

BRADDAN BURIAL GROUND AUTHORITY

Financial Statements

For the year ended 31 March 2023

BRADDAN BURIAL GROUND AUTHORITY

Financial Statements

For the year ended 31 March 2023

CONTENTS	PAGE
STATEMENT OF RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS	1
INDEPENDENT ASSURANCE REPORT	2
COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT	3
STATEMENT OF MOVEMENT ON RESERVES	4
BALANCE SHEET	5
STATEMENT OF ACCOUNTING POLICIES	6 - 8
NOTES TO THE FINANCIAL STATEMENTS	9 - 13

BRADDAN BURIAL GROUND AUTHORITY

Statement of Responsibilities for the Financial Statements

For the year ended 31 March 2023

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; and
- approve the Financial Statements.

The Responsible Financial Officer's responsibilities

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

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

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

The Responsible Financial Officer has also:

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

Independent Chartered Accountants' Assurance Review Report to The Vicars and Wardens of Braddan Burial Ground Authority

We have reviewed the statement of accounts of Braddan Burial Ground Authority for the year ended 31 March 2023 which comprise the comprehensive income and expenditure statement, the statement of movement on reserves, the balance sheet and notes to the financial statements, 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) Section 1A.

Responsible Financial Officer's responsibility for the statement of accounts

As explained more fully in the Responsible Financial Officer's Responsibilities Statement set out on page 1, the Responsible Financial Officer is responsible for the preparation of the statement of accounts and for being satisfied that they give a true and fair view.

Accountants' responsibility

Our responsibility is to express a conclusion on the statement of accounts. 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 and the FRC's Ethical Standard, as applicable.

Scope of the assurance review

A review of statement of accounts in accordance with ISRE 2400 (Revised) is a limited assurance engagement. We have performed additional procedures to those required under a compilation engagement. These primarily consist of making enquiries of management and others within the entity, 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 statement of accounts.

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 2023, 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; and
- in accordance with any other statutory provisions applicable to them.

Use of our report

This report is made solely to the authority's members, as a body, in accordance with the terms of our engagement letter dated 28 September 2023. Our review has been undertaken so that we may state to the authority's members those matters we have agreed with them in our engagement letter 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 the authority's members, as a body, for our work, for this report or the conclusions we have formed.

Crowe Isle of Man LLC

Crowe Isle of Man LLC
Chartered Accountants
6th Floor, Victory House
Prospect Hill
Douglas
Isle of Man
IM1 1EQ

Date 30th October 2023

BRADDAN BURIAL GROUND AUTHORITY
Comprehensive Income and Expenditure Statement

For the year ended 31 March 2023
(Expressed in Pounds Sterling)

	2023 General Fund	2023 Endowment fund	2023 Total	2022 Total
Income				
Burial rates	120,856	-	120,856	119,872
Fees for opening graves	5,615	-	5,615	4,690
Sale of Graves	4,050	-	4,050	5,130
Sexton's service fees collected	1,755	-	1,755	1,795
Monument fees collected	1,250	-	1,250	1,760
Interest received	828	302	1,130	15
Rents	150	-	150	300
Commonwealth Graves Commission	100	-	100	100
Total income	134,604	302	134,906	133,662
Expenditure				
Wages, NI and Superannuation	90,301	-	90,301	85,274
Depreciation	10,465	-	10,465	10,310
Administration expenses	8,441	-	8,441	7,453
Treasurer expenses (Moore Stephens)	7,376	-	7,376	7,140
Pensions net current service cost	6,000	-	6,000	8,000
Net interest cost on defined benefit pension	3,000	-	3,000	3,000
Insurance	2,869	-	2,869	2,702
Repairs to equipment	2,254	-	2,254	1,910
Assurance review fees	2,200	-	2,200	1,800
Accountancy fees	1,880	-	1,880	1,924
Sexton's service fees paid	1,755	-	1,755	1,795
Fuel	1,677	-	1,677	995
Monument fees paid	1,250	-	1,250	1,760
Pension administration fee	1,000	-	1,000	1,000
Repairs and maintenance of buildings	825	-	825	1,491
Horticultural expenses	776	-	776	1,757
Rates collection charge	656	-	656	624
Electricity (Heat and light)	648	-	648	527
Maintenance of District Burial Ground	540	-	540	34
Bank charges	443	-	443	505
Waste disposal	417	-	417	396
Protective clothing	218	-	218	237
Actuarial fees	208	-	208	183
Sundries	54	-	54	25
Statutory fees	45	-	45	45
Professional fees	-	-	-	500
Rates written off	(171)	-	(171)	-
Bad debt provision – rate arrears	(551)	-	(551)	532
Total expenditure	144,576	-	144,576	141,919
(Deficit)/surplus of income over expenditure	(9,972)	302	(9,670)	(8,257)
Other comprehensive income and expenditure				
Remeasurement of net pension liability	130,000	-	130,000	36,000
Total comprehensive income and expenditure	120,028	302	120,330	27,743

The statement of accounting policies and notes on pages 6 to 13 form part of these financial statements.

