

**CONGLETON TOWN COUNCIL**

**COMMITTEE REPORTS AND UPDATES**

<b>COMMITTEE:</b>	Finance and Policy		
<b>MEETING DATE AND TIME</b>	9 <sup>th</sup> June 2022 7.00pm	<b>LOCATION</b>	Congleton Town Hall
<b>REPORT FROM</b>	Serena Van Schepdael – Responsible Financial Officer		
<b>AGENDA ITEM REPORT TITLE</b>	<b>15 Unaudited Financial Statements for year ending 31<sup>st</sup> March 2022</b>		
<b>Background</b>	Congleton Town Council undertake the services of DCK Accounting Solution Ltd to produce Unaudited Financial Statements of accounts, these sit alongside the Annual Governance and Accountability Report (AGAR) which we must submit to external auditors.		
<b>Updates</b>	The attached Unaudited Financial Statements, Appendix 15.1, have been produced for the year ending 31 <sup>st</sup> March 2022.		
<b>Decision Requested</b>	To receive the Unaudited Financial Statements for the year ending 31 <sup>st</sup> March 2022 and to recommend to Council on 22 <sup>nd</sup> June for approval.		

**Congleton Town Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2022**

**Congleton Town Council**

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**31 March 2022**

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**Congleton Town Council**

**Council Information**

**31 March 2022**

**( Information current at 23rd June 2022 )**

**Town Mayor**

Cllr M. Gartside

**Councillors**

Cllr R. Moreton (Deputy Mayor)

Cllr S. M. Ackers Smith

Cllr D. S. Allen

Cllr D. Amies

Cllr M. Amies

Cllr D.T Brown

Cllr R. Chadwick

Cllr R. Douglas

Cllr P. Duffy

Cllr S. Firkin

Cllr G. P Hayes

Cllr R. Hemsley

Cllr S. A. Holland

Cllr A. M. Martin

Cllr D. Murphy

Cllr J. D. Parry

Cllr M. Rogan

Cllr J. Smith

Cllr K. Wesley

**Chief Officer**

Mr D McGifford

**Responsible Financial Officer (R.F.O.)**

S. Van Schepdael

**Auditors**

PKF Littlejohn LLP

SBA Team, 1 Westferry Circus

Canary Wharf, London, E14 4HD

**Internal Auditors**

Auditing Solutions Limited

Clackerbrook Farm, 46 The Common, Bromham

Chippenham, Wiltshire, SN15 2JJ

**Congleton Town Council**  
**Statement of Responsibilities**  
**31 March 2022**

**The Council's Responsibilities**

The council is required:

- to make arrangements for the proper administration of its financial affairs
- to secure that one of its officers (R.F.O.) has the responsibility for the administration of those affairs. At this council that officer is the Responsible Financial Officer, and
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

**The Responsible Financial Officer's Responsibilities**

The R.F.O. is responsible for the preparation of the council's Unaudited Financial Statements in accordance with Part 4 of the "Governance and Accountability for Local Councils – A Practitioners Guide (England) (as amended)" (the guide), so far as is applicable to this council, to present a true and fair view of the financial position of the council at 31 March 2022 and its income and expenditure for the year then ended.

In preparing the Unaudited Financial Statements, the R.F.O. has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent, and
- complied with the guide.

The R.F.O. has also:

- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

**Responsible Financial Officer's Certificate**

I further certify that the Unaudited Financial Statements present a true and fair view of the financial position of Congleton Town Council at 31 March 2022, and its income and expenditure for the year ended 31 March 2022.

Signed: .....

S. Van Schepdael- Responsible Financial Officer

Date: .....

**Congleton 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 Financial Reporting Standard for Smaller Entities (effective April 2008) (FRSSE) issued by the Accounting Standards Board, as applied to Local Councils by part 4 of Governance and Accountability for Local Councils – A Practitioners Guide (England) (the guide). Comparative figures have been restated to conform to the revised formats where appropriate. Certain requirements have been omitted for clarity and simplicity as these statements are not subject to audit. They are produced in support of the council's audited Statement of Accounts contained within the Annual Return Statement of Accounts.

