

**ONCHAN BURIAL GROUND AUTHORITY**

Financial Statements

For the year ended 31 March 2023

**ONCHAN BURIAL GROUND AUTHORITY**

For the year ended 31 March 2023

**CONTENTS**

	<b>Page</b>
STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS	1
INDEPENDENT CHARTERED ACCOUNTANTS' ASSURANCE REPORT	2 - 3
COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT	4
BALANCE SHEET	5
STATEMENT OF ACCOUNTING POLICIES	6 - 7
NOTES TO THE FINANCIAL STATEMENTS	8 - 13

## **ONCHAN BURIAL GROUND AUTHORITY**

Statement of Responsibilities for the Statement of Accounts

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 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 the Statement of Accounts, the Responsible Financial Officer has:

- Selected suitable accounting policies and then applied them consistently; and
- Made judgements and estimates that were 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 Churchwardens of Onchan Burial Ground Authority**

We have reviewed the statement of accounts of Onchan Burial Ground Authority for the year ended 31 March 2023 which comprise the comprehensive income and expenditure statement, 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).

### **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**  
6<sup>th</sup> Floor, Victory House  
Prospect Hill  
Douglas  
Isle of Man  
IM1 1EQ

**Date** 30<sup>th</sup> October 2023

**ONCHAN BURIAL GROUND AUTHORITY**
**Comprehensive Income and Expenditure Statement**

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

	Notes	2023 General Fund	2023 Reserve Funds	2023 Total	2022 Total
<b>Income</b>					
Burial rates	5	123,761	-	123,761	116,006
Digging graves		8,650	-	8,650	7,637
Sale of graves		-	4,235	4,235	3,275
Monuments		1,386	-	1,386	1,735
Sextons fees		1,260	-	1,260	1,120
Bank interest		773	-	773	-
Other income		95	-	95	97
<b>Total income</b>		<b>135,925</b>	<b>4,235</b>	<b>140,160</b>	<b>129,870</b>
<b>Expenditure</b>					
Maintenance of Burial Ground		38,381	-	38,381	39,845
Maintenance of walls and fences		22,036	-	22,036	4,460
Wages, NI and Superannuation		11,267	-	11,267	10,134
Grave digging		6,646	-	6,646	6,964
Sundry		3,297	-	3,297	2,640
Depreciation		2,211	-	2,211	2,128
Assurance costs		2,200	-	2,200	1,800
Horticultural expenses		1,895	-	1,895	111
Accountancy fee		1,880	-	1,880	1,777
Rates collection charge		1,796	-	1,796	1,885
Insurance		1,613	-	1,613	1,534
Administration		1,580	-	1,580	899
Heat and light		1,086	-	1,086	914
Bank charges		335	-	335	275
Tools and Equipment		303	-	303	155
Repair and maintenance of buildings		250	-	250	62
Actuarial fees		208	-	208	188
Provision for doubtful debts		65	-	65	1,174
Rates write off		(263)	-	(263)	-
<b>Total expenditure</b>		<b>96,786</b>	<b>-</b>	<b>96,786</b>	<b>76,945</b>
<b>Surplus of income over expenditure</b>		<b>39,139</b>	<b>4,235</b>	<b>43,374</b>	<b>52,925</b>
Balances brought forward		168,052	167,445	335,497	279,572
Transfers between funds		560	(560)	-	-
Remeasurement of net pension liability	9	-	17,000	17,000	3,000
<b>Balances carried forward</b>		<b>207,751</b>	<b>188,120</b>	<b>395,871</b>	<b>335,497</b>

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

**ONCHAN BURIAL GROUND AUTHORITY**
**Balance Sheet**

As at 31 March 2023

(Expressed in Pounds Sterling)