BRADDAN BURIAL GROUND AUTHORITY
Statement of Movement on Reserves

For the year ended 31 March 2023
(Expressed in Pounds Sterling)

	Endowment Fund	General Fund account	Revaluation Reserve	Capital Adjustment Account	Pension Reserve
Balance at 31 March 2021	49,950	199,198	450,000	8,666	(155,000)
Total comprehensive income and expenditure	4	(8,261)	-	-	36,000
Depreciation charged	-	10,310	(6,800)	(3,510)	-
Revaluation of Other Land and Buildings	-	-	-	-	-
Net charges made for retirement benefits	-	12,000	-	-	(12,000)
Balance at 31 March 2022	49,954	213,247	443,200	5,156	(131,000)
Total comprehensive income and expenditure	302	(9,972)	-	-	130,000
Depreciation charged	-	10,465	(6,800)	(3,665)	-
Revaluation of Other Land and Buildings	-	-	-	-	-
Net charges made for retirement benefits	-	10,000	-	-	(10,000)
Balance at 31 March 2023	50,256	223,740	436,400	1,491	(11,000)

The Endowment Fund balance consists of capital totalling £32,300, which must be kept intact, and interest accrued over previous years of £17,956 (2022: £17,654).

The statement of accounting policies and notes on pages 6 to 13 form part of these financial statements.

BRADDAN BURIAL GROUND AUTHORITY

Balance Sheet

 As at 31 March 2023
 (Expressed in Pounds Sterling)

	Note	2023	2022
Fixed assets			
Tangible fixed assets	1	439,686	450,151
		439,686	450,151
Current assets			
Debtors	2	10,046	10,135
Cash at bank		363,307	349,862
		373,353	359,997
Creditors: amounts falling due within one year	3	(101,152)	(98,591)
Net current assets		272,201	261,406
Total assets less current liabilities		711,887	711,557
Creditors: amounts falling due after more than one year	3	(11,000)	(131,000)
Net assets		700,887	580,557
Represented by:			
General Fund		223,740	213,247
Endowment Fund		50,256	49,954
Capital adjustment account		1,491	5,156
Revaluation Reserve		436,400	443,200
Pension Reserve		(11,000)	(131,000)
		700,887	580,557

 The financial statements were approved by the Authority on *22 Oct* 2023 and were signed on their behalf by:


 Churchwarden


 Leslie W Cunliffe
 Responsible Financial Officer

The statement of accounting policies and notes on pages 6 to 13 form part of these financial statements.

BRADDAN BURIAL GROUND AUTHORITY

Statement of Accounting Policies

For the year ended 31 March 2023

Basis of preparation

These financial statements have been prepared in accordance with the Audit Act 2006 and the provisions of 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.

Rates receivable

Rates income for the year credited to the Comprehensive Income and Expenditure Statement is the accrued income for the year, net of irrecoverable amounts.

Burial income

Opening ground fees, sale of plots and sexton fees are measured at fair value of the consideration received or receivable and represents the amount receivable for the services rendered.

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.

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.

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. Expenditure on the acquisition or creation of tangible fixed assets is capitalised on an accruals basis.

(a) Measurement

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:

- Infrastructure and Community assets – depreciated historic cost (or a nominal value where the historic cost is not known); and
- Land and Buildings – 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 such expenditure on furniture and equipment is less than a de minimis level of £1,000 it is not capitalised but is charged to revenue in the period in which it is incurred. Capital expenditure incurred on fixed assets that does not materially add to the value of those assets is written off.

(b) Revaluation

A class of assets included in the Balance Sheet at current value 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. All valuations are undertaken by a qualified valuer, using a professional valuer contracted to the authority.

Short-life assets, such as plant and machinery and horticultural 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); and
- 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.

