehensive Income and Expenditure Statement in the year that the obligation arises and are based on the best estimate of the amount that is likely to settle the obligation.

### 13. Reserves

Reserves include earmarked reserves set aside for specific policy purposes and balances which represent resources set aside for purposes such as general contingencies and cash flow management.

The Authority maintains the following significant reserves:

**General Reserve:** set up to act as a buffer against the potential risks of increased expenditure to be charged to future years' Accounts and to assist in organisational development.

**Housing Reserve:** set up to hold surplus monies received from housing rents less expenditure incurred.

**Housing Maintenance Reserve:** set up to hold surplus monies from housing repairs allowance less expenditure incurred.

**Capital Receipts Reserve:** these are amounts of capital monies received to be used to finance future capital expenditure.

The following accounts have been established in accordance with the capital accounting provisions. They are not fully backed by cash, nor generally available to finance expenditure.

**Revaluation Reserve:** representing principally the balance of the surpluses or deficits arising on the periodic revaluation of fixed assets.

**Capital Adjustment Account:** amounts set aside from capital receipts or revenue resources to finance expenditure on fixed assets or for the repayment of external loans and certain other capital financing transactions.

**Pensions reserve:** The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding those benefits.

# Malew Parish Commissioners

## Significant Judgements and Estimates

*for the year ended 31 March 2020*

### **(a) Judgements**

In applying the accounting policies set out above the authority has had to make assumptions and form judgements about transactions which are complex in nature and where there is uncertainty about future events. The critical judgements made in the Statement of Accounts are as follows:

- The authority operates a 5 year revaluation programme for assets held on the Balance Sheet at revalued amount. This means that not all assets are revalued formally every year. However a desktop review is undertaken of the assets that were not formally revalued during the year, taking into account factors such as changes to building cost indices since the asset's last revaluation and the impact of revaluations in year for similar assets. As a result it is judged that the potential difference in value that would result from formal revaluation is not material in the context of the overall carrying value of the assets, and therefore the risk of material misstatement to the Balance Sheet is low.
- Property, Plant and Equipment assets are judged to be held for their service potential rather than future resale value and therefore the authority does not allocate residual values to assets when calculating depreciation. This could lead to the potential overstatement of depreciation and the understatement of asset carrying values in the Balance Sheet. The calculation of depreciation, however, does not affect the amount to be collected from rate payers.
- The authority has judged that amounts held on deposit or invested for periods of less than three months are sufficiently liquid as to be classed as cash equivalents. Judgement is also required as to whether the primary purpose of holding such investments is for meeting short term cash commitments (in which case the investment is classified as a cash equivalent) or for investment return (in which case the investment remains classified as a short term investment).

### **(b) Estimates**

The authority is required to disclose those estimates and assumptions which it has made in the preparation of its accounts for which there is the potential for a material adjustment within the next financial year.

- Pension Liability - The estimation of the net pension liability depends on a number of complex and inter-related actuarial assumptions and judgements, i.e. the rate of inflation, rate of increase in salaries, age of retirement, rate of increase in pensions, mortality rates and expected returns on pension fund assets. A firm of actuaries is engaged to provide expert advice about the assumptions to be applied. As a result there is inevitably some uncertainty concerning the value of the net pension liability in the financial statements. Changes in the assumptions can give rise to major changes in the liability within the year and across years, i.e. actuarial gains and losses.

# Malew Parish Commissioners

## Notes to the financial statements for the year ended 31 March 2020

### 1. Tangible fixed assets

	Land and Property	Street lighting	Equipment and Wheelie Bins	Total
	£	£	£	£
<b>Cost/valuation</b>				
At 1 April 2019	3,416,108	106,569	316,466	3,839,143
Additions in the year	-	7,341	17,073	24,414
Disposals	-	-	(50,773)	(50,773)
<b>At 31 March 2020</b>	<b>3,416,108</b>	<b>113,910</b>	<b>282,766</b>	<b>3,812,784</b>
<b>Depreciation</b>				
At 1 April 2019	110,922	19,331	278,164	408,417
Charge for the year	38,011	7,878	10,644	56,533
Disposals	-	-	(50,773)	(50,773)
<b>At 31 March 2020</b>	<b>148,933</b>	<b>27,209</b>	<b>238,035</b>	<b>414,177</b>
<b>Net book value</b>				
<b>At 31 March 2020</b>	<b>3,267,175</b>	<b>86,701</b>	<b>44,731</b>	<b>3,398,607</b>
At 31 March 2019	3,305,186	87,238	38,302	3,430,726

### Valuation of land and property

The Authority has included land and property at valuation. Valuations were carried out by Chrystal Commercial R.I.C.S, Chartered Surveyors in March 2016 who are external to the authority.