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 in excess of £1000 (on any one item or group of similar items) on the acquisition, creation or enhancement of fixed assets is capitalised on an accruals basis in the accounts. Expenditure on fixed assets is capitalised, 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 the Chartered Institute of Public Finance and Accountancy (CIPFA) and in accordance with the statements of asset valuation principles and guidance notes issued by the Royal Institution of Chartered Surveyors (RICS). The closing balances are stated on the following basis:

all assets are included in the balance sheet at the lower of cost (estimated where not known) or estimated realisable value, except that,

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.

The surplus or deficit arising on periodic revaluations of fixed assets has been credited or debited to the Revaluation Reserve. Subsequent revaluations of fixed assets are planned at five yearly intervals, although material changes to asset valuations will be adjusted in the interim period, should they occur.

In accordance with Financial Reporting Standard (FRS) 15, depreciation is provided on all operational buildings (but not land), as well as other assets.

**Depreciation Policy**

Buildings and leasehold land are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis.

Freehold land is not depreciated.

Non Operational Assets (including Investment Properties) are not depreciated.

Vehicles, plant, equipment and furniture are depreciated over 3 to 10 years on a straight line basis.

Infrastructure assets are depreciated over 10 years at 10% per annum straight line.

Community assets are not depreciated, because they are of either intrinsic or purely nominal value.

Depreciation is accounted for as a Balance Sheet movement only, not through the Income and Expenditure Account.

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

**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.

**Investments**

Investments are included in the balance sheet at historic cost and realised gains or losses are taken into the income and expenditure account as realised. Details are given at note 12.

**Stocks and Work in Progress**

Stocks held for resale, where significant (generally in excess of £1,000), are valued at the lower of cost or net realisable value. Consumable stocks have been treated as an expense when purchased because their value was not material.

**Debtors and Creditors**

The revenue accounts of the council are maintained on an accruals basis in accordance with the regulations. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of regular quarterly and other accounts (e.g. telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's annual budget.

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.

**External Loan Repayments**

The council accounts for loans on an accruals basis. Details of the council's external borrowings are shown at note 15.

**Leases**

Rentals payable under operating leases are charged to revenue on an accruals basis. Details of the council's obligations under operating leases are shown at note 16.

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

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 18 to 20.

Certain reserves are maintained to manage the accounting processes for tangible fixed assets, available for sale investments and retirement benefits. They do not represent usable resources for the council:

Revaluation Reserves – hold balances representing unrealised gains on the appropriate asset since 1<sup>st</sup> April 2007.

Capital Financing Account – represent the council's investment of resources in such assets already made.

**Interest Income**

All interest receipts are credited initially to general funds.

**Cost of Support Services**

The costs of management and administration have been apportioned to services on an appropriate and consistent basis.

**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.



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

	<b>Notes</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
<b>Income</b>			
Precept on Unitary Authority		954,146	923,674
Grants Receivable		-	13,795
Rents Receivable, Interest & Investment Income		2,005	2,839
Charges made for Services		617,568	592,894
Other Income		304	-
<b>Total Income</b>		<b>1,574,023</b>	<b>1,533,202</b>
<b>Expenditure</b>			
<b>Direct Service Costs:</b>			
Salaries & Wages		(666,065)	(571,354)
Grant-aid Expenditure		(57,571)	(47,738)
Other Costs		(554,274)	(613,887)
<b>Democratic, Management &amp; Civic Costs:</b>			
Salaries & Wages		(194,958)	(171,546)
Other Costs		(61,005)	(51,479)
<b>Total Expenditure</b>		<b>(1,533,873)</b>	<b>(1,456,004)</b>
<b>Excess of Income over Expenditure for the year.</b>		<b>40,150</b>	<b>77,198</b>
<b>Exceptional Items</b>			
(Loss) on the disposal of fixed assets		(2)	(1,056)
<b>Net Operating Surplus for Year</b>		<b>40,148</b>	<b>76,142</b>
<b>STATUTORY CHARGES &amp; REVERSALS</b>			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(5,696)	(5,436)
Capital Expenditure charged to revenue	10	(34,163)	(29,163)
Reverse loss on asset disposals		2	1,056
Transfer from/(to) Earmarked Reserves	20	498	(34,916)
<b>Surplus for the Year to General Fund</b>		<b>789</b>	<b>7,683</b>
<b>Net Surplus for the Year</b>		<b>291</b>	<b>42,599</b>
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer from/(to) Earmarked Reserves	20	(498)	34,916
Surplus for the Year to General Fund		789	7,683
		<b>291</b>	<b>42,599</b>

The council had no other recognisable gains and/or losses during the year.

