# PARISH OF TRINITY ACCOUNTS AT 30 APRIL 2016

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# INDEPENDENT AUDITORS' REPORT TO THE PRINCIPALS AND ELECTORS OF THE PARISH OF TRINITY

We have audited the accounts of the Parish of Trinity for the year ended 30 April 2016 on pages 2 to 15. These accounts have been prepared under the accounting policies set out therein.

This report is made solely to the Parish's principals and electors, as a body. Our audit work has been undertaken so that we might state to the Parish's principals and electors those matters we are required to state to them in an auditor'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 Parish and the principals and electors of that Parish as a body, for our audit work, for this report, or for the opinions we have formed.

# Respective responsibilities of Connétable and auditors

The Connétable is responsible for the preparation of the accounts in accordance with applicable law and the Parish's own accounting policies. In preparing these accounts the Connétable is required to select suitable accounting policies and apply them consistently, make judgements and estimates that are reasonable and prudent and prepare the accounts on the going concern basis unless it is inappropriate to assume that the Parish will continue in operation. The Connétable is responsible for keeping proper accounting records which show with reasonable accuracy at any time the financial position of the Parish. The Connétable, together with the Procureurs du Bien Publique, is also responsible for safeguarding the assets of the Parish and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Our responsibility is to audit and express an opinion on the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors. We report to you our opinion as to whether the accounts are properly prepared in accordance with the Parish's own accounting policies and applicable law. We also report to you if, in our opinion, the Parish has not kept proper accounting records or if we have not received all the information and explanations we require for our audit.

# Scope of the audit opinion

An audit includes obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Parish's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Parish; and the overall presentation of the accounts.

In addition, we read the financial and non-financial information issued with the accounts to identify material inconsistencies with the accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

# Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view, in accordance with the Parish's own accounting policies, of the Parish's affairs as at 30 April 2016 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with applicable law.

21 July 2016

**Chartered Accountants** 

#### **BALANCE SHEET**

# FOR THE YEAR ENDED 30 APRIL 2016

<b>2015</b> £		Notes	£	2016	£
3,953,326	Fixed assets First Time Buyer Homes – long term receivable	2(a)		3,953,3	326
1,768,501	Due from Retirement Homes Fund			2,141,5	
988,694 856,766 16,707 1,862,167	Current assets First Time Buyer and Retirement Homes – development costs Cash at bank and in hand Debtors, prepayments and other	2(b)	523,784 818,377 24,899 1,367,060	6,094,8	398
324,191	<b>Creditors: Amounts due within one year</b> Sundry creditors and accruals	3	121,806		
1,537,976	Net current assets			1,245,2	54
(52,624)	<b>Deferred income and income received in advance</b> Driving license receipts carried forward	2		(50,3	45)
£7,207,179	Net assets			£7,289,8	07
	Representing:				
23,710	Specific dons	4		23,7	20
763,842	General reserve			846,4	60
700,000	Contingency reserve	5		700,0	00
5,719,627	First Time Buyer Homes reserve	2(d)		5,719,6	27
£ <u>7,207,179</u>				£7,289,8	07

# **GENERAL ACCOUNT SUMMARY**

# FOR THE YEAR ENDED 30 APRIL 2016

2015		Notes		2016
£			£	£
517,581 (495,909)	Income for the year (page 4) Expenditure for the year (page 5)			523,239 (450,638)
21,672				72,601
54,039	Roads accounts surplus (page 6)			10,017
75,711	Net operating surplus for the year			82,618
284,732	First Time Buyer Homes realised gains	2(c)		-
(284,732)	Transfer to First Time Buyer Homes reserve	2(d)		-
688,131	Balance brought forward			763,842
£763,842				£846,460

There are no recognised gains or losses in the general reserve other than as disclosed above and no separate statement of total recognised gains or losses has been presented.

There have been no discontinued activities in the current or preceding accounting period

# **GENERAL ACCOUNT - INCOME**

# FOR THE YEAR ENDED 30 APRIL 2016

<b>2015</b> £		Notes	6	2016
823,356 (340,537) 482,819	Parish rates Less: contribution to Island wide rate		£ 841,963 851,348)	£ 490,615
1,771 650 9,414 9,481 620 552 - 12,274	Sundry receipts – property searches Sundry trading permits Hire of parish hall Sundry rents and concessions Welfare administration charges Bank deposit interest Dog licences Other income	_	1,833 560 9,995 9,659 386 574 2,105 7,512	
34,762				32,624
£517,581				£523,239

