

Tavistock Town Council

Unaudited Financial Statements

For the year ended 31 March 2022

Tavistock Town Council

Table of Contents

31 March 2022

	Page
Table of Contents.....	2
Council Information.....	3
Statement of Responsibilities.....	4
Statement of Accounting Policies.....	5
Income and Expenditure Account.....	8
Statement of Movement in Reserves.....	9
Balance Sheet.....	10
Cash Flow Statement.....	11
Notes to the Accounts.....	12
1 Other Costs Analysis.....	12
2 Interest Payable and Similar Charges.....	12
3 Interest and Investment Income.....	13
4 Agency Work.....	13
5 Related Party Transactions.....	13
6 Audit Fees.....	14
7 Members' Allowances.....	14
8 Employees.....	14
9 Pension Costs.....	14
10 Tangible Fixed Assets.....	15
11 Financing of Capital Expenditure.....	15
12 Information on Assets Held.....	16
12 Information on Assets Held (cont'd).....	17
13 Investments.....	17
14 Stocks.....	17
15 Debtors.....	18
16 Creditors and Accrued Expenses.....	18
17 Financial Commitments under Operating Leases.....	18
18 Long Term Liabilities.....	19
19 Deferred Grants.....	19
20 Revaluation Reserve.....	20
21 Capital Financing Account.....	20
22 Earmarked Reserves.....	20
23 Capital Commitments.....	21
24 Contingent Liabilities.....	21
25 Reconciliation of Revenue Cash Flow.....	21
26 Movement in Cash.....	21
27 Reconciliation of Net Funds/Debt.....	22
28 Post Balance Sheet Events.....	22
Appendices.....	23

Tavistock Town Council

Council Information

31 March 2022

(Information current at 21st June 2022)

Town Mayor

Cllr P. Ward

Councillors

Cllr J. Ellis (Deputy Town Mayor)

Cllr J. Boyd-Moody

Cllr Ms L. Crawford

Cllr Ms T Eperon

Cllr Mrs M. V. L. Ewings

Cllr T. Fey

Cllr A. Hutton

Cllr Mrs A. Johnson

Cllr A. Lewis

Cllr Mrs U. Mann

Cllr B. Smith

Cllr H. Smith

Cllr P. Squire

Cllr A. Venning

Cllr P. Williamson

Town Clerk

Mr C. P. Hearn FCIS CiLCA

Auditors

PKF Littlejohn LLP

SBA Team

1 Westferry Circus

Canary Wharf

London

E14 4HD

Internal Auditors

Internal Audit & Consultancy Ltd

70 Boundary Walk

Trowbridge

Wiltshire

BA14 0LZ

Tavistock 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 Town Clerk, 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 Tavistock Town Council at 31 March 2022, and its income and expenditure for the year ended 31 March 2022.

Signed:

Mr C. P. Hearn FCIS CiLCA- Town Clerk

Date:

Tavistock 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:

land and buildings are included in the balance sheet at Depreciated Replacement Cost (DRC). The DRC basis of valuation requires an estimate of the value of the land in its existing use, together with the current replacement cost of the building and its external works, from which appropriate deductions have been made to reflect the age, condition, economic, functional and environmental obsolescence and other locational factors which might result in the existing building being worth less than a new replacement building,

non-operational (i.e. investment) properties are included at market value,

all other assets are included in the balance sheet at the lower of cost (estimated where not known) less depreciation, 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.

Tavistock Town Council
Statement of Accounting Policies
31 March 2022

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 5 to 10 years on a straight line basis.

New play equipment is depreciated over 10 years at 10% per annum straight line.

Infrastructure assets are depreciated over 5 years at 20% per annum straight line.

Meadows Footbridge is depreciated over 20 years at 5% 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.

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 13.

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.

Tavistock Town Council
Statement of Accounting Policies
31 March 2022

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 18.

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 17.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 21 to 22.

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 1st 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.

