

**Whitchurch Town Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2023**

**Whitchurch Town Council**

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**31 March 2023**

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**Whitchurch Town Council**

**Council Information**

**31 March 2023**

( Information current at June 2023 )

**Mayor**

Cllr Andy Hall

**Councillors**

Cllr Rose Hall (Deputy Mayor)

Cllr Jane De-Wyrall  
Cllr Chez Doyle  
Cllr Gregory Ebbs  
Cllr Angie Hotchkiss  
Cllr Adele Jackson  
Cllr Peter Lea  
Cllr John Morris  
Cllr Matt Phipps  
Cllr Cathy Purt  
Cllr Mike Ridgway  
Cllr Paul Sample  
Cllr Gilles Sullivan  
Cllr Peter Tew

**Proper Officer / RFO**

Mike McDonald MA FSLCC CiLCA 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

**Whitchurch Town Council**  
**Statement of Accounting Policies**  
**31 March 2023**

**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 2023**

**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.

**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 is due at 31st March 2025 and any change in contribution rates as a result of that valuation will take effect from 1st April 2026.

**Council as Trustee**

The council is sole trustee of the following:

Frank Greaves Trust Fund

C. J. Berrington Trust Fund

both of whom submit accounts to the Charities Commission.

These accounts exclude the activities of these two trusts.

**Whitchurch Town Council**  
**Income and Expenditure Account**  
**31 March 2023**

	Notes	2023 £	2022 £
<b>INCOME</b>			
Precept on Principal Authority		512,163	504,254
Grants and Capital Receipts		68,260	8,730
Interest and Investment Income	2	4,182	155
Leisure and Recreation		1,410	1,520
Cemetery		31,881	16,448
Heritage Centre		5,371	4,595
Events, Fairs & Markets		7,839	7,300
Civic Centre		43,981	36,765
Establishment/General Administration		-	(27)
Mayors Charity		-	50
Public Conveniences		295	425
		675,382	580,215
<b>EXPENDITURE</b>			
Establishment/General Administration		307,566	264,273
Election Expenses		5,922	-
Capital Expenditure	8	119,307	2,250
Operational Expenditure:			
Leisure and Recreation		73,613	71,813
Cemetery		24,811	11,125
Heritage Centre		15,983	13,051
Events, Fairs & Markets		8,815	5,972
CCTV		1,239	2,411
Highways - Footpaths and Lighting		23,148	11,742
Civic Centre		79,767	58,963
Local Democracy		2,552	290
Grants - Under Specific Powers		14,490	7,267
Mayors Charity		-	1,650
Public Conveniences		9,437	16,382
		686,650	467,189
<b>General Fund</b>			
Balance at 01 April 2022		433,991	325,836
Add: Total Income		675,382	580,215
		1,109,373	906,051
Deduct: Total Expenditure		686,650	467,189
		422,723	438,862
Transfer from/(to) Earmarked Reserves	12	9,975	(4,871)
General Reserve Balance at 31 March 2023		432,698	433,991

*The notes on pages 8 to 12 form part of these unaudited statements.*

**Whitchurch Town Council**

**Balance Sheet**

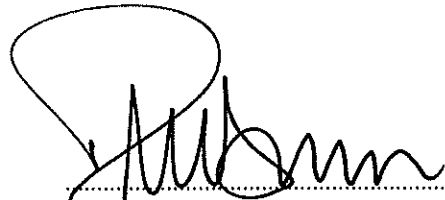
**31 March 2023**

	Notes	2023 £	2023 £	2022 £
<b>Current Assets</b>				
Debtors and prepayments	9	46,025		56,582
Cash at bank and in hand		<u>1,072,535</u>		<u>1,087,366</u>
		1,118,560		1,143,948
<b>Current Liabilities</b>				
Creditors and income in advance	10	<u>(47,343)</u>		<u>(61,463)</u>
<b>Net Current Assets</b>			1,071,217	1,082,485
<b>Total Assets Less Current Liabilities</b>			1,071,217	1,082,485
Deferred Grants			(24,819)	(24,819)
<b>Total Assets Less Liabilities</b>			<u>1,046,398</u>	<u>1,057,666</u>
<b>Capital and Reserves</b>				
Usable Capital Receipts Reserve	11		30,601	30,601
Earmarked Reserves	12		583,099	593,074
General Reserve			<u>432,698</u>	<u>433,991</u>
			1,046,398	1,057,666

Signed: .....

Cllr Andy Hall

Mayor

  
.....

Mike McDonald MA FSLCC CiLCA CMgr  
FCMI FRSA MinstF CIPFA (Afil)

Responsible Financial Officer

Date: .....

26 May 2023

26th May 2023

*The notes on pages 8 to 12 form part of these unaudited statements.*

## Whitchurch Town Council

### Notes to the Accounts

31 March 2023

#### **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
F. Barrow	Craft Unit 3	1,000	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>2023 £</b>	<b>2022 £</b>
Interest Income - Earmarked Funds	4,182	155
	<u>4,182</u>	<u>155</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>2023 £</b>	<b>2022 £</b>
Publicity	3,901	777
	<u>3,901</u>	<u>777</u>

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

With effect from 20th May 2021 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 20th May 2021 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 2023

#### **6 Pensions**

For the year of account the council's contributions equal 20.40% of employees' pensionable pay, plus a lump sum of £3,350.

These contributions will reduce to 16.20% in future years, which will provide adequately for future liabilities.

