

**THETFORD TOWN COUNCIL
ANNUAL RETURN
FOR THE YEAR ENDED 31 MARCH 2018**

Agenda Item: 125/18

The first six pages of this report are a copy of the Annual Governance and Accountability Return that the Council is required to approve by 30th June 2018 and submit to the external auditor. Section 2 on page 5 constitutes a restating of the Council's Financial Report for the year ended 31 March 2018 to a prescribed format. The pages that follow are a detailed cross reference explanation of that translation.

Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual Governance and Accountability Return 2017/18 Part 3

To be completed by:

- all smaller authorities* where either the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; and
- any other smaller authorities that either:
 - are unable to certify themselves as exempt; or
 - have requested a limited assurance review.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2017/18

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 must complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with Proper Practices.
2. The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:
 - The annual internal audit report is completed by the authority's internal auditor.
 - Sections 1 and 2 are to be completed and approved by the authority.
 - Section 3 is completed by the external auditor and will be returned to the authority.
3. The authority must approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both must be approved before 2 July 2018.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or requesting a limited assurance review, must send to the external auditor:
 - the Annual Governance and Accountability Return Sections 1, 2 and 3, together with
 - a bank reconciliation as at 31 March 2018
 - an explanation of any significant year on year variances in the accounting statements
 - your notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2017/18

Unless requested, do not send any original records to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed and is able to give an opinion on the limited assurance review, the Annual Governance and Accountability Return including Section 3 – External Auditor Report and Certificate will be returned to the authority.

Publication Requirements

Smaller authorities with either income or expenditure exceeding £25,000 must publish on a public website, under the Accounts and Audit Regulations 2015, the Annual Governance and Accountability Return:

- Section 1 – Annual Governance Statement 2017/18, page 4
- Section 2 – Accounting Statements 2017/18, page 5
- Section 3 – The External Auditor Report and Certificate 2017/18, page 6
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to Local Audit and Accountability Act 2014.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2017/18

- The authority must comply with *Proper Practices* in completing Sections 1 and 2 of this Annual Governance and Accountability Return. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the Annual Governance and Accountability Return is complete (i.e. no empty highlighted boxes), and is properly signed and dated. Avoid making amendments to the completed Annual Governance and Accountability Return. Any amendments must be approved by the authority, properly initialled and accompanied by an explanation. If the Annual Governance and Accountability Return contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority should receive and note the annual internal audit report prior to approving the annual governance statement and before approving the accounts.
- Use the checklist provided below to review the Annual Governance and Accountability Return for completeness before sending it to the external auditor.
- Do not send the external auditor any information not specifically requested. However, you must inform your external auditor about any change of Clerk, Responsible Finance Officer or Chairman, and provide relevant email addresses and telephone numbers.
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the Annual Governance and Accountability Return covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (Section 2, page 5). An explanation must be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on page 5. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the explanation.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs will be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2017) equals the balance brought forward in the current year (Box 1 of 2018).
- Please enter the authority's name only in Section 3 on Page 6. Do not complete the remainder of that section, which is reserved for the external auditor.
- The Responsible Financial Officer (RFO), on behalf of the authority, must set the commencement date for the exercise of public rights. From the commencement date for a single period of 30 consecutive working days, the accounts and accounting records can be inspected. Whatever period the RFO sets it must include a common inspection period – during which the accounts and accounting records of all smaller authorities must be available for public inspection – of the first ten working days of July.
- The authority must publish the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights, been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes have been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', is an explanation provided?		
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?		
	Has an explanation of significant variations from last year to this year been provided?		
	The bank reconciliation as at 31 March 2018 is agreed to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority is a sole managing trustee? NB: do not send trust accounting statements unless requested or instructed.		

*More guidance on completing this annual return is available in *Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, which can be downloaded from www.nalc.gov.uk or from www.slcc.co.uk or from www.ada.org.uk

Annual Internal Audit Report 2017/18

THETFORD TOWN COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation during the financial year ended 31 March 2018.

The internal audit for 2017/18 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. Asset and investments registers were complete and accurate and properly maintained.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Periodic and year-end bank account reconciliations were properly carried out.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

K. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken
29/30 Jan and 11/2 May 2018
14/06/18

Name of person who carried out the internal audit

CHRISTOPHER BARRETT AUDITOR

Signature of person who carried out the internal audit



Date

14/06/18

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2017/18

We acknowledge as the members of:

THETFORD TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2018, that:

	Agreed		*Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes ✓	No	N/A <i>has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how the authority will address the weaknesses identified.

