

**Income and Expenditure Account**  
for 12 months ended 31st March 2025

	2023/2024	2024/2025
<b>Income</b>		
Precept	£ 99,700.00	£ 105,000.00
Interest	£ 36,393.11	£ 33,702.38
VAT repayment	£ -	£ 111,279.01
Grants/donations	£ 221,344.14	£ 283,530.79
Recycling	£ 1,076.86	£ 857.96
Section 106	£ -	£ -
CIL	£ 60,136.27	£ 1,129.19
Allotments	£ 1,779.16	£ 4,055.93
Neighbourhood Plan	£ -	£ -
Election	£ -	£ -
Community Orchard	£ 135.00	£ 135.00
Other	£ 24,610.16	£ 4,611.98
Delegated Grass cutting	£ 2,777.02	£ 3,426.14
<b>TOTAL</b>	<b>£ 447,951.72</b>	<b>£ 547,728.38</b>

<b>Expenditure</b>		
Employee Costs	£ 45,454.90	£ 54,330.29
Administration Costs	£ 2,063.03	£ 2,771.94
Council Costs	£ 2,494.56	£ 3,827.32
Assets	£ 999.98	£ -
subs/fees	£ 1,219.00	£ 2,111.73
parish maintenance	£ 6,015.76	£ 7,488.32
grants/donations	£ 8,014.49	£ 12,075.00
S137	£ 91.67	£ 83.33
recycling payment	£ 1,022.35	£ 912.97
allotments /orchard	£ 1,359.90	£ 1,704.59
s106 payments/other	£ -	£ -
HMRC refund	£ -	£ -
Reserves spend	£ 242,126.88	£ 313,643.07
Contingencies	£ 2,120.00	£ 248.00
VAT	£ 51,071.83	£ 64,921.97
Marty's Marsh Maintenance	£ -	£ -
	£ -	£ -
CIL Spend	£ -	£ -
Delegated Grass Cutting	£ 2,828.00	£ 3,180.00
<b>TOTAL</b>	<b>£ 366,882.35</b>	<b>£ 467,298.53</b>

**Bank Reconciliation**

for 12 months ended 31st March 2025

Cashbook balance b/fwd @ 1st April 2024	£	1,048,636.11
Income for year	£	547,728.38
TOTAL	£	1,596,364.49
Expenditure for year	£	467,298.53
Balance 31st March 2025	£	1,129,065.96

## Represented by Accounts:

Barclays Current Account	7041	£	222,296.21
Saver Account	3741	£	9,049.27
Saver Account Reserves	6915	£	19,220.07
BDC Parish Deposit Fund		£	878,500.41
o/s cheques		£	-
		£	1,129,065.96

**Represented by:**

Community Infrastructure LEVY (CIL) Earmarked Reserve & intere	£	939,765.87
Earmarked Reserves	£	104,923.93
General Fund (unallocated reserves)	£	84,376.16
	£	1,129,065.96

The above statement represents fairly the financial position of the Authority as at 31st March 2025 and reflects its receipts and payments during the year.

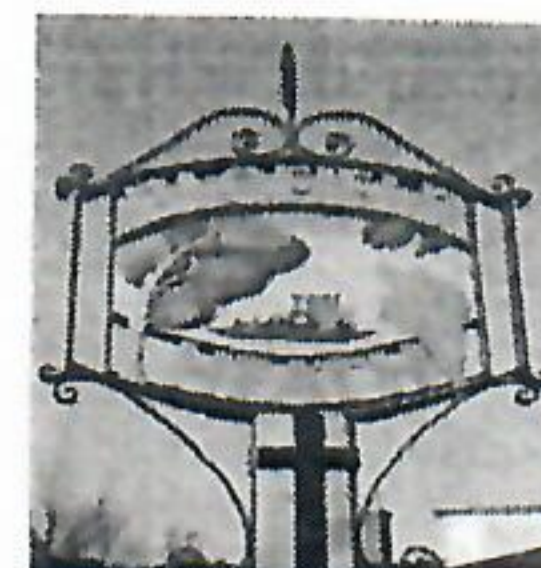
Signed.....  
Responsible Financial Officer

Date.....