Tavistock Town Council
Income and Expenditure Account
31 March 2022

	Notes	2022 £	2021 £
Income			
Precept on Borough Council		800,316	728,255
Grants Receivable		9,331	215,303
Rents Receivable, Interest & Investment Income		384,161	392,222
Charges made for Services		527,010	209,326
Other Income		15,132	4,143
Total Income		1,735,950	1,549,249
Expenditure			
Direct Service Costs:			
Salaries & Wages		(429,981)	(395,839)
Grant-aid Expenditure		-	(11,951)
Other Costs	1	(402,360)	(622,165)
Democratic, Management & Civic Costs:			
Salaries & Wages		(204,489)	(202,124)
Other Costs	1	(175,571)	(160,014)
Total Expenditure		(1,212,401)	(1,392,093)
Excess of Income over Expenditure for the year.		523,549	157,156
Exceptional Items			
(Loss)/Profit on the disposal of fixed assets		-	24,903
Net Operating Surplus for Year		523,549	182,059
STATUTORY CHARGES & REVERSALS			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(42,265)	(36,208)
Capital Expenditure charged to revenue	11	(97,379)	(20,368)
Reverse profit on asset disposals		-	(24,903)
Transfer (to)/from Earmarked Reserves	22	(383,905)	20,802
Surplus for the Year to General Fund		-	121,382
Net Surplus for the Year		383,905	100,580
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer (to)/from Earmarked Reserves	22	383,905	(20,802)
Surplus for the Year to General Fund		-	121,382
		383,905	100,580

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

The notes on pages 12 to 22 form part of these unaudited statements.

Tavistock Town Council
Statement of Movement in Reserves
31 March 2022

Reserve	Purpose of Reserve	Notes	2022 £	Net Movement in Year £	2021 £
Asset Revaluation Reserve	Store of gains on revaluation of fixed assets	20	1,191,451	-	1,191,451
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	21	8,009,287	53,220	7,956,067
Usable Capital Receipts	Proceeds of fixed assets sales available to meet future capital investment		24,903	-	24,903
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	22	1,080,198	383,905	696,293
General Fund	Resources available to meet future running costs		694,551	-	694,551
Total			11,000,390	437,125	10,563,265

The notes on pages 12 to 22 form part of these unaudited statements.

Tavistock Town Council

Balance Sheet

31 March 2022

	Notes	2022 £	2022 £	2021 £
Fixed Assets				
Tangible Fixed Assets	10		10,948,720	10,733,697
Long Term Assets				
Investments Other Than Loans	13		240	240
Current Assets				
Stock	14	4,869		3,895
Debtors and prepayments	15	140,366		328,403
Cash at bank and in hand		<u>1,902,260</u>		<u>1,367,108</u>
		2,047,495		1,699,406
Current Liabilities				
Current Portion of Long Term Borrowings		(42,564)		(42,266)
Creditors and income in advance	16	<u>(248,083)</u>		<u>(215,478)</u>
Net Current Assets			<u>1,756,848</u>	<u>1,441,662</u>
Total Assets Less Current Liabilities			12,705,808	12,175,599
Long Term Liabilities				
Long-term borrowing	18		(765,302)	(807,866)
Deferred Grants	19		<u>(940,116)</u>	<u>(804,468)</u>
Total Assets Less Liabilities			<u>11,000,390</u>	<u>10,563,265</u>
Capital and Reserves				
Revaluation Reserve	20		1,191,451	1,191,451
Capital Financing Reserve	21		8,009,287	7,956,067
Usable Capital Receipts Reserve			24,903	24,903
Earmarked Reserves	22		1,080,198	696,293
General Reserve			<u>694,551</u>	<u>694,551</u>
			<u>11,000,390</u>	<u>10,563,265</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 21st June 2022 .

Signed:

Cllr P. Ward

Town Mayor

.....

Mr C. P. Hearn FCIS CiLCA

Responsible Financial Officer

Date:

.....

The notes on pages 12 to 22 form part of these unaudited statements.

Tavistock Town Council

Cash Flow Statement

31 March 2022

	Notes	2022 £	2022 £	2021 £
REVENUE ACTIVITIES				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(625,555)		(602,445)
Other operating payments		(535,389)		(769,848)
			(1,160,944)	(1,372,293)
<i>Cash inflows</i>				
Precept on Borough Council		800,316		728,255
Cash received for services		945,665		619,772
Revenue grants received		105,023		157,992
			1,851,004	1,506,019
Net cash inflow from Revenue Activities	25		690,060	133,726
SERVICING OF FINANCE				
<i>Cash outflows</i>				
Interest paid		(22,979)		(19,503)
<i>Cash inflows</i>				
Interest received		484		1,858
Net cash (outflow) from Servicing of Finance			(22,495)	(17,645)
CAPITAL ACTIVITIES				
<i>Cash outflows</i>				
Purchase of fixed assets		(317,938)		(688,902)
<i>Cash inflows</i>				
Sale of fixed assets		-		24,903
Capital grant received		227,791		482,291
Net cash (outflow) from Capital Activities			(90,147)	(181,708)
Net cash inflow/(outflow) before Financing			577,418	(65,627)
FINANCING AND LIQUID RESOURCES				
<i>Cash outflows</i>				
Loan repayments made			(42,266)	(36,208)
<i>Cash inflows</i>				
New loans raised			-	400,000
Net cash (outflow)/inflow from financing and liquid resources			(42,266)	363,792
Increase in cash	26		535,152	298,165

The notes on pages 12 to 22 form part of these unaudited statements.