#### **7 Fixed Assets**

	2023	2022
	£	£
	Value	Value
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
	<u>635,100</u>	<u>635,100</u>
<b><u>Vehicles and Equipment</u></b>		
Civic Centre Furniture & Equipment	127,172	117,045
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
Play Equipment	137,332	73,115
Fitness Equipment	12,969	12,969
Christmas Lights	42,430	33,487
Phone System	-	5,294
Multisport Goal End	8,990	8,990
Wireless Conference System	9,830	9,830
Vauhall Vivaro Van YE 56 AUW	-	2,600
Ford Transit Van MA 69 XYC	23,500	-
Solar Panels	28,431	28,431
Gazebos (10)	4,250	4,250
	<u>505,119</u>	<u>407,226</u>
<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
Solar Lighting	9,326	-
	<u>314,645</u>	<u>305,319</u>

**Whitchurch Town Council**

**Notes to the Accounts**

**31 March 2023**

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

	<b>2023</b>	<b>2022</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/>
<b><u>Whitchurch Joint Cemetery Assets</u></b>		
Cemetery Land	1	1
Additional Burial Land	10,000	10,000
Safe	300	300
Noticeboard	959	959
Cemetery Car Park	37,350	37,350
Pedestrian Access and Car Park Extension	27,233	27,233
Entrance Walls and Sign	3,280	3,280
Paths in New Area	30,988	30,988
Fencing	1,050	1,050
Cemetery Disabled Toilet	2,069	-
Cemetery Noticeboards	1,125	-
Share owned by Marbury Parish Council (1.427%)	(1,624)	(1,586)
	<hr/>	<hr/>
	112,731	109,575
	<hr/>	<hr/>
	1,616,595	1,506,228
	<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>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
	<b>Cost</b>	<b>Cost</b>
During the year the following assets were purchased:		
Vehicles and Equipment	106,787	2,250
Infrastructure Assets	9,326	-
Joint Burial Committee Assets (Gross)	3,194	-
	<hr/>	<hr/>
	119,307	2,250
	<hr/>	<hr/>
	<b>Proceeds</b>	<b>Proceeds</b>
During the year the following assets were disposed of:		
Vehicles and Equipment	708	-
	<hr/>	<hr/>
	708	-
	<hr/>	<hr/>

**Whitchurch Town Council**

**Notes to the Accounts**

**31 March 2023**

No assets were disposed of during the year.

**9 Debtors**

	2023	2022
	£	£
Debtors Control	31,886	33,590
Provision for Doubtful Debts	-	(10,000)
Trade Debtors	31,886	23,590
VAT Recoverable	12,595	14,884
Other Debtors	745	18,108
Accrued Interest Income	799	-
	<u>46,025</u>	<u>56,582</u>

**10 Creditors and Accrued Expenses**

	2023	2022
	£	£
Trade Creditors	6,893	5,013
Other Creditors	1,990	13,949
Superannuation Payable	-	5,048
Payroll Taxes and Social Security	3,945	7,293
Accruals	16,152	18,476
Income in Advance	18,363	11,684
	<u>47,343</u>	<u>61,463</u>

**11 Usable Capital Receipts Reserve**

	2023	2022
	£	£
Balance at 01 April	30,601	30,601
Balance at 31 March	<u>30,601</u>	<u>30,601</u>

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

**12 Earmarked Reserves**

	Balance at 01/04/2022	Contribution to reserve	Contribution from reserve	Balance at 31/03/2023
	£	£	£	£
Capital Projects Reserves	144,043	-	-	144,043
Donated Funds	222,529	4,182	-	226,711
Other Earmarked Reserves	226,502	59,786	(73,943)	212,345
Total Earmarked Reserves	<u>593,074</u>	<u>63,968</u>	<u>(73,943)</u>	<u>583,099</u>

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

**Whitchurch Town Council**

**Notes to the Accounts**

**31 March 2023**

of the council.

The Other Earmarked Reserves at 31 March 2023 are set out in detail at Appendix A.

**13 Capital Commitments**

The council had no capital commitments at 31 March 2023 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 2023**

**Appendix A**

**Schedule of Other Earmarked Reserves**

	<u>Balance at</u> <u>01/04/2022</u>	<u>Contribution</u> <u>to reserve</u>	<u>Contribution</u> <u>from reserve</u>	<u>Balance at</u> <u>31/03/2023</u>
	£	£	£	£
<u>Capital Project Reserves</u>				
Rolling Capital Fund	144,043			144,043
	<u>144,043</u>	<u>0</u>	<u>0</u>	<u>144,043</u>
<u>Donated Funds Reserves</u>				
Harry Richards Fund	222,529	4,182		226,711
	<u>222,529</u>	<u>4,182</u>	<u>0</u>	<u>226,711</u>
<u>Other Earmarked Reserves</u>				
Defibrillator	983			983
Food & Drink Festival	2,588			2,588
Civic Furniture	2,775			2,775
Covid Recovery	970			970
CIL 2016/17	2,619		(2,619)	0
CIL 2017/18	88,084		(71,324)	16,760
CIL 2018/19	67,073			67,073
CIL 2019/20	6,893			6,893
CIL 2020/21	8,730			8,730
CIL 2021/22		42,185		42,185
Whitchurch JCB	45,008			45,008
Covid 19 Fund	778			778
Aldi S106 Signage		17,601		17,601
	<u>226,502</u>	<u>59,786</u>	<u>(73,943)</u>	<u>212,345</u>
<b>TOTAL RESERVES</b>	<b><u>593,074</u></b>	<b><u>63,968</u></b>	<b><u>(73,943)</u></b>	<b><u>583,099</u></b>