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Congleton Town Council**  
**Statement of Movement in Reserves**  
**31 March 2022**

<b>Reserve</b>	<b>Purpose of Reserve</b>	<b>Notes</b>	<b>2022 £</b>	<b>Net Movement in Year £</b>	<b>2021 £</b>
Asset Revaluation Reserve	Store of gains on revaluation of fixed assets	19	100,943	-	100,943
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	18	361,516	(7,642)	369,158
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	20	701,825	(498)	702,323
General Fund	Resources available to meet future running costs		227,033	789	226,244
<b>Total</b>			<b>1,391,317</b>	<b>(7,351)</b>	<b>1,398,668</b>

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Congleton Town Council**

**Balance Sheet**

**31 March 2022**

	Notes	2022 £	2022 £	2021 £
<b>Fixed Assets</b>				
Tangible Fixed Assets	9		1,923,869	1,968,504
<b>Current Assets</b>				
Stock		3,943		-
Debtors and prepayments	13	14,403		29,545
Investments	12	300,000		300,000
Cash at bank and in hand		722,581		660,714
		<u>1,040,927</u>		<u>990,259</u>
<b>Current Liabilities</b>				
Current Portion of Long Term Borrowings		(5,968)		(5,696)
Creditors and income in advance	14	<u>(112,068)</u>		<u>(61,691)</u>
<b>Net Current Assets</b>			922,891	922,872
<b>Total Assets Less Current Liabilities</b>			2,846,760	2,891,376
<b>Long Term Liabilities</b>				
Long-term borrowing	15		(330,463)	(336,431)
Deferred Grants	17		(1,124,980)	(1,156,277)
<b>Total Assets Less Liabilities</b>			<u>1,391,317</u>	<u>1,398,668</u>
<b>Capital and Reserves</b>				
Revaluation Reserve	19		100,943	100,943
Capital Financing Reserve	18		361,516	369,158
Earmarked Reserves	20		701,825	702,323
General Reserve			227,033	226,244
			<u>1,391,317</u>	<u>1,398,668</u>

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2022, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 23rd June 2022 .

Signed: .....  
Cllr M. Gartside  
Town Mayor

.....  
S. Van Schepdael  
Responsible Financial Officer

Date: .....

*The notes on pages 12 to 20 form part of these unaudited statements.*

**Congleton Town Council**

**Cash Flow Statement**

**31 March 2022**

	Notes	2022 £	2022 £	2021 £
<b>REVENUE ACTIVITIES</b>				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(855,968)		(741,207)
Other operating payments		(620,995)		(682,484)
			(1,476,963)	(1,423,691)
<i>Cash inflows</i>				
Precept on Unitary Authority		954,146		923,674
Cash received for services		638,703		576,152
Revenue grants received		-		13,795
			1,592,849	1,513,621
<b>Net cash inflow from Revenue Activities</b>	21		115,886	89,930
<b>SERVICING OF FINANCE</b>				
<i>Cash outflows</i>				
Interest paid		(16,082)		(16,342)
<i>Cash inflows</i>				
Interest received		1,922		3,205
<b>Net cash (outflow) from Servicing of Finance</b>			(14,160)	(13,137)
<b>CAPITAL ACTIVITIES</b>				
<i>Cash outflows</i>				
Purchase of fixed assets		(34,163)		(29,163)
<b>Net cash (outflow) from Capital Activities</b>			(34,163)	(29,163)
<b>Net cash inflow before Financing</b>			67,563	47,630
<b>FINANCING AND LIQUID RESOURCES</b>				
<i>Cash outflows</i>				
Loan repayments made			(5,696)	(5,436)
<b>Net cash (outflow) from financing and liquid resources</b>			(5,696)	(5,436)
<b>Increase in cash</b>	22		<b>61,867</b>	<b>42,194</b>

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Congleton Town Council**

**Notes to the Accounts**

**31 March 2022**

**1 Interest and Investment Income**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	2,005	2,839
	<u>2,005</u>	<u>2,839</u>

**2 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.

**3 Related Party Transactions**

The council entered into no material transactions with related parties during the year.

