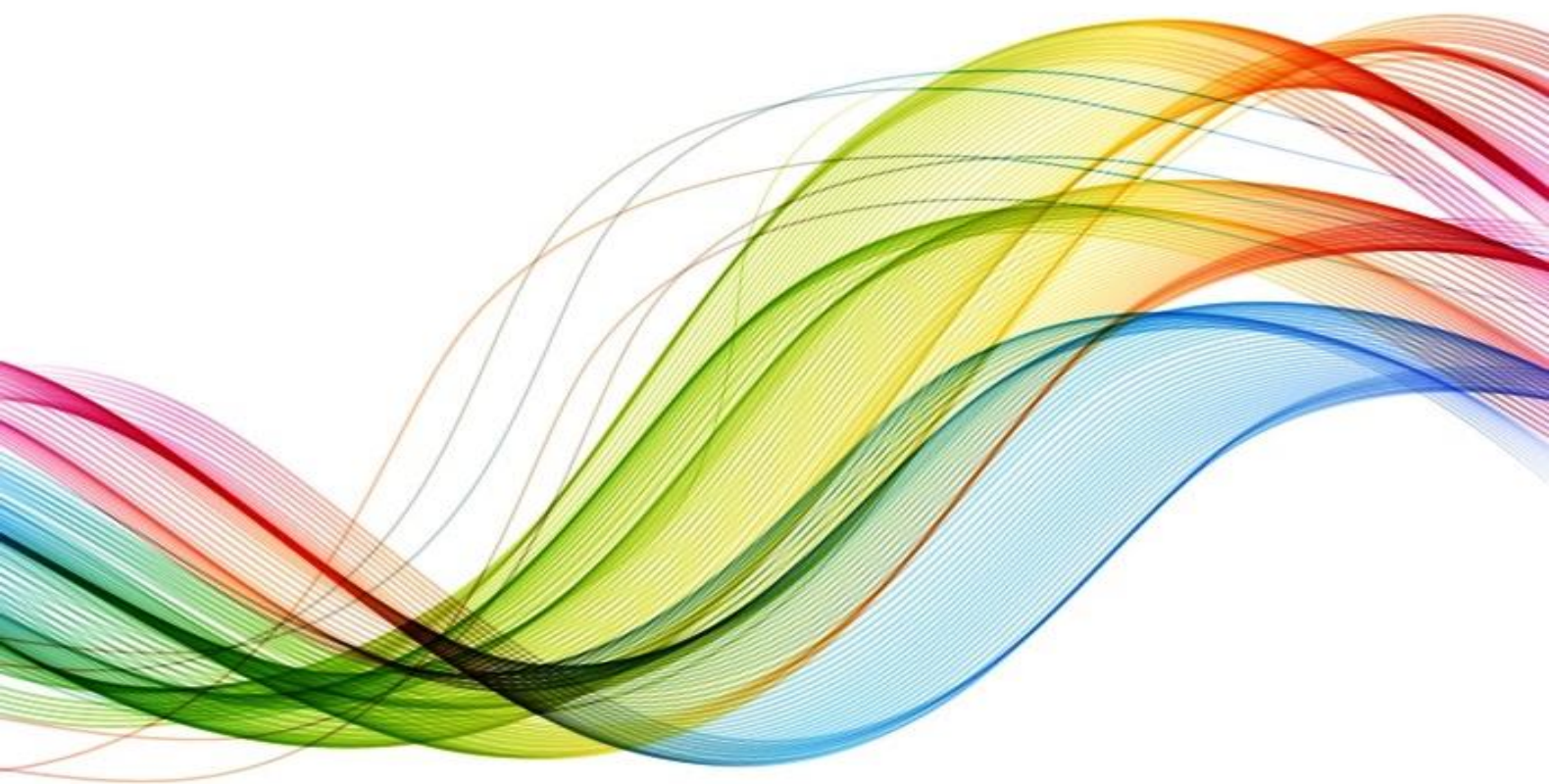




Witham
town council

Annual Accounts

Financial Year 2024/2025



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.