# PARISH OF TRINITY GENERAL ACCOUNT - EXPENDITURE FOR THE YEAR ENDED 30 APRIL 2016

<b>2015</b>	No	otes	2016 Actual	2016 Estimates
44,920 2,600 10,069 6,000 5,500 2,490 4,354 3,412 5,863 3,883 2,316 4,203 10,133 4,263 1,266 5,170	Administration Office salaries and social security Assessment committee expenses Comité des Connétables Expenses Audit Accountancy Legal and professional fees Advertising Printing, stationery and publications Caretaker's wages and social security Insurance and motor vehicle insurance Heat, light and water Telephone and postage Repairs and maintenance Computer expenses Bank charges Sundry expenses Connétable extraordinary expenses		51,744 2,700 12,043 6,500 8,990 2,260 3,261 2,819 7,202 4,425 3,510 5,849 3,018 7,377 1,533 4,854	51,000 7,100 12,000 6,000 5,500 5,000 4,500 7,500 5,000 4,000 5,000 12,000 9,500 2,000 5,000
116,442			128,085	147,100
22,579	<b>Trésor</b> Wages, social security and Church maintenance		23,650	27,000
41,726 65,939 3,486	Church Maintenance Cemetery extension Insurance		13,543 - 3,485	15,000 - 4,000
111,151			17,028	19,000
9,303 1,052 10,355	Rectory Repairs Insurance  Welfare Welfare payments	7	3,139 1,123 4,262 12,169	5,000 1,200 6,200
(12,169)	Less: Contributions from States of Jersey/pension	•	(12,169)	
	Charities and grants	1.4	10 500	10 500
10,000 1,000 2,236 17,000	Charitable grants Sundry charitable donations Senior Citizens outings Contribution to Youth Worker Ebenezer Chapel	14	10,500 2,211 2,434 17,000 13,000	10,500 2,000 2,500 17,000 10,000
30,236	Hanning Believ		45,145	42,000
11,422 4,343 15,765	Honorary Police Honorary Police expenses Insurance		14,363 4,388 18,751	15,000 5,000 20,000
110,000 77,557 1,824 189,381	External services Contribution of Roads Account Refuse collection Riley Field maintenance		130,000 81,176 2,541 213,717	130,000 80,000 3,000 213,000
£495,909	Expenditure for the year		£450,638	£474,300

# PARISH OF TRINITY **ROADS - INCOME AND EXPENDITURE ACCOUNT** FOR THE YEAR ENDED 30 APRIL 2016

<b>2015</b> £		£	<b>2016</b> £
110,000 1,478 120 2,345 345 11,957 12,601	Income Transfer from General Fund Police fines (proportion retained by the Parish) Branchage fines Dog licences Firearms certificates Driving licences Sundry receipts	130,000 1,013 475 - 500 8,856 295	
138,846		THE ESTABLISH CONTROL OF THE ANALYSIS AND ASSESSED.	141,139
49,983 9,455 25,369 84,807	Expenditure Repairs and improvements Wages and social security Sundry expenses	70,036 28,739 32,347	131,122
£54,039	Roads accounts surplus		£10,017

# **PARISH HOMES** (FORMERLY LES MAISONS CABOT RETIREMENT HOMES DEVELOPMENT)

# **BALANCE SHEET AT 30 APRIL 2016**

<b>2015</b> £		Notes	£	<b>2016</b> £
3,613,269 (547,883)	Fixed assets: Freehold property – at cost Less: Depreciation			4,737,999 (642,342)
3,065,386 34,863	Freehold land – Field 872, La Rue de Travers, Trinity	У		4,095,657 34,863
3,100,249		10		4,130,520
200,783 3,350 204,133	Current assets Cash at bank Debtors and prepayments		349,070 2,481 351,551	
15,272 35,680 ————————————————————————————————————	Creditors: Amounts due within one year Sundry creditors and accruals Loan – States of Jersey	12	23,184 37,107 ————————————————————————————————————	
153,181				291,260
500,443 1,768,501 2,268,944	Creditors: Amounts due after one year Loan – States of Jersey Due to Parish Fund	12	1,213,336 2,141,572	3,354,908
£984,486	Net assets			£ <u>1,066,872</u>
	Represented by:			
431,855	Capital reserve	13		431,855
552,631	Income and expenditure account (page 8)			635,017
£984,486				£ <u>1,066,872</u>

# PARISH HOMES

# (FORMERLY MAISONS CABOT - RETIREMENT HOMES DEVELOPMENT) INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 APRIL 2016

<b>2015</b> £		Notes	£	<b>2016</b> £
235,952 2 ——————————————————————————————————	Income Rents receivable Bank interest received			275,658 1 275,659
21,817 2,419 656 14,096 171 72,266	Expenditure States loan interest Insurance Electricity and water Maintenance Bank charges Depreciation on freehold property	2 1 73	0,745 2,960 1,038 3,849 222 1,459	
111,425				193,273
124,529	Surplus for the year			82,386
428,102	Balance brought forward			552,631
£552,631				£635,017

There are no recognised gains or losses in the Parish Homes income and expenditure account other than as disclosed above and no separate statement of total recognised gains or losses has been presented.

