

**Brightlingsea Harbour Commissioners**

**Report of the Commissioners and**

**Financial Statements**

**for the Year Ended 31 March 2021**

**Contents of the Financial Statements  
for the year ended 31 March 2021**

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Brightlingsea Harbour Commissioners

Company Information  
for the year ended 31 March 2021

CHAIRMAN	Mr J Addison
HARBOUR MASTER	Mr J Thomas
REGISTERED OFFICE:	4 Copperas Road Brightlingsea Essex CO7 0AP
AUDITORS	Tile & Co Warden House 37 Manor Road Colchester Essex CO3 3LX

**The Commissioners present their strategic report for the year ended 31st March 2021.**

## **INTRODUCTION**

Brightlingsea Harbour is a trust port and as such is an independent statutory body governed by its own unique statute. There are no shareholders or owners, and any surplus is ploughed back into the port for the benefit of the stakeholders of the trust port. This annual report encompasses the advice within the Ports' Good Governance Guidance (March 2018) publication which highlights a need for a general improvement in the openness and accountability with which trust ports conduct their business. The UK Corporate Government Code sets out the purpose of corporate governance as being 'to facilitate effective, entrepreneurial and prudent management that can deliver the long term success of a company'. This is relevant to the activities of Strategic Harbour Authorities, concerned as they are with the long term success and sustainability of a harbour.

Brightlingsea Harbour is a small mixed leisure and commercial port with a rich heritage and is within a nature conservation area of international importance. The Harbour comprises a commercial wharf, a marina and several boatyards and provides a total of about 500 berths and moorings which can accommodate boats of up to 50 feet (15m) and 8 feet (2.5m) draft. Facilities at the Harbour have steadily been upgraded over recent years and now include a water taxi and ferry service, fuelling facilities, scrubbing posts, access to toilets and showers, and a laundry.

Brightlingsea Harbour was established by an Act of Parliament in 1927 as a Trust Port. It is an independent statutory body governed by a board of trustees known as Commissioners comprising the Chairman, the Harbour Master, and a number of other non-executive commissioners. The Chairman and non-executive commissioners are all unpaid volunteers and their appointment is based on the skills and knowledge they bring to the organisation. They are selected and appointed, after the positions are publicly advertised, for a four-year period. They meet as a minimum on 12 occasions throughout the year. The Harbour Master is a Commissioner as well as a full-time employee.

As trustees for the harbour, Brightlingsea Harbour Commissioners (BHC) have responsibilities to the Department of Transport and stakeholders to serve local and regional interests, with an ultimate goal to safeguard the Harbour and to hand it on in the same or better condition to succeeding generations. Stakeholders are not specifically defined but are considered to include harbour users, the local community, local businesses and central government. The Commissioners, under the Port Marine Safety Code, are accountable for marine safety within the harbour and as such are required to formally and actively consider the safety of people using the harbour and its environment. This responsibility includes the requirement to conduct channel surveys, maintain navigation marks and prepare for civil contingencies.

The limits of the statutory harbour include all the waters in Brightlingsea Creek to the east of a line drawn between the Martello Tower at Point Clear and Bateman's Tower in Brightlingsea, with the exception of the area of St Osyth boatyard. Following the closure of the port of Colchester, Brightlingsea Harbour Commissioners assumed the responsibility for maintaining all the navigation marks and providing pilotage in the River Colne downstream of Roman River. The regulation of these waters is governed by Brightlingsea Harbour Acts and Orders 1927 to 2002, and the Colchester Borough Council Act 2001.

BHC are publicly accountable for the execution of their duties and have the power to enforce Harbour Dues to cover the costs of discharging their statutory obligations. These dues are payable by all users of the Harbour.

