



Draft
Ilfracombe Town Council – Year End AGAR Submission – 2025/26

ITC 26037

8/6/26 Full Council
item 10.2

[Signature] Chair
[Signature] Proper officer
C. Coombes RFO

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Ilfracombe Town Council – Year end AGAR Submission - Draft

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(Page numbers in top Right Corner)

Annual Governance and Accountability Return 2025/26 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £15 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2025/26

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 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** **must** be completed by the authority's internal auditor.
 - **Sections 1 and 2** **must** 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 and published on the authority website/webpage **before 1 July 2026**.
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 is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2026** Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2026
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2025/26Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability Return **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities **must** publish the following information on the authority website/webpage:

Before 1 July 2026 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2025/26** approved and signed, page 4
- **Section 2 - Accounting Statements 2025/26** approved and signed, page 5

Not later than 30 September 2026 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review. 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 the Local Audit and Accountability Act 2014.

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2025/26

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *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 AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments **must** be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2026
- The Annual Governance Statement (Section 1) **must** be approved before the Accounting Statements (Section 2) and evidenced by the agenda or minute references, even where approved on the same day.
- The Responsible Financial Officer (RFO) **must** certify the accounts (Section 2) before they are presented to the authority for approval. The authority **must** in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period which **must** be a single period of 30 working days for inspection (this excludes weekends and public holidays) which **must** include the first 10 working days of July.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR 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 full variance.
- Additional costs may be incurred if additional audit work is required.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2025) equals the balance brought forward in the current year (Box 1 of 2026).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights which **must** be a single period of 30 working days for inspection (this excludes weekends and public holidays) which **must** include the first 10 working days of July.
- The authority **must** publish on the authority website/webpage 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 **before 1 July 2026**

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 been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', has an explanation been published?	✓	
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?	✓	
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at 31 March 2026 been reconciled 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 as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.	✓	

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2025/26

Ifracombe Town Council

<https://ilfracombetowncouncil.gov.uk/your-council/council-finances/> E ADDRESS

During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 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	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.	✓		
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.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
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.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")</i>	✓		
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).</i>	✓		
N. The authority has complied with the publication requirements for 2024/25 AGAR <i>(see AGAR Page 1 Guidance Notes).</i>	✓		
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	✓		
P. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

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

Name of person who carried out the internal audit

25/11/2026

19/05/2026

DD/MM/YYYY

Paul Wright - APB Accounting

AUDITOR

Signature of person who carried out the internal audit



Date

04/06/2026.

*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).

APB ACCOUNTANTS LTD

1/5 MARKET SQUARE ILFRACOMBE DEVON EX34 9AU

Telephone, 01271 864826

EMAIL admin@accountantsilfracombe.co.uk

Web address: www.accountantsilfracombe.co.uk

Ilfracombe Town Council
C/o C Coombs – Responsible Officer
The Ilfracombe Centre
44 High Street
Ilfracombe
EX34 8AL

5th June 2026

Our ref: PDW/1627

Dear Carole,

RE: Internal Audit

We have now completed our internal audit work for the year ended 31st March 2026 as set out in the Annual Governance and Accountability Return for 2025/26. We enclose a signed copy of the Internal Audit section of the report for submitting together with the remainder of the AGAR.

This year the internal audit process has been carried out over two visits to the council premises (11th November & 29th April), communications with the RFO and electronic data (Sage online & Council website) provided to us. We have carried out checks and procedures in line with the guidance and checklist set out by the external auditor and with the assistance of the RFO, who has provided us with all financial and other information requested.

We have also reviewed the councils end of year financial statements as recorded within the AGAR. Following our review of supporting documents, working papers, schedules, and reconciliations, we can confirm that these match to the underlying bookkeeping records and are prepared on the correct accounting basis.

We hold on record the full audit file of our visits, written up documentation, audit trails and supporting documents should these be called upon by the external auditors.

We would again like to thank Carole for her assistance this year in supplying all information and explanations and accommodating us during our site visits.

Should you require any additional assistance from us, or you would like to discuss the internal audit process in further detail, then please get in touch.

Yours sincerely,



For APB Accountants Ltd.

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Ilfracombe 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 2026, 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 have assured 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
			✓
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✓		<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

08/06/2026

and recorded as minute reference:


10.2 / 10.1 REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk





<https://ilfracombetowncouncil.gov.uk/your-council/council-finances/> E ADDRESS

Section 2 – Accounting Statements 2025/26 for

Ilfracombe Town Council

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	439,863	523,196	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	433,406	529,056	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	584,062	1,588,574	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	594,740	600,912	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	51,029	51,029	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	288,366	1,271,177	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	523,196	717,709	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	519,577	733,555	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	13,364,556	17,145,490	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	924,926	1,916,066	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 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.