# Blofield Parish Council

Chair – Stuart Smith Clerks to the Council – Sarah Osbaldeston and Eleanor Bannister  
Blofield Parish Council, The Lodge, 48 Panxworth Road, South Walsham, Norwich  
NR13 6DX Tel: 01603 270819 [clerk@blofield-pc.gov.uk](mailto:clerk@blofield-pc.gov.uk) [finance@blofield-pc.gov.uk](mailto:finance@blofield-pc.gov.uk)



## Notes to the Accounts for 12 months ending 31<sup>st</sup> March 2025

### ASSETS – (See Asset Register Appendix 1)

- a) The Council installed a multi age playground on the Blofield Park site (old school site) in the summer of 2024. This consists of 14 pieces of play equipment, 5 pieces of outdoor gym equipment, 3 picnic benches & 5 benches and wetpour surfacing. This was at a total cost of £261,238.87 (£260,000 funded by a Designated Funds National Highways grant).
- b) The Parish Council has taken on ownership and responsibility for two Defibrillator machines and cabinets located at Heathlands Community Centre and Margaret Harker Hall.
- c) The Council purchased a memorial bench (£620.29) for Marty's Marsh following a donation from a parishioner.

1. **BORROWINGS** – The Council does not have any borrowings.

2. **EARMARKED RESERVES DETAIL** - (including CIL) see Appendix 2 – Reserves Balance Sheet. Detail of the significant reserves are noted below.

**CHURCHYARD RESERVE** – Significant churchyard wall repairs took place in September 2024, this was funded by a £6,000 grant from the RC Snellings Charitable Trust. The Council funded a further £6,356.55. The second phase of churchyard wall repairs is scheduled for September 2025 which will have a similar total cost.

**COURTHOUSE RESERVE** – The Courthouse is a listed building requiring regular maintenance work to the fabric of the building. Therefore, the Council maintain significant reserves for this building. In 2024/25 only small sums were spent on minor works. However, in 2025/26 works have already commenced on significant damp repairs to the Judges Room. It is anticipated that in 2026/27 works will be required to the bricks / steps at the entrance to the cellar.

**MARTY'S MARSH RESERVE** - Installation of the new footbridge joining the two parishes took place in June 2024 at a cost of £16,735.28. This long-awaited project is now being enjoyed by both parishes. This project was funded by grants from the BDC Green Infrastructure Fund and from our County Councillor Andrew Proctor. A donation was received for a memorial bench which has been installed in Marty's Marsh.

**CIL RESERVE** – The huge growth in population over recent years in the parish will require significant improvement to village facilities. In summer 2024 the Council installed a mixed age playground on the 'old school site' now called Blofield Park, funded by a Designated Funds National Highways grant.

This has enabled the Parish Council to maintain the CIL reserve and the Council is working towards developing a community hub adjacent to the new playground. During 2024/25 the Council has developed concept designs for the community hub including provision for a preschool in a refurbished year 6 classroom.

The CIL balance at is currently £939,765.87 at 31/3/2025. It is the Council's intention to use these funds for further development of the old school land ('Blofield Park') once it is in the Council's ownership in 2025/26.

**FUTURE CAPITAL PROJECTS RESERVE** – This reserve has £19,902.79 held at 31/3/2025. Significant costs are anticipated from these funds, including partial cost of fencing Blofield Park (split between the Parish Council and District Council), new utilities installation, together with new access and gates and fencing to the new site. Legal costs for the land transfer will also be covered from this reserve.

**PLAYGROUND EQUIPMENT RESERVE** (all figures are net of VAT) – In summer 2024 the Council installed a mixed age playground on 'the old school site' now known as Blofield Park. This has not yet opened to the public but has been enjoyed by the primary school children on the site. The school has now relocated to their new site and the Blofield Park site will be available to the Council in Autumn 2025 all being well. This playground cost £261,238.87. (£260,000 funded by a Designated Funds National Highways grant and the small balance from Parish Council precept funds.)

**WYNDATES AREA 1 & 2 MAINTENANCE RESERVE** – These areas have now been handed over to the Parish Council to look after and maintain in perpetuity. As a result, a commuted sum was received in 2023/24 of £24,589.50 for ongoing maintenance of these two pieces of land. Some of these funds have been used for annual maintenance and the Council will start to budget for this reserve going forward.

### **GRANT RESERVE**

The parish Council received a grant to the value of £300 for bulb planting in the community in 2024/25.

The Council also holds a small grant from our District Councillor, Paul Newstead for £532.99 for a bench on this site or an alternative location within the parish.

The Parish Council received a grant for £175.50 for new SAM speed sign batteries in 2024/25.

The Parish Council secured a grant of £10,000 towards community hub development for items such as architects fees for concept designs, feasibility study data and planning costs. This has been spent against in 2024/25 and will be received to Parish Council funds in April 2025.

**GENERAL RESERVE** – This currently sits at 31.3.2025 at £84,376.16. General funds are held at approximately 6 months precept / running costs.

