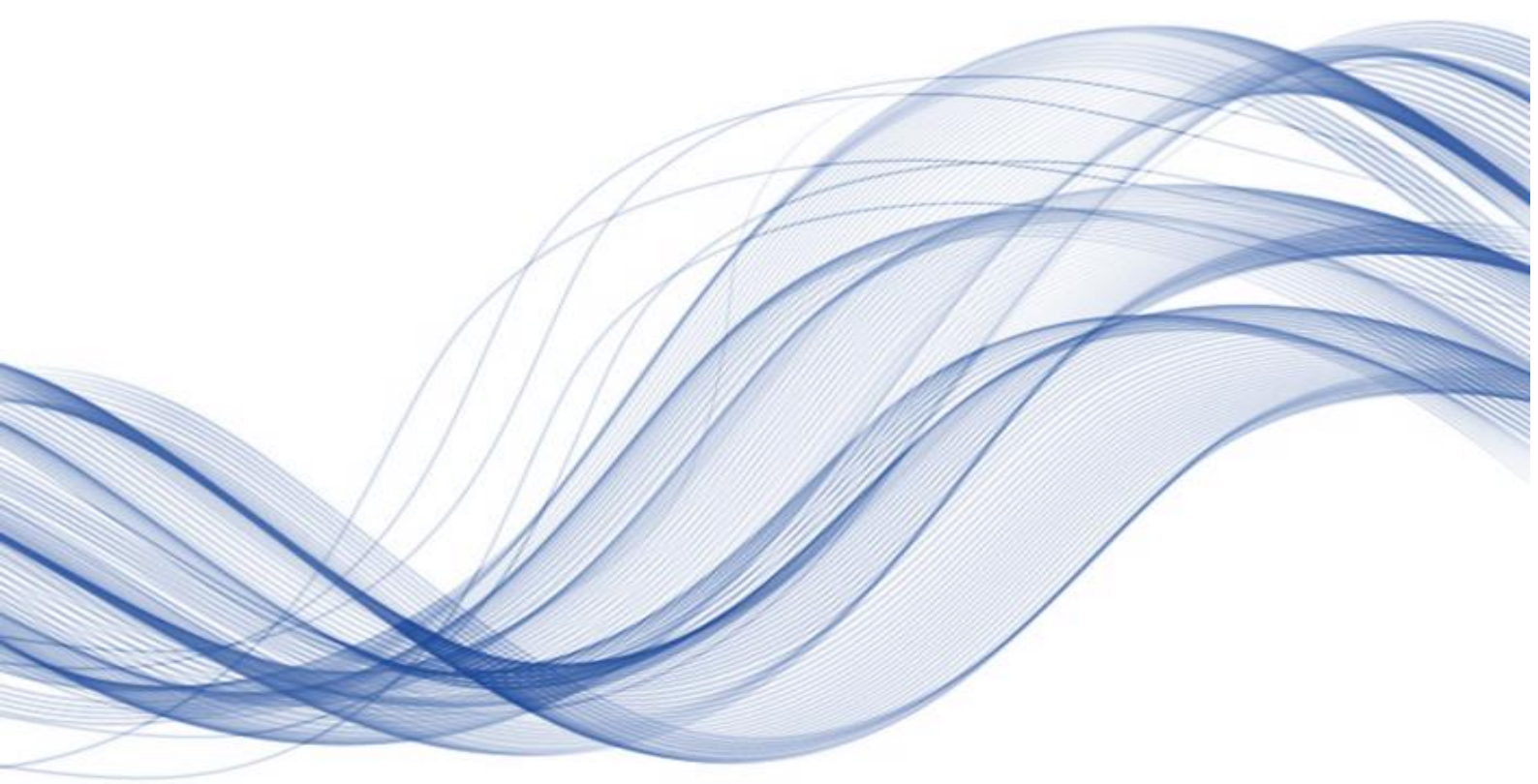




Witham
town council

Annual Accounts

Financial Year 2020/21



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.



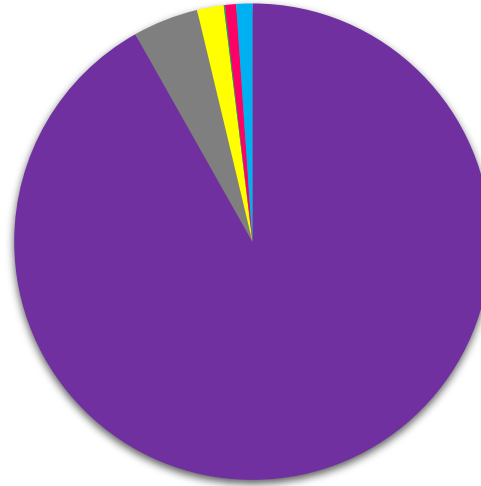
James P. Sheehy

Town Clerk & Responsible Financial Officer

Contents

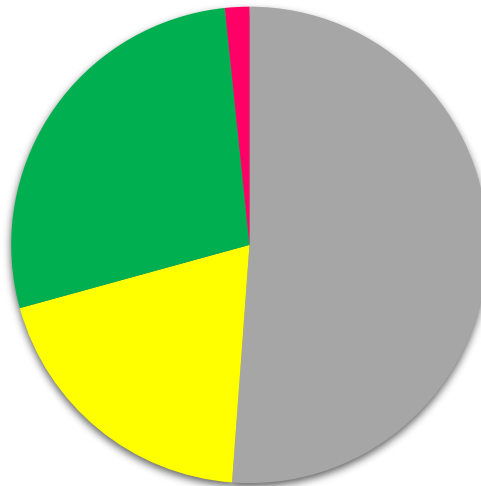
1. [Balance Sheet](#)
2. Cash & Reserves Reconciliation
3. Reserves Reconciliation
4. Total Income & Expenditure Charts
5. Total Income & Expenditure Report

