

**Chippenham Town Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2022**

## Chippenham Town Council

### Table of Contents

31 March 2022

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

**Chippenham Town Council**

**Council Information**

**31 March 2022**

**( Information current at 22nd June 2022 )**

**Town Mayor**

Cllr L. Alstrom

**Councillors**

Cllr D. Baseley (Deputy Mayor)

Cllr D. B. Allen

Cllr D. Baseley

Cllr J. Bradbury

Cllr J. Budgell

Cllr C. M. Cape

Cllr P. Cousins

Cllr W. J. Douglas

Cllr R. Giles

Cllr G. Grimes

Cllr A. Litvak-Watson

Cllr K. Macdermind

Cllr C. J. Melvin

Cllr N. J. A. Murry

Cllr J. A. Phillips

Cllr N. M. Phillips

Cllr D. Poole

Cllr N. Puntis

Cllr C. M. Ruck

Cllr J. R. Scragg

Cllr M. Short

Cllr G. Simmons

Cllr M. Watts

Cllr H. Wilson

**Chief Executive**

Mr M. Smith MBA LLB (Hons) CMgr FCMI

**Responsible Financial Officer (R.F.O.)**

Mr N. Rees ACMA FCA

**Chippenham Town Council**

**Council Information**

**31 March 2022**

**Auditors**

PKF Littlejohn LLP  
SBA Team  
1 Westferry Circus  
Canary Wharf  
London  
E14 4HD

**Internal Auditors**

Auditing Solutions Limited  
Clackerbrook Farm  
46 The Common  
Bromham  
Chippenham  
Wiltshire  
SN15 2JJ

**Chippenham 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 Finance Officer, 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 the 'Code of Practice on Local Authority Accounting in Great Britain' (the code), so far as is applicable to this council, to present fairly 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 code.

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 hereby certify that the Unaudited Financial Statements for the year ended 31 March 2022 required by the Accounts and Audit (England) Regulations 2011 are set out in the following pages.

I further certify that the Unaudited Financial Statements present fairly the financial position of Chippenham Town Council at 31 March 2022, and its income and expenditure for the year ended 31 March 2022.

Signed: .....

Mr N. Rees ACMA FCA  
Finance Officer

Date: .....

**Chippenham 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 £2,500 (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,

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

**Chippenham 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.

Play equipment is depreciated over 10 years on a straight line basis.

Infrastructure assets are depreciated over 10 to 50 years on a straight line basis.

Community assets are not depreciated because they are purely of intrinsic or 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 12.

**Stocks and Work in Progress**

Stocks held for resale, where significant (generally in excess of £1,000), were previously valued at the lower of cost or net realisable value. Such stocks are now treated as an expense when purchased in the same way as other consumable stocks.

**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.

**Chippenham 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 16.

**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 18.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 20 to 21.

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:

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 is due at 31st March 2022 and any change in contribution rates as a result of that valuation will take effect from 1st April 2023.



**Chippenham Town Council**  
**Income and Expenditure Account**  
**31 March 2022**

	Notes	2022 £	2021 £
<b>Income</b>			
Precept on Wiltshire Council		3,406,852	3,236,261
Grants Receivable		15,500	12,900
Rents Receivable, Interest & Investment Income		10,433	12,089
Charges made for Services		493,655	214,077
Other Income		427,981	388,914
<b>Total Income</b>		<b>4,354,421</b>	<b>3,864,241</b>
<b>Expenditure</b>			
<b>Direct Service Costs:</b>			
Salaries & Wages		(1,525,474)	(1,435,332)
Grant-aid Expenditure		(24,000)	(23,530)
Other Costs	1	(1,317,428)	(1,199,044)
<b>Democratic, Management &amp; Civic Costs:</b>			
Salaries & Wages		(534,832)	(386,079)
Other Costs	1	(194,409)	(136,646)
<b>Total Expenditure</b>		<b>(3,596,143)</b>	<b>(3,180,631)</b>
<b>Excess of Income over Expenditure for the year.</b>		<b>758,278</b>	<b>683,610</b>
<b>Exceptional Items</b>			
Profit/(Loss) on the disposal of fixed assets		7,275	-
<b>Net Operating Surplus for Year</b>		<b>765,553</b>	<b>683,610</b>
<b>STATUTORY CHARGES &amp; REVERSALS</b>			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(54,294)	(57,711)
Capital Expenditure charged to revenue	10	(152,807)	(38,716)
Reverse profit on asset disposals		(7,275)	-
Transfer (to) Earmarked Reserves	21	(504,883)	(516,663)
<b>Surplus for the Year to General Fund</b>		<b>46,294</b>	<b>70,520</b>
<b>Net Surplus for the Year</b>		<b>551,177</b>	<b>587,183</b>
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer (to) Earmarked Reserves	21	504,883	516,663
Surplus for the Year to General Fund		46,294	70,520
		<b>551,177</b>	<b>587,183</b>

