

**Whitchurch Town Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2022**

**Whitchurch Town Council**

**Table of Contents**

**31 March 2022**

	<b>Page</b>
<b>Table of Contents.....</b>	<b>2</b>
<b>Council Information.....</b>	<b>3</b>
<b>Statement of Accounting Policies.....</b>	<b>4</b>
<b>Income and Expenditure Account.....</b>	<b>6</b>
<b>Balance Sheet.....</b>	<b>7</b>
<b>Notes to the Accounts.....</b>	<b>8</b>
1 Tenancies.....	8
2 Interest and Investment Income.....	8
3 Agency Work.....	8
4 Publicity.....	8
5 General Power of Competence.....	8
6 Pensions.....	9
7 Fixed Assets.....	9
7 Fixed Assets (cont'd).....	10
8 Fixed Assets - Additions and Disposals.....	10
9 Debtors.....	10
10 Creditors and Accrued Expenses.....	11
11 Usable Capital Receipts Reserve.....	11
12 Earmarked Reserves.....	11
13 Capital Commitments.....	11
14 Contingent Liabilities.....	11
<b>Appendices.....</b>	<b>12</b>

**Whitchurch Town Council**

**Council Information**

**31 March 2022**

**( Information current at 20th October 2022 )**

**Mayor**

Cllr Andy Hall

**Councillors**

Cllr Rose Hall (Deputy Mayor)

Cllr Jayne De-Wyrall

Cllr Chez Doyle

Cllr Gregory Ebbs

Cllr Angie Hotchkiss

Cllr Adele Jackson

Cllr Peter Lea

Cllr Matt Phipps

Cllr Cathy Purt

Cllr Mike Ridgway

Cllr Paul Sample

Cllr Gilles Sullivan

Cllr Jack Thornton

Cllr Peter Tew

**Chief Officer**

Mike McDonald MA CMgr FCMI FRSA MinstF CiPFA (Afil)

**Auditors**

PKF Littlejohn LLP

SBA Team

1 Westferry Circus

Canary Wharf

London

E14 4HD

**Internal Auditors**

JDH Business Services Ltd

Carreg Lwyd

Cefn Byychan Road

Pantymwyn

CH7 5EW

**Whitchurch Town Council**  
**Statement of Accounting Policies**  
**31 March 2022**

**Auditors**

**The name and address of the External Auditors is provided for information only.**

**These Statements are not subject to audit and the External Auditors have no responsibility for them.**

**Accounting Convention**

The accounts have been prepared in accordance with the Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

All expenditure on the acquisition, creation or enhancement of fixed assets is reported in the notes to the accounts, provided that the fixed asset yields benefits to the authority and the services it provides for a period of more than one year. Fixed assets are valued on the basis recommended by CIPFA. The year end values are stated on the following basis:

land, operational properties and other operational assets are reported in notes to the accounts at current insurance value as at 1st April 1996, or cost if acquired since that date,

infrastructure assets are included at historical cost, net of depreciation

certain community assets are the subject of restrictive covenants as to their use and/or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at nominal value only.

**Grants or Contributions from Government or Related Bodies**

**Capital Grants**

Where a fixed asset has been acquired or improved with the financing either wholly or in part by a grant or contribution from government or a related body, e.g. Sports Council, the amount of the grant has been credited to Deferred Grants Account and carried forward. Grants so credited are released back to revenue over the life of the asset to match, and thereby offset wholly or in part, depreciation charged.

**Revenue Grants**

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

**Debtors and Creditors**

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

**Whitchurch Town Council**  
**Statement of Accounting Policies**  
**31 March 2022**

**External Loan Repayments**

The council has no long term borrowing. Consequently, there were no external loan repayments made in the year.

**Leases**

The council has no commitments under finance leases. Rentals payable under operating leases are charged to revenue on an accruals basis.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 11 to 12.

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 12.

**Interest Income**

All interest receipts are credited initially to general funds.

Interest is reallocated to certain reserves based on the level of their fund balance.

**Pensions**

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation was due at 31st March 2022 and any change in contribution rates as a result of that valuation will take effect from 1st April 2023.

