

Section 1 – Annual Governance Statement 2020/21

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 2021, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
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.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
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.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
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.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
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
			✓

*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:

28/6/2021

and recorded as minute reference:

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

Chairman



Clerk

WP Fetheran

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Section 2 – Accounting Statements 2020/21 for

WANTAGE TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	518141	627894	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	333000	344400	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	76237	23204	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	107801	133959	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	191683	236569	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	627894	624970	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	639129	639965	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	495102	496488	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/A	N/A	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2021 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

WP Falkner

Date

23/6/2021

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

28/6/2021

as recorded in minute reference:

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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 2021

INCOME & EXPENDITURE ACCOUNT

	2020/2021		2019/2020	
	£	£	£	£
INCOME				
Precept		344,400		333,000
Interest		2,350		2,508
Allotments		4,054		3,510
Parking		130		943
Markets		(61)		12,132
Fairs		-		2,300
Burials		4,035		5,405
Grants and donations		2,000		22,224
Community Infrastructure Levy		10,696		27,176
Miscellaneous		-		39
<i>Total Income</i>		<u>367,604</u>		<u>409,237</u>
EXPENDITURE				
General Administration				
- Salary Costs	108,935		85,381	
- Other admin	16,292		23,516	
- Capital	1,386		-	
Running Costs				
- Allotments	1,930		2,731	
- Car park and VC Forecourt	22,276		19,181	
- Cemetery	19,559		18,095	
- Markets	11,621		13,157	
- Playground/Open Areas	995		1,050	
Section 137 - other	5,246		1,135	
Section 137 - donations	31,720		11,090	
Other grants	111,050		85,864	
Neighbourhood Plan	383		443	
Street Furniture - general	865		5,682	
Street Furniture - capital	-		9,880	
Recreation, Tourism and Environment	38,270		22,279	
<i>Total Expenditure</i>		<u>370,528</u>		<u>299,484</u>
<i>Surplus of Income over Expenditure</i>		<u>(2,924)</u>		<u><u>£109,753</u></u>
MOVEMENT ON GENERAL FUND				
Balance brought forward 1 April		342,753		263,009
Surplus/Deficit for year		(2,924)		109,753
Less transfer from Capital Reserve		(2,696)		(30,009)
<i>Balance carried forward 31 March</i>		<u><u>£337,133</u></u>		<u><u>£342,753</u></u>

Approved by the Council on 28 June 2021



Chairman



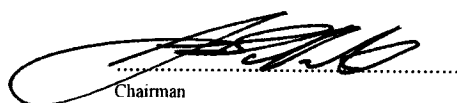
Responsible Financial Officer

BALANCE SHEET **AS AT 31 MARCH 2021**

	2020/2021		2019/2020	
	£	£	£	£
INVESTMENTS		-		-
LONG TERM DEBTS		-		-
		<u>-</u>		<u>-</u>
CURRENT ASSETS				
Debtors/prepayments	147		847	
Interest Due to Council	-		-	
VAT Recoverable	11,661		9,094	
Cash and Bank Balances	639,965		639,129	
<i>Total Current Assets</i>		<u>651,773</u>		<u>649,070</u>
<i>Total Assets</i>		<u>651,773</u>		<u>649,070</u>
CURRENT LIABILITIES				
Creditors	(26,803)		(21,176)	
Temporary Loans	-		-	
Bank Overdraft	-		-	
<i>Total Current Liabilities</i>		<u>(26,803)</u>		<u>(21,176)</u>
<i>Total Assets less Current Liabilities</i>		<u>624,970</u>		<u>627,894</u>
LONG TERM LIABILITIES		-		-
<i>Net Assets</i>		<u><u>£624,970</u></u>		<u><u>£627,894</u></u>
Represented by:				
COUNCIL FUNDS:				
General Fund		337,133		342,753
PROVISIONS				
RESERVES		287,837		285,141
		<u><u>£624,970</u></u>		<u><u>£627,894</u></u>

The above statement represents fairly the financial position of the authority as at 31 March 2021 and reflects its income and expenditure during the year.