Tavistock Town Council

Notes to the Accounts

31 March 2022

1 Other Costs Analysis

Other Costs reported in the council's Income and Expenditure Account comprise the following:

Direct Service Costs

	2022	2021
	£	£
Heritage	13,763	6,936
Museums & Galleries	4,900	50
Theatres & Public Entertainment	2,382	-
Community Centres	49,279	67,673
Outdoor Sports & Recreation Facilities	109,750	82,369
Community Parks & Open Spaces	2,013	4,263
Allotments	-	200
Cemeteries	18,270	14,377
Public Conveniences	10,914	2,097
Market Undertakings	144,973	100,343
Community Development	-	8,977
Street Lighting	10,632	7,106
Off-street Parking	7,748	11,964
Townscape Heritage Initiative Projects	18,734	308,465
Investment Properties	9,002	19,296
Less: Grant-aid Expenditure	-	(11,951)
Total	402,360	622,165

Democratic, Management & Civic Costs

	2022	2021
	£	£
Corporate Management	130,926	128,728
Democratic Representation & Management	3,068	1,628
Civic Expenses	6,127	623
Mayors Allowance	2,000	-
Members' Allowances	10,726	7,922
Interest Payable	22,724	21,113
Total	175,571	160,014

As reported in the Statement of Accounting Policies, apportionment of central costs is not reflected in the above analysis.

2 Interest Payable and Similar Charges

	2022	2021
	£	£
External Interest Charges - Loans	22,724	21,113
	22,724	21,113

Tavistock Town Council

Notes to the Accounts

31 March 2022

3 Interest and Investment Income

	2022	2021
	£	£
Interest Income - General Funds	462	1,880
	<u>462</u>	<u>1,880</u>

4 Agency Work

During the year the Council commissioned no agency work to be performed by other authorities.

5 Related Party Transactions

The council is required to disclose material transactions with related parties – bodies that have the potential to control or influence the council or to be controlled or influenced by the council. Disclosure of these transactions allows readers to assess the extent to which the council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's freedom to bargain with the council at arms length.

Related parties include:

Central Government

The council's operations are controlled by statutes passed by Central Government. All transactions with Central Government arise as a result of some of those statutes but do not, in the opinion of the council, require to be disclosed here.

Principal Authorities

The Principal Authority collects this council's Precept and remits the same to the council under statutory provisions. The Precept is disclosed separately elsewhere in these accounts.

The County Council administers the Pension Fund of which certain of the council's staff are members. Details of amounts payable to the fund are disclosed at note 9.

Agency arrangements with other authorities are disclosed at note 4.

Members of the council

Members have direct control over the council's financial and operating policies. During the year no members have undertaken any declarable, material transactions with the council, nor the council with any member. Details of such transactions (if any) are recorded in the Register of Members' Interests, open to public inspection at the council's offices.

Members represent the council on various organisations. Appointments are reviewed annually, unless a specific termination date applies to the term of office. None of these appointments places a Member in a position to exert undue influence or control.

Officers of the Council

Other than their contracts of employment, no material transactions have been made during the year between the council and any officer.

Other Organisations

The council awards grants to support a number of voluntary or charitable bodies. It does not attempt to exert control or influence as a result of such grants.

Tavistock Town Council

Notes to the Accounts

31 March 2022

6 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:

	2022	2021
	£	£
Fees for statutory audit services	2,000	2,400
Total fees	<u>2,000</u>	<u>2,400</u>

7 Members' Allowances

	2022	2021
	£	£
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	2,000	-
Members Allowances	10,726	7,922
	<u>12,726</u>	<u>7,922</u>

8 Employees

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

	2022	2021
	Number	Number
Full-time	18	15
Part-time	4	6
Temporary	-	15
	<u>22</u>	<u>36</u>

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

9 Pension Costs

The council participates in the Devon County Council L G P S. The Devon County Council L G P S 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.

The cost to the council for the year ended 31 March 2022 was £100,167 (31 March 2021 - £96,218).

