



LEIGHTON-LINSLADE TOWN COUNCIL

MONDAY, 28 JUNE 2021

ADDITIONAL PAPERS

Agenda Item 7

ANNUAL GOVERNANCE AND
ACCOUNTABILITY RETURN 2020-21

c) As presented to the Policy & Finance Committee on 21 June, to consider approval of Section 2 of the Annual Governance and Accountability Return (the accounting statements for year ended 31 March 2021) (attached).

(Pages 1 - 12)

PLEASE BRING THE ATTACHED PAPERS TO THE MEETING IN ADDITION TO
THE PREVIOUSLY CIRCULATED AGENDA.

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Agenda Item 7

Leighton-Linslade Town Council

31 March 2021

31 March 2020

2021

2020

Leighton-Linslade Town Council

Statement of Accounts

(Not Subject to Audit)

31 March 2021

Leighton-Linslade Town Council

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31 March 2021

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Leighton-Linslade Town Council

Council Information

Town Mayor

David Bowater (to 28 September 2020)
Farzana Kharawala (from 28 September 2020)

Councillors

Ray Berry
David Bowater (from 28 September 2020)
Carol Chambers (until 28 October 2020)
Karen Cursons
Amanda Dodwell
Mark Freeman
Anne Gray
Russ Goodchild
Victoria Harvey
Sheona Hemmings
Stephen Jones
Tony Morris
Steve Owen
Clive Palmer
Gordon Perham
Daniel Scott
Jeremy Silverstone
Peter Snelling
Brian Spurr
Robert Yates (from 1 February 2021)
Vacancy

Clerk to the Council and Responsible Financial Officer

Mark Saccoccio

Auditors

Mazars

Leighton-Linslade Town Council

Income and Expenditure Account (Unaudited)

31 March 2021

2020		2021	2021	2021
£		£	£	£
Net		Gross	Income	Net
Expenditure		Expenditure	Expenditure	Expenditure
DIRECT SERVICES TO THE PUBLIC				
	Central Services to the Public			
(242,968)	Community Projects	(205,470)	58,195	(147,275)
(66,622)	Grants and Donations	(80,692)	-	(80,692)
(148,596)	Tactic Youth Centre	(182,059)	343	(181,716)
(594,487)	Grounds & Environmental Services	(834,640)	151,786	(682,853)
(110,324)	Community Services	(155,896)	8,398	(147,497)
(699,730)	Use of Reserves	(217,049)	-	(217,049)
DEMOCRATIC, CIVIC AND CENTRAL COSTS				
(396,513)	Central Costs	(454,361)	-	(454,361)
(82,844)	The White House	(82,892)	2,055	(80,837)
(53,219)	Democratic Costs	(57,578)	-	(57,578)
(13,182)	Other Costs and Income	(31,539)	7,359	(24,180)
(2,408,485)		(2,302,176)	228,137	(2,074,038)
2,162,328	Annual Precept			2,265,946
294,378	Transfers (to)/from Earmarked Reserves			(54,154)
48,221	Net Surplus (Deficit) for the year			137,754

Reserve Movements

	Balance	Movement	Balance
	April 2020	for Year	March 2021
General Fund	808,018	137,754	945,772
Earmarked Reserves	969,757	54,154	1,023,911
	1,777,775	191,908	1,969,683
	Box 1		Box 7

Leighton-Linslade Town Council

Income And Expenditure Account and Annual Return Reconciliation (Unaudited)

For the Year Ended 31 March 2021

	Income			Expenditure			
	Box 2	Box 3	Total	Box 4	Box5	Box 6	Total
	Precept	Other Income		Staff Costs	Loans Repaid	Other Costs	
Annual Return Box Numbers							
Direct Services							
Central Services to the Public	-	-	-	-	-	-	-
Community Projects	-	58,195	58,195	129,476		75,994	205,470
Grants and Donations	-		-			80,692	80,692
Tactic Youth Centre	-	343	343	164,509		17,550	182,059
Grounds & Environmental Services	-	151,786	151,786	446,546		388,094	834,640
Community Services	-	8,398	8,398	75,370		80,525	155,896
Use of Reserves	-	-	-			217,049	217,049
Democratic, Management and Civic							
Central Costs	-	-	-	328,415		125,946	454,361
The White House	-	2,055	2,055			82,892	82,892
Democratic Costs	-	-	-	45,262		12,316	57,578
Other Costs and Income	-	7,359	7,359		31,539	-	31,539
Annual Precept	2,265,946	-	2,265,946				
Totals Carried to Annual Return	2,265,946	228,137	2,494,083	1,189,579	31,539	1,081,058	2,302,176