Approved by the Council on 28 June 2021


Chairman


Responsible Financial Officer

SUPPORTING NOTES

1 ASSETS**Movements in the year**

The following assets were acquired and disposed of during the year

	£
Laptops	1,386
	<u>1,386</u>

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

(c) At 31 March 2021, 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	4,091
	<u>£496,488</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 2021, there were no loans to the Council outstanding.

3 LEASES

At the close of business on 31 March 2021, 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 2021, debts of £462 were outstanding and due to the Council. The ages

Less than three months old	462
More than 3 but less than 6 months old	-
Over 12 months old	-
	<u>£462</u>

SUPPORTING NOTES

5 CAPITAL AND PROJECT RESERVE

At 31 March 2021, the Council held the following

	Balance b/f 1.4.2020	Additions 2020-21	Reductions 2020-21	Balance at 31.3.2021
	£	£	£	£
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	15,000	-	15,000	-
Cemetery artwork	1,500	-	500	1,000
Sustainable Wantage projects	5,000	-	5,000	-
Be Free Young Carers	2,500	-	2,500	-
Elections	-	5,000	-	5,000
Wantage Silver Band	-	10,000	-	10,000
Burial reservations	3,945	-	-	3,945
GROW Children Services	-	-	-	-
Community Infrastructure Levy (CIL)	17,196	10,696	-	27,892
Total	285,141	25,696	23,000	287,837

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	£4,055	2021

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	2021

7 AGENCY WORK

The Council did not undertake any agency work on behalf of other authorities during the year ended 31 March 2021

8 ADVERTISING AND PUBLICITY

£
Nil

9 CONTINGENT LIABILITIES

£
Nil

10 PENSIONS

	2019/20	2020/21
	£	£
Pension scheme contributions.	900	2,010

SUPPORTING NOTES

11 SECTION 137 PAYMENTS

Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £8.32 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 2021 was **£81,910** and the payments made were:

<i>Payee</i>	<i>Nature of payment</i>	<i>£ p</i>
Oxfordshire County Council	Re Covid	3,468
M Merchant	Re Covid	110
Solopress	Re Covid	659
Discount Displays - Stay Safe signs	Re Covid	139
Street solutions and Archer signs	Re Covid	588
Defibstore	Defib battery	282
<i>Total other</i>		<u>5,246</u>
Vale Academy Trust - Free school meals	Donation	11,355
Fitwaryn School - Free school meals	Donation	1,560
Stockham School - Free school meals	Donation	1,230
GEMS - Free school meals	Donation	180
Sustainable Wantage re Covid	Donation	2,500
Sustainable Wantage re Climate Emergency	Donation	4,545
Ray Collins Charitable Trust re Covid	Donation	10,000
Wantage Silver Band - bugler	Donation	140
British Legion - Remembrance wreaths	Donation	210
Total		<u>£36,966</u>

Other grants and donations (not s137)

		Power
Grove Rugby Club	Donation	5,000 Entertainment and Arts
KA Academy - Sweatbox	Donation	12,600 Recreation
Letcombe Brook Project	Donation	9,450 Recreation
Arts Hub	Donation	1,000 Entertainment and Arts
GROW children's centre	Donation	10,500 Recreation
Home Start Southern	Donation	2,000 Information and Advice
KA Scouts	Donation	10,000 Recreation
Independent Advice Centre	Grant	12,500 Information and Advice
Be Free Young Carers	Donation	7,500 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 Army Cadets	Donation	1,500 Recreation
Wantage Silver Band	Donation	10,000 Entertainment and Arts
October Club	Donation	3,150 Recreation
		<u>£111,050</u>

Approved by the Council

Signed
Chairman

28 June 2021

Signed

Responsible Financial Officer

W. F. Allen