BRADDAN BURIAL GROUND AUTHORITY

Statement of Accounting Policies (continued)

For the year ended 31 March 2023

Tangible fixed assets (continued)
(c) Depreciation

Depreciation is provided for on all Tangible Fixed Assets by the systematic allocation of their depreciable amounts over their useful lives as follows:

	Years
Land	Not depreciated
Infrastructure assets	10
Plant and machinery	10
Buildings	50
Horticultural equipment	5

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.

(d) Impairment

Impairment reviews are carried out on all assets, other than non-depreciable land, where no depreciation charge is made or the estimated remaining useful life of the asset exceeds 50 years.

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'.

BRADDAN BURIAL GROUND AUTHORITY

Statement of Accounting Policies (continued)

For the year ended 31 March 2023

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 Fund: Set up to act as a buffer against the potential risks of increased expenditure to be charged to future years' Accounts.

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.

Endowment Fund: Funds received to meet the cost of Perpetual Care to graves from families or trusts of the deceased. The Capital element of £32,300 has to be retained intact. Any work carried out on the perpetual graves will be paid for out of the interest built up.

Revaluation Reserve: Representing the balance of the surpluses or deficits arising on the periodic revaluation of fixed assets. Depreciation on the revalued amount of an asset is also included within this reserve.

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.

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

BRADDAN BURIAL GROUND AUTHORITY
Notes to the Financial Statements

For the year ended 31 March 2023
(Expressed in Pounds Sterling)

1. Operational assets

	Other land and buildings	Infrastructure Assets	Plant & Machinery	Horticultural Equipment	Total
Cost or valuation					
As at 31 March 2022	450,000	21,437	19,835	5,545	496,817
Additions	-	-	-	-	-
As at 31 March 2023	450,000	21,437	19,835	5,545	496,817
Depreciation					
As at 31 March 2022	6,800	18,758	17,802	3,306	46,666
Charge for the year	6,800	2,143	705	817	10,465
As at 31 March 2023	13,600	20,901	18,507	4,123	57,131
Net Book Value					
As at 31 March 2023	436,400	536	1,328	1,422	439,686
As at 31 March 2022	443,200	2,679	2,033	2,239	450,151

Valuation of Fixed Assets

The Authority plans to revalue its fixed assets every five years. Valuations as at 31 March 2021 were carried out by Chrystals, the Authority's external valuer, and valued the land and buildings held by the Authority at £450,000. The basis for valuation is set out in the Statement of Accounting Policies.

The historical cost of the land and buildings included above at valuation of £450,000 was nil.

Assets Held

Operational Assets	Number at 31 March 2022	Changes	Number at 31 March 2023
Additional Land	1	-	1
Buildings	2	-	2
Infrastructure Assets	1	-	1
Community Assets			
	Number at 31 March 2022	Changes	Number at 31 March 2023
Burial Ground	1	-	1
Small Chapel	1	-	1

BRADDAN BURIAL GROUND AUTHORITY

Notes to the Financial Statements (continued)

 For the year ended 31 March 2023
 (Expressed in Pounds Sterling)

2. Debtors

Amounts falling due within one year (net of bad debt provisions):	2023	2022
Rates debtors	3,741	3,561
VAT debtor	1,168	1,118
Prepayments	871	855
Trade debtors	3,145	4,295
Other debtors	1,121	306
	10,046	10,135

Rates debtors is shown net of a bad debt provision of £1,232 (2022: £1,783).

3. Creditors: amounts falling due within one year

	2023	2022
Falling due within one year		
Deferred income	89,839	89,041
Accruals	7,981	6,195
Creditors	3,332	3,355
	101,152	98,591
Falling due after one year		
Pension liability (note 8)	11,000	131,000
	11,000	131,000

4. 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.

During the year the Authority collected service and monument fees amounting to £1,755 (2022: £1,795) and £1,250 (2022: £1,760) in cash receipts respectively on behalf of the Sexton and Sexton assistant, who are related due to being employed by the Authority. These have been included as income and expenditure, taking account of amounts receivable and payable. This amounted to £3,005 (2022: £3,555) of the expenditure this year. At the end of the year £805 (2022: £930) was due to be paid by the Authority to the Sexton.

The Parochial Church Council collected on behalf of the Authority £13,820 (2022: £12,163) in fees relating to burial activity and sale of plots. At the year end, the Parochial Church Council owed the Authority £3,145 (2022: £4,295). The Authority pays administration expenses to the Parochial Church Council towards employing a Parish assistant and maintaining the Parish office at Kirk Braddan. During the year the Parochial Church Council charged the Authority £7,977 (2022: £7,089) in relation to these fees. The Authority also agreed to pay 33.33% of the insurance cost. During the year the Parochial Church Council charged the Authority £1,748 (2022: £1,629) in relation to these fees. £36 of this is accrued at the year end. At the year end, the Parochial Church Council owed the Authority £1,121 (2022: £306).

