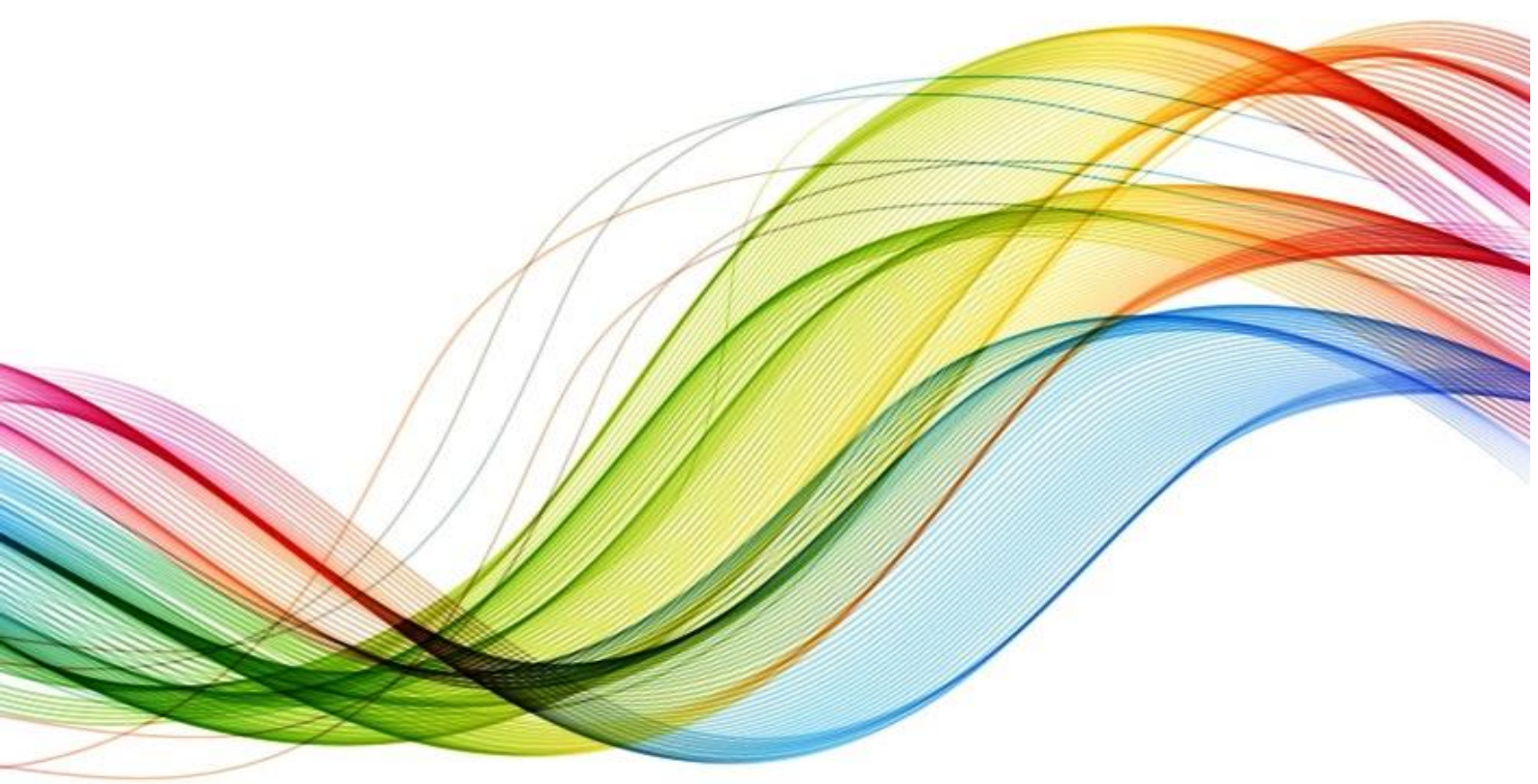




Witham
town council

Annual Accounts

Financial Year 2021/2022



Supporting Statement of Responsibilities

Witham Town Council is required to make arrangements for the proper administration of its financial affairs and ensure that it appoints a Responsible Financial Officer with direct accountability for its overall administrative functions in accordance with the Local Government Act 1972 (S151). In addition to this, Members and Officers of the Council are under a duty to:

- Ensure that value for money is obtained for all business transactions.
- Ensure that public money is under appropriate safeguarding measures.
- Ensure that an appropriate system of internal control is in force and monitored for effectiveness.