**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>
	<b>£</b>	<b>£</b>
Recruitment Advertising	1,116	-
Other Advertising	70	70
Marketing/Promotions	6,218	4,881
Council Newsletter	6,608	7,235
Council Website	2,293	2,438
	<u>16,305</u>	<u>14,624</u>

**5 Audit Fees**

The council is required to report and disclose the cost of services provided by its external auditors.

These may be summarised as follows:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Fees for statutory audit services	2,000	2,000
Total fees	<u>2,000</u>	<u>2,000</u>

**6 Members' Allowances**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	3,000	3,000
	<u>3,000</u>	<u>3,000</u>

## Congleton Town Council

### Notes to the Accounts

31 March 2022

#### **7 Employees**

The average weekly number of employees during the year was as follows:

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Full-time	19	14
Part-time	11	12
Temporary	3	-
	<u>33</u>	<u>26</u>

All staff are paid in accordance with nationally agreed pay scales.

#### **8 Pension Costs**

The council participates in the Cheshire Pension Fund.

The Cheshire Pension Fund is a defined benefit scheme, but the council is unable to identify its share of the underlying assets and liabilities because all town and parish councils in the scheme pay a common contribution rate.

Financial Reporting Standard for Small Enterprises (FRSSE), for schemes such as Cheshire requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

The cost to the council for the year ended 31 March 2022 was £136,120 (31 March 2021 - £119,592).

The most recent actuarial valuation was carried out as at 31st March 2019, and the council's contribution rate is confirmed as being 21.35% of employees' pensionable pay with effect from 1st April 2022 (year ended 31 March 2022 – 21.35%).

**Congleton Town Council**

**Notes to the Accounts**

**31 March 2022**

**9 Tangible Fixed Assets**

	<b>Operational Freehold Land and Buildings</b>	<b>Operational Leasehold Land and Buildings</b>	<b>Vehicles and Equipment</b>	<b>Infra- structure Assets</b>	<b>Community Assets</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 31 March 2021	2,236,120	95,000	316,307	90,549	150,396	2,888,372
Additions	-	-	34,163	-	-	34,163
Disposals	-	-	(37,945)	-	-	(37,945)
At 31 March 2022	2,236,120	95,000	312,525	90,549	150,396	2,884,590
<b>Depreciation</b>						
At 31 March 2021	(544,725)	(24,700)	(262,501)	(82,622)	(5,320)	(919,868)
Charged for the year	(43,380)	(1,900)	(30,346)	(2,586)	(584)	(78,796)
Eliminated on disposal	-	-	37,943	-	-	37,943
At 31 March 2022	(588,105)	(26,600)	(254,904)	(85,208)	(5,904)	(960,721)
<b>Net Book Value</b>						
At 31 March 2022	1,648,015	68,400	57,621	5,341	144,492	1,923,869
At 31 March 2021	1,691,395	70,300	53,806	7,927	145,076	1,968,504

Although classified as capital expenditure, certain minor equipment purchases are not included in the above as they are not material in overall value.

**Fixed Asset Valuation**

The freehold and leasehold properties that comprise the council's properties have been valued as at 31st March 2009 by external independent valuers, Messrs D Dingle B.Sc. Dip Arch (Hons) RIBA. Valuations have been made on the basis set out in the Statement of Accounting Policies, except that not all properties were inspected. This was neither practical nor considered by the valuer to be necessary for the purpose of valuation. Plant and machinery that form fixtures to the building are included in the valuation of the building.

**Assets Held under Finance Agreements**

The council holds no such assets.