	Notes	2023	2022
<b>Fixed assets</b>			
Tangible fixed assets	1	61,230	61,790
		<u>61,230</u>	<u>61,790</u>
<b>Current assets</b>			
Debtors	2	29,359	18,761
Cash at bank		321,170	304,836
		<u>350,529</u>	<u>323,597</u>
Creditors: amounts falling due within one year	3	(11,888)	(28,890)
<b>Net current assets</b>		<u>338,641</u>	<u>294,707</u>
<b>Total assets less current liabilities</b>		<u>399,871</u>	<u>356,497</u>
Creditors: amounts falling due after one year	3	(4,000)	(21,000)
<b>Net assets</b>		<u>395,871</u>	<u>335,497</u>
<b>Represented by:</b>			
General Fund	4	207,751	168,052
Sale of Plots Account	4	123,156	118,921
Trust Account	4	17,382	17,382
Capital Adjustment Account	4	51,582	52,142
Pension Reserve	4	(4,000)	(21,000)
		<u>395,871</u>	<u>335,497</u>

The financial statements were approved by the Authority on 24/10/23 and were signed on their behalf by



Chairman



RFO

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

## **ONCHAN BURIAL GROUND AUTHORITY**

Statement of Accounting Policies (These form part of the notes to the financial statements)

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.

### **Rates receivable**

Rates Income for the year credited to the 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 represent 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**

#### **Recognition**

Expenditure on the acquisition, creation or enhancement of fixed assets has been capitalised on an accruals basis. Capital expenditure incurred on fixed assets that does not materially add to the value of those assets is written off. Operational assets are those used by the Authority in the delivery of services or in pursuit of its strategic or service objectives. Community assets are those the Authority intends to hold in perpetuity and that have no determinable useful life.

#### **Valuations**

Community assets are included in the Balance Sheet at historical cost (net of depreciation where appropriate), if this could not be ascertained, a nominal value has been used. There is considered to be no material effect on the Accounts.

Operational assets have been valued at the lower of net current replacement cost or net realisable value in existing use. In the case of vehicles, plant and equipment, historic costs have been used as a proxy for these values; as inflation is low, prices will not vary significantly over the estimated life of the assets while the Authority depreciates them on a prudent basis using conservative estimates of working lives. As a consequence, the use of historic costs rather than valuations for these items will not result in a material difference in the Accounts.

#### **Depreciation**

Depreciation is provided on all assets with a finite useful life, other than freehold land. Where depreciation is provided for, assets are being depreciated by applying the straight line method to Balance Sheet values over periods reflecting their estimated useful lives as follows:

Land	Not Depreciated
Buildings	50 years
Vehicles, plant and equipment	10 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.



## ONCHAN BURIAL GROUND AUTHORITY

Statement of Accounting Policies (continued)

For the year ended 31 March 2023

### Employee benefits (continued)

#### (b) Defined benefit pension plan

The Authority previously participated 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 previous employees paid contributions into the scheme and these contributions were 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 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 the Income and Expenditure Statement 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 the Income and Expenditure Statement as 'Finance expense'.

#### 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

This reserve is set up to act as a buffer against the potential risks of increased expenditure to be charged to future years' accounts.

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

#### Reserve Fund: Trust Account

This reserve contains capital to pay for the perpetual care of graves. The bank account corresponding to this reserve was closed during the year. The interest generated could be used for the maintenance of the old graveyard. As the account is now closed, no further income will accumulate.

#### Reserve Fund: Pension Reserve

This reserve represents the current pension liability. This reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding those benefits.

#### Capital adjustment account

This reserve is 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.

**ONCHAN BURIAL GROUND AUTHORITY**
**Notes to the Financial Statements**

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

**1. Tangible fixed assets**
**Operational assets**

	Land and buildings	Vehicles, plant and equipment	Total
<b>Cost</b>			
At 1 April 2022	84,389	4,424	88,813
Additions	-	1,651	1,651
<b>At 31 March 2023</b>	<b>84,389</b>	<b>6,075</b>	<b>90,464</b>
<b>Depreciation</b>			
At 1 April 2022	26,414	609	27,023
Charge for the period	1,688	523	2,211
<b>At 31 March 2023</b>	<b>28,102</b>	<b>1,132</b>	<b>29,234</b>
<b>Net book value</b>			
At 31 March 2023	56,287	4,943	61,230
At 31 March 2022	57,975	3,815	61,790

**Valuation of fixed assets**

The burial ground is classified as a community asset and is recorded at a nominal value of nil.