There have been no discontinued activities in the current or preceding accounting period

#### **NOTES TO THE ACCOUNTS**

#### FOR THE YEAR ENDED 30 APRIL 2016

#### 1. ACCOUNTING POLICIES

#### 1.1 Basis of accounting

The accounts have been prepared under the historical cost convention, and in accordance with accounting policies selected by the Parish. A selection of the more important accounting policies, which have been applied consistently, is set out below.

#### 1.2 Income and expenditure

Parish rates are brought into account on a receipts basis. Interest received and paid is accounted for on an accruals basis. All other income is brought into account on an accruals basis with the exception of certain licence income which is credited to the general account when received. The prepaid element of driving licences for licences issued for 10 years is carried forward over the period with an annual transfer to the general account being made in each year.

## 1.3 Fixed assets

- a) Land and buildings owned by the Parish are not included in the main Parish Balance Sheet. Depreciation is provided on completed Retirement Homes buildings at 2% per annum. The cost of general repairs and maintenance to buildings is charged to the Income and Expenditure Accounts in the year of expenditure.
- Sundry other assets are charged to the Income and Expenditure Account in the year of expenditure.

#### 1.4 Homes Development

For purposes of clarity a separate balance sheet and income and expenditure account have been prepared for the Retirement Homes Developments on the basis that the project was intended to be self-funding. On its completion, the 'Over 55s' housing development at Majson Gallichan was transferred to this balance sheet.

# 1.5 Contingency reserve

The Parish has set aside funds in a contingency reserve to fund unforeseen expenditure and exceptional items which may arise from time to time. The current balance in the contingency reserve is shown in note 5.

# 1.6 Borrowing costs

Borrowing costs directly attributable to the construction of an asset that necessarily takes a substantial period of time to get ready for its intended use or sale are capitalised as part of the cost of the asset. All other borrowing costs are expensed in the period in which they occur. Borrowing costs consist of interest and any other costs that the Parish incurs in connection with the borrowing of funds.

# 1.7 First Time Buyer Homes

#### Revenue recognition

Revenue is recognised in the accounts where legal completion has taken place by the end of the financial year, regardless of when the payment is due. Revenue is measured at the fair value of the consideration received or receivable, taking into account contractually defined terms of payment and excluding taxes or duty.

# Unsold property and development cost

Property being constructed for sale, rather than being held for rental or capital appreciation, is held as unsold property or development costs, depending on level of completion, and is measured at the lower of cost and net realisable value.

Cost includes amounts paid to contractors for construction, borrowing costs, planning and design costs, costs of site preparation, professional fees for legal services, construction over heads and other related costs.

#### NOTES TO THE ACCOUNTS (continued)

#### FOR THE YEAR ENDED 30 APRIL 2016

# 1. ACCOUNTING POLICIES (continued)

# 1.8 Significant accounting estimates and uncertainties

The preparation of the Parish accounts requires the Parish administration to make judgements, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities at the balance sheet date. However, uncertainty about how these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of the asset or liability affected in future periods.

The timing and value of the payment of the long term receivable is uncertain, and is therefore initially recognised at market value at the time of sale of the property to the initial purchaser. Consequently the receivable is not discounted.

# 2. FIRST TIME BUYER AND RETIREMENT HOME DEVELOPMENTS

The sales of the properties were made in consideration of the following:

- a) the sum totalling two thirds of the market value, due at the point of legal completion;
   and
- b) the sum totalling one third of the market value, due upon alienation (any sale, lease, exchange, gift or other transfer of ownership of the property or part thereof) of the property.

The second part of the above consideration has been included in these accounts as a long term receivable; at the point of alienation, the property is professionally re-valued and any rise/fall in the value of the property is enjoyed/suffered by the Parish in the same proportions. When the receivable becomes due to the Parish, the value over/under the recognised receivable is treated as realised gain/loss, which is then transferred to the First Time Buyer Homes reserve.

