

ANNUAL RETURN - ENGLAND

FOR THE YEAR ENDED 19 MAY 2022

Swaffham Town Council

SECTION 2 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer

Date

I confirm that these accounts are approved by the Council and recorded as council minute reference

Dated

Signed on behalf of the above Council (Chair)

Date

		<u>Last Year £</u>	<u>This Year £</u>	<u>General Notes for Guidance</u>
1	Balances brought forward	359,652	353,766	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	419,500	425,950	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3	(+) Total other receipts	73,386	613,457	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	308,449	304,795	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	10,002	9,767	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6	(-) All other payments	180,321	524,514	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7	(=) Balances carried forward	353,766	554,097	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	355,282	556,361	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	4,784,912	5,120,312	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	76,071	394,952	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

The following documents should accompany the accounts when submitted to the auditor:

- * A brief explanation of significant variations from last year to this year in Section 2;
- * Bank Reconciliation as at 31 March

Swaffham Town Council

Supporting Reserves Reconciliation for ANNUAL RETURN 19 May 2022

Explains the difference between boxes 7 & 8 on the Annual Return

<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
	Total Reserves	353,766.40	554,132.24
101	Debtors	1,991.63	393.61
105	Vat Due	4,182.86	4,740.83
	Less Total Debtors	6,174.49	5,134.44
501	Creditors	133.00	478.50
565	Allotment Deposits	4,610.00	5,051.50
570	Allotment Key Deposits	478.75	418.75
575	Market Licence Bond	1,414.47	1,414.47
	Plus Total Creditors	6,636.22	7,363.22
	Equals Total Cash and Bank Accounts	354,228.13	556,361.02
201	Unity Trust Current	9,536.04	53,259.04
202	Unity Trust Deposit	345,437.53	502,785.65
210	Petty Cash	308.68	316.33
	Total Cash and Bank Accounts	355,282.25	556,361.02