The basis for valuation is set out in the statement of accounting policies.

### Historical cost of revalued fixed assets

Included within the above are assets with a historical cost as follows:

Land and Property - £2,175,817

# Malew Parish Commissioners

## Notes to the financial statements for the year ended 31 March 2020

### 2. Assets held

Operational assets	Number at 31 March 2019	Net Changes 2019/2020	Number at 31 March 2020
Dwellings:			
Standard dwellings	8	-	8
Other Land and Buildings	3	-	3
Depots and warehouses	1	-	1
Public Halls	1	-	1
Public Offices	1	-	1
Refuse and sundry vehicles	6	-	6
Community assets:			
Parks and open spaces	2	-	2

The Commissioners also purchased a small parcel of land in 2013, at the entrance to Balthane Industrial Estate for a nominal amount.

### 3. Debtors and prepayments

	2020 £	2019 £
Amounts falling due in one year (net of bad debt provisions):		
Government departments	10,878	5,748
Ratepayers	9,533	11,541
Value added tax	5,573	5,002
Sundry debtors	10,590	10,775
Prepayments	9,096	8,549
	<u>45,670</u>	<u>41,615</u>

Debtor balances are shown net of provisions for bad or doubtful debts as follows:

	2020 £	2019 £
Ratepayers	14,872	13,146
Sundry debtors	9,568	9,568
	<u>24,440</u>	<u>22,714</u>



# Malew Parish Commissioners

## Notes to the financial statements (Continued)

for the year ended 31 March 2020

### 4. Creditors

	2020	2019
	£	£
Central government	23,249	22,463
Deferred income	24,815	24,815
Sundry creditors and accruals	64,557	78,135
	<u>112,621</u>	<u>125,413</u>

### 5. Borrowings

Loans outstanding may be analysed as follows:

	2020	2019
	£	£
<i>Falling due within one year:</i>		
Commercial loans	<u>68,130</u>	<u>65,274</u>
<i>Falling due after more than one year:</i>		
Commercial loans	<u>487,080</u>	<u>555,210</u>

In past years the authority took out IOM Bank Loan finance to fund long term capital projects. Each of these loans are unsecured and repayable over a period between 10 and 20 years. The loans are either variable rate or fixed term loans. The interest charged on the fixed term loan is 5.52%.

During recent years, borrowings were taken out with HSBC Bank. Such loans are unsecured, repayable between 10 and 30 years and are variable rate loans, with interest charge at a margin of 0.95% above LIBOR.

Such loans have been sanctioned on a loan by loan basis by both Treasury and the Department of Infrastructure and/or the Department of Social Care and are secured by way of a Letter of Comfort issued by Treasury.

# Malew Parish Commissioners

## Notes to the financial statements (Continued) for the year ended 31 March 2020

### 6. General Rate Account

	2020	2019
£	£	£
General rates levied for the year	688,837	640,233
<i>Add:</i>		
Due from Treasury re prior year	5,748	8,438
Arrears brought forward	24,687	16,284
	<u>30,435</u>	<u>24,722</u>
<i>Less:</i>	<u>719,272</u>	<u>664,955</u>
Discounts	(28,021)	(26,300)
Exempt and uninhabitable properties	(11,775)	(5,799)
Collection charges	(7,094)	(6,602)
	<u>(46,890)</u>	<u>(38,701)</u>
Irrecoverable amounts and re-rating adjustments	49	512
	<u>672,431</u>	<u>626,766</u>
<i>Rates received in the year:</i>		
Current year rates	621,536	584,243
Arrears collected	9,864	3,651
Balance from Treasury re prior year	5,748	8,438
	<u>637,148</u>	<u>596,332</u>
Balances outstanding carried forward:		
Due from Treasury re current year	10,878	5,748
Arrears – current year	9,533	11,540
– previous years	14,872	13,146
	<u>35,283</u>	<u>30,434</u>
	<u>672,431</u>	<u>626,766</u>
	2020	2019
	£	£
General rates levied for the year	688,837	640,233
Less: Discounts, exempt/uninhabitable properties & refunds	(39,796)	(32,099)
Per Comprehensive Income and Expenditure Statement	<u>649,041</u>	<u>608,134</u>