**Council as Trustee**

The council is sole trustee of the following trusts:

Frank Greaves Trust Fund

C. J. Berrington Trust Fund.

both of whom submit accounts to the Charities Commission

**Whitchurch Town Council**  
**Income and Expenditure Account**  
**31 March 2022**

	Notes	2022 £	2021 £
<b>INCOME</b>			
Precept on Principal Authority		504,254	507,666
Grants and Capital Receipts		8,730	6,893
Interest and Investment Income	2	155	451
Leisure and Recreation		1,520	1,318
Cemetery		16,448	32,266
Heritage Centre		4,595	3,860
Events, Fairs & Markets		7,300	4,418
Civic Centre		36,765	16,146
Establishment/General Administration		(27)	(1)
Grants & Donations		-	15,972
Mayors Charity		50	1,650
Public Conveniences		425	409
		580,215	591,048
<b>EXPENDITURE</b>			
Establishment/General Administration		264,273	262,761
Capital Expenditure	8	2,250	73,106
Operational Expenditure:			
Leisure and Recreation		71,813	89,265
Cemetery		11,125	32,365
Heritage Centre		13,051	27,427
Events, Fairs & Markets		5,972	11,227
CCTV		2,411	2,153
Highways - Footpaths and Lighting		11,742	12,919
Civic Centre		58,963	51,689
Local Democracy		290	3,558
Grants - Under Specific Powers		7,267	27,369
Mayors Charity		1,650	1,497
Public Conveniences		16,382	18,029
		467,189	613,365
<b>General Fund</b>			
Balance at 01 April 2021		325,836	279,969
Add: Total Income		580,215	591,048
		906,051	871,017
Deduct: Total Expenditure		467,189	613,365
		438,862	257,652
Transfer (to)/from Earmarked Reserves	12	(4,871)	68,184
General Reserve Balance at 31 March 2022		433,991	325,836

*The notes on pages 8 to 11 form part of these unaudited statements.*

**Whitchurch Town Council**

**Balance Sheet**

**31 March 2022**

	Notes	2022 £	2022 £	2021 £
<b>Current Assets</b>				
Debtors and prepayments	9	56,582		29,270
Cash at bank and in hand		<u>1,087,366</u>		<u>1,004,755</u>
		1,143,948		1,034,025
<b>Current Liabilities</b>				
Creditors and income in advance	10	<u>(61,463)</u>		<u>(64,566)</u>
<b>Net Current Assets</b>			1,082,485	969,459
<b>Total Assets Less Current Liabilities</b>			1,082,485	969,459
Deferred Grants			(24,819)	(24,819)
<b>Total Assets Less Liabilities</b>			<u>1,057,666</u>	<u>944,640</u>
<b>Capital and Reserves</b>				
Usable Capital Receipts Reserve	11		30,601	30,601
Earmarked Reserves	12		593,074	588,203
General Reserve			<u>433,991</u>	<u>325,836</u>
			<u>1,057,666</u>	<u>944,640</u>

Signed: .....

Cllr Andy Hall

Mayor

.....

Mike McDonald MA CMgr FCMI FRSA MinstF  
CiPFA (Afil)

Chief Officer

Date: .....

.....

---

*The notes on pages 8 to 11 form part of these unaudited statements.*

## **Whitchurch Town Council**

### **Notes to the Accounts**

**31 March 2022**

#### **1 Tenancies**

During the year the following tenancies were held:

##### **Council as landlord**

<b>Tenant</b>	<b>Property</b>	<b>Rent p.a. £</b>	<b>Repairing / Non-Repairing</b>
T. Lockhead	Craft Unit 1	1,000	Non-repairing
L. Smith	Craft Unit 2	1,200	Non-repairing
L. Lockhead	Craft Unit 4	2,000	Non-repairing

##### **Council as tenant**

<b>Landlord</b>	<b>Property</b>	<b>Rent p.a. £</b>	<b>Repairing / Non-Repairing</b>
Shropshire Council	Whitchurch Civic Centre	Peppercorn	Repairing