**ALL SMALLER RESERVES** – These have been established from the last financial year when all allocated precept funds were not spent that year.

3. **COMMITMENTS** – The Council does not have any current outstanding financial commitments.
4. **TENANCIES** – The Council leases 2 pieces of land from local landowners and rents this to the allotment holders. The Council collects annual rent from each allotment holder. Day to day management of the allotments is carried out by the Blofield Allotment Association.  
In addition, the Council leases a small piece of land (adjacent to the allotments) for the Millenium Orchard. Day to day management is carried out by the Blofield Orchard Conservation Group through sales of fruit and trees.

5. **SECTION 137 PAYMENTS** – Section 137 of the Local government Act 1072 enables parish councils to spend up to the sum of £10.81 per head of electorate for the benefit of people in the area on projects on specifically authorised by other powers.
6. **SECTION 106 PAYMENTS** – The Council has not spent any Section 106 funds in 2024/25. The Council Section 106 balance at 31 March 2025 held by Broadland District Council is £240,182.87.
7. **AGENCY WORK** – Blofield Parish Council has delegated authority to carry out the grass cutting of the verges within the parish and receives a sum from Norfolk County Council to carry out this work.
8. **CONTINGENT LIABILITIES** – A contingent loss will be accrued in the financial statements where it is possible that future events will confirm a material loss which can be estimated with reasonable accuracy at the date when the financial statements are completed.  
Where a material continent loss is not accrued, perhaps because it cannot be accurately estimated or because the event is not considered sufficiently certain, it is disclosed in a note to the accounts.  
The Council's accounts for the year to 31 March 2025 do not include a provision for any such contingency.
9. **ADVERTISING AND PUBLICITY** – No advertising took place.

10. **TRUST FUNDS / VILLAGE HALLS –**

*Blofield Courthouse -*

The Council owns and insures the Blofield Courthouse building. The Courthouse Management Committee are responsible to Blofield Parish Council for the day-to-day proper management, maintenance and development of the Courthouse in line with the Courthouse's objectives. This fund has been separately constituted.

The auditor opinion does not cover this fund and the fund has not been included in the Council's statement of account for the year ending 31 March 2025.

*Heathlands Community Centre -*

The Council are custodian trustee for Heathlands Community Centre land. This fund has been separately constituted. The auditor opinion does not cover this trust fund and the fund has not been included in the Council statements of account for the year ending 31 March 2025.

*Margaret Harker Hall and Blofield Memorial Ground –*

This is a registered charity and Blofield Parish Council does not have any trustee or financial responsibility for this facility.

Signed.....

*Chair*

Signed.....

*Responsible Financial Officer*

## Blofield Parish Council Assets List for 2024/25 (Appendix 1)

(RED-new purchases 24/25)

<b>The Courthouse</b> , Yarmouth Road, Blofield – Village Hall	£390,227.86
(Contents is insured on a separate policy by Blofield Courthouse Committee)	
War Memorial, Blofield Church	£12,460.05
Marty's Marsh Land	£80,000.00
Wyn gates Area 1	£1
Wyn gates Area 2	£1

### Street Furniture:

BUS SHELTER – Woodbastwick Road, Blofield Heath	
BUS SHELTER – The Street Blofield	£8,918.74
BUS SHELTER – Planation Road, Blofield	£5,660.40
BUS SHELTER – Mill Road, Blofield Heath	£5,166.00

### 7 SEATS/BENCHES SITED AT:

Mill Road, Blofield Heath	
King's Head Junction, Blofield	
Yarmouth Road / Danesbower Lane, Blofield	
Church Road / Stocks Lane, Blofield	
Outside Blofield School	£3,207.69
Junction Pedham Road/Mill Road/Hemblington Hall Road/Ranworth Road	£650.00
The Street, Blofield, outside Spar shop	£650.00
Martys Marsh plastic benches x 2	£1,018.73
Martys Marsh memorial donation bench	£620.29

### NOTICE BOARDS ETC SITED AT:

The Post Office, Woodbastwick Road, Blofield Heath	
The Library, The Street, Blofield	
The Newsagents, The Street, Blofield	£3600.00
Martys Marsh fixed noticeboards x 2	£1633.20
VILLAGE SIGN ornamental (Blofield)	£2,231.13
VILLAGE SIGN ornamental (Blofield Heath)	£1,796.72

10 village maps	£1463.00
1 PORTABLE SPEED SIGN UNIT	£2800.00
2 PORTABLE SPEED SIGN WITH DATA COLLECTING UNIT	£4057.20
DATA COLLECTING UPGRADE & BATTERY	£430.00
Ladder	£23.88