In preparing these accounts in conjunction with the Annual Governance and Accountability Return, the Council confirms that it has adhered to the Accounts & Audit Regulations and:

- Put in place effective arrangements for financial management.
- Maintained an adequate system of internal control.
- Took all reasonable steps to assure that there were no matters of actual or potential noncompliance with laws, regulations or proper practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
- Provided proper opportunity in the year for the exercise of electors rights in accordance with the Accounts & Audit Regulations.
- Carried out an assessment of risks faced by the authority.
- Took all appropriate steps to action any matters raised on audit reports.
- Considered whether any litigation, liabilities or commitments, events or transactions occurring either during or after the year end have a financial impact on the authority and where appropriate, included them in the accounting statements.



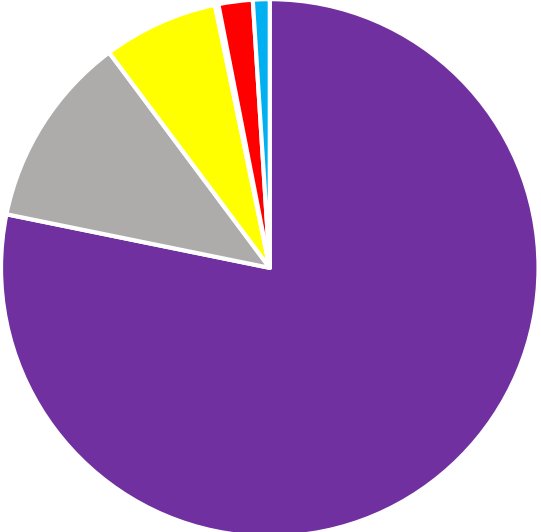
Nikki Smith

Town Clerk & Responsible Financial Officer

Contents

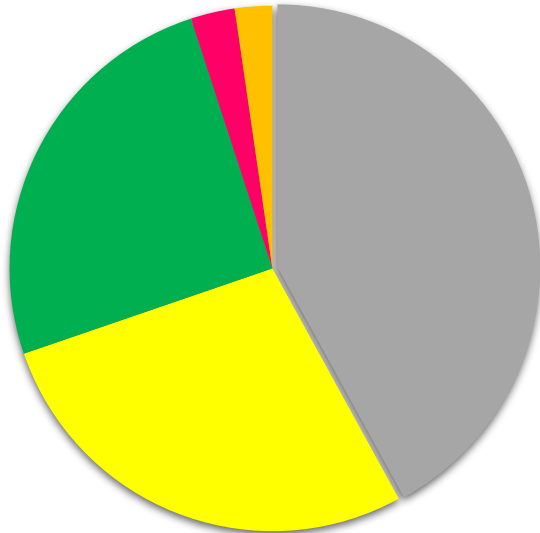
1. Balance Sheet
2. Cash & Reserves Reconciliation
3. Reserves Reconciliation
4. Total Income & Expenditure Charts
5. Total Income & Expenditure Report

Total Income



- Precept
- Admin
- Community
- Environment
- Policy and Resources
- Tax Collection Surplus

Total Expenditure



- Admin
- Community
- Environment
- Policy & Resources
- EMR

Balance Sheet

31st March 2021

31st March 2022

31st March 2021		31st March 2022	
Current Assets			
4,875	Debtors	2,969	
9,442	VAT Control Account	9,608	
4,621	Prepayments	5,016	
9,443	Stock	9,745	
4,187	Lloyds Bank Account	13,713	
221,688	32 day Notice a/c	0	
54	Petty Cash	2	
188,503	Unity Trust Account	159,421	
0	95 Day Notice	371,762	
<u>442,814</u>		<u>572,235</u>	
442,814	Total Assets	572,235	
Current Liabilities			
15,508	Creditors	18,824	
8,658	Accruals	0	
7,346	Mayors Appeal	1,529	
0	Receipts in Advance	9,924	
<u>31,510</u>		<u>30,277</u>	
411,304	Total Assets Less Current Liabilities	541,959	
Represented By			
253,277	General Reserves	301,699	
567	EMR- Community Day	567	
794	EMR - Information Centre	0	
40,000	EMR - Riverwalk Cycleways	41,400	
2,172	EMR - Puppet Festival	2,172	
20,000	EMR - Community Safety /CCTV	20,000	
27,568	EMR - Highways Devolution	36,834	
5,000	EMR - Acquisitions	0	
20,000	EMR - Land Improvement	20,000	
15,000	EMR - Equipment Replacement	20,000	
0	EMR - Street Furniture Renew	20,000	
0	EMR - Major Repairs & Renewals	11,225	
19,726	EMR - Town Hall Development	0	
0	EMR - Winter Wonderland	25,000	
0	EMR - J C Wood Imp Plan	20,000	
0	EMR - Whetmead Imp Plan	20,000	
4,000	EMR - Election Expenses	62	
3,200	EMR - Members Allowance	3,000	
<u>411,304</u>		<u>541,959</u>	