#### **2 Interest and Investment Income**

	<b>2022 £</b>	<b>2021 £</b>
Interest Income - Earmarked Funds	155	451
	<u>155</u>	<u>451</u>

#### **3 Agency Work**

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

#### **4 Publicity**

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	<b>2022 £</b>	<b>2021 £</b>
Publicity	777	1,428
Recruitment Advertising	-	2,399
	<u>777</u>	<u>3,827</u>

#### **5 General Power of Competence**

With effect from 19th June 2019 Whitchurch Town Council acquired the right to exercise the General Power of Competence extended to Town and Parish Councils under the Localism Act 2011 by S.I. 2012 No 965 (The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012). Therefore, with effect from 19th June 2019 the council no longer exercises the powers conveyed by Section 137 of the Local Government Act 1972 (as amended).



## **Whitchurch Town Council**

### **Notes to the Accounts**

**31 March 2022**

#### **6 Pensions**

For the year of account the council's contributions equal 20.40% of employees' pensionable pay, plus a lump sum of £3,000.

These contributions will increase to 20.40%, plus a lump sum of £3,100, in future years, in order to provide adequately for future liabilities.

#### **7 Fixed Assets**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
	<b>Value</b>	<b>Value</b>
At 31 March the following assets were held:		
<b><u>Freehold Land and Buildings</u></b>		
Heritage Centre & Craft Units	530,000	530,000
Jubilee Park - Bandstand	75,000	75,000
Jubilee Park - Sheds	9,000	9,000
Jubilee Park - Public Conveniences	21,100	21,100
	<hr/> 635,100	<hr/> 635,100
<b><u>Vehicles and Equipment</u></b>		
Civic Centre Furniture & Equipment	117,045	114,795
Heritage Centre Furniture & Equipment	34,770	34,770
Heritage Centre New Display Cabinets	22,267	22,267
Market Stalls	2,975	2,975
CCTV System	50,203	50,203
Bunting	1,000	1,000
Play Equipment	73,115	73,115
Fitness Equipment	12,969	12,969
Christmas Lights	33,487	33,487
Phone System	5,294	5,294
Multisport Goal End	8,990	8,990
Wireless Conference System	9,830	9,830
Vauhall Vivaro Van YE 56 AUW	2,600	2,600
Solar Panels	28,431	28,431
Gazebos (10)	4,250	4,250
	<hr/> 407,226	<hr/> 404,976
<b><u>Infrastructure Assets</u></b>		
Fencing - Jubilee Park	245,000	245,000
Fencing - Blackmore Grove	2,450	2,450
Fencing - Gambrell Avenue	1,589	1,589
Litter Bins (7)	3,541	3,541
Picnic/Park Benches (9)	3,694	3,694
Footpath - Jubilee Park	9,600	9,600
Street Light - Cauldicott Crescent	1,480	1,480
Planters & Arches	1,500	1,500
LED Street Lights	36,465	36,465
	<hr/> 305,319	<hr/> 305,319

**Whitchurch Town Council**

**Notes to the Accounts**

**31 March 2022**

**7 Fixed Assets (cont'd)**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
	<b>Value</b>	<b>Value</b>
<b><u>Community Assets</u></b>		
Paintings & Exhibits	29,000	29,000
Civic Regalia	10,000	10,000
JB Joyce Display Tower Clock	10,000	10,000
War Memorial	1	1
Jubilee Park	1	1
Play Area - Blackmore Grove	1	1
Play Area - Edgeley Gardens	1	1
Play Area - Wheatsheaf Drive	1	1
Play Area - Bridgewater Park	1	1
Play Area - Edgerton	1	1
Open Space - Deermoss Meadow	1	1
	<hr/>	<hr/>
	49,008	49,008
	<hr/>	<hr/>
	1,506,236	1,503,986
	<hr/>	<hr/>

The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

**8 Fixed Assets - Additions and Disposals**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
	<b>Cost</b>	<b>Cost</b>
During the year the following assets were purchased:		
Operational Land and Buildings	-	-
Vehicles and Equipment	2,250	39,280
Infrastructure Assets	-	33,826
Community Assets	-	-
Other Assets	-	-
	<hr/>	<hr/>
	2,250	73,106
	<hr/>	<hr/>

No assets were disposed of during the year.