Leighton-Linslade Town Council

Balance Sheet (Unaudited)

31 March 2021

2020		Note	2021	2021
£			£	£
	Fixed Assets	2		
	Tangible fixed assets			
2,657,140	Land and Buildings		2,657,140	
1,861,075	Vehicles and Equipment		1,913,327	
770,149	Infrastructure Assets		816,308	
258,267	Community Assets		258,267	
				5,645,042
<u>5,546,631</u>				
	Current Assets			
140,816	Debtors	5	134,247	
1,827,197	Cash at Bank and In-hand		<u>1,953,892</u>	
<u>1,968,013</u>			2,088,139	
	Current Liabilities			
190,238	Creditors and accrued expenses	6	118,456	
<u>190,238</u>			<u>118,456</u>	
1,777,775	Net Current Assets			1,969,683
<u>7,324,406</u>	Total Assets Less Current Liabilities			<u>7,614,725</u>
	Long Term Liabilities			
212,462	Long Term Borrowing	7		189,188
<u>7,111,944</u>				<u>7,425,537</u>
	Financed by:			
	Reserves available to the Council			
969,757	Funds Earmarked for Future Projects	8	1,023,911	
808,018	General Reserve		<u>945,772</u>	1,969,683
<u>1,777,775</u>				
	Reserves Not Available to Council:			
	Represents the Council's Net Investment in Fixed Assets less Outstanding Loans			
5,334,169	Capital Financing Account			5,455,854
<u>7,111,944</u>				<u>7,425,537</u>

These accounts have been approved by the Council.

.....
Chair, Town Mayor

Date:

.....
Responsible Financial Officer

Date:

Leighton-Linslade Town Council

Notes to the Accounts (Unaudited)

31 March 2021

1 Employees

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

	2021	2020
	Number	Number
Full-time	24	24
Part-time	16	16
	<u>40</u>	<u>40</u>

All staff are paid within nationally agreed pay scales

Number of employees whose remuneration excluding employers pension contributions was over £50,000 in bands of £10,000 was:

Band	2020/2021	2019/2020
£50,000 to £59,999	0	0
£60,000 to £69,999	0	0
£70,000 to £79,999	1	1

2

	Freehold Land and Buildings	Vehicles and Equipment	Infrastructure Assets	Community Assets	Total
Cost	£	£			£
1st April 2020	2,657,140	1,861,074	770,152	258,265	5,546,631
Additions	-	177,400	-	-	177,400
Disposals	-	(78,989)	-	-	(78,989)
31st March 2021	<u>2,657,140</u>	<u>1,959,485</u>	<u>770,152</u>	<u>258,265</u>	<u>5,645,042</u>

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

3 Financing of Capital Expenditure

2021
£

2020
£

The following capital expenditure during the year:

Fixed Assets purchased	177,400	524,571
	<u>177,400</u>	<u>524,571</u>

was financed by:

Grant Funding	-	-
Finance Lease	-	-
Part Exchange Allowance	-	-
Precept and Revenue Income	177,400	524,571
	<u>177,400</u>	<u>524,571</u>

Leighton-Linslade Town Council

Notes to the Accounts (Unaudited)

31 March 2021

4 Assets Purchased in Year

Vehicles and Equipment

Laptop Computers	1,640	
Outdoor Gym Equipment	35,828	
Play Equipment Pages Park	69,589	
Concrete Ping Pong Tables	24,184	
		131,241

Infrastructure Assets

Fencing/Guardrails etc.	14,860	
Compacting Bins	6,000	
Bus Shelters	16,124	
Free Standing Decoration	9,175	
		46,159

Less: Disposals

Play Equipment-Pages Park-Replaced		(78,989)
		<u>98,411</u>

5 Debtors

	2021	2020
	£	£
Debtors and Prepayments	97,937	86,903
V A T Recoverable	36,310	47,344
	<u>134,247</u>	<u>134,247</u>
Less: Provision for Bad and Doubtful Debts	-	-
	<u>134,247</u>	<u>134,247</u>