## STAKEHOLDERS

It is important to understand who Brightlingsea Harbour's stakeholders are; it is not simply the marine community. Port users, the local Brightlingsea community of 10,000 people, local businesses, port employees, related interest groups and the national economy are also considered. Stakeholders are the shareholders in the port so the interests of these groups will be served by the board at all times. If conflicts of interest between stakeholders occur the board will exercise its duty to strike a balance which respects the interests of all stakeholders in the light of the objectives of the port, including commercial considerations, and what constitutes the 'common good' for all stakeholders (current and future) and the port itself using the following guiding principles:

- Ensure sufficient water depth is established and maintained
- Maintain, protect and enhance our natural environment
- Maintain similar mix and number of moorings
- Establish enhanced facilities for visiting boats
- Identify gaps in services and, where appropriate, either work with others to provide or provide ourselves
- Work towards achieving relevant quality standards (eg ISO, Eco Port)
- Establish financial model which ensures sustainability, phased capital equipment replacement and a regular maintenance schedule
- Maintain and build strong working relationships with all harbour users and stakeholders
- Provide value for money.

It was the intention to hold six monthly meetings of the Commercial Advisory and Leisure and Recreational Advisory Groups however due to the Covid pandemic, only three were held by Video Link but provided valuable input to the harbour commissioners. Development of the harbour's website, greater use of twitter, Facebook and You Tube to promulgate information, including minutes of commissioners' meetings, has been made. Stakeholder engagement is welcomed and opportunities for more information exchange continue to be explored.

## COVID 19

The Harbour was impacted by Covid 19, there were unforeseen costs such as purchasing masks, sanitisers, signage, and barriers. We also spent time reorganising the Jetty, making our boats Covid compliant and our processes too. The booking system on the ferries required many more staff hours to manage this. The season was very late in starting and some mooring holders found themselves having to pay to store their boats whilst also paying for a mooring. The Commissioners compensated mooring holders by raising a credit note against affected persons. Until 13th of May the Harbour was essentially closed; some staff were furloughed although a skeleton staff were required to meet the Harbour's statutory duties. Shipping slowed slightly mainly due to lockdowns in other countries however as summer approached it recovered. The taxi was able to operate from the 13th May for day-sailors, however it wasn't until the 4th July that Visitors could stay overnight and passengers were able to use the ferry, albeit with restrictions.

**Strategic Report**  
for the year ended 31 March 2021

**PRINCIPAL ACTIVITIES**

The demand for mid-stream pontoon moorings remained high, whilst the Harbour had spare capacity in the more traditional swinging and fore and aft moorings.

The number of visiting boats declined by 30% compared to the previous year, the water taxi too although the overall decline was only 4%, yachtsman purchasing tokens and not using them particularly during later lockdowns most likely has accounted for this. Ferry scheduled and charter passengers also suffered decline of 42% overall, conversely the uptake of Harbour tours increased by 464%, due mainly to the greater number of visitors on a stay local holiday.

Commercial activity revenue from Oliver's Wharf and pilotage decreased by 29%, whilst sales of fuel delivered only a 7% reduction this year. Nevertheless, fuel provision remains a key service provided to Harbour users and will be retained for as long as it is viable.

The continued management of the Colne River Navigation to Wivenhoe from the Bench Head buoy on behalf of Colchester Borough Council led to the purchase of a new Buoy to replace the Inner Bench Head.

The Commissioners allocated over £350,000 from reserves in 2016 to ensure the water depths in the Harbour were retained or enhanced. A European Union grant was obtained to support and increase the capacity of this four-year project. More details are available via the Harbour website; [www.brightlingseaharbour.org](http://www.brightlingseaharbour.org). A maintenance dredging programme is now in operation where Commissioners allocate resources annually.

**FINANCIAL POSITION**

The budget was set for the 2020/21 financial year which aimed to achieve approximately 7% contribution to reserves at the end of the year. The turnover for the year ending 31st March 2021 was £682,808, with a surplus after taxation of £87,564 BHC remains in a sound financial position with a satisfactory level of reserves. The current Commissioners' approach to allocating these reserves is as follows: -

-To maintain a minimum of £300,000 to ensure BHC can cover a full year's operational expenditure.