**Congleton Town Council**

**Notes to the Accounts**

**31 March 2022**

**10 Financing of Capital Expenditure**

	2022	2021
	£	£
The following capital expenditure during the year:		
Fixed Assets Purchased	34,163	29,163
	<u>34,163</u>	<u>29,163</u>
was financed by:		
Revenue:		
Capital Projects Reserve	3,201	11,537
Equipment Replacement Reserve	25,892	6,808
Precept and Revenue Income	5,070	10,818
	<u>34,163</u>	<u>29,163</u>

**11 Information on Assets Held**

Fixed assets owned by the council include the following:

**Operational Land and Buildings**

    Congleton Town Hall

    Allotments

**Operational Land and Buildings**

    Congleton Paddling Pool

**Vehicles and Equipment**

    Paddling Pool plant and equipment

    Christmas Lights

    Town Hall Furniture and Equipment

    Sundry office equipment

    Streetscape Vehicles and Equipment

**Infrastructure Assets**

    Fencing and gates at various sites

    Noticeboards and road signs

    Other street furniture

**Community Assets**

    Council Artefacts & Regalia

    War Memorial

    Statue - Sergeant Eardley VC

    Public Toilets

    Land by War Memorial



**Congleton Town Council**

**Notes to the Accounts**

**31 March 2022**

**12 Current Asset Investments**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Cambridge and Counties Bank - Bond	150,000	150,000
CCLA Public Sector Deposit Fund	150,000	150,000
	<hr/>	<hr/>
	300,000	300,000
	<hr/> <hr/>	<hr/> <hr/>

**13 Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Debtors Control	8,946	28,483
Trade Debtors	8,946	28,483
Other Debtors	2,770	-
Prepayments	1,937	395
Accrued Interest Income	750	667
	<hr/>	<hr/>
	14,403	29,545
	<hr/> <hr/>	<hr/> <hr/>

**14 Creditors and Accrued Expenses**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade Creditors	47,981	21,958
Other Creditors	7,738	10,289
V A T Payable	1,992	3,040
Payroll Taxes and Social Security	17,012	11,959
Accruals	33,281	14,445
Income in Advance	4,064	-
	<hr/>	<hr/>
	112,068	61,691
	<hr/> <hr/>	<hr/> <hr/>

**Congleton Town Council**

**Notes to the Accounts**

**31 March 2022**

**15 Long Term Liabilities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Public Works Loan Board	336,431	342,127
	<hr/> 336,431	<hr/> 342,127

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
The above loans are repayable as follows:		
Within one year	5,968	5,696
From one to two years	6,253	5,968
From two to five years	20,608	19,668
From five to ten years	41,452	39,563
Over ten years	262,150	271,232
	<hr/>	<hr/>
Total Loan Commitment	336,431	342,127
Less: Repayable within one year	(5,968)	(5,696)
	<hr/>	<hr/>
Repayable after one year	330,463	336,431
	<hr/>	<hr/>

**16 Financial Commitments under Operating Leases**

The council had annual commitments under non-cancellable operating leases of equipment as follows:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Obligations expiring within one year	36,113	36,113
Obligations expiring between two and five years	775	775
Obligations expiring after five years	-	-
	<hr/> 36,888	<hr/> 36,888
	<hr/>	<hr/>

**17 Deferred Grants**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Capital Grants Applied</b>		
At 01 April	1,156,277	1,187,574
Released to offset depreciation	(31,297)	(31,297)
At 31 March	<hr/> 1,124,980	<hr/> 1,156,277
	<hr/>	<hr/>
<b>Total Deferred Grants</b>		
At 31 March	1,124,980	1,156,277
At 01 April	<hr/> 1,156,277	<hr/> 1,187,574
	<hr/>	<hr/>

Capital Grants are accounted for on an accruals basis and grants received have been credited to Deferred Grants Account. Amounts are released from the Deferred Grants Account to offset any provision for depreciation charged to revenue accounts in respect of assets that were originally acquired with the assistance of such grants.