Date

26/05/2026

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

08/06/2026

as recorded in minute reference:

10.1 and 10.2

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



Section 3 – External Auditor’s Report and Certificate 2025/26

In respect of

Ifracombe Town Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

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 2026 and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2025/26

(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 2025/26

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 2026

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY



CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

**This form is only for use by smaller authorities subject to a
review and should not be published on your website**

Name of smaller authority: **Ilfracombe Town Council**

County Area (local councils and parish meetings only): **Devon County Council**

**On behalf of the smaller authority, I confirm that the dates set for the period for the
exercise of public rights are as follows:**

Commencing on: Wednesday 10th June 2026

and ending on: **Tuesday 21st July 2026**

(Please enter the dates set by the smaller authority as appropriate which must be 30 working days (i.e. Monday – Friday only, and not Bank Holidays) inclusive and must include the first 10 working days of July 2026 (i.e. Wednesday 1 July – Tuesday 14 July). The period should not commence before the approval of the AGAR.

Signed:

Role: Responsible Finance Officer

Bank reconciliation

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to headed "Year ending 31 March 2026" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: **Ilfracombe Town Council**

County area (local councils and parish meetings only): **Devon County Council**

Financial year ending 31 March 2026

Prepared by (Name and Role): **Carole Coombs - Responsible Finance Officer**

Date: **06/04/2026**

		£	£
Balance per bank statements as at 31/3/2026:			
1200 Business Account		£180,061.69	
1220 Commercial Call Account		£27,051.92	
1300 CCLA - Working Reserves		£225,000.00	
1310 CCLA - Specified Reserves		£301,191.31	
1330 Stripe - Podpoint		£0.00	
1270 Lloyds Cardnet		£55.02	
			£733,359.94
Petty cash float (if applicable)	Reception Petty Cash	£4.12	
	Office Petty Cash	£0.83	
			£4.95
Less: any unpresented cheques as at 31/3/2026 (enter these as negative numbers)			
Unpresented Cheques		£0.00	
			£0.00
Add: any un-banked cash as at 31/3/2026			
	1320 Reception Cashier Safe	£190.00	
			£190.00
Net balances as at 31/3/2026 (Box 8)			<u>£733,554.89</u>



01 April 2026

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Iffracombe Town Council
The Iffracombe Centre
44 High Street
Iffracombe
United Kingdom
EX34 9QB