-A proportion of the remaining reserves allocated on a year-on-year basis to BHC's Capital Equipment Replacement Programme.

-Additional reserves will be made available to carry our maintenance dredging in line with the target set by commissioners in 2016.

**Brightlingsea Harbour Commissioners**  
**Strategic Report**  
**for the year ended 31 March 2021**

## **EQUIPMENT**

The current cost to replace or where appropriate repair all the Harbour's operational assets would be a minimum of £1,055,819.50. In FY 2018/19 a fully costed comprehensive repair and replacement plan was established. With prices based on costs as at 2018, the plan requires at least £50,000 to be transferred to reserves annually.

## **DREDGING**

The Harbour requires sufficient depth of water to maintain its commercial activities therefore a requirement to dredge frequently exists in three specific areas:

### **Commercial**

The Harbour's main channel entrance up to the town pontoon, maintaining a depth of 1m below Chart Datum (CD). The Town pontoon to Oliver's Wharf and Fuel Barge, maintaining a depth of 0.75m below CD.

### **Leisure Harbour**

Pontoon moorings in the South channel dredged to a depth of 0.75m below CD.

### **Leisure Marina**

The Marina Depth maintained frequently ensuring that sediment is always in suspension and periodically dredged to a depth of 2m.

## **MARINE AND OTHER ACTIVITIES**

### **Leisure Moorings**

The pontoons out in the Creek are at capacity so the demand is high with many applicants on a waiting list. The pontoons are due for replacement and refurbishment in the near future.

### **Marina**

In 2017 we were appointed to manage the Waterside Marina facility and have developed a detailed financial plan. Some restructuring, comprehensive maintenance and an enhanced maintenance dredging programme have been developed. In addition, in 2019 our investment in showers and toilets, has delivered a much enhanced offer to visiting yachts' crews. The provision of £35,000 annually to cover rental and costs, is recovered from revenues generated by residents and visitors.

Demand for Waterside Marina moorings remain high with many new berth holders becoming annual. The comprehensive dredging programme continued throughout the year.

Even though it was a difficult year the harbour was able to cover the annual rental and costs from revenues generated by residents and visitors.

### **Taxi**

The water taxi facility enables resident mooring holders and visitors to cross between boats and the Town Jetty. It runs throughout the year during office hours. Taxi hours are extended into the evenings at weekends and during the main season. The Harbour wishes to maintain this subsidised service to users, working towards 'break even' at best. Greater use of tokens has been revenue positive, and the service now returns consistent revenues.

## Brightlingsea Harbour Commissioners

### Strategic Report for the year ended 31 March 2021

#### **Colne Navigation**

The Harbour's management of the River Colne navigation from the Bench Head Buoy to Wivenhoe continues. The inspection, maintenance, repair, and replacement of buoys is carried out at regular intervals to ensure it is fit for purpose in providing safe navigation for mariners using the River Colne. The capital value of the Buoys is £118,000, whilst the cost to inspect, replace, service and maintain buoys annually is approximately £82,500. Inner Bench Head was replaced in this year at a cost of £25,000. Independent inspection from Trinity House assures our work and have endorsed it with some very positive comments.

#### **Colne Policing**

The Harbour committed to investing at least £5,000 annually in the education, control and policing of the Harbour and River Colne by users speeding in their vessels. Large signs have been erected at launching locations, waterproof leaflets have been distributed to users, alongside visits to clubs and PWC launch areas. There have also been several prosecutions. In 2020 the Harbour revised its plans to manage PWC and attempted to establish a partnership with Colchester Borough Council to manage the areas north of its Statutory area.

#### **Visitors**

The Harbour has a part to play in attracting visitors. In this financial year we once again invested £4,000 in advertising using different mediums due to the Covid spread restrictions, visited other ports, produced leaflets and continued with the Visitors' guide. The Harbour is actively working within Brightlingsea to develop the town's profile.