**Congleton Town Council**

**Notes to the Accounts**

**31 March 2022**

**18 Capital Financing Account**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	369,158	377,878
Financing capital expenditure in the year		
Additions - using revenue balances	34,163	29,163
Loan repayments	5,696	5,436
Disposal of fixed assets	(37,945)	(9,879)
Depreciation eliminated on disposals	37,943	8,823
Reversal of depreciation	(78,796)	(73,560)
Deferred grants released	31,297	31,297
Balance at 31 March	361,516	369,158

The Capital Financing Account represents revenue and capital resources applied to finance capital expenditure or for the repayment of external loans. It also includes the reversal of depreciation to ensure it does not impact upon the amount to be met from precept. It does not represent a reserve that the council can use to support future expenditure.

**19 Revaluation Reserve**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	100,943	100,943
Balance at 31 March	100,943	100,943

The revised system of accounting for local councils requires the establishment of a Revaluation Reserve. The balance on this account represents revaluation of fixed assets since 1<sup>st</sup> April 2007, less subsequent depreciation charged to revenue on such revaluation elements. This account will increase or reduce as and when assets are revalued or disposed of.

**20 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	440,993	20,000	(11,996)	448,997
Asset Renewal Reserves	32,536	5,000	(30,022)	7,514
Other Earmarked Reserves	228,794	110,622	(94,102)	245,314
Total Earmarked Reserves	702,323	135,622	(136,120)	701,825

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.

**Congleton Town Council**

**Notes to the Accounts**

**31 March 2022**

**21 Reconciliation of Revenue Cash Flow**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net Operating Surplus for the year	40,150	77,198
Add/(Deduct)		
Interest Payable	16,082	16,342
Interest and Investment Income	(1,922)	(3,205)
(Increase) in stock held	(3,943)	-
Decrease/(Increase) in debtors	15,142	(3,507)
Increase in creditors	50,377	3,102
Revenue activities net cash inflow	<u>115,886</u>	<u>89,930</u>

**22 Movement in Cash**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Balances at 01 April</b>		
Cash with accounting officers	71	107
Cash at bank	<u>660,643</u>	<u>618,413</u>
	<u>660,714</u>	<u>618,520</u>
<b>Balances at 31 March</b>		
Cash with accounting officers	473	71
Cash at bank	<u>722,108</u>	<u>660,643</u>
	<u>722,581</u>	<u>660,714</u>
<b>Net cash inflow</b>	<u>61,867</u>	<u>42,194</u>

**23 Reconciliation of Net Funds/Debt**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Increase in cash in the year	<u>61,867</u>	<u>42,194</u>
Cash outflow from repayment of debt	<u>5,696</u>	<u>5,436</u>
<b>Net cash flow arising from changes in debt</b>	<u>5,696</u>	<u>5,436</u>
Movement in net funds in the year	<u>67,563</u>	<u>47,630</u>
Cash at bank and in hand	660,714	618,520
Total borrowings	<u>(342,127)</u>	<u>(347,563)</u>
<b>Net funds at 01 April</b>	<u>318,587</u>	<u>270,957</u>
Cash at bank and in hand	722,581	660,714
Total borrowings	<u>(336,431)</u>	<u>(342,127)</u>
<b>Net funds at 31 March</b>	<u>386,150</u>	<u>318,587</u>

**Congleton Town Council**

**Notes to the Accounts**

**31 March 2022**

**24 Capital Commitments**

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

**25 Contingent Liabilities**

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

**26 Post Balance Sheet Events**

There are no significant Post Balance Sheet events since the preparation of these accounts, up to the date of their final adoption (on 23rd June 2022), which would have a material impact on the amounts and results reported herein.