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

---

*The notes on pages 13 to 23 form part of these unaudited statements.*

**Chippenham Town Council**  
**Statement of Movement in Reserves**  
**31 March 2022**

<b>Reserve</b>	<b>Purpose of Reserve</b>	<b>Notes</b>	<b>2022 £</b>	<b>Net Movement in Year £</b>	<b>2021 £</b>
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	20	2,979,662	48,861	2,930,801
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	21	2,253,814	504,883	1,748,931
General Fund	Resources available to meet future running costs		851,713	46,294	805,419
<b>Total</b>			<b>6,085,189</b>	<b>600,038</b>	<b>5,485,151</b>

---

*The notes on pages 13 to 23 form part of these unaudited statements.*

## Chippenham Town Council

### Balance Sheet

31 March 2022

	Notes	2022 £	2022 £	2021 £
<b>Fixed Assets</b>				
Tangible Fixed Assets	9		4,873,739	4,959,246
<b>Long Term Assets</b>				
Investments Other Than Loans	12		200,000	200,000
<b>Current Assets</b>				
Stock	13	7,025		6,400
Debtors and prepayments	14	147,549		72,140
Cash at bank and in hand		3,050,850		2,542,881
		<u>3,205,424</u>		<u>2,621,421</u>
<b>Current Liabilities</b>				
Current Portion of Long Term Borrowings		(37,639)		(44,756)
Current Portion of Deferred Liabilities		(9,538)		(9,538)
Creditors and income in advance	15	<u>(299,896)</u>		<u>(267,070)</u>
<b>Net Current Assets</b>			2,858,351	2,300,057
<b>Total Assets Less Current Liabilities</b>			7,932,090	7,459,303
<b>Long Term Liabilities</b>				
Long-term borrowing	16		(424,154)	(461,793)
Deferred liabilities	17		(22,255)	(31,793)
Deferred Grants	19		(1,400,492)	(1,480,566)
<b>Total Assets Less Liabilities</b>			<u>6,085,189</u>	<u>5,485,151</u>
<b>Capital and Reserves</b>				
Capital Financing Reserve	20		2,979,662	2,930,801
Earmarked Reserves	21		2,253,814	1,748,931
General Reserve			851,713	805,419
			<u>6,085,189</u>	<u>5,485,151</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 22nd June 2022 .

Signed: .....  
Cllr L. Alstrom  
Town Mayor

.....  
Mr N. Rees ACMA FCA  
Responsible Financial Officer

Date: .....

*The notes on pages 13 to 23 form part of these unaudited statements.*

**Chippenham Town Council**

**Cash Flow Statement**

**31 March 2022**

	Notes	2022 £	2022 £	2021 £
<b>REVENUE ACTIVITIES</b>				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(2,033,904)		(1,816,341)
Other operating payments		(1,560,119)		(1,367,462)
			(3,594,023)	(3,183,803)
<i>Cash inflows</i>				
Precept on Wiltshire Council		3,406,852		3,236,261
Cash received for services		894,393		651,123
Revenue grants received		15,500		12,900
			4,316,745	3,900,284
<b>Net cash inflow from Revenue Activities</b>	24		722,722	716,481
<b>SERVICING OF FINANCE</b>				
<i>Cash outflows</i>				
Interest paid		(15,743)		(17,651)
Interest element of Finance Lease/HP Installments		(2,342)		(1,811)
<i>Cash inflows</i>				
Interest received		10,433		12,089
<b>Net cash (outflow) from Servicing of Finance</b>			(7,652)	(7,373)
<b>CAPITAL ACTIVITIES</b>				
<i>Cash outflows</i>				
Purchase of fixed assets		(160,082)		(38,716)
<i>Cash inflows</i>				
Sale of fixed assets		7,275		-
<b>Net cash (outflow) from Capital Activities</b>			(152,807)	(38,716)
<b>Net cash inflow before Financing</b>			562,263	670,392
<b>FINANCING AND LIQUID RESOURCES</b>				
<i>Cash outflows</i>				
Loan repayments made			(44,756)	(51,353)
			(9,538)	(6,359)
<b>Net cash (outflow) from financing and liquid resources</b>			(54,294)	(57,712)
<b>Increase in cash</b>	25		<b>507,969</b>	<b>612,680</b>