**9 Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Debtors Control	33,590	16,252
Provision for Doubtful Debts	(10,000)	(10,000)
Trade Debtors	23,590	6,252
VAT Recoverable	14,884	19,719
Other Debtors	18,108	-
Prepayments	-	1,251
Accrued Interest Income	-	2,048
	<hr/>	<hr/>
	56,582	29,270
	<hr/>	<hr/>

## **Whitchurch Town Council**

### **Notes to the Accounts**

**31 March 2022**

#### **10 Creditors and Accrued Expenses**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade Creditors	5,647	39,531
Other Creditors	13,315	785
Superannuation Payable	5,048	-
Payroll Taxes and Social Security	7,293	-
Accruals	18,476	14,295
Income in Advance	11,684	9,955
	<hr/> <hr/>	<hr/> <hr/>
	61,463	64,566

#### **11 Usable Capital Receipts Reserve**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	30,601	30,601
	<hr/>	<hr/>
Balance at 31 March	30,601	30,601

The Usable Capital Receipts Reserve represents capital receipts available to finance capital expenditure in future years.

#### **12 Earmarked Reserves**

	<b>Balance at</b>	<b>Contribution</b>	<b>Contribution</b>	<b>Balance at</b>
	<b>01/04/2021</b>	<b>to reserve</b>	<b>from reserve</b>	<b>31/03/2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Capital Projects Reserves	81,932	62,111	-	144,043
Donated Funds	222,374	155	-	222,529
Other Earmarked Reserves	283,897	8,730	(66,125)	226,502
Total Earmarked Reserves	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	588,203	70,996	(66,125)	593,074

The Capital Projects Reserves are credited with amounts set aside from revenue to part finance specific projects which are part of the council's capital programme.

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2022 are set out in detail at Appendix A.

#### **13 Capital Commitments**

The council had no capital commitments at 31 March 2022 not otherwise provided for in these accounts.

#### **14 Contingent Liabilities**

The council is not aware of any contingent liabilities at the date of these accounts.

## Whitchurch Town Council

### Appendices

31 March 2022

#### Appendix A

##### Schedule of Other Earmarked Reserves

	<u>Balance at</u> <u>01/04/2021</u>	<u>Contribution</u> <u>to reserve</u>	<u>Contribution</u> <u>from reserve</u>	<u>Balance at</u> <u>31/03/2022</u>
	£	£	£	£
<u>Capital Project Reserves</u>				
Rolling Capital Fund	81,932	62,111		144,043
	<u>81,932</u>	<u>62,111</u>	<u>0</u>	<u>144,043</u>
<u>Donated Funds Reserves</u>				
Harry Richards Fund	222,374	155		222,529
	<u>222,374</u>	<u>155</u>	<u>0</u>	<u>222,529</u>
<u>Other Earmarked Reserves</u>				
Mayors Charity	1,650		(1,650)	0
Wheatsheaf Drive	7,831		(7,831)	0
Defibrillator	983			983
Election Expenses	8,165		(8,165)	0
Youth Pod	1,836		(1,836)	0
Food & Drink Festival	2,588			2,588
Civic Furniture	2,775			2,775
Town signage	5,000		(5,000)	0
Civic Centre Repairs	35,000		(35,000)	0
Covid Recovery	2,241		(1,271)	970
CIL 2016/17	3,487		(868)	2,619
CIL 2017/18	88,309		(225)	88,084
CIL 2018/19	67,073			67,073
CIL 2019/20	6,893			6,893
CIL 2020/21		8,730		8,730
Tourism	1,344		(1,344)	0
Whitchurch JCB	45,008			45,008
Cemetery Refuse Disposal	2,935		(2,935)	0
Covid 19 Fund	778			778
	<u>283,897</u>	<u>8,730</u>	<u>(66,125)</u>	<u>226,502</u>
<b>TOTAL RESERVES</b>	<b><u>588,203</u></b>	<b><u>70,996</u></b>	<b><u>(66,125)</u></b>	<b><u>593,074</u></b>