The most recent actuarial valuation was carried out as at 31st March 2019, and the council's contribution rate is confirmed as being 21.10% of employees' pensionable pay with effect from 1st April 2022 (year ended 31 March 2022 – 21.10%).

Financial Reporting Standard 17 (FRS17): "Retirement Benefits" sets out accounting requirements for pension costs. For schemes such as Devon County Council L G P S, paragraph 9(b) of FRS17 requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

Tavistock Town Council

Notes to the Accounts

31 March 2022

10 Tangible Fixed Assets

	Operational Freehold Land and Buildings	Operational Leasehold Land and Buildings	Non Operational Land and Buildings	Vehicles and Equipment	Infra- structure Assets	Community Assets	Capital Work in Progress	Total
Cost	£	£	£	£	£	£	£	£
At 31 March 2021	2,624,292	6,688,637	-	892,784	254,324	233,021	1,525,201	12,218,259
Additions	-	-	-	-	-	-	323,672	323,672
Reclassification	1,848,873	-	-	-	-	-	(1,848,873)	-
At 31 March 2022	4,473,165	6,688,637	-	892,784	254,324	233,021	-	12,541,931
Depreciation								
At 31 March 2021	(502,784)	-	-	(791,738)	(190,040)	-	-	(1,484,562)
Charged for the year	(86,046)	-	-	(8,311)	(14,292)	-	-	(108,649)
At 31 March 2022	(588,830)	-	-	(800,049)	(204,332)	-	-	(1,593,211)
Net Book Value								
At 31 March 2022	3,884,335	6,688,637	-	92,735	49,992	233,021	-	10,948,720
At 31 March 2021	2,121,508	6,688,637	-	101,046	64,284	233,021	1,525,201	10,733,697

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 Drew Pearce. 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

11 Financing of Capital Expenditure

	2022 £	2021 £
The following capital expenditure during the year:		
Fixed Assets Purchased	323,672	706,415
	<u>323,672</u>	<u>706,415</u>
was financed by:		
Capital Grants	157,872	354,468
Loan Proceeds	68,421	331,579
Revenue:		
Capital Projects Reserve	91,508	-
Precept and Revenue Income	5,871	20,368
	<u>323,672</u>	<u>706,415</u>

Tavistock Town Council

Notes to the Accounts

31 March 2022

12 Information on Assets Held

Fixed assets owned by the council include the following:

Operational Land and Buildings

Council Offices
Town Hall
Guildhall
Pannier Market
Works Depot (the former Molly Owen Centre)
Pavilion at Plymouth Road recreation ground
Public Toilets
Cemetery, Chapel, lodge and store
Court Gate
Land at Pixon Lane

Vehicles and Equipment

Light Vans – 1
Trucks (2) and Tractor (1)
Mini-Excavator
Play Equipment at 7 sites
Sundry grounds maintenance equipment
Sundry office equipment

Infrastructure Assets

Street lights (66)
Market Road Lighting Scheme
Bus shelters (6)
The Meadows Bridge
Cemetery Soakaway
Other street furniture

Community Assets

Abbey Chapel
Betsy Grimbal's Tower
Whitchurch Down – Common Land
Allotments
Recreation grounds and playing field
Children's play areas (4)
Council Artefacts & Regalia

Tavistock Town Council

Notes to the Accounts

31 March 2022

12 Information on Assets Held (cont'd)

Investment Properties

Duke Street & Pannier Market Shops

Market Road Properties

West Street Properties

Corn & Cattle Markets

13 Investments

	Investments Other Than Loans £
Cost	
At 01 April 2021	240
At 31 March 2022	<u>240</u>
Amounts Written Off	
At 31 March 2022	<u>-</u>
Net Book Value	
At 31 March 2022	<u>240</u>
	<u>240</u>
At 01 April 2021	<u>240</u>
	<u>240</u>

14 Stocks

	2022 £	2021 £
Town Hall Bar	4,869	3,895
	<u>4,869</u>	<u>3,895</u>

Tavistock Town Council

Notes to the Accounts

31 March 2022

15 Debtors

	2022	2021
	£	£
Trade Debtors	1,728	4,459
Rent Debtors	156,536	160,256
Bookings Debtors	2,337	773
Provision for Doubtful Debts	(1,066)	(1,066)
Doubtful Debt Prov' Rental	(19,109)	(19,109)
	<hr/>	<hr/>
Trade Debtors	140,426	145,313
VAT Recoverable	-	15,425
Other Debtors	(60)	-
Revenue Grant Debtors	-	95,692
Prepayments	-	2,032
Accrued Interest Income	-	22
Capital Grant Debtors	-	69,919
	<hr/>	<hr/>
	140,366	328,403
	<hr/>	<hr/>