---

*The notes on pages 13 to 23 form part of these unaudited statements.*

## Chippenham 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**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Heritage	99,503	106,537
Town Hall and Neeld C & A Centre	209,186	163,326
Community Parks & Open Spaces	278,599	171,850
Sports Facilities	283,381	240,293
Cemeteries	77,754	59,797
Town Centre Services	241,303	139,333
Structure & Local	15,176	13,094
Town Centre Promotion	136,526	72,597
Devolved Services	-	255,747
Less: Grant-aid Expenditure	(24,000)	(23,530)
<b>Total</b>	<b>1,317,428</b>	<b>1,199,044</b>

##### **Democratic, Management & Civic Costs**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Corporate and Democratic Services	95,021	46,073
Civic Expenses	48,108	35,623
Mayors Allowance	4,154	5,000
Members' Allowances	29,223	30,700
Interest Payable	17,903	19,250
<b>Total</b>	<b>194,409</b>	<b>136,646</b>

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**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
External Interest Charges - Loans	15,561	17,439
External Interest Charges - Lease/H.P.	2,342	1,811
	<b>17,903</b>	<b>19,250</b>

## **Chippenham Town Council**

### **Notes to the Accounts**

**31 March 2022**

#### **3 Interest and Investment Income**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Interest Income - General Funds	10,433	12,089
	<u>10,433</u>	<u>12,089</u>

#### **4 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 District Council 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 8.

##### **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.

#### **5 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:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Fees for statutory audit services	2,800	2,800
Total fees	<u>2,800</u>	<u>2,800</u>

## **Chippenham Town Council**

### **Notes to the Accounts**

**31 March 2022**

#### **6 Members' Allowances**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	4,154	5,000
Members' Allowances	29,223	30,700
	<u>33,377</u>	<u>35,700</u>

#### **7 Employees**

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

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Full-time	52	48
Part-time	10	8
Temporary	19	19
	<u>81</u>	<u>75</u>

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

#### **8 Pension Costs**

The council participates in the Wiltshire Pension Fund. The Wiltshire Pension Fund 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 £312,890 (31 March 2021 - £273,208).

The most recent actuarial valuation was carried out as at 31st March 2019, and the council's contribution rate is confirmed as being 18.70% of employees' employees' salary with effect from 1st April 2022 (year ended 31 March 2022 – 19.70%).

Financial Reporting Standard 17 (FRS17): "Retirement Benefits" sets out accounting requirements for pension costs. For schemes such as Wiltshire Pension Fund, 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.

**Chippenham Town Council**

**Notes to the Accounts**

**31 March 2022**

**9 Tangible Fixed Assets**

	<b>Operational Freehold Land and Buildings</b>	<b>Operational Leasehold Land and Buildings</b>	<b>Vehicles and Equipment</b>	<b>Infra- structure Assets</b>	<b>Community Assets</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 31 March 2021	3,931,901	1,178,798	1,144,938	1,538,556	163,575	7,957,768
Additions	-	-	142,860	17,222	-	160,082
Disposals	-	-	(131,775)	-	-	(131,775)
At 31 March 2022	3,931,901	1,178,798	1,156,023	1,555,778	163,575	7,986,075
<b>Depreciation</b>						
At 31 March 2021	(789,350)	(394,637)	(988,212)	(826,323)	-	(2,998,522)
Charged for the year	(51,359)	(43,526)	(83,276)	(67,428)	-	(245,589)
Eliminated on disposal	-	-	131,775	-	-	131,775
At 31 March 2022	(840,709)	(438,163)	(939,713)	(893,751)	-	(3,112,336)
<b>Net Book Value</b>						
At 31 March 2022	3,091,192	740,635	216,310	662,027	163,575	4,873,739
At 31 March 2021	3,142,551	784,161	156,726	712,233	163,575	4,959,246

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 2007 by external independent valuers, Messrs Dreweatt Neate, Chartered Surveyors. 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

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Value as at 31 March 2021	42,390	-
Additions to assets held under finance lease/hire purchase agreements	-	52,988
Depreciation Charged in Year	(10,598)	(10,598)
Value as at 31 March 2022	31,792	42,390