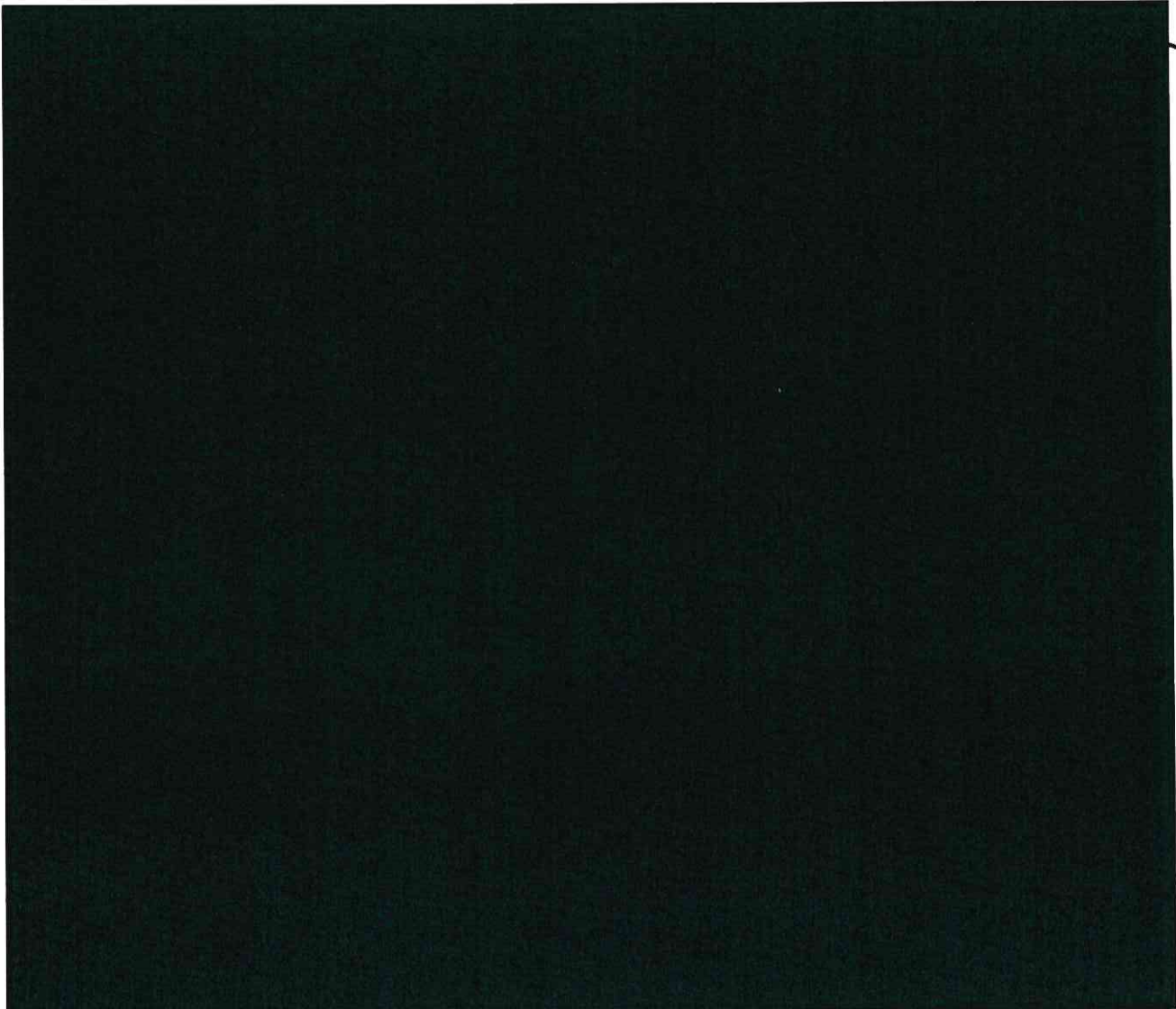
Your Account

Sort Code 30-94-52
Account Number 00116559

BUSINESS ACCOUNT

01 March 2026 to 31 March 2026

Money In	£43,835.25	Balance on 01 March 2026	£270,797.00
Money Out	£134,570.56	Balance on 31 March 2026	£180,061.69



(Continued on next page)