6 Creditors and Accrued Expenses

	2021	2020
	£	£
Creditors and Accruals	99,235	175,839
PAYE and National Insurance Due	19,221	18,476
	<u>118,456</u>	<u>194,315</u>

7 Long Term Liabilities

At the close of business on 31 March 2019, the following loans to the Council were outstanding :

	2021	2020
	£	£
Public Works Loan Board	170,159	170,159
CBC-Capital Fund	6,497	6,497
CBC-Loans Pool	35,806	35,806
	<u>212,462</u>	<u>212,462</u>

The Council's loans are repayable as follows :

	CBC	PWLB	2021	2020
Within one year	4,271	24,471	28,742	27,545
From one to two years	4,271	25,731	30,002	28,742
From two to five years	10,492	73,787	84,279	89,126
From five to ten years	8,524	22,897	31,421	52,304
Over ten years	14,745	-	14,745	14,745
Total loan commitment	<u>42,303</u>	<u>146,885</u>	<u>189,188</u>	<u>212,462</u>

Leighton-Linslade Town Council

Notes to the Accounts (Unaudited)

31 March 2021

8 Earmarked Reserves	Balance	Contribution	Contribution	Balance
	1 April 2020	to Reserves.	to fund	31 March 2021
			Expenditure	
Policy and Finance				
Elections	8,354	11,000	-	19,354
HR Consultancy	16,929	-	-	16,929
Future Capital Projects	263,849	207,191	98,598	372,442
Professional Fees	16,960	-	-	16,960
The White House	22,721	-	-	22,721
IT/Modern.Gov	5,000	-	1,640	3,360
Accrued Expenditure	6,219	-	6,219	0
Highway Schemes	64,080	-	15,000	49,080
Community Safety	44,211	9,313	26,860	26,664
Covid Support Fund	128,010	-	53,579	74,431
Health Screening	-	1,000	-	1,000
	576,333	228,504	201,896	602,941
Grounds and Environmental Services				
Plant & Vehicle Replacement	24,795	11,000	-	35,795
Cemetery	36,920	-	-	36,920
Grounds and Environmental Services	80,474	-	38,021	42,453
Leighton-Linslade in Bloom	9,858	-	-	9,858
Accrued expenditure	1,432	2,988	-	4,420
Ouzel Valley Steering Group	20,000	-	-	20,000
Pavilions	21,748	-	15,582	6,166
Allotments	8,429	-	-	8,429
The Beach/Splash & Play	27,296	-	-	27,296
	230,952	13,988	53,603	191,337
Partnership				
Community Forum	996	500	-	1,496
Cultural and Economic Services				
Economic Development	17,986	-	5,294	12,692
Unspent Section 106	12,477	-	5,679	6,798
Tactic	4,283	-	284	3,999
Donations to Tactic	978	-	114	864
Defibrillators	8	1,000	-	1,008
Cultural and Economic Services	36,447	-	9,894	26,553
Town Centre Management	249	-	-	249
Signage	3,643	-	-	3,643
Christmas	1,076	2,500	-	3,576
Accrued expenditure	2,462	-	2,462	-
Public Conveniences	13,227	1,895	-	15,122
Community Projects	23,114	-	-	23,114
Market Town Initiative	45,529	56,500	-	102,029
Canal Festival	-	19,925	-	19,925
Events Salaries	-	10,500	-	10,500
	161,475	92,320	23,727	230,072

Leighton-Linslade Town Council

Notes to the Accounts (Unaudited)

31 March 2021

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Leighton-Linslade Town Council

Annual Return 31 March 2021

	2020	2021
1 Balances Brought Forward	2,023,933	1,777,776
2 Annual Precept	2,162,328	2,265,946
3 Total Other Receipts	532,541	228,137
4 Staff Costs	(1,154,016)	(1,189,579)
5 Loan Interest/Capital Repayments	(31,539)	(31,539)
6 Total Other Payments	(1,755,472)	(1,081,058)
7 Balances Forward	1,777,776	1,969,684
8 Total Cash and Investments	1,827,197	1,953,892
9 Total Fixed Assets	5,646,607	5,745,018
10 Total Borrowings	212,462	189,188