

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Sue Gilbertson : Town Clerk
Telephone : 017683 51177
Email : clerk@applebytown.org.uk
Facebook: Appleby in Westmorland
Twitter: @ApplebyCouncil



Town Clerk's Office
Moot Hall Boroughgate
Appleby-in-Westmorland
Cumbria CA16 6YB

www.applebytown.org

Year End Accounts Period 1 April 2021 to 31 March 2022

**Annual Return for the Year Ending 31st March 2022**

No.	Description	31/03/2022	31/03/2021	Variance	Variance as %	> 15%	< £200	Explanation Required	Explanation
1	Balances brought forward	172,758	153,115						
2	Annual Precept	121,605	113,616	7,989	7%	No	No	No	
3	Other Receipts	377,522	102,074	275,448	270%	Yes	No	Yes	See P1a for breakdown
4	Staff Costs	88,943	77,761	11,182	14%	No	No	No	
5	Loan Repayments	-	0	0	0%	No	No	No	
6	Other Payments	411,091	118,286	292,805	248%	Yes	No	Yes	See P1b for breakdown
7	Balances carried forward (1+2+3)-(4+5+6)	171,851	172,758						
8	Total cash and short term investments	147,850	215,973						
9	Fixed Assets	4,476,102	4,476,102	0		No	No	No	
10	Total Borrowings	0	0	0		No	No	No	

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3. Other Receipts - Variance Statement	31/03/2022	31/03/2021	Variance	Variance as %	> 15%	< £200	Explanation Required	Explanation
Council Tax Reduction Scheme	1,656	1,723	-67	-4%	No	Yes	No	
Shop Rent	11,204	16,077	-4,873	-30%	Yes	No	Yes	Moot Hall repair work resulted in loss of rent on 2 retail units.
EDC Recycling	700	1,400	-700	-50%	Yes	No	Yes	1st x 6 months of 2021-22 recorded on 2020-21 accounts as a debtor
Interest	387	432	-45	-10%	No	Yes	No	
Fair Hill Rent	3,700	1,230	2,470	201%	Yes	No	Yes	No Horse Fair held in 2020
Other Income	14,638	3,208	11,430	356%	Yes	No	Yes	Reimbursement of Npower payments, rates rebates, apprenticeship incentives
TIC Sales	13,568	13,846	-278	-2%	No	No	No	
EDC Grants	20,335	9,334	11,001	118%	Yes	No	Yes	Eden Recovery grants, Back to Eden grant, Community art project
Public Hall Lettings	10,356	2,760	7,596	275%	Yes	No	Yes	Public Hall closed for public use majority of 2020-21
Income from PV Panels	1,895	2,174	-279	-13%	No	Yes	No	
Rural Payments Scheme	2,713	0	2,713	100%	Yes	No	Yes	No payment received in 2020-21
Wayleave	38	0	38	100%	Yes	No	Yes	No payment received in 2020-21
Other Grants	6,496	49,044	-42,548	-87%	Yes	No	Yes	Covid Grants
DoS Footway Lighting	423	847	-424	-50%	Yes	No	Yes	Payments reduced year on year
Moot Hall Repair Project	289,413	0	289,413	100%	Yes	No	Yes	New major capital building repair project
Totals	377,522	102,075						

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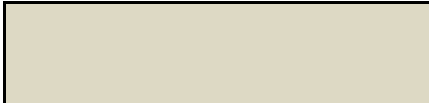
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Jean Airey (Internal Auditor)