Mrs C. Coombs
Last logged on 31 March 26 at 10:51 AM

Log off

COMMERCIAL INSTANT ACCESS ACCOUNT 30-94-52 07111498

Show IBAN/BIC

ILFRACOMBE TOWN COUNCIL

£ 27,051.92 Balance

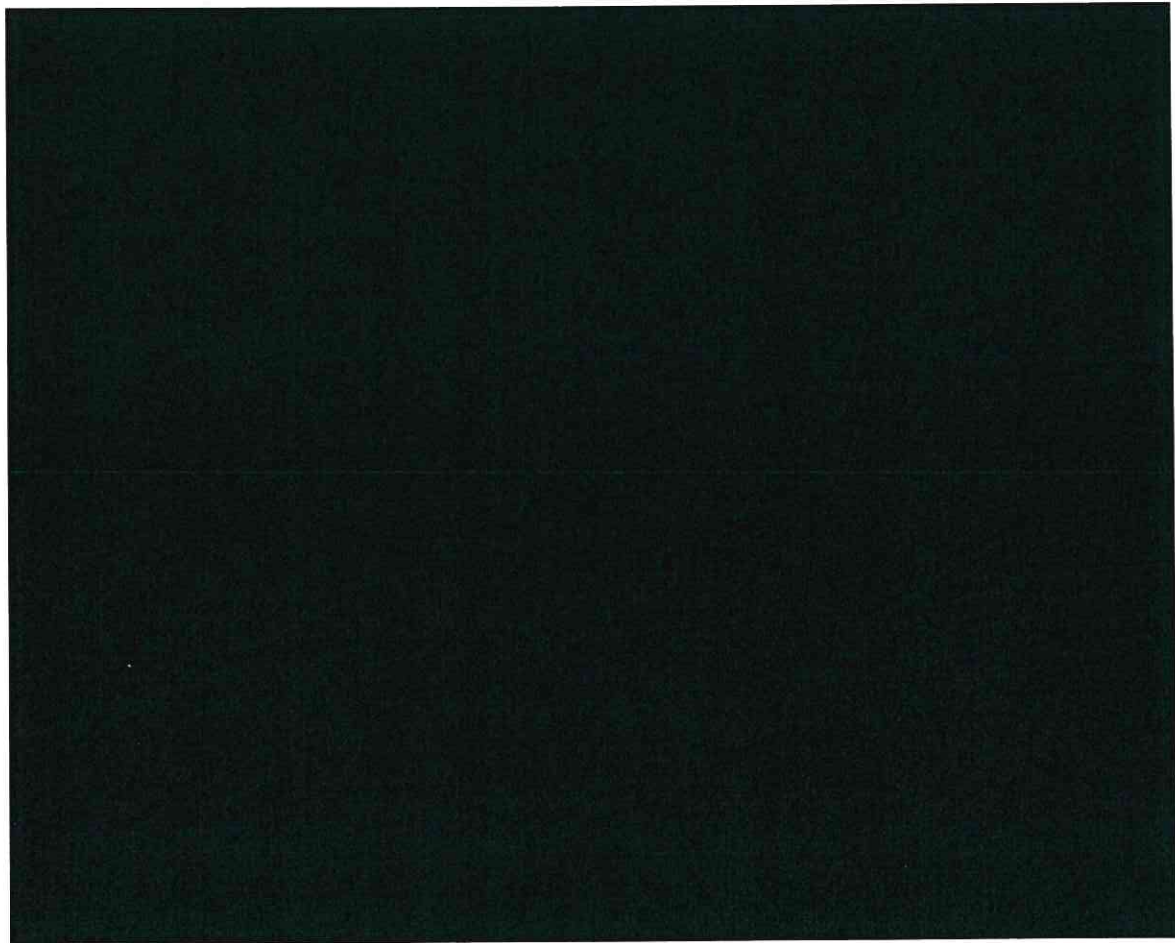
0.50 % gross Interest rate

£27,051.92 Available funds:

Statement

Search your statement

DATE	DESCRIPTION	TYPE	IN (£)	OUT (£)	BALANCE (£)
09 Mar 26	INTEREST (GROSS)		10.37		27,051.92



Statement of Account

Mrs Carole Coombs
The Ilfracombe Centre
44 High Street
Ilfracombe
EX34 9QB

5 April 2026

Account name: **Ilfracombe Town Council - Working Reserves**
Account number: **PS1006706-001**
Statement period: **28/02/2026 to 31/03/2026**

Account summary

Total valuation as at 31 March 2026 **£225,000.00**
Total valuation as at last statement at 28 February 2026 **£225,000.00**

Holdings as at 31 March 2026

Fund name	Unit/share holdings	Price per unit/share	Value
Public Sector Deposit Fund SC4 - Public Sector GB00B3LDFH01	225,000.0000	£1.00	£225,000.00
Total value			£225,000.00

The average Fund yield for this period was 3.74% p.a.

Income for the period is as follows:

Month	Date paid	Fund name	Method	Amount (£)	Destination
Mar 2026	02/04/2026	Public Sector Deposit Fund SC4 - Public Sector	Transfer	£715.43	PS1006703-001

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded. CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority. Registered address: One Angel Lane, London EC4R 3AB.

Statement of Account

Mrs Carole Coombs
The Ilfracombe Centre
44 High Street
Ilfracombe
EX34 9QB

5 April 2026

Account name: **Ilfracombe Town Council - Specified Reserves**
Account number: **PS1006703-001**
Statement period: **28/02/2026 to 31/03/2026**

Account summary

Total valuation as at 31 March 2026 **£301,191.31**
Total valuation as at last statement at 28 February 2026 **£299,676.77**

Holdings as at 31 March 2026

Fund name	Unit/share holdings	Price per unit/share	Value
Public Sector Deposit Fund SC4 - Public Sector GB00B3LDFH01	301,191.3100	£1.00	£301,191.31
Total value			£301,191.31

Transactions for the period from 28 February 2026 to 31 March 2026

Public Sector Deposit Fund SC4 - Public Sector

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
03/03/2026	Income Reinvestment	864.9000	£1.0000	£864.90
03/03/2026	Income reinvested from PS1006706-001	649.6400	£1.0000	£649.64

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

Lloyds Cardnet Transactions from Online Dashboard

Authorizat	Channel	Status	Amount	Currency	fees
04/03/26	1: POS	Approved	£408.00	GBP	£7.14
06/03/26	1: POS	Approved	£408.00	GBP	£7.14
13/03/26	1: POS	Approved	£200.00	GBP	£3.50
				Declined	
18/03/26	1: POS	Approved	£56.00	GBP	£0.98
24/03/26	1: POS	Approved	£130.80	GBP	
24/03/26	1: POS	Approved	£112.00	GBP	£4.25
25/03/26	1: POS	Approved	£400.00	GBP	£7.00
27/03/26	1: POS	Approved	£56.00	GBP	£0.98
			£400.86		
	bank charges				£30.99
		totals	£2,171.66		
	bank transfers		£2,085.65		
	March balance		£55.02		

Invoice activity statement

Ifracombe Town Council - Ropery Car Park

Month:

February 2026

Document reference:

ITCITCRCP022026

Group:

Ifracombe Town Council

Billing address:

The Ifracombe Centre, 44 High Street, ILFRACOMBE, Devon, EX34 8AL

Site and Address:

Ifracombe Town Council - Ropery Car Park, Ropery Road, Ifracombe, EX34 9EF, GB

Owed to you

Your revenue

Gross revenue

£824.64

**Amount payable excluding
VAT**

£687.20

VAT at 20%

£137.44

This is a self billed VAT invoice. The VAT shown is your output Tax due to HMRC.