**Chippenham Town Council**

**Notes to the Accounts**

**31 March 2022**

**10 Financing of Capital Expenditure**

	2022	2021
	£	£
The following capital expenditure during the year:		
Fixed Assets Purchased	160,082	86,406
	<u>160,082</u>	<u>86,406</u>
was financed by:		
Capital Receipts	7,375	-
New H.P./Lease Finance	-	47,690
Revenue:		
Equipment Replacement Reserve	144,910	30,501
Precept and Revenue Income	7,797	8,215
	<u>160,082</u>	<u>86,406</u>

**11 Information on Assets Held**

Fixed assets owned by the council include the following:

**Operational Land and Buildings**

Town Hall & Neeld Community & Arts Centre  
Stanley Park Facilities and Playing Fields  
Pavilions at John Coles Park  
London Road Cemetery  
Heritage Centre and Yelde Hall

**Vehicles and Equipment**

Light Vans – 3  
Tractors – 2  
Street Sweeper  
Sundry grounds maintenance equipment  
Sundry office equipment  
Christmas Lights  
CCTV Equipment  
Heritage Centre & Yelde Hall display equipment

**Infrastructure Assets**

Bus Shelters  
Street furniture  
Stanley Park Landscaping  
Stanley Park All Weather Pitch  
Public Conveniences

**Chippenham Town Council**

**Notes to the Accounts**

**31 March 2022**

**11 Information on Assets Held (cont'd)**

**Community Assets**

The Buttercross, War Memorial and JCP Fountain

Town Crest and Civic Artefacts

Allotments – 6

Parks, recreation grounds and playing fields - 5

Childrens' play areas and associated equipment – 7

Monkton Park

Derriads Pond

Antique Fire Engine

Maps, pictures and artefacts at Heritage Centre

**12 Investments**

**Investments  
Other Than  
Loans**

**Cost**

At 01 April 2021

**£**

200,000

At 31 March 2022

200,000

**Amounts Written Off**

At 31 March 2022

-

**Net Book Value**

At 31 March 2022

200,000

200,000

At 01 April 2021

200,000

200,000

At 31 March 2022 the investments included above at a cost of £200,000 had a market value of £262,119 (31 March 2021 - £222,980 ).

**13 Stocks**

Heritage Centres

**2022**

**£**

7,025

**2021**

**£**

6,400

7,025

6,400

**Chippenham Town Council**

**Notes to the Accounts**

**31 March 2022**

**14 Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Debtors	64,989	19,951
Doubtful Debt Provision	(388)	(888)
Trade Debtors	64,601	19,063
VAT Recoverable	62,589	53,077
Prepayments	11,433	-
Accrued Income	8,926	-
	<u>147,549</u>	<u>72,140</u>

**15 Creditors and Accrued Expenses**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade Creditors	86,037	52,579
Other Creditors	8,807	786
Superannuation Payable	41,243	31,278
Payroll Taxes and Social Security	49,276	32,694
Accruals	104,123	136,904
Accrued Interest Payable	1,844	2,026
Income in Advance	8,566	10,803
	<u>299,896</u>	<u>267,070</u>

**16 Long Term Liabilities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Public Works Loan Board	461,793	506,549
	<u>461,793</u>	<u>506,549</u>

The above loans are repayable as follows:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Within one year	37,639	44,756
From one to two years	38,126	37,639
From two to five years	117,484	115,911
From five to ten years	181,044	195,743
Over ten years	87,500	112,500
Total Loan Commitment	461,793	506,549
Less: Repayable within one year	(37,639)	(44,756)
Repayable after one year	<u>424,154</u>	<u>461,793</u>

**Chippenham Town Council**

**Notes to the Accounts**

**31 March 2022**

**17 Deferred Liabilities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
H.P. and Lease Creditors	31,793	41,331

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
The above liabilities are repayable as follows:		
Within one year	9,538	9,538
From one to two years	9,538	9,538
From two to five years	12,717	22,255
Total Deferred Liabilities	31,793	41,331
Less: Repayable within one year	(9,538)	(9,538)
	<u>22,255</u>	<u>31,793</u>

**18 Financial Commitments under Operating Leases**

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

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Obligations expiring within one year	10,477	-
Obligations expiring between two and five years	11,754	22,231
Obligations expiring after five years	-	-
	<u>22,231</u>	<u>22,231</u>

**19 Deferred Grants**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Capital Grants Applied</b>		
At 01 April	1,480,566	1,560,640
Released to offset depreciation	(80,074)	(80,074)
At 31 March	<u>1,400,492</u>	<u>1,480,566</u>
<b>Total Deferred Grants</b>		
At 31 March	<u>1,400,492</u>	<u>1,480,566</u>
At 01 April	<u>1,480,566</u>	<u>1,560,640</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.