#### **Ferry**

The ferry does not attract public subsidy. The Ferries to Point Clear and East Mersea do offer passengers the ability to travel between locations which would otherwise require a longer journey by road. In 2020/21 there was a reduction in revenue of 42%.

#### **Fuel**

Fuel sales dropped by 7% over the period although potentially attributable to Covid the maintenance requirements on the Windfarms heavily influence the figure, our petrol requirements for the Ferries were not able to be met by French Marine so we invested £20,000 in a vehicle suitable for transporting smaller quantities of petrol.

#### **Wharf and commercial activity**

Oliver's Wharf still provides a working trade platform for import and export from the UK. The Wharf is run by local businessmen who rely on the Harbour to maintain a channel depth of 1m below CD. The first year of the Dredging Plan achieved this. The Harbour continues to maintain the dredged depth. This year there has been a reduction in use of the Wharf of 29%.

#### **Sponsorship and use of local services**

Wherever possible the Harbour will use local service provision at the market rate to carry out its functions. It will also at times sponsor specific activities by stakeholders.

#### **Charitable causes**

Many of the projects the Harbour supports are non-profit making and in most cases are at a cost to the Harbour. One such example is Schools' week; the stakeholders (school children) spend a day being shown the marine environment aboard fishing vessels, ferries, and historical smacks. This is not only educational but aims to inspire potential future Harbour users. The Harbour also regularly donates sums to local charities, for example, 'Brightlingsea in Bloom', the local RNLI, St Helena Hospice and First Responders. In addition, the Harbour provides free use of passage on its resources to those engaged in charitable work.



**Brightlingsea Harbour Commissioners**  
**Strategic Report**  
**for the year ended 31 March 2021**

**OTHER ACTIVITIES**

The Harbour does not operate in isolation and is therefore reliant on positive business relationships across the marine sector locally. When any of those services ceases or requires support we are prepared to assist or, where appropriate, replace until such time as that business can be handed over. Budgets will be decided on a case by case basis.

**STAFFING**

The staffing element of the Harbour is made up of a small permanent cadre of staff which is supported by locally available incremental staff during busier periods. This year we started an Apprenticeship programme training selected individuals to Level 2 Boatyard and Marina operations standard and as a commercially endorsed advanced powerboat operator. Apprenticeships will last for a period of 24 months.

**Brightlingsea Harbour Commissioners**  
**Commissioners Report**  
**for the year ended 31 March 2021**

The Commissioner presents the report with the financial statements for the year ended 31 March 2021

**COMMISSIONERS**

The Commissioners shown below have held office during the period from 1st April 2020 to the date of this report unless otherwise shown.

**J. Thomas (Harbour Master)**  
**J. Addison (Chairman)**  
**A Thomas**  
**I Finch**  
**P Hatswell**  
**N Taylor**  
**A Scott**  
**F Brown**  
**D Nicholson**

**COMMISSIONERS RESPONSIBILITIES**

The Harbours Act 1964 as amended by subsequent legislation requires the Commissioners to prepare financial statements for each year which comply with the Companies Act 2006 and are in accordance with United Kingdom Generally Accepted Accounting Practice. Under Company law the Commissioners must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Brightlingsea Harbour Commissioners (BHC) and of the results of BHC for that period. In preparing those financial statements, the Commissioners are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that BHC will continue in business.

The Commissioners are responsible for keeping adequate accounting records that are sufficient to show and explain BHC transactions and disclose with reasonable accuracy at any time the financial position of the BHC and to enable them to ensure that the financial statements comply with the Companies Act. They are also responsible for safeguarding the assets of BHC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

So far as the Commissioners are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the BHC auditors are unaware, and each Commissioner has taken all the steps that he/she ought to have taken as a Commissioner in order to make himself/herself aware of any relevant audit information and to establish that the BHC auditors are aware of that information.