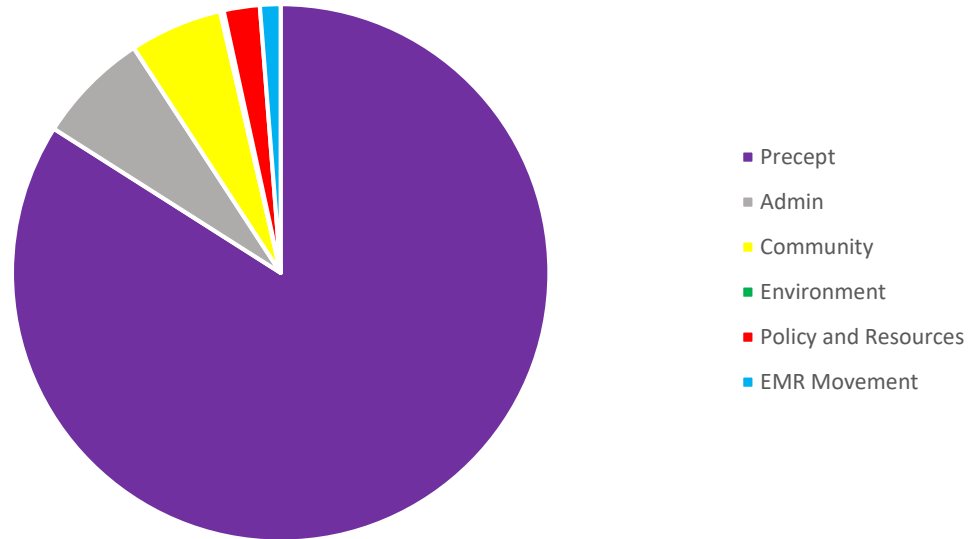
Nikki Smith

Town Clerk & Responsible Financial Officer

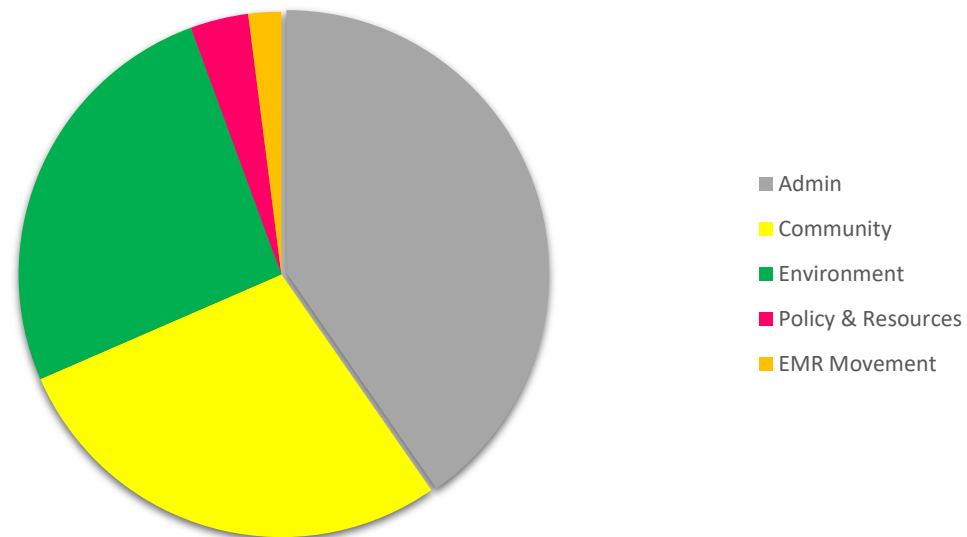
Contents

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

Total Income



Total Expenditure



Balance Sheet

31st March 2024

31st March 2025

Current Assets		
4,007	Debtors	2,642
63,558	VAT Control Account	40,717
8,365	Prepayments	30,121
10,480	Stock	9,456
203,414	Lloyds Bank Account	10,018
42	Petty Cash	64
8,850	Unity Trust Account	26,583
193,138	95 Day Notice	200,652
188,886	Unity Trust Instant Access	317,993
0	CCLA Public Sector Deposit	190,000
680,739		828,246
680,739	Total Assets	828,246
Current Liabilities		
23,978	Creditors	29,191
4,868	Accruals	4,229
735	Mayors Appeal	1,589
5,095	Receipts in Advance	3,955
34,676		38,964
646,063	Total Assets Less Current Liabilities	789,281
Represented By		
365,845	General Reserves	462,950
0	EMR - VAT	25,000
0	EMR- Town Hall Development	20,000
0	EMR- Acquisitions	20,000
4,000	EMR- Streetlighting Sinking Fu	6,000
3,268	EMR- Tree Maintenance	943
45,442	EMR - Riverwalk Cycleways	40,000
3,000	EMR - Neighbourhood Plan	20,033
10,000	EMR - Community Safety /CCTV	30,000
27,773	EMR - Highways Devolution	27,773
40,000	EMR - Land Improvement	40,000
20,000	EMR - Equipment Replacement	10,000
15,000	EMR - Major Repairs & Renewals	21,990
10,000	EMR - J C Wood Imp Plan	4,000
2,813	EMR - Election Expenses	7,000
10,284	Allotment Control Account	16,106
77,853	EMR - Safer Streets	29,145
813	Charter Market Control Account	1,933
9,972	Events Control Account	6,410
646,063		789,281

Cash & Reserves Reconciliation

		<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>			
1	31/03/2025	Lloyds Current Account	10,017.62
5	31/03/2025	Petty Cash	64.09
6	31/03/2025	Unity Trust Bank Account	26,583.41
7	31/03/2025	95 Day Notice	200,651.60
8	31/03/2025	Unity Trust Bk Instant Access	317,993.07
9	31/03/2025	CCLA Public Sector Deposit	190,000.00
			745,309.79
<u>Receipts not on Bank Statement</u>			
0	31/03/2025	All Receipts Cleared	0.00
			0.00
Closing Balance			745,309.79
<u>All Cash & Bank Accounts</u>			