#### 4 GRIT BINS SITED AT:

Holy Lane, Woodbastwick Road Junction, Blofield

The Street, North Street Junction, Blofield

The Bus Shelter, The Street, Blofield

Junction Pedham Road/Mill Road/Hemblington Hall Road/Ranworth Road	£668.41
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Dog waste bin x 2	£223.54
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#### Machinery / Contents:

Black Bisley Filing Cabinet, 2 Draw &

Printer, LaserJet pro MFP M426dw &

Portable Harddrive, Buffalo ministration 500GB	£474.65
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Dell laptop computer x 2	£668.00
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Lenovo laptop computer x 2	£999.98
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A3 printer	£124.96
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Projector & Case	£265.15
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LAND - Town Pit (pond)	£1
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*(The basis for valuation is insurance value Community land is valued at £1)*

Defibrilator pads and cabinet x2 (Heathlands,Margaret H Hall)	£1
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#### Blofield Park Site:

14x play equipment, 5x outdoor gym equipment, 3x picnic benches & 5x	£261,238.87
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Benches and associated fixings and wetpour surfacing. (Old school playing field)

<b>TOTAL ASSETS VALUE AT 31 March 2025</b>	<b><u>£791,280.45</u></b>
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Sarah Osbaldeston, Blofield Parish Council Clerk

Last updated: May 2025

**Blofield Parish Council**  
**Reserves Balance**  
**2024-2025**

*Appendix 2*

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Churchyard Reserves	28,685.10		12,356.55	6,000.00	22,328.55
Courthouse Reserves	15,077.19	5,000.00	843.17		19,234.02
Marty's Marsh Reserves	22,686.06		19,569.94	17,355.29	20,471.41
Future Capital Projects	6,260.29	14,000.00	357.50		19,902.79
CIL Reserve	905,346.38			34,419.49	939,765.87
Playground Equipment	6,757.13	-532.99	266,727.41	260,000.00	-503.27
Wyngates Area 1 & 2	23,003.50		1,713.00		21,290.50
Grant Reserve	3.39	832.99	10,475.50	175.50	-9,463.62
Allotments Reserve		2,516.07	1,569.59	4,055.93	5,002.41
Wyngates 3 Large Area		1,500.00	1,600.00		-100.00
Asset Reserve		350.00			350.00
Bus Shelter Reserve	820.00	800.00	800.00		820.00
Town Pit Reserve	960.00	600.00	140.00		1,420.00
SAM sign costs reserve		200.00			200.00
Parish partnership reserve		5,000.00	5,000.00		0.00
parish poll reserve	1,000.00	500.00			1,500.00
Small Local	725.00	1,500.00			2,225.00
Highways Grass Verge			3,180.00	3,426.14	246.14
<b>Total Earmarked</b>	<b>1,011,324.04</b>	<b>32,266.07</b>	<b>324,332.66</b>	<b>325,432.35</b>	<b>1,044,689.80</b>
<b>TOTAL RESERVE</b>	<b>1,011,324.04</b>	<b>32,266.07</b>	<b>324,332.66</b>	<b>325,432.35</b>	<b>1,044,689.80</b>
<b>GENERAL FUND</b>					84,376.16
<b>TOTAL FUNDS</b>					<b>1,129,065.96</b>

# Blofield Parish Council

22 April 2025 (2024-2025)

Prepared by: \_\_\_\_\_  
Name and Role (Clerk/RFO etc)

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Name and Role (RFO/Chair of Finance etc)

Date: \_\_\_\_\_

A	<b>Bank Reconciliation at 31/03/2025</b>		
	Cash in Hand 01/04/2024		1,048,636.11
	<b>ADD</b> Receipts 01/04/2024 - 31/03/2025		547,728.38
	<b>SUBTRACT</b> Payments 01/04/2024 - 31/03/2025		1,596,364.49 467,298.53
	<b>Cash in Hand 31/03/2025</b> (per Cash Book)		<b>1,129,065.96</b>
B	Cash in hand per Bank Statements		
	Petty Cash 31/03/2025	0.00	
	Current Account 31/03/2025	222,296.21	
	Saver Account 3741 31/03/2025	9,049.27	
	Saver Account 6915 31/03/2025	19,220.07	
	BDC Parish Deposit Fund 31/03/2025	878,500.41	
			<b>1,129,065.96</b>
	Less unrepresented payments		
			1,129,065.96
	Plus unrepresented receipts		
	<b>Adjusted Bank Balance</b>		<b>1,129,065.96</b>
	<b>A = B Checks out OK</b>		