**Assets held**

Operational assets	Number at 31 March 2022	Changes	Number at 31 March 2023
Parish office	1	-	1
Shed	1	-	1
<b>Community Assets</b>			
Burial ground	1	-	1

**ONCHAN 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 in one year (net of bad debt provisions):	2023	2022
Amounts owed by central government (note 6)	6,213	6,769
Rates debtor (note 6)	3,475	3,033
VAT debtor	17,883	7,381
Prepayments	1,788	1,578
<b>Total debtors</b>	<b>29,359</b>	<b>18,761</b>

Debtor balances are shown net of provisions for bad and doubtful debt:

	2023	2022
Rates debtor	3,153	3,088

**3. Creditors and accruals**

Amounts falling due within one year	2023	2022
Deferred income	3,908	3,905
Accruals	3,935	3,624
Accruals – related party	516	160
Trade creditors	3,529	21,201
	<b>11,888</b>	<b>28,890</b>
Amounts falling due after one year	2023	2022
Pension liability (note 9)	4,000	21,000
	<b>4,000</b>	<b>21,000</b>

**4. Reserves**

	Reserve Fund: Pension	Reserve Fund: Trust Account	Reserve Fund: Sale of Plots	Capital adjustment account	General Fund:
Balance as at 31 March 2022	(21,000)	17,382	118,921	52,142	168,052
Net surplus for the year	17,000	-	4,235	-	39,139
Depreciation charged	-	-	-	(2,211)	2,211
Purchase of fixed assets	-	-	-	1,651	(1,651)
<b>Balance as at 31 March 2023</b>	<b>(4,000)</b>	<b>17,382</b>	<b>123,156</b>	<b>51,582</b>	<b>207,751</b>

## ONCHAN BURIAL GROUND AUTHORITY

Notes to the Financial Statements (continued)

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

### 5. 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. A related party also includes parties under common control. 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.

The Authority pays sixty percent of the salary of the Parish clerk, and an element of expenditure incurred by the Parochial Church Council. During the year a total of £16,279 (2022: £11,033) was paid to the Parochial Church Council to cover these expenses.

The Parochial Church Council collected on behalf of the Authority £15,626 (2022: £13,767) in fees relating to burial activity and sale of plots. At the year end there was a balance of £Nil outstanding (2022: £Nil).

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. The Authority reclaimed VAT from Treasury during the year. There were no government grants made available to the Authority during the year.

The Borough of Douglas pays an amount equivalent to 3.124% of the rates to the Authority. During the year this amounted to £3,905 (2022: £3,658).

The Authority pays the Manx Utilities Authority, which is under common control, for electricity. During the year this amounted to £1,086 (2022: £914) with £312 being accrued at the year end (2022: £160). Neither Authority has the potential to control or influence each other and the transactions are completed at arm's length.

**ONCHAN BURIAL GROUND AUTHORITY**

Notes to the Financial Statements (continued)