On behalf of the Board:

(Original signed).....

**Chairman: Mr J Addison      Dated**

## **Report of the Independent Auditors to the Members of Brightlingsea Harbour Commissioners**

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Strategic Report or the Report of the Director.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of director's remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the director was not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Director.

### **Responsibilities of director**

As explained more fully in the Statement of Director's Responsibilities set out on page eight, the director is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the director determines necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the director is responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the director either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

### **Auditors' responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs(UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We enquired of management concerning the policies and procedures relating to:

- The identification, evaluation and compliance with laws and regulations;
- The detection and response of the risks of fraud; and
- The establishment of internal controls to mitigate risks related to fraud of non-compliance with laws and regulations.

We assessed the susceptibility of the Company's financial statements to material misstatement, including how fraud might occur, by evaluating management's incentives and opportunities for manipulation of the financial statements. This included an evaluation of the risk of management override of controls. We determined that the principal risks were in relation to:

- Journal entries
- Potential management bias in determining accounting estimates
- Transactions with related parties

These audit procedures were designed to provide reasonable assurance that the financial statements were free from fraud or error. However, detecting irregularities that result from fraud is inherently more difficult than detecting those that result from error, as those irregularities that result from fraud may involve collusion, deliberate concealment, forgery or intentional misrepresentations.

Management have not communicated to the audit team any matters of non-compliance with laws and regulations, or fraud and no such matters were identified by the audit team.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Auditors.

**Report of the Independent Auditors to the Members of  
Brightlingsea Harbour Commissioners**

**Use of our report**

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Jonathon W Tile ACA (Senior Statutory Auditor)  
For and on behalf of Tile & Co  
Warden House  
37 Manor Road  
Colchester  
Essex  
CO3 3LX           (Original signed)

Date: .....

**Brightlingsea Harbour Commissioners****Income Statement  
for the year ended 31 March 2021**

	Notes	2021 £	2020 £
<b>TURNOVER</b>		682,808	760,474
Cost of sales		249,821	358,044
<b>GROSS PROFIT</b>		432,987	402,430
Administrative expenses		536,036	532,089
		(103,050)	(129,659)
Other operating income		201,483	143,601
<b>OPERATING PROFIT</b>	4	98,433	13,942
Interest receivable and similar income		4,352	5,278
<b>PROFIT BEFORE TAXATION</b>		102,785	19,220
Tax on profit		15,221	-
<b>PROFIT FOR THE FINANCIAL YEAR</b>		87,564	19,220

The notes form part of these financial statements

**Brightlingsea Harbour Commissioners**

**Other Comprehensive Income  
for the year ended 31 March 2021**

	Notes	2021 £	2020 £
<b>PROFIT FOR THE YEAR</b>		87,564	19,220
<b>OTHER COMPREHENSIVE INCOME</b>		<u>-</u>	<u>-</u>
<b>TOTAL COMPREHENSIVE INCOME FOR THE YEAR</b>		<u><u>87,564</u></u>	<u><u>19,220</u></u>

The notes form part of these financial statements

Brightlingsea Harbour Commissioners (Registered number: )

**Balance Sheet**  
**31 March 2021**

	Notes	2021	2020
		£	£
<b>FIXED ASSETS</b>			
Tangible assets	5	350,712	363,861
<b>CURRENT ASSETS</b>			
Stocks		9,633	11,477
Debtors	6	156,937	320,207
Cash at bank and in hand		844,363	557,840
		<u>1,010,933</u>	<u>889,524</u>
<b>CREDITORS</b>			
Amounts falling due within one year	7	414,407	408,932
		<u>414,407</u>	<u>408,932</u>
<b>NET CURRENT ASSETS</b>		596,526	480,592
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		947,238	844,453
<b>PROVISIONS FOR LIABILITIES</b>		15,221	-
<b>NET ASSETS</b>		<u>932,017</u>	<u>844,453</u>
<b>RESERVES</b>			
Other reserves		300,000	300,000
Retained earnings		632,017	544,453
		<u>932,017</u>	<u>844,453</u>

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Commissioners and authorised for issue on

..... and were signed by:

(Original signed) .....