Revenue will be automatically transferred to your Stripe connected account on the 22nd of the month.

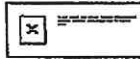
The account balance will then be paid into your bank account according to your payout schedule.



Carole Coombs

From: Stripe <notifications@stripe.com>
Sent: 25 March 2026 08:18
To: Carole Coombs
Subject: Your £824.64 payout for Ilfracombe Town Council is on the way

CAUTION: This email originated from outside North Devon Council. Do not click links or open attachments unless you recognise the sender and know the content is safe.



£824.64 is on the way

Amount: £824.64

Estimated arrival: March 25, 2026, by end of day

To: LLOYDS BANK PLC ****6559

Payout ID: po_1TEflhFfFUTnqxmmBx8kKKWU

[Track payout](#)

Don't see your payout on the arrival date?

Banks can take up to 5 business days after the expected post date to process payouts. Wait until 5 business days have passed and then contact your bank with the payout information, including the **payout trace ID**.

If your bank still can't find the payout, ask them for a written statement confirming that the funds haven't been received. Then, **contact Stripe Support** with this statement from your bank.



Ilfracombe Town Council

The Ilfracombe Centre, 44 High Street, ILFRACOMBE, Devon,
EX34 8AL, United Kingdom

Telephone: 01271855300 Email: itc@northdevon.gov.uk

Website: <https://www.ilfracombetowncouncil.gov.uk/>

VAT Number
GB 174579075

Bank Account Reception Cashier Safe (1320) **Statement Date** 01/04/2026

Reference March 26 **Reconciled By** Carole Coombs

Date	Reference	Name	Category	Corrected Transaction	Paid	Received
02/03/2026			Transfer: Business Account		288.00	0.00
04/03/2026			Customer Receipt		0.00	54.00
06/03/2026			Customer Receipt		0.00	54.00
11/03/2026			Customer Receipt		0.00	54.00
16/03/2026			Transfer: Business Account		162.00	0.00
20/03/2026			Customer Receipt		0.00	54.00
23/03/2026			Transfer: Business Account		54.00	0.00
25/03/2026			Customer Receipt		0.00	50.00
25/03/2026			Transfer: Business Account		50.00	0.00
26/03/2026			Customer Receipt		0.00	216.00
26/03/2026			Transfer: Business Account		216.00	0.00
31/03/2026			Customer Receipt		0.00	180.00

Total Received 662.00

Total Paid 770.00

Starting Balance 298.00

Statement End Balance 190.00

Reconciled Balance 190.00

£0.83
£0.83

Balance (GBP)
Opening Balance
Today's Balance (GBP)

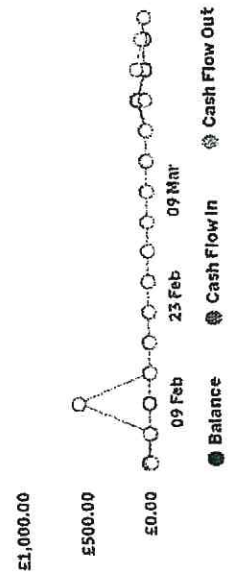
Account Name*
 ITC Petty Cash

Account Type*
 Cash In Hand

Default Transaction Method
 Cash

Ledger Account
 1210

Account Status
 Active



Save Cancel

Activity Address & Contacts
 0 of 5 selected

Date	Reference	Name	Type	Received	Paid	Recurrence	Actions
26/03/2026		Deposit: Business Account		0.00	30.00		View
26/03/2026		Customer Receipt		50.00	0.00		View
25/03/2026		Deposit: Business Account		0.00	57.70		View
24/03/2026		Supplier Payment		0.00	9.25		View
20/03/2026		Customer Receipt		57.70	0.00		View

