

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

WANTAGE TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

	Agree			Yes means that this authority has
	Yes	No	N/A	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓			disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
			✓	

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

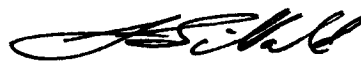
3 August 2020

and recorded as minute reference:

ITEM 28

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman



Clerk



Other information required by the Transparency Codes (not part of Annual Governance Statement)

Authority web address

WWW.WANTAGETOWNCOUNCIL.GOV.UK

Section 2 – Accounting Statements 2019/20 for

WANTAGE TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
1. Balances brought forward	433321	518141	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	326000	333000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	36884	76257	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	106927	107801	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	171137	191683	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	518141	627894	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	533500	639129	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	478122	495102	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		N/A	

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

WPFalkner

31 July 2020

Date

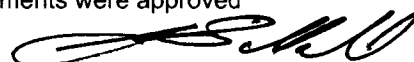
I confirm that these Accounting Statements were approved by this authority on this date:

3 August 2020

as recorded in minute reference:

ITEM 29

Signed by Chairman of the meeting where the Accounting Statements were approved



WANTAGE TOWN COUNCIL

BALANCE SHEET

AND

ACCOUNTS

For the Year Ended

31 MARCH 2020

INCOME & EXPENDITURE ACCOUNT

INCOME	2019/2020		2018/2019	
	£	£	£	£
Precept		333,000		326,000
Interest		2,508		141
Allotments		3,510		3,461
Parking		943		3,108
Markets		12,132		12,372
Fairs		2,300		2,280
Burials		5,405		6,428
Grants and donations		22,224		3,945
Community Infrastructure Levy		27,176		5,132
Miscellaneous		39		17
	<i>Total Income</i>	<u>409,237</u>		<u>362,884</u>

EXPENDITURE

General Administration				
- Salary Costs	85,381		79,908	
- Other admin	23,516		19,321	
- Capital	-		-	
Running Costs				
- Allotments	2,731		6,456	
- Car park and VC Forecourt	19,181		21,927	
- Cemetery	18,095		10,714	
- Markets	13,157		14,122	
- Playground/Open Areas	1,050		550	
Section 137 - other	1,135		1,016	
Section 137 - donations	11,090		180	
Other grants	85,864		90,697	
Neighbourhood Plan	443		336	
Street Furniture - general	5,682		1,408	
Street Furniture - capital	9,880		2,450	
Armed Forces Day event	-		6,934	
Recreation, Tourism and Environment	22,279		22,045	
	<i>Total Expenditure</i>	<u>299,484</u>		<u>278,064</u>
	<i>Surplus of Income over Expenditure</i>	<u><u>£109,753</u></u>		<u><u>£84,820</u></u>

MOVEMENT ON GENERAL FUND

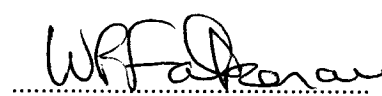
Balance brought forward 1 April	263,009	169,021
Surplus/Deficit for year	109,753	84,820
Less transfer from Capital Reserve	-30,009	9,168
<i>Balance carried forward 31 March</i>	<u><u>£342,753</u></u>	<u><u>£263,009</u></u>

Approved by the Council



Chairman

2/8/20



Responsible Financial Officer

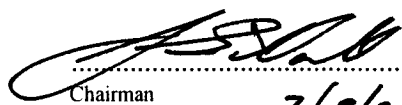
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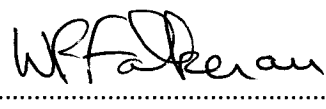
**BALANCE SHEET
AS AT 31 MARCH 2020**

	2019/2020		2018/2019	
	£	£	£	£
INVESTMENTS		-		-
LONG TERM DEBTS		-		-
		<u>-</u>		<u>-</u>
CURRENT ASSETS				
Debtors/prepayments	847		1,139	
Interest Due to Council	-		-	
VAT Recoverable	9,094		8,117	
Cash and Bank Balances	<u>639,129</u>		<u>533,500</u>	
<i>Total Current Assets</i>		<u>649,070</u>		<u>542,756</u>
<i>Total Assets</i>		<u>649,070</u>		<u>542,756</u>
CURRENT LIABILITIES				
Creditors	-21,176		-24,615	
Temporary Loans	-		-	
Bank Overdraft	-		-	
<i>Total Current Liabilities</i>		<u>-21,176</u>		<u>-24,615</u>
<i>Total Assets less Current Liabilities</i>		<u>627,894</u>		<u>518,141</u>
LONG TERM LIABILITIES		-		-
<i>Net Assets</i>		<u><u>£627,894</u></u>		<u><u>£518,141</u></u>
Represented by:				
COUNCIL FUNDS:				
General Fund		342,753		263,009
PROVISIONS				
RESERVES		<u>285,141</u>		<u>255,132</u>
		<u><u>£627,894</u></u>		<u><u>£518,141</u></u>

The above statement represents fairly the financial position of the authority as at 31 March 2020 and reflects its income and expenditure during the year.