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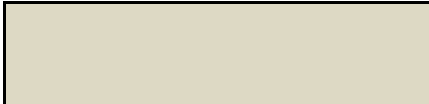
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2. Other Payments - Variance Statement	31/03/2022	31/03/2021	Variance	Variance as %	> 15%	< £200	Explanation Required	Explanation
TIC Cost of Sales	12,095	11,665	430	4%	No	No	No	
Rates	3,840	5,749	-1,909	-33%	Yes	No	Yes	Rate rebate for Public Loos and Council Office & TIC in smaller premises during Moot Hall work
Heating & Lighting	15,483	6,653	8,830	133%	Yes	No	Yes	£7,800 overcharge for electricity, which was refunded.
Water	4,417	3,914	503	13%	No	No	No	
Telephone & Broadband	3,228	3,109	119	4%	No	No	No	
Cleaning & Refuse	8,444	7,935	509	6%	No	No	No	
Building Repairs	9,792	50,985	-41,193	-81%	Yes	No	Yes	2020-21 included capital costs for refurbishment of Public Hall kitchens and Low/High Cross
Minor Repairs & Renewals	1,613	1,776	-163	-9%	No	No	No	
Footway Lighting	800	834	-34	-4%	No	Yes	Yes	
Bus Shelter Cleaning	240	603	-363	-60%	Yes	No	Yes	Changed contractors
Lift Maintenance	1,426	180	1,246	692%	Yes	No	Yes	2021-22 includes costs for previous year, which were not received
Insurance	8,485	5,975	2,510	42%	Yes	No	Yes	Additional cost £2,000
Licences & Compliance	1,665	3,623	-1,958	-54%	Yes	No	Yes	Costs fluctuated across 2 years because of reduced activities caused by Covid
Professional Fees	1,610	5,718	-4,108	-72%	Yes	No	Yes	2020-21 included costs for temp finance/payroll support and training for previous Clerk
Subscriptions	438	574	-136	-24%	Yes	Yes	Yes	Annual CALC subscription
Training	532	20	512	2560%	Yes	No	Yes	SLCC fee to access training and CALC training courses.
Postage	81	73	8	10%	No	Yes	Yes	
Stationery & Printing	2,250	1,709	541	32%	Yes	No	Yes	Additional printing for TIC re-opening and move
Marketing & Advertising	3,185	1,391	1,794	129%	Yes	No	Yes	Additional budget for Quidditch Town marketing
ICT	1,297	891	406	46%	Yes	No	Yes	New laptop for Council offices
Christmas Lights	2,073	0	2,073	100%	Yes	No	Yes	Additional lights for Christmas 2021
Planting	313	725	-412	-57%	Yes	No	Yes	Less town planting carried out in 2021-22
Catering	130	47	83	174%	Yes	No	Yes	Council activities resumed and more F2F meetings held
Audit	654	1,720	-1,066	-62%	Yes	No	Yes	Reduced auditing costs incurred with new Finance Officer in place
Elections	-	0	0	0%	No	No	No	
Mayor's Allowance	2,849	1,432	1,417	99%	Yes	No	Yes	Less mayoral activities carried out in 2020-21 because of Covid restrictions
Grant Payments	171	0	171	100%	Yes	No	Yes	Donation made to pub watch scheme
Section 137 Grants	-	0	0	0%	No	No	No	
Covid Compliance	15	336	-321	-96%	Yes	No	Yes	Reduction in regulations around Covid compliance
Rent Refunds & Returnable Deposits	500	250	250	100%	Yes	No	Yes	Rent refund for tenant and PH booking refund
Credit Card Machine Charges	506	167	339	204%	Yes	No	Yes	TIC closed for much of 2020-21
Bank Charges	368	231	137	59%	Yes	Yes	Yes	Reduced activities for much of 2020-21
Community Art Projects	6,996	0	6,996	100%	Yes	No	Yes	Community Arts project fully funded by grants
Harold Spensley	89	0	89	100%	Yes	No	Yes	Trust Fund for local resident
Contingency	2,395	0	2,395	100%	Yes	No	Yes	Costs incurred for Moot Hall move and TIC new till, Public Hall entrance refurbishment
Moot Hall Move	1,039	0	1,039	100%	Yes	No	Yes	Costs incurred to facilitate Council and TIC temporary relocation from Moot Hall to Cloisters
Moot Hall Building Repairs Project	308,901	0	308,901	100%	Yes	No	Yes	New major building repairs project to restore Moot Hall
Cloisters Build Repairs Project	3,125	0	3,125	100%	Yes	No	Yes	Survey and professional fees for proposed building repair project for Cloisters
	411,045	118,286	292,759					