Balance (GBP)
Recurring Balance
£4.12

Today's Balance (GBP)
£4.12

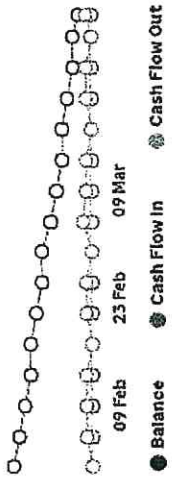
Account Name*
 JTC Reception Petty Cash

Account Type*
 Cash In Hand

£40.00

£20.00

£0.00



Default Transaction Method
 Cash

Ledger Account
 1240

Account Status
 ✓ Active

Save Cancel

Activity Address & Contacts

0 of 7 selected

Date	Reference	Name	Type	Received	Paid	Recurrence	Actions
<input type="checkbox"/> 31/03/2026			Supplier Payment	0.00	1.79		View
<input type="checkbox"/> 23/03/2026			Supplier Payment	0.00	1.79		View
<input type="checkbox"/> 18/03/2026			Supplier Payment	0.00	1.65		View
<input type="checkbox"/> 11/03/2026			Supplier Payment	0.00	1.75		View
<input type="checkbox"/> 06/03/2026			Supplier Payment	0.00	1.79		View
<input type="checkbox"/> 05/03/2026			Supplier Payment	0.00	0.95		View
<input type="checkbox"/> 02/03/2026			Supplier Payment	0.00	1.79		View

From To 30/04/2026

More Search

OFFICIAL



United Kingdom
Debt Management
Office

T 020 7862 6610
E pwlb@dmo.gov.uk
www.dmo.gov.uk

PWLB lending facility

Loan Reference Number	Outstanding Principal Balance (£)	Principal Due (£)	Interest Due (and Late Interest Charges) (£)	Total Due (£)	Interest Rate (%)
ILFRACOMBE TOWN COUNCIL (DEVON)					
17/04/2026					
LOAN REPAYMENT DUE - REPAYMENT DATE 15/05/2026					
PW502669	916,066.30	4,582.23	20,932.11	25,514.34	4.570
TOTAL:	916,066.30	4,582.23	20,932.11	25,514.34	

Your authority has elected to pay loan repayments by direct debit and therefore the sum of £25,514.34 will be debited from your nominated account on 15/05/2026 quoting reference ILFRACOMBE.
You need take no further action.
If you have any queries, please do not hesitate to contact the UK Debt Management Office.

Explanation of variances – pro forma
 Name of smaller authority **Iffracombe Town Council**
 County area (local c) **Devon County Council**
Insert figures from Section 2 of the AGAR in all Blue highlighted boxes next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:
 • variances of more than 15% between totals for individual boxes (except variances of less than £200);
 • variances of £100,000 or more require explanation regardless of the % variation year on year.
 • **New from 2025/26 onwards:** variances of £500,000 or more in Box 3 require explanation regardless of the % variation year on year for smaller authorities with income and/or expenditure exceeding £8,500,000

	2024/25 £	2025/26 £	Variance £	Variance %	Explanation Required?	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	439,863	523,196	89,333			Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES
2 Precept or Rates and Levies	433,406	525,056	91,650	22.07%	YES	Explanation of % variance from PY opening balance not required - Balance brought forward does not
3 Total Other Receipts	584,062	1,588,574	1,004,512	171.99%	YES	This was increased due to pending maintenance and repairs for a number of Assets. There was also an increase in salary projected. General increases in cost of living were also taken into account.
4 Staff Costs	594,740	600,912	6,172	1.04%	NO	
5 Loan Interest/Capital Repayment	51,029	51,029	0	0.00%	NO	New Loan taken out with Merseyside Fire Service for purchase of High Street Car Park for £1,000,000. this is due for repayment in June 2026.
6 All Other Payments	288,366	1,271,177	982,811	340.82%	YES	PWLB Loan Only This includes the loan payment out for the purchase of the High Street Car Park for £977,295.46 to Berensens Solicitors without this the variance would be 10% so further explanation not required. The Remaining amount less legal costs has been put into specified reserves
7 Balances Carried Forward	523,196	717,709	194,513			VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	519,577	733,555	213,978			VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investment	13,364,556	17,145,490	3,780,934	28.29%	YES	The 3 yearly review by Quantity surveyors conducted in January 2026 and the annual insurance review in February 2026 significantly increased the cost of assets. There was also the acquisition of the High Street Car Park. A breakdown of the changes is on Asset changes sheet
10 Total Borrowings	924,926	1,916,066	991,140	107.16%	YES	Borrowing increased solely on the purchase of the High Street Car Park