#### a) First Time Buyer Homes - long term receivable

2015

		2010
£ <u>3,953,326</u>	Long term receivable	£3,953,326

The long term receivable consists of the second part of the consideration relating to the sale of the 25 properties

# b) First Time Buyer and Retirement Homes - development costs

<b>2015</b> £		<b>2016</b> £
470,560 518,134	Balance brought forward Additions in year Costs for completed Maison Gallichan properties	988,694 659,820 (1,124,730)
£988,694	Balance carried forward	£523,784

Expenses relating to the construction of future phases of the development have been carried forward in the balance sheet under development costs.

# NOTES TO THE ACCOUNTS (continued)

# FOR THE YEAR ENDED 30 APRIL 2016

# 2. FIRST TIME BUYER AND RETIREMENT HOME DEVELOPMENTS (continued)

# c) First Time Buyer Homes - realised gains

<b>2015</b> £		<b>2016</b> £
	Sales consideration Less: Cost of sales	-
£284,732	Realised gain	<u>£</u> -

The cumulative realised gains of £5,719,627 are from the sale of the 25 properties in the two years ended 30 April 2015.

# d) First Time Buyer Homes - reserve

<b>2015</b> £		<b>2016</b> £
	Balance brought forward Transfer of First Time Buyer Home realised gains	5,719,627
£5,719,627	Balance carried forward	£ <u>5,719,627</u>

The Parish has set up a reserve for the realised gains from the sale of the First Time Buyers Homes.

#### 3. SUNDRY CREDITORS AND ACCRUALS

<b>2015</b> £		<b>2016</b> £
38,343 72,101	Trade creditors Accruals and other First Time Buyer and Retirement Homes outstanding	26,798 62,222
213,747	liabilities and retentions	32,786
E324,191		£121,806

#### 4. SPECIFIC DONS

	<b>2016</b> £
Don Barreau Don Cantell-Larbalestier Don Gruchy Don Pinel Don Westaway	3,354 6,952 13,516 350 1,444
Transferred to Retirement Homes Fund	25,616 (1,896) £23,720
	Don Cantell-Larbalestier Don Gruchy Don Pinel Don Westaway

### NOTES TO THE ACCOUNTS (continued)

#### FOR THE YEAR ENDED 30 APRIL 2016

#### 5. CONTINGENCY RESERVE

2015

2016

£700,000 Balance in hand

£700,000

The Parish has a contingency reserve in case of an unforeseen requirement for funds.

#### 6. RATES

The Parish rate for 2016 was charged at 1.14p per quarter. In addition to this an Island Wide rate was charged. This was collected by the Parish and paid over to the States of Jersey. The net received by the Parish amounted to £490,615 (2015: £482,819).

#### 7. WELFARE

With effect from 1 April 2006 the Parish has been able to reclaim all welfare expenditure from the States of Jersey plus an administration fee of 5% (excluding native institutional expenditure). The charge for welfare in the financial statements is therefore nil, and the administration fee shown as income in the general account. In January 2008 welfare was replaced by Income Support with the Parish continuing to fund institutional expenses and reclaiming this from Employment and Social Security. With effect from 1 May 2009 all Income Support and institutional expenditure has been taken over by Employment and Social Security.

#### 8. CONTINGENT LIABILITY

The Parish of Trinity, along with all the other Parishes, is party to an agreement whereby the Parish has access to certain States of Jersey computer databases. The Parish, along with all of the other Parishes, is liable to pay damages in the event of a security breach which damages have been estimated to total £100,000. This would be divided between the Parishes on a prorata basis. At the date of the signing of these accounts the Connétable is not aware that any such breaches of security have occurred.

#### 9. GOODS AND SERVICES TAX

The Goods and Services Tax (Jersey) Law 2007 was introduced on 6 May 2008.

The Parish has special treatment under the Goods and Services Tax (Jersey) Regulations 2007 (Regulation 5) as it is a public authority. The Parish is required to be registered for GST.

The majority of the income received by the Parish is from rates levied and is not considered to be a supply in the furtherance of a business. Therefore GST does not apply to the supply of goods by the Parish with the exception of some minor services which are not part of its regulatory function. Article 53 of the Law (Refunds of GST for public sector and other cases) allows for any GST paid by the Parish to be refunded on goods and services which were not supplied for business purposes.

The Parish is therefore not charging GST on the supply of goods and services connected with its regulatory functions but only where it is providing goods and services in completion with commercial concerns.