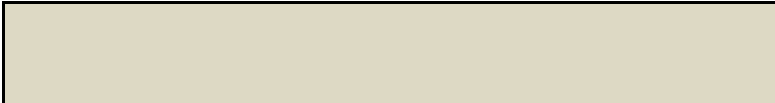
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Debtors and Creditors Variance Statement								
Debtors	31/03/2022	31/03/2021	Variance	Variance as %	> 15%	< £200	Explanation Required	Explanation
Stock	7485	7,531	-46	-1%	No	Yes	No	
VAT to reclaim	20140	1,316	18,824	1430%	Yes	No	Yes	VAT to reclaim for Moot Hall costs for last quarter
Debtors	1321	2,277	-956	-42%	Yes	No	Yes	Payments pending as detailed on Debtors
Prepayments	1553	1,638	-85	-5%	No	Yes	No	
Petty Cash	6	139	-133	-96%	Yes	Yes	Yes	Petty Cash stopped in 31 March 2022
Totals	30,505	12,901						
Creditors	31/03/2022	31/03/2021	Variance	Variance as %	> 15%	< £200	Explanation Required	Explanation
Creditors	5898	4,992	906	18%	Yes	No	Yes	Payments due for invoices with terms of 28 days as detailed on Creditors
Accruals	600	1,000	-400	-40%	Yes	No	Yes	End of year audit costs from Accountant
Deferred Income	0	50,000	-50,000	-100%	Yes	No	Yes	No deferred income for 2021-22
	6,498	55,992						

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Appleby-in-Westmorland Town Council

Annual Return for the Year Ending 31st March 2022
Reconciliation between Boxes 7 and 8

	2022	2021
Box 8	147,850	215,973
Add Debtors	30,499	12,776
Less Liabilities	6,498	55,992
Box 7	171,851	172,757

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Appleby-in-Westmorland Town Council

Annual Return for Year Ending 31st March 2022 - Bank Reconciliation

Cash Book Balance Brought Forward 31st March 2021	£	215,986.37
ADD: Receipts	£	500,996.48
LESS: Payments	£	569,131.99
Cash Book Balance at 31st March 2022	£	147,850.86
Balances at Bank at 31st March 2022		
Barclay - Current	£	20,945.06
Barclay - Saver	£	7,952.45
Cumberland Reserves		118,947.46
Total	£	147,844.97
Less unrepresented cheques:	£	-
	£	-
Add uncleared payment:		
Total	£	147,844.97
Add petty cash:	£	5.89
Add short term investments:	£	-
Box 8	£	147,850.86

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Appleby-in-Westmorland Town Council

Balance Sheet at 31st March 2022

	2022	2021
Long Term Assets		
Cumberland General Reserves	<u>118,947</u>	<u>118,632</u>
	118,947	118,632
Current Assets		
Barclays Accounts	28,897	97,341
TIC Stock	7,485	7,531
VAT to Reclaim	20,140	1,316
Debtors	1,321	2,277
Prepayments	1,553	1,638
Petty Cash	6	14
	<u>59,402</u>	<u>110,118</u>
Current Liabilities		
Creditors	5,898	4,992
Advance Payments	600	1,000
Deferred Income		50,000
	<u>6,498</u>	<u>55,992</u>
Current Assets less Current Liabilities:	<u>52,904</u>	<u>54,126</u>
Total Assets	171,851	172,758
Capital & Reserves		
Reserves	172,758	153,115
P & L Account Surplus	- 907	19,643
	171,851	172,758



Appleby-in-Westmorland Town Council

Creditors at 31st March 2022

	2022	
Creditors		
Barclays	18	
Waterplus	27	
Waterplus	784	
BT	28	
BT	44	
Barclaycard	47	
Npower	122	
Corona Energy	110	
Corona Energy	179	
Corona Energy	164	
Chubb	55	
Document Solutions	54	
J Douthwaite	697	
H Pigney and Son	84	
Urbaser Ltd	41	
Paul Simpson	60	
J F Flooring	90	
N W Altham	100	
Cumbria County Council	204	
Cumbria County Council	680	
Chubb	55	
Waterplus	142	
NEST	61	
Npower	31	
Npower	66	
Npower	46	
Npower	56	
Npower	36	
Npower	33	
Npower	46	
Npower	36	
Npower	42	
Npower	47	
Npower	49	
Npower	46	
Castle Fine Art	200	
Cavendish Bloor	1,320	
	5,898	



Appleby-in-Westmorland Town Council

Debtors at 31st March 2022

	2022
Debtors	
Yoga Jo Chapman	100
North Westmorland Arts	70
Evergreen	50
Appleby in Westmorland Society	30
Remote Cinema	50
Amey A66 Transpennine Project	160
Colin Cox Public Health	131
Trust Fund	730
	1321