Commissioner

**Brightlingsea Harbour Commissioners**

**Statement of Changes in Equity  
for the year ended 31 March 2021**

	Retained earnings £	Other reserves £	Total equity £
<b>Balance at 1 April 2019</b>	525,233	300,000	825,233
<b>Changes in equity</b>			
Total comprehensive income	19,220	-	19,220
<b>Balance at 31 March 2020</b>	<u>544,453</u>	<u>300,000</u>	<u>844,453</u>
<b>Changes in equity</b>			
Total comprehensive income	87,564	-	87,564
<b>Balance at 31 March 2021</b>	<u><u>632,017</u></u>	<u><u>300,000</u></u>	<u><u>932,017</u></u>

The notes form part of these financial statements



## Brightlingsea Harbour Commissioners

### Notes to the Financial Statements for the year ended 31 March 2021

#### 1. STATUTORY INFORMATION

Brightlingsea Harbour Commissioners is a private company, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

The presentation currency of the financial statements is the Pound Sterling (£).

#### 2. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Turnover**

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	- in accordance with the property
Plant and machinery etc	- 33% on cost and 20% on cost

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

##### **Deferred tax**

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

##### **Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to profit or loss on a straight line basis over the period of the lease.

##### **Pension costs and other post-retirement benefits**

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

**Brightlingsea Harbour Commissioners**

**Notes to the Financial Statements - continued  
for the year ended 31 March 2021**

**3. EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 18 (2020 - 23).  
Aggregate remuneration paid to Commissioners was £54,070 (2020 - £53,013)

**4. OPERATING PROFIT**

The operating profit is stated after charging:

	2021	2020
	£	£
Depreciation - owned assets	<u>43,663</u>	<u>41,628</u>

**5. TANGIBLE FIXED ASSETS**

	Land and buildings £	Plant and machinery etc £	Totals £
<b>COST</b>			
At 1 April 2020	200,651	776,663	977,314
Additions	<u>-</u>	<u>30,514</u>	<u>30,514</u>
At 31 March 2021	<u>200,651</u>	<u>807,177</u>	<u>1,007,828</u>
<b>DEPRECIATION</b>			
At 1 April 2020	-	613,453	613,453
Charge for year	<u>-</u>	<u>43,663</u>	<u>43,663</u>
At 31 March 2021	<u>-</u>	<u>657,116</u>	<u>657,116</u>
<b>NET BOOK VALUE</b>			
At 31 March 2021	<u>200,651</u>	<u>150,061</u>	<u>350,712</u>
At 31 March 2020	<u>200,651</u>	<u>163,210</u>	<u>363,861</u>

**6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Trade debtors	139,298	265,945
Other debtors	<u>17,639</u>	<u>54,262</u>
	<u>156,937</u>	<u>320,207</u>

**7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Trade creditors	33,433	59,389
Taxation and social security	30,570	6,601
Other creditors	<u>350,404</u>	<u>342,942</u>
	<u>414,407</u>	<u>408,932</u>

**Brightlingsea Harbour Commissioners**

**Notes to the Financial Statements - continued  
for the year ended 31 March 2021**

**8. RELATED PARTY DISCLOSURES**

The Commissioners do, from time to time, use the services provided by the entity but these are always provided at commercial rates.

The Commissioners Mr J Thomas was employed by Brightlingsea Harbour Commissioners and was paid salary at a commercial rate.