5. Assurance fees

During the year the Authority incurred Independent Assurance Reviewer fees of £2,200 (2022: £1,800).

BRADDAN BURIAL GROUND AUTHORITY

Notes to the Financial Statements (continued)

 For the year ended 31 March 2023
 (Expressed in Pounds Sterling)

6. Total rateable value

The total rateable value at the year end was £561,491 (2022: £556,509) for Braddan and an amount equivalent to two and two thirds of such amount for the part of the parish in the Borough of Douglas. Rates were levied at 6.0p (2022: 6.0p) in the £ for the year.

7. General rate account

	2023	2022
Total rates levied for the year	122,688	121,818
Add:		
Due from Treasury re prior year	2,148	1,149
Arrears brought forward	3,196	2,960
	<hr/> 128,032	<hr/> 125,927
Less:		
Discounts	(1,252)	(1,171)
Exempt and unoccupied properties	(580)	(775)
Rates collections charge	(656)	(624)
Write back	171	-
	<hr/> (2,317)	<hr/> (2,570)
Total rates collectable	<hr/> 125,715 <hr/>	<hr/> 123,357 <hr/>
Rates received in the year:		
Current year rates	116,459	115,687
Balance from Treasury re previous year	2,148	1,149
Arrears recovered	2,135	1,177
	<hr/> 120,742	<hr/> 118,013
Balance outstanding carried forward (note 2):		
Due from Treasury re current year	2,604	2,148
Arrears – current year	1,137	1,413
Arrears – prior years	1,232	1,783
	<hr/> 4,973	<hr/> 5,344
	<hr/> 125,715 <hr/>	<hr/> 123,357 <hr/>
	2023	2022
Rates levied for the year	122,688	121,818
Less: Discounts, exempt/unoccupied properties	(1,832)	(1,946)
Per Income and Expenditure Statement	<hr/> 120,856 <hr/>	<hr/> 119,872 <hr/>

BRADDAN BURIAL GROUND AUTHORITY

Notes to the Financial Statements (continued)

 For the year ended 31 March 2023
 (Expressed in Pounds Sterling)

8. Pensions

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 2023 by independent consulting actuaries. Adjustments to the valuation at that date have been made based on the following assumptions:

	2023	2022
Rate of increase in salaries	3.7%	4.0%
Rate of increase in pensions	2.9%	3.2%
Rate for discounting scheme liabilities	4.8%	2.6%

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:

	2023 Years	2022 Years
Longevity at the age of 65 for current pensioners		
- Men	19.6	21.2
- Women	24.7	24.2
Longevity at the age of 65 for future pensioners		
- Men	21.0	22.6
- Women	26.2	25.7

Reconciliation of scheme assets and liabilities:

	Assets £	Liabilities £	Total £
At 1 April 2022	330,000	(461,000)	(131,000)
Employer contributions	15,000	-	15,000
Plan participants' contributions	4,000	(4,000)	-
Current service cost	-	(21,000)	(21,000)
Administration expenses	(1,000)	-	(1,000)
Interest income/(expense)	9,000	(12,000)	(3,000)
Remeasurement gains/(losses)			
- Change in financial assumptions	-	156,000	156,000
- Return on plan assets excluding interest income	(42,000)	-	(42,000)
- Other actuarial gains/(losses)	(3,000)	-	(3,000)
- Change in demographic assumptions	-	15,000	15,000
- Experience gains/(losses)	-	4,000	4,000
At 31 March 2023	<u>312,000</u>	<u>(323,000)</u>	<u>(11,000)</u>

Total cost recognised as an expense:

	2023 £	2022 £
Current service cost	21,000	23,000
Interest cost	12,000	9,000
	<u>33,000</u>	<u>32,000</u>

No amounts were included in the cost of assets (2022: £Nil).

BRADDAN BURIAL GROUND AUTHORITY

Notes to the Financial Statements (continued)

 For the year ended 31 March 2023
 (Expressed in Pounds Sterling)

8. Pensions (continued)

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

	2023	2022
	%	%
Equities	52	50
Bonds	34	35
Property	13	15
Cash	1	-

The local authority's share of the return on plan assets was:

	2023	2022
	£	£
Interest income	9,000	6,000
Return/(loss) on plan assets less interest income	(42,000)	18,000
Total (loss)/return on plan assets	(33,000)	24,000