Approved by the Council


.....
Chairman
3/8/20


.....
Responsible Financial Officer
3/8/20

SUPPORTING NOTES

1 ASSETS**Movements in the year**

The following assets were acquired and disposed of during the year

	£
Defibrillator in Market Place	2,120
Artwork at cemetery	7,100
Bus shelters - Charlton Road	7,760
	<u>16,980</u>

(b) For accounting purposes items costing less than £1,000 are not regarded as assets.

(c) At 31 March 2020, the following assets were held:

	Value £
<i>Assets</i>	
Land	8
Statue, paintings and other valuable property	295,042
Street furniture	131,541
Walls and other items at Cemetery	60,706
Allotment items	5,100
Office equipment	2,705
	<u>£495,102</u>

The basis of valuation of these assets is replacement (insurance) value at 31 March 2009 plus subsequent additions at cost, with the exception of land which is valued at a nominal amount.

2 BORROWINGS

At the close of business on 31 March 2020, there were no loans to the Council outstanding.

3 LEASES

At the close of business on 31 March 2020, the following leases were in operation:

<i>Lessor</i>	<i>Purpose</i>	<i>Annual rent</i>	<i>Expires</i>
BNP Paribas	Photocopier	<u>£596</u>	2023

4 DEBTS OUTSTANDING

At 31 March 2020, debts of £366 were outstanding and due to the Council. The ages

Less than three months old	847
More than 3 but less than 6months old	-
Over 12 months old	-
	<u>£847</u>

SUPPORTING NOTES

5 CAPITAL AND PROJECT RESERVE

At 31 March 2020, the Council held the following

	Balance b/f 1.4.2019	Additions 2019-20	Reductions 2019-20	Balance at 31.3.2020
	£	£	£	£
Cemetery: Development of Land	20,000	-	-	20,000
Community support	100,000	-	-	100,000
Neighbourhood Plan Projects	120,000	-	-	120,000
Town Centre Manager S106	-	17,000	2,000	15,000
Cemetery artwork	-	8,600	7,100	1,500
Sustainable Wantage projects	-	5,000		5,000
Be Free Young Carers	-	2,500		2,500
Burial reservations	-	3,945		3,945
GROW Children Services	10,000	-	10,000	-
Community Infrastructure Levy (CIL)	5,132	12,064	-	17,196
Total	255,132	49,109	19,100	285,141

6 TENANCIES

During the year, the Council held the following tenancies:

Council as landlord

<i>Tenant</i>	<i>Property</i>	<i>Rent (pa)</i>	<i>Expires</i>
Allotment holders	Allotments	£3,510	2019

Council as tenant

<i>Landlord</i>	<i>Property</i>	<i>Rent (pa)</i>	<i>Expires</i>
Oxfordshire CC	Larkdown Allotments	£480	2024
Crab Hill Partnership	Grove Rd Allotments	£285	2020

7 AGENCY WORK

The Council did not undertake any agency work on behalf of other authorities during the year ended 31 March 2020

8 ADVERTISING AND PUBLICITY£
Nil**9 CONTINGENT LIABILITIES**£
Nil**10 PENSIONS**

	2018/19	2019/20
	£	£
Pension scheme contributions.	1,363	900

SUPPORTING NOTES

11 SECTION 137 PAYMENTS

Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £8.12 per head of electorate for the benefit of people in the area on activities or projects not specifically authorised by other powers.

The limit for this Council in the year ended 31 March 2020 was **£78,285** and the payments made were:

<i>Payee</i>	<i>Nature of payment</i>	<i>£ p</i>
Various - Volunteers' reception	Refreshments	1,135
		<hr/>
<i>Total other</i>		1,135
Ray Collins Charitable Trust re Covid-19	Donation	5,960
Sustainable Wantage	Donation	4,930
British Legion	Donation	200
Total		<hr/> £12,225 <hr/>


Other grants and donations (not s137)

		Power
Amegos Theatre	Donation	750 Entertainment and Arts
Dickensian Evening	Donation	1,500 Entertainment and Arts
KA Academy - Sweatbox	Donation	12,000 Recreation
Wantage Literary Festival	Donation	1,000 Recreation
Letcombe Brook Project	Donation	9,000 Recreation
Letcombe Brook Volunteers	Donation	428 Recreation
Opera Unmasked	Donation	600 Entertainment and Arts
GROW children's centre	Donation	10,000 Recreation
Home Start Southern	Donation	1,000 Information and Advice
Jigsaw Stage Productions	Donation	1,000 Entertainment and Arts
Independent Advice Centre	Grant	10,316 Information and Advice
Be Free Young Carers	Donation	5,000 Information and Advice
Vale & Downland Museum - Visitor point	Grant	6,350 Encouraging tourism
Vale & Downland Museum	Grant	19,000 Entertainment and Arts
Wantage Choral Society	Donation	500 Entertainment and Arts
Wantage Counselling Service	Grant	3,000 Information and Advice
Wantage & Grove Cricket Club	Donation	1,000 Recreation
Wantage Silver Band	Donation	420 Entertainment and Arts
October Club	Donation	3,000 Recreation

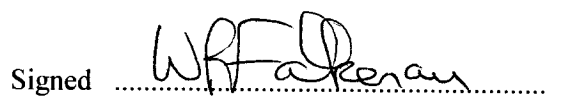
£85,864

Approved by the Council

Signed
Chairman


3/8/20

Signed
Responsible Financial Officer


3/8/20