

## Agenda item 8

For approval - Financial update to 31 March 2022

Author: Hannah Paniccia, Assistant Finance Officer

**Summary**

This report provides an update on the finances of the Town Council. It includes the Internal Auditor's report for November 2021 to January 2022, Disposal of assets, Income and Expenditure and Balance Sheet reports to 31 March 2022, a list of spending on items over £500 (January 2022 to March 2022), the status of reserves and any specific items to bring to Cllrs' attention.

Please note that the yearend accounts for 2021/22 including the Annual Governance & Accountability Return (AGAR) will be on the agenda for the Council meeting (Annual Meeting) on 18 May 2022.

I will endeavour to answer any questions at the meeting but if you require any specific information, please let us know beforehand at [swilliams@frometowncouncil.gov.uk](mailto:swilliams@frometowncouncil.gov.uk) and [hpaniccia@frometowncouncil.gov.uk](mailto:hpaniccia@frometowncouncil.gov.uk).

**Internal Audit report**

The internal auditors Fair Account carried out the audit review on the Council's accounting records on Tuesday 15 February 2022, for the period November 2021 to January 2022. They confirm that in their view there is an adequate standard of control and [their report can be viewed here on the website at Appendix 1.](#)

**Disposal of an asset**

On the annual check of the asset register Town Ranger Mark Branson noted that a bench in Victoria Park that had been vandalised and removed but was still on the asset register. We require this to be ratified as the asset was valued over £500 when it was purchased in 2017.

Asset Ref	Description	Location	Purchase Price	Date Purchased
BENCH007	Park picnic bench	Victoria Park	£586.58	18/05/2017

**Income and expenditure**

A summary of Income and Expenditure to 31 March 2022 can be [viewed here on the website at Appendix 2.](#)

**Income highlights – January 2022 to March 2022**

Budget code	Payer	Description	Net Amount
105	HMRC	VAT Return October to December	£20,896.21
610-1008	Salix Finance Ltd	Salix Loan for Town Hall PV Panels	£11,498.00
802-1093	Frome Lions Club	Donations for Ukraine Appeal	£3,750.00

608-1022	Terri Pitts	Donations raised through Crowdfunder for Community Fridge shutters	£3,468.00
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## Expenditure highlights – January 2022 to March 2022

Budget code	Payee	Description	Net Amount
608-4449	Sustrans	School Streets Work July to October	£28,000.00
602-4800	Frome Festival	Substantial Project Fund for Frome Festival 2022	£10,000.00
610-4531	West Country Tiling Company	Town Hall roof works	£8,225.78
700-4716	Fitzpatrick Woolmer	50% Deposit for fingerposts	£7,004.00

## Payments over £500

A full list of payments over £500 for January to March 2022 can be [viewed here on the website at Appendix 3.](#)

## The Balance Sheet

The Balance Sheet can be [viewed here on the website at Appendix 4.](#) It is a breakdown of assets and liabilities as at 31 March 2022.

## Assets

Our assets are money in our bank accounts, money we have invested, and money owed to us. The first part of the Balance Sheet lists these assets including short term investments of cash on deposit, totalling £1,450,549.

The cash balances at 31 March 2022 are shown on the Balance Sheet:

- £147,223 Barclays Current Account
- £20,352 Barclays Savings Account
- £103,262 CCLA Public Sector Deposit Account
- £232,940 Charity Bank Community Account (Easy access)
- £109,424 Charity Bank Saver Account (90-day access)
- £307,148 Triodos
- £200,664 Unity Trust Bank Savings
- £149,907 Unity Trust Bank Current Account
- £1,054 Mendip Credit Union
- £48 Office petty cash
- £33 Park petty cash

Other assets at 31 March 2022 were as follows:

- £155,211 Trade debtors
- £16,953 VAT control
- £3,646 Prepayments (Expenditure for 2022/23 paid in 2021/22)
- £1,349 Debtors C&G Trust loan (amount due to us from the Cheese & Grain)
- £106 Zettle control (card payment processor)
- £476 Accrue Income Receivable (income for 2021/22 to be received in 2022/23)

- £110 Accrued Bank Interest (bank interest for 2021/22 to be received in 2022/23)
- £643 Cycle to Work Scheme

### Liabilities

Our liabilities are money that we owed at 31 March 2022.

- £119,368 Trade creditors
- £51,736 Accrued expenses
- £203 Known Staff Deductions
- £2,563 Receipts in Advance (Income received in 2021/22 relating to 2022/23)
- £341 Mayor's Charity

Total net assets (assets minus liabilities) at 31 March 2022 were £1,276,339.

### Reserves

At the time of writing this report we are still working on the year end to March 2022. Please note that the reserves published on the balance sheet dated 31 March 2022 are provisional and subject to change. The finalised reserves will be detailed at the Annual Council meeting on 18 May 2022.

### Conclusion

Despite the impact of the Coronavirus pandemic, FTC remains financially sound with adequate funds and assets.

### Recommendations

Approve the:

1. Disposal of asset over £500
2. Internal Auditors report for November 2021 to January 2022
3. Income and expenditure sheet to 31 March 2022
4. Payments made over £500 for January 2022 to March 2022
5. Balance sheet including the breakdown of reserves at 31 March 2022