## Congleton Town Council

### Appendices

31 March 2022

#### Appendix A

##### Schedule of 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 Projects Reserves</u>				
Capital Contingency Fund	440,993	20,000	(11,996)	448,997
	<u>440,993</u>	<u>20,000</u>	<u>(11,996)</u>	<u>448,997</u>
<u>Asset Replacement Reserves</u>				
Capital Equipment Fund	32,536	5,000	(30,022)	7,514
	<u>32,536</u>	<u>5,000</u>	<u>(30,022)</u>	<u>7,514</u>
<u>Other Earmarked Reserves</u>				
Elections	20,000			20,000
Business Recovery	17,175		(6,600)	10,575
Crime Prevention/Traffic Calming	7,357			7,357
Committed Grants	8,354	7,680	(8,354)	7,680
Congleton Partnership	53,291	61,822	(53,291)	61,822
Covid 19	16,156		(10,398)	5,758
Ancient Treasures	3,000			3,000
Web Site	5,151			5,151
Training	8,479			8,479
Public Toilets	24,012			24,012
Public Realm	9,188			9,188
Legal Fees	5,292			5,292
Christmas Lights	0			0
Tourism	19,169		(13,593)	5,576
Marketing	5,000			5,000
Congleton Neighbourhood Plan	9,393		(508)	8,885
Cenotaph	11,777		(1,358)	10,419
Rotary Bonfire	5,000			5,000
Civic	1,000			1,000
CIL		304		304
Information Centre		22,011		22,011
750 Celebrations		13,805		13,805
Ukraine Support		5,000		5,000
	<u>228,794</u>	<u>110,622</u>	<u>(94,102)</u>	<u>245,314</u>
<b>TOTAL EARMARKED RESERVES</b>	<b><u>702,323</u></b>	<b><u>135,622</u></b>	<b><u>(136,120)</u></b>	<b><u>701,825</u></b>

## Congleton Town Council

31 March 2022

### Annual Report Tables

**Table. 1 – Budget & Actual Comparison**

	<b>Budget £</b>	<b>Actual £</b>
Net Expenditure		
Museum Support	4,500	4,500
Recreation & Sport	27,558	30,649
Allotments	1,250	(60)
Tourism	67,653	41,029
Closed Churchyard & Church Clock	550	481
Congleton Town Hall	85,850	106,901
Public Conveniences	10,250	6,280
Community Safety (Crime Reduction)	63,100	42,587
Congleton Partnership & Community Development	202,488	198,932
CTC Streetscape	203,132	229,043
Net Direct Services Costs	<u>666,331</u>	<u>660,342</u>
Corporate Management	183,102	185,170
Democratic & Civic	59,435	54,407
Net Democratic, Management and Civic Costs	<u>242,537</u>	<u>239,577</u>
Interest & Investment Income	(1,500)	(2,005)
Loan Charges	21,778	21,778
Capital Expenditure	38,000	34,163
Transfers to/(from) other reserves	(13,000)	(498)
(Deficit from)/Surplus to General Reserve	-	789
<b>Precept on Unitary Authority</b>	<u><u>954,146</u></u>	<u><u>954,146</u></u>

## Congleton Town Council

31 March 2022

### Annual Report Tables

**Table. 2 – Service Income & Expenditure**

Notes	2022 £	2022 £	2022 £	2021 £
	Gross Expenditure	Income	Net Expenditure	Net Expenditure
<b>DIRECT SERVICE COSTS</b>				
Museum Support}	4,500	-	4,500	4,500
Recreation & Sport	30,649	-	30,649	473
Allotments	130	(190)	(60)	1,247
Tourism	164,216	(123,187)	41,029	23,301
Closed Churchyard & Church Clock	481	-	481	303
Congleton Town Hall	179,242	(72,341)	106,901	107,949
Public Conveniences	6,280	-	6,280	10,188
Community Safety (Crime Reduction)	42,587	-	42,587	34,460
Grants	57,107	(5,318)	51,789	41,346
Congleton Partnership	56,774	(30,681)	26,093	124,387
Community Development	121,750	(700)	121,050	102,545
CTC Streetscape	614,194	(385,151)	229,043	175,487
Luncheon Club	-	-	-	104
<b>DEMOCRATIC, CORPORATE AND CIVIC COSTS</b>				
Corporate Management	185,474	(304)	185,170	161,146
Democratic & Civic	48,385	-	48,385	42,507
Civic Expenses	6,022	-	6,022	3,030
<b>Net Cost of Services</b>	<b>1,517,791</b>	<b>(617,872)</b>	<b>899,919</b>	<b>832,973</b>