## **Chippenham Town Council**

### **Notes to the Accounts**

**31 March 2022**

#### **20 Capital Financing Account**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance at 01 April	2,930,801	3,145,580
Financing capital expenditure in the year		
Additions - using capital receipts	7,375	-
Additions - using revenue balances	152,707	38,716
Loan repayments	54,294	57,711
Disposal of fixed assets	(131,775)	(16,045)
Depreciation eliminated on disposals	131,775	16,045
Reversal of depreciation	(245,589)	(391,280)
Deferred grants released	80,074	80,074
Balance at 31 March	<u>2,979,662</u>	<u>2,930,801</u>

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.

#### **21 Earmarked Reserves**

	<b>Balance at</b>	<b>Contribution</b>	<b>Contribution</b>	<b>Balance at</b>
	<b>01/04/2021</b>	<b>to reserve</b>	<b>from reserve</b>	<b>31/03/2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Capital Projects Reserves	260,000	390,204	-	650,204
Asset Renewal Reserves	252,418	3,500	(144,910)	111,008
Other Earmarked Reserves	1,236,513	401,922	(145,833)	1,492,602
Total Earmarked Reserves	<u>1,748,931</u>	<u>795,626</u>	<u>(290,743)</u>	<u>2,253,814</u>

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.

#### **22 Capital Commitments**

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

#### **23 Contingent Liabilities**

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

**Chippenham Town Council**

**Notes to the Accounts**

**31 March 2022**

**24 Reconciliation of Revenue Cash Flow**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net Operating Surplus for the year	758,278	683,610
Add/(Deduct)		
Interest Payable	17,903	19,250
Interest and Investment Income	(10,433)	(12,089)
(Increase) in stock held	(625)	(539)
(Increase)/Decrease in debtors	(75,409)	56,337
Increase/(Decrease) in creditors	33,008	(30,088)
Revenue activities net cash inflow	<u>722,722</u>	<u>716,481</u>

**25 Movement in Cash**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Balances at 01 April</b>		
Cash with accounting officers	500	500
Cash at bank	<u>2,542,381</u>	<u>1,929,701</u>
	<u>2,542,881</u>	<u>1,930,201</u>
<b>Balances at 31 March</b>		
Cash with accounting officers	500	500
Cash at bank	<u>3,050,350</u>	<u>2,542,381</u>
	<u>3,050,850</u>	<u>2,542,881</u>
<b>Net cash inflow</b>	<u>507,969</u>	<u>612,680</u>

**26 Reconciliation of Net Funds/Debt**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Increase in cash in the year	<u>507,969</u>	<u>612,680</u>
Cash outflow from repayment of debt	<u>54,294</u>	<u>57,712</u>
<b>Net cash flow arising from changes in debt</b>	<u>54,294</u>	<u>57,712</u>
New H P/Lease Agreements	-	(47,690)
Deferred interest accrued but not paid	10,147	-
Movement in net funds in the year	<u>572,410</u>	<u>622,702</u>
Cash at bank and in hand	2,542,881	1,930,201
Total borrowings	<u>(547,880)</u>	<u>(557,902)</u>
<b>Net funds at 01 April</b>	<u>1,995,001</u>	<u>1,372,299</u>
Cash at bank and in hand	3,050,850	2,542,881
Total borrowings	<u>(493,586)</u>	<u>(547,880)</u>
<b>Net funds at 31 March</b>	<u>2,557,264</u>	<u>1,995,001</u>

**Chippenham Town Council**

**Notes to the Accounts**

**31 March 2022**

**27 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 22nd June 2022), which would have a material impact on the amounts and results reported herein.