16 Creditors and Accrued Expenses

	2022	2021
	£	£
Trade Creditors	23,489	17,558
Other Creditors	3,646	3,656
Superannuation Payable	13,845	9,654
V A T Payable	4,159	-
Payroll Taxes and Social Security	13,551	8,829
Accruals	10,238	16,982
Accrued Interest Payable	3,195	3,450
Income in Advance	131,056	116,179
Capital Creditors	44,904	39,170
	<hr/>	<hr/>
	248,083	215,478
	<hr/>	<hr/>

17 Financial Commitments under Operating Leases

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

	2022	2021
	£	£
Obligations expiring within one year	-	6,380
Obligations expiring between two and five years	6,905	767
Obligations expiring after five years	-	-
	<hr/>	<hr/>
	6,905	7,147
	<hr/>	<hr/>

Tavistock Town Council

Notes to the Accounts

31 March 2022

18 Long Term Liabilities

	2022	2021
	£	£
Public Works Loan Board	807,866	850,132
	<u>807,866</u>	<u>850,132</u>

	2022	2021
	£	£
The above loans are repayable as follows:		
Within one year	42,564	42,266
From one to two years	42,833	42,564
From two to five years	130,157	129,437
From five to ten years	187,722	196,043
Over ten years	404,590	439,822
	<u>807,866</u>	<u>850,132</u>
Total Loan Commitment	807,866	850,132
Less: Repayable within one year	(42,564)	(42,266)
	<u>765,302</u>	<u>807,866</u>

19 Deferred Grants

	2022	2021
	£	£
Capital Grants Unapplied		
At 01 April	-	-
Grants received in the year	157,872	354,468
Applied to finance capital investment	(157,872)	(354,468)
At 31 March	<u>-</u>	<u>-</u>

Capital Grants Applied

At 01 April	804,468	453,900
Grants Applied in the year	157,872	354,468
Released to offset depreciation	(22,224)	(3,900)
At 31 March	<u>940,116</u>	<u>804,468</u>

Total Deferred Grants

At 31 March	940,116	804,468
At 01 April	<u>804,468</u>	<u>453,900</u>

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.

Tavistock Town Council

Notes to the Accounts

31 March 2022

20 Revaluation Reserve

	2022	2021
	£	£
Balance at 01 April	1,191,451	1,191,451
Balance at 31 March	1,191,451	1,191,451

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 1st 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.

21 Capital Financing Account

	2022	2021
	£	£
Balance at 01 April	7,956,067	7,950,483
Financing capital expenditure in the year		
Additions - using revenue balances	97,379	20,368
Loan repayments	42,266	36,208
Reversal of depreciation	(108,649)	(54,892)
Deferred grants released	22,224	3,900
Balance at 31 March	8,009,287	7,956,067

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.

22 Earmarked Reserves

	Balance at	Contribution	Contribution	Balance at
	01/04/2021	to reserve	from reserve	31/03/2022
	£	£	£	£
Capital Projects Reserves	437,226	495,371	(116,113)	816,484
Asset Renewal Reserves	81,097	3,147	-	84,244
Other Earmarked Reserves	177,970	1,500	-	179,470
Total Earmarked Reserves	696,293	500,018	(116,113)	1,080,198

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.

Tavistock Town Council

Notes to the Accounts

31 March 2022

23 Capital Commitments

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

24 Contingent Liabilities

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

25 Reconciliation of Revenue Cash Flow

	2022	2021
	£	£
Net Operating Surplus for the year	523,549	157,156
Add/(Deduct)		
Interest Payable	22,724	21,113
Interest and Investment Income	(484)	(1,858)
(Increase)/Decrease in stock held	(974)	1,703
Decrease in debtors	118,118	33,959
Increase/(Decrease) in creditors	27,127	(78,347)
Revenue activities net cash inflow	<u>690,060</u>	<u>133,726</u>

26 Movement in Cash

	2022	2021
	£	£
Balances at 01 April		
Cash with accounting officers	1,350	1,350
Cash at bank	<u>1,365,758</u>	<u>1,067,593</u>
	<u>1,367,108</u>	<u>1,068,943</u>
Balances at 31 March		
Cash with accounting officers	1,350	1,350
Cash at bank	<u>1,900,910</u>	<u>1,365,758</u>
	<u>1,902,260</u>	<u>1,367,108</u>
Net cash inflow	<u>535,152</u>	<u>298,165</u>