# Malew Parish Commissioners

## Notes to the financial statements (Continued) for the year ended 31 March 2020

### 7. Housing Revenue Income and Expenditure

	2020	2019
	£	£
<b>Income</b>		
Dwelling rents (including rates)	5,891	34,753
Total income	5,891	34,753
<b>Expenditure</b>		
Repairs and maintenance	4,018	3,990
Supervision and management	-	1,911
Depreciation & impairment charges	17,107	17,108
	21,215	23,009
Net (expenditure)/income from Housing Services	(15,234)	11,744

### Dwelling rent income

Dwelling rent income is the total rent due for the year after voids, write-offs, refunds etc. During the year to 31 March 2020 the social housing stock at 1-6 Railway Terrace was vacated as the Commissioners intend to sell the property in the near future. Voids during the year to 31 March 2019 represented 16% of the rental debit.

### Rent arrears

	2020	2019
	£	£
Rent arrears	Nil	Nil
Rent arrears as a percentage of gross rent income	0%	0%

Arrears written off during the year amounted to £Nil (2019: £Nil). There is no provision for bad or doubtful debts.

### Housing deficiency grant

No housing deficiency grant was required from central government in either this or the prior year.

# Malew Parish Commissioners

## Notes to the financial statements (Continued)

for the year ended 31 March 2020

### 8. Employee remuneration

The number of employees whose remuneration, excluding pension contributions, was £50,000 or more in bands of £25,000 was:

	2020 Number of Employees	2019 Number of Employees
<b>Remuneration Band</b>		
£50,000 – £74,999	1	1

### Key management compensation

Key management personnel compensation paid amounted to £67,523 including employers pension contributions (2019: £66,511).

### Members' allowances

During the year the Authority paid £3,235 to its Members in respect of their attendance at meetings, undertaking duties and responsibilities (2019: £5,013).

### 9. Related party transactions

The Authority is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence or to be controlled or influenced by the Authority. Disclosure of these transactions allows readers to assess the extent to which the Authority might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Authority.

Central Government - has a direct influence over the general operations of the Authority – it is responsible for providing the statutory framework within which the Authority operates. It also provides funding in the form of grants and prescribes the terms of many transactions that the Commissioners have with other parties ie housing rents.

During the year, Malew Parish Commissioners made contributions of £75,400 (2019: £73,628) to the running of the Southern Civic Amenity Site Board.

During the year, Malew Parish Commissioners paid £9,215 (2019: £9,095) in respect of Swimming Pool Contributions to the Southern Local Authorities Swimming Pool Board.

All Commissioners and officers of the Authority are asked to complete a disclosure statement in respect of themselves and their family members/close relatives, detailing any material transactions with related parties.

No related party disclosures arose in relation to officers.

# Malew Parish Commissioners

## Notes to the financial statements (Continued)

for the year ended 31 March 2020

### 10. Cash flow statement – Operating activities

The following table provides a breakdown of the main elements within the adjustment for the non-cash movements figure shown in the cash flow statement:

	2020 £	2019 £
Depreciation, impairment & revaluation losses for non-current assets	56,533	58,121
Decrease in creditors	(12,792)	(22,558)
(Increase)/decrease in debtors	(4,055)	13,157
Difference between FRS102 pension cost and contributions paid	12,000	15,000
Other non-cash items charged to Surplus/deficit on provision of services	28,320	31,420
	<u>80,006</u>	<u>95,140</u>

### 11. Cash flow statement – Investing activities

	2020 £	2019 £
Purchase of assets (Fixed assets, investment property, intangible assets)	(24,414)	(17,984)
	<u>(24,414)</u>	<u>(17,984)</u>

### 12. Cash flow statement – Financing activities

	2020 £	2019 £
Cash receipts from short-term and long-term borrowing		
Repayments of short-term and long-term borrowing	(65,274)	(65,015)
Loan interest paid	(29,034)	(32,018)
Interest received	714	598
	<u>(93,594)</u>	<u>(96,435)</u>

### 13. Independent examination fees

During 2019/20 the Authority incurred the following fees relating to independent examination:

	2020 £	2019 £
Fees payable with regard to assurance review services	2,620	2,620

### 14. Total rateable value

The total rateable value of the Parish at 31 March 2020 is £374,355 (2019: £367,830) with a 185p rate being charged (2019:175p).

# Malew Parish Commissioners

## Notes to the financial statements (Continued)

for the year ended 31 March 2020

### 15. Post-employment benefits

The authority operates a defined benefit pension scheme with assets held in a separately administered fund. The scheme provides retirement benefits on the basis of members' final salary. The plan is administered by Douglas Borough Council as the Administering Authority. The authority has committed to a funding plan with the Administering Authority, whereby ordinary contributions are made into the scheme based on a percentage of active employees' salary. Additional contributions are agreed with the Administering Authority to reduce the funding deficit where necessary.