## Chippenham Town Council

### Appendices

**31 March 2022**

#### **Appendix A**

#### **Schedule of Other 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>
	£	£	£	£
<b><u>Capital Projects Reserves</u></b>				
Rolling Capital Fund	260,000	390,204		650,204
				0
	<u>260,000</u>	<u>390,204</u>	<u>0</u>	<u>650,204</u>
<b><u>Asset Replacement Reserves</u></b>				
Stanley Park	111,530		(25,919)	85,611
Vehicle Replacement	117,442		(111,283)	6,159
C C T V Replacement	23,446	3,500	(7,708)	19,238
	<u>252,418</u>	<u>3,500</u>	<u>(144,910)</u>	<u>111,008</u>
<b><u>Other Earmarked Reserves</u></b>				
Elections	40,000		(9,688)	30,312
Neeld Hall Events	0			0
Christmas Lights	14,781			14,781
Neighbourhood Plan	26,773		(15,479)	11,294
LRC Site Works	7,555		(4,860)	2,695
Neeld Future Development	70,922			70,922
Town Hall Infrastructure	91,965		(1,562)	90,403
Parks Improvements	19,897		(432)	19,465
Neeld Arts Centre	18,330			18,330
Museum Infrastructure	34,774			34,774
Technology Upgrades	49,429		(38,829)	10,600
War Memorial	8,000			8,000
Museum Projects	27,320			27,320
Env Enhancements	10,998			10,998
Community Donations	770			770
Building Repairs	25,119		(7,149)	17,970
Community Projects	1,182			1,182
CTC Donations		3,804		3,804
Town Centre Enhancement	12,414			12,414
Town Centre Signage	2,729			2,729
Public Conveniences	10,986			10,986
Devolution	248,071		(15,738)	232,333
Donations/Legacies Museum	10,174	2,173		12,347
Play Area Income WC	0	20,569		20,569
S 106 Contributions	20,156		(12,550)	7,606
Community Infrastructure Levy 2019/20	134,696		(39,546)	95,150
Community Infrastructure Levy 2020/21	349,473			349,473
Community Infrastructure Levy 2021/22	0	375,376		375,376
	<u>1,236,513</u>	<u>401,922</u>	<u>(145,833)</u>	<u>1,492,602</u>
<b>TOTAL EARMARKED RESERVES</b>	<b><u>1,748,931</u></b>	<b><u>795,626</u></b>	<b><u>(290,743)</u></b>	<b><u>2,253,814</u></b>



## Chippenham Town Council

31 March 2022

### Annual Report Tables

**Table. 1 – Budget & Actual Comparison**

	<b>Budget £</b>	<b>Actual £</b>
Net Expenditure		
Heritage Centre	402,905	334,885
Town Hall and Neeld C & A Centre	351,822	287,912
Community Parks & Open Spaces	624,530	574,626
Sports Facilities	388,658	336,712
Cemetery	145,604	119,068
Town Centre Services	508,154	457,656
Town Centre Promotion (including Markets)	284,484	246,888
Net Direct Services Costs	<u>2,706,157</u>	<u>2,357,747</u>
Corporate and Democratic Services	<u>495,051</u>	<u>283,357</u>
Net Democratic, Management and Civic Costs	<u>495,051</u>	<u>283,357</u>
Interest & Investment Income	(11,000)	(10,433)
Loan Charges	69,004	72,197
Capital Expenditure	32,640	160,082
Proceeds of Disposal of Capital Assets		(7,275)
Transfers to/(from) other reserves	115,000	504,883
(Deficit from)/Surplus to General Reserve	-	46,294
<b>Precept on Wiltshire Council</b>	<u><u>3,406,852</u></u>	<u><u>3,406,852</u></u>

## Chippenham 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
<b>DIRECT SERVICES</b>				
Heritage Centre	369,089	(34,204)	334,885	362,770
Town Hall and Neeld C & A Centre	403,086	(115,174)	287,912	320,505
Community Parks & Open Spaces	625,446	(50,820)	574,626	377,525
Sports Facilities	537,518	(200,806)	336,712	382,110
Cemetery	183,751	(64,683)	119,068	120,665
Town Centre Services	497,974	(40,318)	457,656	240,199
Community Safety (Safety Services)				
Planning Policy	15,176	-	15,176	13,094
Town Centre Promotion	234,862	(3,150)	231,712	160,935
Devolved Services	-	-	-	453,126
<b>CENTRAL SERVICES</b>				
Corporate and Democratic Services	565,609	(427,981)	137,628	9,154
Civic Expenses	145,729	-	145,729	105,407
<b>Net Cost of Services</b>	<b>3,578,240</b>	<b>(937,136)</b>	<b>2,641,104</b>	<b>2,545,490</b>