Tavistock Town Council

Notes to the Accounts

31 March 2022

27 Reconciliation of Net Funds/Debt

	2022	2021
	£	£
Increase in cash in the year	535,152	298,165
Cash inflow from new borrowings	-	(400,000)
Cash outflow from repayment of debt	42,266	36,208
Net cash flow arising from changes in debt	42,266	(363,792)
Movement in net funds/debt in the year	577,418	(65,627)
Cash at bank and in hand	1,367,108	1,068,943
Total borrowings	(850,132)	(486,340)
Net funds at 01 April	516,976	582,603
Cash at bank and in hand	1,902,260	1,367,108
Total borrowings	(807,866)	(850,132)
Net funds at 31 March	1,094,394	516,976

28 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 21st June 2022), which would have a material impact on the amounts and results reported herein.

Tavistock 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 Project Reserves</u>				
Rolling Capital Fund	213,871	410,992	(97,379)	527,484
Land Acquisition	0	50,000		50,000
THI Common Fund	24,605		(24,605)	0
THI Properties Sinking Fund	135,000	27,500		162,500
THI Guildhall Sinking Fund	63,750	12,750		76,500
	<u>437,226</u>	<u>501,242</u>	<u>(121,984)</u>	<u>816,484</u>
<u>Vehicle Replacement Reserves</u>				
Equipment Replacement	<u>81,097</u>	<u>3,147</u>		<u>84,244</u>
<u>Other Earmarked Reserves</u>				
Elections	20,598	1,500		22,098
Irrecoverable VAT	20,000			20,000
Charter Trees	457			457
Economic Support	50,000			50,000
Extraordinary Maintenance	86,915			86,915
	<u>177,970</u>	<u>1,500</u>	<u>0</u>	<u>179,470</u>
Total Earmarked Reserves	<u>696,293</u>	<u>505,889</u>	<u>(121,984)</u>	<u>1,080,198</u>

Tavistock Town Council

31 March 2022

Annual Report Tables

Table. 1 – Budget & Actual Comparison

	Budget £	Actual £
Net Expenditure		
Cultural & Heritage	66,839	24,062
Recreation & Sport	621,614	410,247
Open Spaces	4,303	1,260
Cemetery, Cremation & Mortuary	(179)	(6,552)
Environmental Health	38,400	10,914
Planning & Development Services (including Markets)	(26,342)	(164,250)
Street Lighting	8,676	10,632
Parking Services	(11,710)	(17,728)
Townscape Heritage Initiative Projects	-	18,734
Investment Properties	(326,734)	(374,697)
Net Direct Services Costs	<u>374,867</u>	<u>(87,378)</u>
Corporate Management	348,593	289,615
Democratic & Civic	95,557	52,268
Net Democratic, Management and Civic Costs	<u>444,150</u>	<u>341,883</u>
Interest & Investment Income	(1,500)	(462)
Loan Charges	65,027	64,989
Capital Expenditure	-	97,379
Transfers to/(from) other reserves	17,772	383,905
(Deficit from) General Reserve	<u>(100,000)</u>	<u>-</u>
Precept on Borough Council	<u><u>800,316</u></u>	<u><u>800,316</u></u>

Tavistock 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
CULTURAL & RELATED SERVICES					
Cultural & Heritage}		24,809	(747)	24,062	(13,442)
Recreation & Sport		459,750	(49,503)	410,247	401,856
Open Spaces		2,013	(753)	1,260	3,650
ENVIRONMENTAL SERVICES					
Cemetery, Cremation & Mortuary		26,195	(32,747)	(6,552)	(14,816)
Environmental Health		10,914	-	10,914	2,097
PLANNING & DEVELOPMENT SERVICES					
Economic Development (including markets)		262,544	(426,794)	(164,250)	11,064
Community Development		-	-	-	3,973
HIGHWAYS, ROADS & TRANSPORT SERVICES					
Street Lighting		10,632	-	10,632	4,419
Parking Services		7,748	(25,476)	(17,728)	4,997
OTHER SERVICES					
Townscape Heritage Initiative Projects		18,734	-	18,734	182,232
Investment Properties		9,002	(383,699)	(374,697)	(371,046)
CENTRAL SERVICES					
Corporate Management		297,741	(8,126)	289,615	285,627
Democratic & Civic		40,742	-	40,742	38,454
Civic Expenses		18,853	(7,327)	11,526	12,801
Net Cost of Services		1,189,677	(935,172)	254,505	551,866