1		Lloyds Bank Account	10,017.62
5		Petty Cash	64.09
6		Unity Trust Account	26,583.41
7		95 Day Notice	200,651.60
8		Unity Trust Instant Access	317,993.07
9		CCLA Public Sector Deposit	190,000.00
		Other Cash & Bank Balances	0.00
		Total Cash & Bank Balances	745,309.79

Reserves Reconciliation

<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
Total Reserves	<u>646,062.66</u>	<u>789,281.49</u>
Debtors	4,006.69	2,642.00
VAT Control Account	63,558.11	40,716.94
Prepayments	8,365.36	30,121.47
Stock	10,479.50	9,455.55
Less Total Debtors	<u>86,409.66</u>	<u>82,935.96</u>
Creditors	23,977.63	29,191.32
Accruals	4,868.00	4,229.00
Mayors Appeal	734.85	1,588.94
Receipts in Advance	5,095.49	3,955.00
Plus Total Creditors	<u>34,675.97</u>	<u>38,964.26</u>
Equals Total Cash and Bank Accounts	<u>594,328.97</u>	<u>745,309.79</u>
Lloyds Bank Account	203,413.65	10,017.62
Petty Cash	41.53	64.09
Unity Trust Account	8,849.72	26,583.41
95 Day Notice	193,137.78	200,651.60
Unity Trust Instant Access	188,886.29	317,993.07
CCLA Public Sector Deposit	0.00	190,000.00
Total Cash and Bank Accounts	<u>594,328.97</u>	<u>745,309.79</u>

Total Income & Expenditure Report

31st March 2024

797,141
797,141
136,097
71,438
7,360
18,791
85,141
1,115,968

363,596
3,388
255,129
293,549
28,072
104,815
1,048,548

292,210
1,115,968
1,408,179
1,048,548
359,630
(6,215)
365,845

Income Summary

Precept

Sub Total

Operating Income

Administration

Community

Environment

Policy & Resources

EMR Movement

Total Income

Running Costs

Administration

Planning & Transport

Community

Environment

Policy & Resources

EMR Movement

Total Expenditure

General Fund Analysis

Opening Balance

Plus : Income for Year

Less : Expenditure for Year

Transfers TO / FROM Reserves

Closing Balance

31st March 2025

942,474
942,474
76,071
62,621
2,410
24,351
13,918
1,121,845

392,876
4,453
274,231
252,571
34,768
19,727
978,626

365,845
1,121,845
1,487,690
978,626
509,064
46,114
462,950

Witham Town Council Annual Accounts 2024/2025

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

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