**Brightlingsea Harbour Commissioners**

**Trading and Profit and Loss Account  
for the year ended 31 March 2021**

	2021		2020	
	£	£	£	£
<b>Turnover</b>				
Grants	1,125		57,637	
Harbour Dues	66,162		72,627	
CBC	110,833		109,167	
Mooring fees	307,377		314,612	
Fuel	197,311		206,431	
	<hr/>	682,808	<hr/>	760,474
<b>Cost of sales</b>				
Opening stock	11,477		5,491	
Purchases	160,091		166,924	
Other direct costs	78,811		188,678	
Commission	-		1,470	
Tank hire and maintenance	9,075		3,697	
Dredging	-		3,261	
	<hr/>		<hr/>	
Closing stock	259,454		369,521	
	(9,633)		(11,477)	
	<hr/>	249,821	<hr/>	358,044
<b>GROSS PROFIT</b>		432,987		402,430
<b>Other income</b>				
Sundry receipts	7,133		16,591	
Ferry	60,413		43,469	
Marine services	12,579		12,340	
Pilotage	26,708		34,771	
Boat park / hard / jetty	20,813		20,954	
Water taxi	14,840		15,476	
Government grants	58,997		-	
Deposit account interest	4,352		5,278	
	<hr/>	205,835	<hr/>	148,879
		638,822		551,309
<b>Expenditure</b>				
Rent	6,502		6,405	
Rates and water	1,818		9,838	
Insurance	21,036		17,975	
Light and heat	2,565		3,481	
Repairs to property	-		3,152	
Equipment maintenance	18,550		10,912	
Boat and buoy maintenance	29,790		19,424	
Ferry	1,653		10,898	
Environmental costs	5,465		5,511	
Wages	260,777		266,363	
Social security	17,668		18,399	
Pensions	5,179		4,947	
Office costs	15,377		11,676	
Telephone	1,502		1,527	
Advertising	2,545		1,352	
Travelling	886		1,270	
Motor expenses	2,633		68	
	<hr/>		<hr/>	
Carried forward	393,946	638,822	393,198	551,309

This page does not form part of the statutory financial statements

**Brightlingsea Harbour Commissioners**

**Trading and Profit and Loss Account  
for the year ended 31 March 2021**

	2021		2020	
	£	£	£	£
Brought forward	393,946	638,822	393,198	551,309
Sundry expenses	2,768		8,710	
Schools week	-		8,184	
Protective clothing	4,299		5,771	
Pilot fees	5,182		12,589	
Accountancy	4,000		7,000	
Subscriptions	10,639		2,938	
Waterside Marina	32,484		30,815	
Town jetty and hard	17,674		8,639	
Legal & Professional Fees	7,332		600	
Auditors' remuneration	5,000		5,000	
Donations	250		1,126	
Foreign exchange losses	(22)		-	
Bad debts	-		99	
Staff Training	6,043		2,140	
	<u>          </u>	489,595	<u>          </u>	486,809
		149,226		64,500
<b>Finance costs</b>				
Bank charges		2,778		3,653
		<u>          </u>		<u>          </u>
		146,448		60,847
<b>Depreciation</b>				
Depn of motor vehicles	4,343		-	
Depn of equip & fittings	6,261		3,493	
Depn of fuel barge	11,704		14,083	
Depn of boats	4,070		6,766	
Depn of pontoons	17,285		17,285	
	<u>          </u>	43,663	<u>          </u>	41,627
<b>NET PROFIT</b>		<u>          </u>	<u>          </u>	<u>          </u>
		102,785		19,220

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**Brightlingsea Harbour Commissioners**

**Trading and Profit and Loss Account  
for the year ended 31 March 2021**

**Town Council, Hard, Jetty and Boat Park**

		<b>2021</b>		<b>2020</b>
	£	£	£	£
<b>Income</b>		20,811		20,954
<b>Expenditure</b>				
Maintenance and repairs	6,940		8,639	
Salaries	19,007		18,365	
Licensing	3,500			
Applications	500			
		<u>29,947</u>		<u>27,004</u>
<b>Deficit</b>		<u>(9,136)</u>		<u>(6,050)</u>

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