# **NOTES TO THE ACCOUNTS (continued)**

# FOR THE YEAR ENDED 30 APRIL 2016

# **PARISH HOMES**

#### 10. FREEHOLD LAND AND PROPERTY

TRELITORD LAND AND FROI EN	Maison Gallichan £	Freehold Land £	Phase 1 Property £	Phase 2 Property £	Total £
Cost At 1 May 2015 Additions	- 1,124,730	34,863	1,173,890	2,439,379	3,648,132 1,124,730
At 30 April 2016	1,124,730	34,863	1,173,890	2,439,379	4,772,862
Depreciation At 1 May 2015 Charge for the year At 30 April 2016	22,193 ————————————————————————————————————		305,081 23,478 ——— 328,559	242,802 48,788 ——————————————————————————————————	547,883 94,459 642,342
Net book value at 30 April 2016	£1,102,537	£34,863		£2,147,789	£4,130,520
Net book value at 30 April 2015	<u>£</u> -	£34,863	£868,809	£ <u>2,196,577</u>	£ <u>3,100,249</u>

The cost of the freehold property comprises building costs, professional fees and finance charges to the date of practical completion. The property known as Les Maisons Cabot comprises a two phase development of retirement homes all of which are available for rent. Maison Gallichan comprises five homes available for rent.

During May 2014 the Parish purchased Field 872, La Rue De Travers, Trinity, Jersey.

# 11. **DEPRECIATION**

The cost of the Retirement Homes buildings (Les Maisons Cabot and Maison Gallichan) is being written off over 50 years commencing in 2003 (Phase 1), 2011 (Phase 2) and in the current year (Maison Gallichan). In the first year of completion a full year's depreciation has been charged.

### NOTES TO THE ACCOUNTS (continued)

#### FOR THE YEAR ENDED 30 APRIL 2016

### **PARISH HOMES**

# 12. LOAN - STATES OF JERSEY

<b>2015</b> £		Maison Cabot (a) £	Over 55's (b) £	<b>2016</b> £
35,680 500,443	Repayable within one year Repayable after one year	37,107 463,336	750,000	37,107 1,213,336
£536,123		£500,443	£750,000	£1,250,443

- (a) The Parish has a loan facility from the States of Jersey up to £900,000. Simple interest of 4% per annum is payable on the loan. The loan (and interest) is repayable in twenty-five annual instalments commencing in November 2002 or by agreement with the States Treasury. The first capital repayment was deferred until June 2003. It is proposed to fund the repayments entirely from rental income.
- (b) During the previous year, the Parish negotiated a loan for up to £1,000,000 from the States of Jersey to fund the development of the Phase Two 'Over 55's' Housing development. The loan took the form of an infrastructure investment agreement between the Parish and the Treasurer of the States acting on behalf of the States of Jersey Currency Fund (the Fund).

At the year end £750,000 has been drawn down from the facility. Interest is payable at the Bank of England Base Rate plus 1.75%.

#### 13. CAPITAL RESERVE

<b>2015</b> £			<b>2016</b> £
	Balance brought forward Movement in the year		431,855 -
£431,855	Balance carried forward		£431,855

# NOTES TO THE ACCOUNTS (continued)

# FOR THE YEAR ENDED 30 APRIL 2016

# 14. DONS SPÉCIAUX

<b>2015</b> £		<b>2016</b> £
150	6th (Trinity) Jersey Scout Group	100
100	ACET	150
250	Asthma Society	250 250
250	C I Air Search	150
100 250	Caring Hands Diabetes Jersey	250
100	Driving for the Disabled	100
150	Ebenezer Sunday School	150
600	Family Nursing Services (Jersey) Incorporated	600
200	Girlguiding Jersey	200
400	Headway	400
100	Holy Trinity Sunday School	100
300	Jersey Cheshire Home – Big Splash Appeal	-
500	Jeanne Jugan Residence	600
400	Jersey Alzheimer's Association	400
200	Jersey Association for Youth and Friendship	200
200	Jersey Domestic Violence	200 600
600 350	Jersey Hospice Care Jersey Kidney Patients Association	350
500	Jersey Mencap	500
400	Jersey Womens' Refuge	400
400	Les Amis	400
200	Mind Jersey	200
100	NCT Jersey	150
500	NSPCC	500
100	Outreach	200
200	Riding for the Disabled	200
250	RNLI	250
250	St John's Ambulance	250
100	Street Pastors Jersey	100
100	Stroke Association	200
400	The Jersey Association of Carers Incorporated	400
300	The Jersey Cheshire Home Foundation	400
400	The Samaritans	400 400
400 200	Trinity Youth Club	200
200	Victim Support Jersey Prison Me, No Way	150
_	Caring Cooks	150
	Curing Cooks	(AMERICAN AND AND AND AND AND AND AND AND AND A
£10,000		£10,500
		-