A comprehensive actuarial valuation of the Local Government Superannuation Scheme, using the projected unit credit method, was carried out at 31 March 2020 by independent consulting actuaries. Adjustments to the valuation at that date have been made based on the following assumptions:

	31 March 2020	31 March 2019
Rate of increase in salaries	2.70%	3.25%
Rate of increase in pensions	1.90%	2.45%
Rate for discounting scheme liabilities	2.35%	2.40%

The assets in the Isle of Man Local Government Superannuation Scheme are valued at fair value, principally market value for investments, and the asset categories are shown in the Isle of Man Local Government Superannuation Scheme Accounts.

The mortality assumptions used were as follows:

	31 March 2020 Years
Longevity at the age of 65 for current pensioners	
• Men	21.1
• Women	24.1
Longevity at the age of 65 for future pensioners	
• Men	22.5
• Women	25.5

The local Authority's share of the fair value of plan assets was:

	2020 %	2019 %
Equity instruments	46	50
Bonds	37	32
Property	16	15
Cash	1	3
Total	100	100

# Malew Parish Commissioners

## Notes to the financial statements (Continued) for the year ended 31 March 2020

### 15. Post-employment benefits - continued

Reconciliation of scheme assets and liabilities:

	Assets £	Liabilities £	Total £
At 1 April 2019	1,126,000	(1,536,000)	(410,000)
Benefits paid	(68,000)	68,000	-
Plan participants contributions	13,000	(13,000)	-
Employer contributions	52,000	-	52,000
Current service cost	(4,000)	(51,000)	(55,000)
Interest income/(expense)	27,000	(36,000)	(9,000)
Remeasurement gains/(losses)			
• Actuarial gains	1,000	72,000	73,000
• Return on plan assets excluding interest income	(82,000)	-	(82,000)
At 31 March 2020	1,065,000	(1,496,000)	(431,000)

Total cost recognised as an expense:

	2020 £	2019 £
Current service cost	3,000	4,000
Interest cost	9,000	11,000
	12,000	15,000
	2020 £	2019 £
Interest income	27,000	27,000
Return on plan assets less interest income	(82,000)	32,000
Total return on plan assets	(55,000)	59,000

### 16. Capital commitments

There were no commitments for capital expenditure that had started, or legal contracts entered into as at 31 March 2019 or 2020.

### 17. Post year end events

After the year end, the Commissioners have decided to sell numbers 1-8 Railway Terrace and would then no longer hold any social housing stock.

# Malew Parish Commissioners

## Reconciliation of Detailed Income and Expenditure Account to Statement of Movement on Reserves for the year ended 31 March 2020

		2020		2019
Income	£	£	£	£
Rates Receivable		649,041		608,134
Bank Interest	714		598	
Search fees	2,680		3,840	
Village hall hire	13,400		14,784	
Refuse collection	86,409		91,306	
Lease of office	98,514		82,174	
Administration allowance	-		1,911	
Miscellaneous	1,309		524	
		<u>203,026</u>		<u>195,137</u>
Total income		852,067		803,271
Expenditure				
Clerk's salary and expenses	73,680		71,774	
Street lighting	26,728		21,557	
Refuse collection	337,357		298,776	
Rate collection charges	7,094		6,602	
Office expenses	127,339		124,043	
Accountancy fees	4,252		5,982	
Assurance review	2,620		2,620	
Internal audit fees	2,800		2,800	
Insurance	10,751		14,780	
Village hall expenses	21,023		15,576	
Public areas and grounds	11,853		12,072	
Transferred services	15,272		13,213	
Members' expenses	3,235		5,013	
Election expenses	4,769		-	
Loan capital repayments	65,274		65,015	
Loan interest	29,034		31,328	
Legal and professional fees	288		3,648	
Swimming pool contribution	9,215		9,095	
Civic amenity site	75,400		73,628	
Bank charges	805		691	
Miscellaneous	2,315		3,685	
Toilets	2,316		1,477	
Rates written back	(49)		(513)	
Bad debt (write back)/provision	1,725		11,447	
Assets purchased by revenue	24,414		17,984	
Total expenditure		<u>859,510</u>		<u>812,293</u>
Surplus/(deficit) for the year		(7,443)		(9,022)
Balance brought forward		<u>122,119</u>		<u>131,141</u>
Balance carried forward		114,676		122,119

This page does not form part of the reviewed financial statements.