



ST IVES TOWN COUNCIL

Town Hall, Market Hill, St Ives, Huntingdonshire PE27 5AL
Telephone: 01480 388929 Email: townclerk@stivestowncouncil.gov.uk
Town Clerk: Mrs Libby White BEM BA(Hons) FSLCC

*Celebrating 50 years
1974-2024*

TWINNED WITH STADTALLENDORF

23rd August 2024

For the Attention of PKF Littlejohn

CA0233 St Ives Town Council – amended AGAR for the Year Ended 31st March 2024

Further to our email correspondence, please find attached the amended Annual Governance and Accountability Return (AGAR) Section 2 for St Ives Town Council (Cambridgeshire) CA0233 for the year ended 31st March 2024. I set out below what has come to light since the documentation was completed which needed to be corrected.

- £4,224.75 of the rent received for the Allotments should have been allocated to 2024/25 as receipts in advance.
- £18,000 of unspent money from for publication of the Town Council's newsletter was moved to Earmarked Reserves. Unfortunately this project had not managed to get off the ground in 2023/24.
- A prepayment of £3,500 for St Ives in Bloom had not been processed as a prepayment when completing year end. This has now been rectified.
- 2024/25 business rates have been correctly moved from 2023/24 to 2024/25 by treating as a prepayment. This totaled £998 for the Cemetery and £8,502.62 for the Town Hall.
- The Mayor's Allowance had not been accounted for in 2023/24 and needed to be dealt with as an Accrual. This accrual was for £6,320.50.
- Many of the invoices for the outgoing Mayor's final charity event had been allocated to the wrong nominal code and came in a long time after year end. This amounted to two amounts being accrued for the charity: £2,187.35 and £8,583.12.

The following documentation has been attached for clarification:

- Journal showing the new movements.
- Updated Reconciliation between boxes 7 and 8
- Updated Variances Report

Should you have any questions, please do not hesitate to contact me.

Yours faithfully

Libby White BEM BA(Hons) FSLCC
Town Clerk and RFO



Section 2 – Accounting Statements 2023/24 for

ST IVES TOWN COUNCIL (CAMBRIDGESHIRE)

RESTATE~~D~~ RESTATE~~D~~

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
1. Balances brought forward	431,872	497,389	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	837,007	851,929	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	166,168	533,047 527,272	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	388,423	534,443	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	51,833	50,207	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	RESTATE D 497,402	882,959 887,452	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	497,389	414,756 414,488	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	430,235	235,880	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	RESTATE D 4,786,630	4,840,849	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	141,667	373,333 416,378	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

13/06/2024

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

27/06/2024

as recorded in minute reference:

MINUTE 03

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Date 31/03/2024

Month No: 12

Journal Ref: 637

A/c	Description	Centre	Description	Transaction Detail	Debit	Credit
4160	Allotment Rents	350	Allotments	Allot Rent Apr-Aug 24	4,224.75	
2112	Receipts in Advance	0		Allot Rent Apr-Aug 24		4,224.75
6002	Transfer to EM Reserves	0		The Bridge - Create EMR	18,000.00	
3233	EMR - The Bridge	0		The Bridge - Create EMR		18,000.00
6700	St Ives in Bloom	160	Grants	St Ives in Bloom 24/25 Grant	3,500.00	
1103	Prepayments	0		St Ives in Bloom 24/25 Grant		3,500.00
5033	Business Rates	400	Town Hall	Cemetery Bus Rates 24/25	998.00	
1103	Prepayments	0		Cemetery Bus Rates 24/25		998.00
5033	Business Rates	400	Town Hall	Town Hall Bus Rates 24/25	8,502.62	
1103	Prepayments	0		Town Hall Bus Rates 24/25		8,502.62
5776	Mayors' Allowance	150	Civic	Mayors Charity Gala	21.50	
5776	Mayors' Allowance	150	Civic	Mayor's Attend Civic Supper	40.00	
5776	Mayors' Allowance	150	Civic	Mayor - St George's Day	32.00	
5776	Mayors' Allowance	150	Civic	Mayor's Allowance	6,227.00	
2109	Accruals	0		Mayor's Allowance		6,320.50
5771	Civic Events	150	Civic	Burgess Hall Hire 23 May	208.33	
5771	Civic Events	150	Civic	The Candy Girls-Mayors Ball	800.00	
5771	Civic Events	150	Civic	Sound & Lighting-Mayor	400.00	
5771	Civic Events	150	Civic	6 Guest, Round Table	219.20	
5771	Civic Events	150	Civic	Menu	55.00	
5771	Civic Events	150	Civic	Place Cards	44.00	
5771	Civic Events	150	Civic	Leaflets	22.00	
5771	Civic Events	150	Civic	Supply & Engrave Trophies	438.82	
2109	Accruals	0		Civel Events 23/24		2,187.35
2115	Mayors' Charity	0		Charity Ball-Mayor pope	4,284.80	
2115	Mayors' Charity	0		Mayors Golf Event	410.00	
2115	Mayors' Charity	0		M Ball Burgess Hall Hire	416.67	
2115	Mayors' Charity	0		M Ball Burgess Hall Equ Hire	1,196.65	
2115	Mayors' Charity	0		Mayor's Ball Photography	275.00	
2115	Mayors' Charity	0		Mayor's Charity Donation Ch201	500.00	
2115	Mayors' Charity	0		Mayor's Charity Donation Ch207	500.00	
2115	Mayors' Charity	0		Mayor's Charity Donation Ch209	500.00	
2115	Mayors' Charity	0		Mayor's Charity Donation Ch199	500.00	
2109	Accruals	0		Mayor's Charity paid 24/25		8,583.12

Narrative: Accruals and prepayments as provided by Libby on email to ray.campbell@rialtas.co.uk dated 18th August 2024

Journal Totals 52,316.34 52,316.34