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

**6. General rates account**

	<b>2023</b>	<b>2022</b>
Rate levied for the year	124,985	117,139
Add:		
Due from Treasury re prior year	6,769	2,025
Prior year arrears	6,121	6,108
Amounts received from Douglas Borough Council in accordance with the Burial Act 1986	3,905	3,658
	<u>141,780</u>	<u>128,930</u>
Less:		
Discounts	(4,373)	(4,127)
Exempt/uninhabitable properties	(756)	(664)
Rates collection charge	(1,796)	(1,885)
Write offs	263	-
	<u>(6,662)</u>	<u>(6,676)</u>
<b>Total rates collectable</b>	<u>135,118</u>	<u>122,254</u>
Rates received in the year:		
Current year rates	112,278	104,319
Arrears recovered	3,230	3,020
Balance from Treasury re prior year	6,769	2,025
<b>Total rates received in the year</b>	<u>122,277</u>	<u>109,364</u>
<b>Balances outstanding carried forward:</b>		
Amount due from Treasury	6,213	6,769
Current year arrears	3,475	3,033
Prior year arrears	3,153	3,088
	<u>12,841</u>	<u>12,890</u>
	<u>135,118</u>	<u>122,254</u>
	<b>2023</b>	<b>2022</b>
Rates levied for the year	124,985	117,139
Amount received from Douglas Borough Council	3,905	3,658
Less: Discounts, exempt/uninhabitable properties & refunds	(5,129)	(4,791)
<b>Per Income and Expenditure Statement</b>	<u>123,761</u>	<u>116,006</u>

**ONCHAN BURIAL GROUND AUTHORITY**

Notes to the Financial Statements (continued)

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

**7. Assurance Fees**

During the year the Authority incurred independent assurance reviewer fees of £2,200 (2022: £1,800).

**8. Total rateable value**

The total rateable value at the year end was £781,584 (2022: £780,927) and rates were levied at 16p (2022:15p) in the £.

**9. 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.

During the year ended 31 December 2013 the authority ceased making contributions and no charge is reflected in the Income and Expenditure Account (2022: £Nil). No current employee is a member of the scheme.

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:

	<b>2023</b>	<b>2022</b>
Rate of increase in salaries	N/A	N/A
Rate of increase in pensions	2.85%	3.40%
Rate for discounting scheme liabilities	4.80%	2.60%

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:

	<b>2023</b>	<b>2022</b>
	<b>Years</b>	<b>Years</b>
Longevity at the age of 65 for current pensioners		
- Men	19.6	21.2
- Women	24.7	24.2

Reconciliation of scheme assets and liabilities:

	<b>Assets</b>	<b>Liabilities</b>	<b>Total</b>
	£	£	£
At 1 April 2022	51,000	(72,000)	(21,000)
Interest income/(expense)	1,000	(2,000)	(1,000)
Estimated benefits paid net of transfers in/(transferred out)	-	-	-
Remeasurement gains/(losses)			
- Other actuarial gains	1,000		1,000
- Change in financial assumptions	-	17,000	17,000
- Change in demographic assumptions		3,000	3,000
- Experience gain		3,000	3,000
- Return on plan assets excluding interest income	(6,000)	-	(6,000)
At 31 March 2023	<u>47,000</u>	<u>(51,000)</u>	<u>(4,000)</u>

**ONCHAN BURIAL GROUND AUTHORITY**

Notes to the Financial Statements (continued)

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

**9. Post employment benefits (continued)**

Total cost recognised as an expense:

	<b>2023</b>	<b>2022</b>
	£	£
Interest cost	2,000	1,000
	<u>2,000</u>	<u>1,000</u>

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

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

	<b>2023</b>	<b>2022</b>
	%	%
Equities	52	50
Bonds	34	35
Property	13	15
Cash	1	-

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

	<b>2023</b>	<b>2022</b>
	£	£
Interest income	1,000	1,000
Return/(loss) on plan assets less interest income	(6,000)	2,000
Total return/(loss) on plan assets	<u>(5,000)</u>	<u>3,000</u>

The net liability represents the difference between the value of the Authority's share of assets in the Scheme and the value of the future pensions payments to which it was committed at that date. These pension liabilities will be paid out over a period of many years, during which time the assets will continue to generate returns towards funding them. Any significant changes in the global equity markets after 1 April 2023 would also have an impact on the capital value of the pension fund assets.

In addition, full details of the pension fund accounts can be obtained from Douglas Borough Council, Douglas, Isle of Man.