This Annual Governance Statement is approved by this authority and recorded as minute reference:

MINUTE REFERENCE
dated DOMINYY

Signed by the Chairman and Clerk of the meeting where approval is given:

Chairman SIGNATURE REQUIRED
Clerk SIGNATURE REQUIRED

Other Information required by the Transparency Codes (not part of Annual Governance Statement)

Authority web address

www.thetfordtowncouncil.gov.uk AUTHORITY WEBSITE ADDRESS

Section 2 – Accounting Statements 2017/18 for

THETFORD TOWN COUNCIL

ENTER NAME OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2017 £	31 March 2018 £	
1. Balances brought forward	510,451	416,645	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	679,888	724,766	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	573,424	557,307	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	409,511	448,976	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	937,607	831,170	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	416,645	418,572	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	413,532	453,821	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	12,951,889	13,008,916	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	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

I certify that for the year ended 31 March 2018 the Accounting Statements in this Annual Governance and Accountability Return present fairly the financial position of this authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer



Date

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where approval of the Accounting Statements is given

SIGNATURE (PRINT)

Section 3 – External Auditor Report and Certificate 2017/18

In respect of

THETFORD TOWN COUNCIL

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2018; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

2 External auditor report 2017/18

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2017/18

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2018.

*We do not certify completion because:

External Auditor Name

INTERNAL NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DUMMYY

*Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2017/18 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

**THETFORD TOWN COUNCIL
ACCOUNTING STATEMENTS 2017/18
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				31/03/2018		31/03/2017
				£		£
Box 1	Balances brought forward			416,645		510,451
Box 2	Annual precept	Page 3	7%	724,766	7%	679,888
Box 3	Total other receipts	Page 3	-3%	557,307	-27%	573,424
Box 4	Staff costs	Page 5	10%	-448,976	1%	-409,511
Box 5	Loan interest/capital repayments			0		0
Box 6	Total other payments	Page 6	-11%	-831,170	-8%	-937,607
Box 7	Balances carried forward			418,572		416,645
Box 8	Total cash and Investments	Page 7	10%	453,821	-23%	413,532
Box 9	Total fixed assets & long term assets	Page 2	0%	13,008,916	2%	12,951,889
Box 10	Total borrowings			0		0

**THETFORD TOWN COUNCIL
BALANCE SHEET
AS AT 31 MARCH 2018**

31 Mar 2017 £			31 Mar 2018 £
	Long Term Assets		
11,677,877	Land and Buildings		11,677,877
440,667	Vehicles, Plant and Equipment		459,837
833,345	Long term Investments		871,202
<u>12,951,889</u>	TOTAL LONG TERM ASSETS	Page 1	<u>13,008,916</u>
	Current Assets		
6,187	Stock	Page 8	6,021
153,475	Debtors and prepayments	Page 8	28,810
413,532	Cash at bank and in hand	Page 7	453,821
<u>573,194</u>	TOTAL CURRENT ASSETS		<u>488,652</u>
13,525,083	TOTAL ASSETS		13,497,568
	Current Liabilities		
-156,546	Creditors	Page 9	-70,077
<u>13,368,537</u>	TOTAL ASSETS LESS CURRENT LIABILITIES		<u>13,427,491</u>
	Represented by:		
12,926,839	Long term Asset Reserves	Page 4	12,983,866
173,049	Capital Receipt Reserves	Page 4	165,364
250,590	Revenue Reserves	Page 4	258,293
18,059	Revenue Account Balance	Page 4	19,968
<u>13,368,537</u>	TOTAL RESERVES		<u>13,427,491</u>