Cash & Reserves Reconciliation

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	31/03/2022 Lloyds Current Account	13,712.69
2	29/02/2020 Working Fund	0.00
3	18/09/2020 Mayors Appeal	0.00
4	22/03/2022 32 Day Notice 13620909LS	0.00
5	31/03/2022 Petty Cash	1.61
6	31/03/2022 Unity Trust Bank Account	159,420.95
7	31/03/2022 95 Day Notice	371,762.33
		544,897.58
<u>Other Cash & Bank Balances</u>		
	Cashbook Suspense	0.00
		0.00
		544,897.58
<u>Receipts not on Bank Statement</u>		
0	31/03/2022 All Receipts Cleared	0.00
		0.00
Closing Balance		
		544,897.58
<u>All Cash & Bank Accounts</u>		
1	Lloyds Bank Account	13,712.69
2	Working Fund CLOSED	0.00
3	Mayor's Fund CLOSED	0.00
4	32 day Notice a/c	0.00
5	Petty Cash	1.61
6	Unity Trust Account	159,420.95
7	95 Day Notice	371,762.33
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	544,897.58

Reserves Reconciliation

<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
	Total Reserves	411,303.60	541,958.74
100	Debtors	4,875.26	2,969.14
105	VAT Control Account	9,441.78	9,608.45
110	Prepayments	4,621.00	5,015.54
120	Stock	9,443.02	9,744.63
	Less Total Debtors	28,381.06	27,337.76
500	Creditors	15,506.09	18,823.66
510	Accruals	8,658.00	0.00
540	Mayors Appeal	7,345.81	1,528.94
560	Receipts in Advance	0.00	9,924.00
	Plus Total Creditors	31,509.90	30,276.60
	Equals Total Cash and Bank Accounts	414,432.44	544,897.58
200	Lloyds Bank Account	4,186.81	13,712.69
230	32 day Notice a/c	221,688.08	0.00
240	Petty Cash	54.48	1.61
250	Unity Trust Account	188,503.07	159,420.95
260	95 Day Notice	0.00	371,762.33
	Total Cash and Bank Accounts	414,432.44	544,897.58

Total Income & Expenditure Report

31st March 2021		31st March 2022
	Income Summary	
624,473	Precept	675,494
<u>624,473</u>	Sub Total	<u>675,494</u>
	Operating Income	
30,182	Administration	100,213
12,323	Community	59,830
575	Environment	1,810
5,115	Policy & Resources	17,780
7,419	Precept	8,698
<u>680,086</u>	Total Income	<u>863,825</u>
	Running Costs	
327,978	Administration	307,980
125,338	Community	203,339
177,077	Environment	185,123
10,589	Policy & Resources	19,874
0	Expenditure From EMR	16,853
<u>640,982</u>	Total Expenditure	<u>733,170</u>
	General Fund Analysis	
235,508	Opening Balance	253,277
680,086	Plus : Income for Year	863,825
<u>915,595</u>		<u>1,117,102</u>
640,982	Less : Expenditure for Year	733,170
<u>274,613</u>		<u>383,932</u>
21,336	Transfers TO / FROM Reserves	82,233
<u>253,277</u>	Closing Balance	<u>301,699</u>

Witham Town Council Annual Accounts 2021/2022

Copies of this document are available online and can be obtained from the Town Hall by request by emailing deputytownclerk@witham.gov.uk

For all queries concerning accounting statements, please email townclerk@witham.gov.uk