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Asset Changes		2022/23	2023/24	2024/25	Current year changes additions/appreciations	deductions / depreciation	2025/26 total	Comments
ASSETS								
Fixed Assets								
0010 - The Ilfracombe Centre	£430,020.00	£5,510,000.00	£5,063,562.00	£989,438.00			£6,053,000.00	Charter Surveyor Review Jan 26 Land valuation remains at cost on purchase
0011 - Ropery Road Site	£750,000.00	£750,000.00	£750,000.00				£750,000.00	
0012 - The Lantern Centre	£50,000.00	£7,210,000.00	£6,620,041.73	£1,389,958.27			£8,010,000.00	Charter Surveyor Review Jan 26
0020 - TMO - Truck	£0.00	£5,000.00	£10,000.00	£2,000.00	£1,800.00		£10,200.00	adjusted new van bought February 25 (12000) - Depreciation 15% per year - Go Compare
0022 - Dotto and container	£0.00	£126,000.00	£135,808.93	£6,790.45			£142,599.38	Insurance review Feb 26
0030 - All Insurance items - Specified electronic equipment	£16,748.55	£9,025.00	£40,526.51	£2,026.34			£42,552.85	Insurance review Feb 26
0031 - All Insurance Items List C & D - Computer , Electronic and Greendlose equipment (not Groundswork equipment)	£21,414.79	£11,550.00	£77,714.33	£3,885.73			£81,600.06	Insurance review Feb 26
0032 - Ropery Road Assets	£10,445.00	£19,034.00	£19,986.23	£999.32			£20,985.55	Insurance review Feb 26
0040 - Fixtures and fittings - Insurance List A - Furniture, fixtures and Fittings	£46,469.00	£9,457.00	£97,077.68	£4,853.90			£101,931.58	Insurance review Feb 26
0041 - Fixtures and fittings - Insurance List B - other contents (inc. consumables)	£3,366.00	£9,983.00	£4,088.91	£204.45			£4,293.36	Insurance review Feb 26
0042 - Regalia and Paintings Insurance List + List G	£50,778.00	£106,488.00	£102,938.48	£5,146.91			£108,085.39	Insurance review Feb 26
0043 - Street Furniture Assets	£32,336.00	£119,709.00	£103,263.64	£5,163.20			£108,426.84	Insurance review Feb 26
0044 - Monuments	£0.00	£35,761.00	£47,518.32	£2,375.92			£49,894.24	Insurance review Feb 26
0045 - Groundswork Equipment	£0.00	£11,677.00	£12,261.35	£613.07			£12,874.42	Insurance review Feb 26
0046 - Toilet buildings lee	£0.00	£212,563.00	£223,191.18				£223,191.18	Last Reviewed Feb 25
0050 - Toilet Van	£0.00	£0.00	£11,000.00	£685.00	£3,242.59		£8,442.41	Adjusted New Van bought February 2024 - - Depreciation 15% per year - Go Compare
0051 - Hele Bay Toilet		£0.00	£45,586.80	£204,826.40			£250,413.20	New Toilet taken on in February 25
0052 - Brimlands Toilet				£167,000.00			£167,000.00	New Toilet taken on in July 2025/Charter Surveyor Review Jan 26
0053 - High Street Car Park				£1,000,000.00			£1,000,000.00	Bought in August 2025
Total Fixed Assets	£1,411,577.34	£14,146,247.00	£13,364,566.09	£3,785,966.96	£5,042.59		£17,145,490.46	

Reconciliation between Box 7 and Box 8 in Section 2 - pro forma

(applies to Accounting Statements prepared on an income and expenditure basis only)

Please complete the highlighted boxes.

Name of smaller authority:

Ilfracombe Town Council

County area (local councils and parish meetings only):

Devon County Council

There should only be a difference between Box 7 and Box 8 where the Accounting Statements (Section 2 of the AGAR) have been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net difference between them is equal to the difference between Boxes 7 and 8.

	£	£	
Box 7: Balances carried forward		717,708.88	
Deduct: Debtors (enter these as negative numbers) See Attached List	(1,023.54)		
	(1,023.54)		
Deduct: Payments made in advance (prepayments) (enter these as negative numbers)			
Lloyds charge card due May	(847.79)		
Lloyds Charge card due June	(89.26)		
Adjustment for HMRC refund not paid Feb 2025	(1.56)		
	(938.61)		
Total deductions		- 1,962.15	
Add: Creditors (must not include community infrastructure levy (CIL) receipts) see attached list vat due (HMRC)	17148.51		
	517.44		
	17,665.95		
Add: Receipts in advance (must not include deferred grants/loans received) Year end adjustment for 2024/2025 for trade card entered after year end	141.72		
	141.72		
Total additions		17,807.67	
Box 8: Total cash and short term investments		733,554.40	Difference 0.49