**THETFORD TOWN COUNCIL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2018**

31/03/17 £		31/03/18 £
INCOME		
3,948	Office Establishment Costs	4,068
11,492	Office overheads	9,714
2,112	Legal/finance/professional	899
12,908	Marketing and Communications	4,046
0	Civic	77
46,447	Cemetery	57,965
53,472	Properties	57,522
77,040	Guildhall Complex	89,022
9,441	Allotments	9,952
18,708	Markets	18,690
16,198	Amenities	23,128
201,566	Grants/Other income	128,960
98	Maintenance	390
119,994	Long term investments	152,874
573,424	Total income excluding precept	557,307
679,888	Precept	724,766
1,253,312	Total income from all sources	1,282,073
255,094	Transfers from reserves	274,162
1,508,406	Total income including transfers	1,556,235
EXPENDITURE		
24,473	Staff Welfare	4,791
48,621	Office Establishment Costs	45,076
212,199	Office overheads	238,996
13,869	Legal/finance/professional	11,362
30,230	Marketing and Communications	17,640
28,176	Civic	24,260
60,272	Cemetery	62,654
8,979	Properties	19,556
137,937	Guildhall Complex	169,364
12,859	Allotments	13,428
10,249	Markets	14,581
130,352	Amenities	138,499
116,225	Maintenance	106,473
42,835	Public Conveniences	41,949
268,275	Other	220,431
201,567	Long term investments	151,086
1,347,118	Total expenditure	1,280,146
158,000	Transfers to reserves	274,181
1,505,118	Total expenditure including transfers	1,554,327
3,288	Difference to Revenue Account	1,908
Revenue Account Balance		
14,771	Balance at beginning of year	18,059
3,288	Surplus/(deficit) for year	1,909
18,059	Balance at year end	19,968

**THETFORD TOWN COUNCIL
ACCOUNTING STATEMENTS 2017/18
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Total reserves	Page	N/C	31/03/2018	31/03/2017
			£	£
FARR	2	3000	12,983,866	12,926,839
Capital reserves	2	3010-25	165,364	173,049
Un/Earmarked Revenue reserves	2	3030-3190	258,293	250,590
Revenue Account	2	3200	19,968	18,059
Total equity	2		13,427,491	13,368,537
Total fixed assets & long term assets (Box 9)	2		13,008,916	12,951,889
Rounding			-3	-3
Balance carried forward (Box 7)			418,572	416,645
Debtors	8		-34,831	-159,662
Creditors	9		70,077	156,546
Rounding			3	3
Total cash and investments (Box 8)	7		453,821	413,532

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Staff costs (Box 4)	N/C	31/03/2018 £	31/03/2017 £
Admin	7020	211,924	186,849
Civic	7100	14,139	14,107
Cemetery	7200	15,134	14,430
Works department	7800	72,585	80,125
King's House	7080	4,292	5,589
Toilets	7900	30,825	29,633
Guildhall	7400/2/5	86,323	64,576
Allotments	7500	4,465	4,465
Markets	7600	4,766	5,314
Maintenance/Amenities		4,523	4,423
Total TTC costs	Page 1	448,976	409,511

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Other payments (Box 6)

	Page	31/03/2018	31/03/2017
		£	£
Gross expenditure	3	1,280,146	1,347,118
Less staff costs	5	-448,976	-409,511
Other payments (Box 6)	1	831,170	937,607

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Cash and S/Term Investments (Box 8)

	Page	N/C	31/03/2018 £	31/03/2017 £
Bank 1		1200	60,877	68,510
Unity Trust		1202	53,635	41,750
Active Saver		1208	296,997	226,097
Red Lion deposit account		1214	7,648	7,634
Peity cash/bar float		1230/5	730	730
Barratt and Cooke			33,934	68,811
Total	1		453,821	413,532

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Current assets	Page	N/C	31/03/2018	31/03/2017
			£	£
Stock		1000/10/20	6,021	6,187
Debtors control account		1100	6,295	12,449
Other debtors		1102	0	90,397
Vat		2200-3	10,253	40,658
			22,569	149,691
Prepayments		1103	12,262	9,971
Total debtors	4		34,831	159,662

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Creditors	Page	N/C	31/03/2018	31/03/2017
			£	£
Creditors control account		2100	20,846	39,768
Sundry creditors		2101	15	0
Guildhall Complex Deposits		2105	765	615
Guildhall Complex Bookings		2106	8,110	8,627
Allotment key deposits		2107/10/11	6,035	5,380
Accruals		2109	14,573	85,038
Pension Account		2230	0	75
Shambles 1 & 3 rent deposit		2301	3,136	3,136
JD Wetherspoon Rent Account		2302	7,648	7,633
Shambles 4 deposit		2303	1,800	0
The Gallery Room deposit		2304	875	0
St Peters deposit		2306	1,625	0
Mayor's accounts		2398-410	4,649	6,140
GWS		1105-6	0	134
Total creditors	2		70,077	156,546