Total Income



■ Precept ■ Admin ■ Community ■ Environment ■ Policy & Resources ■ Tax Collection Surplus

Total Expenditure



■ Admin ■ Community ■ Environment ■ Policy & Resources

Balance Sheet

31st March 2020

31st March 2021

31st March 2020		31st March 2021	
Current Assets			
883	Debtors	4,875	
32,853	VAT Control Account	9,442	
3,742	Prepayments	4,621	
9,443	Stock	9,443	
66,589	Lloyds Bank Account	4,187	
221,508	32 day Notice a/c	221,688	
34	Petty Cash	54	
61,733	Unity Trust Account	188,503	
<u>396,785</u>		<u>442,814</u>	
396,785	Total Assets	442,814	
Current Liabilities			
23,382	Creditors	15,506	
1,204	Accruals	8,658	
0	Mayors Appeal	7,346	
<u>24,586</u>		<u>31,510</u>	
372,199	Total Assets Less Current Liabilities	411,304	
Represented By			
235,508	General Reserves	253,277	
3,519	EMR - LED Streetlighting	0	
567	EMR- Community Day	567	
12,295	EMR - Information Centre	794	
10,000	EMR - Riverwalk Cycleways	40,000	
2,172	EMR - Puppet Festival	2,172	
38,000	EMR - Community Safety /CCTV	20,000	
13,420	EMR - Highways Devolution	27,568	
0	EMR - Acquisitions	5,000	
0	EMR - Land Improvement	20,000	
20,200	EMR - Vehicle Replacement Fund	0	
5,000	EMR - Equipment Replacement	15,000	
4,760	EMR - Major Repairs & Renewals	0	
23,470	EMR - Town Hall Development	19,726	
88	EMR - Election Expenses	4,000	
3,200	EMR - Members Allowance	3,200	
<u>372,199</u>		<u>411,304</u>	

Cash & Reserves Reconciliation

		<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>			
1	31/03/2021	Lloyds Current Account	4,186.81
2	29/02/2020	Working Fund	0.00
3	18/09/2020	Mayors Appeal	0.00
4	31/03/2021	32 Day Notice 13620909LS	221,688.08
5	31/03/2021	Petty Cash	54.48
6	31/03/2021	Unity Trust Bank Account	188,504.07
			414,433.44
<u>Other Cash & Bank Balances</u>			
		Cashbook Suspense	0.00
			0.00
			414,433.44
<u>Unpresented Payments</u>			
6	04/09/2020	300009	1.00
			1.00
			414,432.44
<u>Receipts not on Bank Statement</u>			
0	31/03/2021	All Receipts Cleared	0.00
			0.00
Closing Balance			
414,432.44			
<u>All Cash & Bank Accounts</u>			
1		Lloyds Bank Account	4,186.81
2		Working Fund CLOSED	0.00
3		Mayor's Fund CLOSED	0.00
4		32 day Notice a/c	221,688.08
5		Petty Cash	54.48
6		Unity Trust Account	188,503.07
		Other Cash & Bank Balances	0.00
		Total Cash & Bank Balances	414,432.44

Reserves Reconciliation

<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
	Total Reserves	372,198.78	411,303.60
100	Debtors	883.40	4,875.26
105	VAT Control Account	32,852.66	9,441.78
110	Prepayments	3,742.00	4,621.00
120	Stock	9,443.02	9,443.02
	Less Total Debtors	46,921.08	28,381.06
500	Creditors	23,382.17	15,506.09
510	Accruals	1,204.21	8,658.00
540	Mayors Appeal	0.00	7,345.81
	Plus Total Creditors	24,586.38	31,509.90
	Equals Total Cash and Bank Accounts	349,864.08	414,432.44
200	Lloyds Bank Account	66,589.17	4,186.81
230	32 day Notice a/c	221,508.11	221,688.08
240	Petty Cash	33.96	54.48
250	Unity Trust Account	61,732.84	188,503.07
	Total Cash and Bank Accounts	349,864.08	414,432.44

Total Income & Expenditure Report

31st March 2020

31st March 2021

Income Summary

557,278	Precept	624,473
557,278	Sub Total	624,473

Operating Income

29,484	Administration	30,182
65,312	Community	12,323
300	Environment	575
8,858	Policy & Resources	5,115
5,115	Precept	7,419
666,347	Total Income	680,086

Running Costs

273,128	Administration	327,978
181,866	Community	125,338
199,072	Environment	177,077
18,294	Policy & Resources	10,589
24,962	Earmarked Reserves	0
697,322	Total Expenditure	640,982

General Fund Analysis

294,159	Opening Balance	235,508
666,347	Plus : Income for Year	680,086
960,506		915,595
697,322	Less : Expenditure for Year	640,982
263,185		274,613
27,677	Transfers TO / FROM Reserves	21,386
235,508	Closing Balance	253,227

Witham Town Council Annual Accounts 2020/2021

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