Creditors - End 25/26

Supplier	Credit limit O/S Amt	< 30 days	< 60 days	< 90 days	< 120 days	Older
BWS Ltd.	£42.84	£42.84	£0.00	£0.00	£0.00	£0.00
CFC Ltd.	£210.00	£210.00	£0.00	£0.00	£0.00	£0.00
CL	£26.81	£26.81	£0.00	£0.00	£0.00	£0.00
CC	£105.01	£105.01	£0.00	£0.00	£0.00	£0.00
IPSG Ltd.	£170.64	£170.64	£0.00	£0.00	£0.00	£0.00
JJISS	£48.61	£48.61	£0.00	£0.00	£0.00	£0.00
NDC	£337.60	£337.60	£0.00	£0.00	£0.00	£0.00
O2	£40.61	£40.61	£0.00	£0.00	£0.00	£0.00
CP&S	£43.94	£43.94	£0.00	£0.00	£0.00	£0.00
RGL-PN	£244.21	£244.21	£0.00	£0.00	£0.00	£0.00
SWW	£142.38	£0.00	£142.38	£0.00	£0.00	£0.00
ZI PLC	£15,735.86	£15,735.86	£0.00	£0.00	£0.00	£0.00
TOTAL	£17,148.51	£17,006.13	£142.38	£0.00	£0.00	£0.00

Debtors - end year 25/26

Customer	Credit limit O/S Amt	< 30 days	< 60 days	< 90 days	< 120 days	Older
AHCS	£88.33	£88.33	£0.00	£0.00	£0.00	£0.00
CD	£112.50	£0.00	£0.00	£112.50	£0.00	£0.00
CDU	£33.75	£33.75	£0.00	£0.00	£0.00	£0.00
CS	£48.00	£48.00	£0.00	£0.00	£0.00	£0.00
ES	£325.96	£325.96	£0.00	£0.00	£0.00	£0.00
GC	£45.00	£45.00	£0.00	£0.00	£0.00	£0.00
JK	£75.00	£75.00	£0.00	£0.00	£0.00	£0.00
MAKO	£225.00	£0.00	£0.00	£0.00	£0.00	£225.00
RDUHC	£70.00	£70.00	£0.00	£0.00	£0.00	£0.00
TOTAL	£1,023.54	£686.04	£0.00	£112.50	£0.00	£225.00

Contact details

Name of smaller authority: **Ilfracombe Town Council**

County Area (local councils and parish meetings only): **Devon County Council**

Please complete this form and send it back to us with the AGAR or exemption certificate

	Clerk/RFO (Main contact)	Chair
Name	Laura Donovan (Proper Officer) Carole Coombs (RFO)	Cllr Mark Fay (Mayor)
Address	Ilfracombe Town Council 44 High Street Ilfracombe EX34 9QB	Ilfracombe Town Council 44 High Street Ilfracombe EX34 9QB
Daytime telephone number	01271 855300 - Main Reception 01271 855311 - Laura Donovan 01271 855 303 - Carole Coombs	01271 855300
Mobile telephone number		
Email address	clerk@ilfracombetowncouncil.gov.uk carole.coombs@northdevon.gov.uk	mark.fay@ilfracombetowncouncil.gov.uk

Evidence to confirm General Power of Competence

Councillors for Ilfracombe Town Council – 2025-26 This is from:
[Parish councils contact details | North Devon Council](#) on the 1st April 2026

Ilfracombe Town Council

- [Neil Cunningham Basil](#) (Address not supplied)
- [Pat Coates](#) (Address not supplied)
- [George Coulter](#) (Address not supplied)
- [Councillor Paul Crabb](#) - [REDACTED]
- [Toby Ebert](#) (Address not supplied)
- [Teresa Elliott](#) (Address not supplied)
- [Mark Gerrard Fay](#) (Address not supplied)
- [Bert Gear](#) (Address not supplied)
- [Trevor Alexander Huggins](#) (Address not supplied)
- [John Irwin](#) (Address not supplied)
- [Marc Peter Robert Newland](#) (Address not supplied)
- [Harrison Perrin](#) (Address not supplied)
- [Councillor Jonathan Quinn](#) - [REDACTED]
- [Greg Schofield](#) (Address not supplied)
- [Nathan Harry Townsend](#) (Address not supplied)
- [Councillor Daniel Turton](#) - [REDACTED]
- [David Joe Williams](#) (Address not supplied)
- [Councillor June Williams](#) - [REDACTED]

Clerk

- Laura Donovan, The Ilfracombe Centre, 44 High Street, Ilfracombe, EX34 8AL (**Tel:** 01271 855300; **Email:** itc@northdevon.gov.uk)