



Royal Sutton Coldfield Town Council

Statement of Accounts

(Not Subject to Audit)

31 March 2018

Royal Sutton Coldfield Town Council

Council Information

Town Mayor

David Pears

Councillors

David Allan
Leeford Allen
Claire Bennett
Janet Cairns
Joanne Ellis
Derek Griffin
Maria Hewett
Charlotte Hodivala
Clare Horrocks
Christopher Ives
Owen Jenkins
Paul Long
Ewan Mackey
Jane Mosson
Rachel Okello
Liz Parry
Louise Passey
David Pears
John Perks
Rob Pocock
Manish Puri
Keith Ward
Simon Ward
Terry Wood

Clerk to the Council and Responsible Financial Officer

Olive O'Sullivan

Internal Auditors

Auditing Solutions Ltd, Clackerbrook Farm
46 The Common, Bromham, SN15 2JJ

Royal Sutton Coldfield Town Council

Introduction to Accounting Statements

For the Year Ended 31 March 2018

The Accounting and Audit Regulations govern the production of the Council's accounts.

The Council's statutory accounts are produced in the form of the Annual Return. The Statement of Accounts, which is not subject to audit, provides background workings and explanations of the figures declared in the Annual Return.

The Income and Expenditure Account (Unaudited)

This document shows the income generated and the total expenditure on the services provided by the Council for the year.

The Income and Expenditure Account Reconciliation (Unaudited)

This document reconciles the figures shown in the Income and Expenditure Account to the Annual Return.

The Balance Sheet (Unaudited)

This sets out the financial position of the Council on 31 March. It shows the value of its assets, the value of its cash and bank values, how much it is owed and how much it owes, and the balance of reserves at its disposal.

Notes to the Accounts

These provide further information on the amounts included in the financial statements.

Royal Sutton Coldfield Town Council

Budget Comparison for the year ended 31 March 2018

2017		2018	2018	2018
£		£	£	£
Budget		Net	Budget	Variance
		Expenditure		
DIRECT SERVICES TO THE PUBLIC				
(145,000)	Economic Development	(4,022)	(132,000)	127,978
(20,000)	Cultural and Heritage	(94,886)	(190,000)	95,114
(60,000)	Environmental Services	(10,598)	(129,933)	119,335
(150,000)	Play and Recreation	(109,981)	(347,500)	237,519
(20,000)	Town in Bloom	(28,700)	(75,000)	46,300
(50,000)	Christmas Lights	(66,931)	(70,799)	3,869
(66,000)	Health and Welbeing	(23,617)	(142,000)	118,383
(103,850)	Community Grants	(101,510)	(118,172)	16,662
-	Community Planning	(9,500)	(20,000)	10,500
(270,000)	Planning and Highways	(111,602)	(412,500)	300,898
(150,000)	Library Contingency	(175,000)	(200,000)	25,000
DEMOCRATIC, CIVIC AND CENTRAL COSTS				
(355,902)	Central Support Costs	(297,350)	(514,300)	216,950
(202,200)	Civic and Democratic Costs	(68,644)	(80,446)	11,802
(12,500)	Capital Expenditure		(1,500)	1,500
(60,000)	Other Costs and Income		(18,500)	18,500
<hr/> (1,665,452)		<hr/> (1,102,339)	<hr/> (2,452,650)	<hr/> 1,350,311
1,823,850	Annual Precept	1,832,982	1,832,982	-
	Transfer to Earmarked Reserves	827,769	-	827,769
<hr/> <hr/> 158,398	Net Surplus	<hr/> <hr/> (97,126)	<hr/> <hr/> (619,668)	<hr/> <hr/> 522,542

Royal Sutton Coldfield Town Council

Income and Expenditure Account (Unaudited)

for the year ended 31 March 2018

2017		2018	2018	2018	
£		£	£	£	
Net		Gross		Net	
Expenditure		Expenditure	Income	Expenditure	Note
	DIRECT SERVICES TO THE PUBLIC				
(3,000)	Economic Development	(4,022)	-	(4,022)	
-	Cultural and Heritage	(163,521)	68,635	(94,886)	
(67)	Environmental Services	(10,598)	-	(10,598)	
(2,500)	Play and Recreation	(109,981)	-	(109,981)	
(20,000)	Town in Bloom	(28,700)	-	(28,700)	
(29,201)	Christmas Lights	(66,931)	-	(66,931)	
-	Health and Wellbeing	(25,117)	1,500	(23,617)	
(88,677)	Community Grants	(101,510)	-	(101,510)	
-	Community Planning	(9,500)	-	(9,500)	
(500)	Planning and Highways	(111,602)	-	(111,602)	
(30,000)	Library Contingency	(175,000)	-	(175,000)	
	DEMOCRATIC, CIVIC AND CENTRAL COSTS				
(229,850)	Central Support Costs	(299,663)	2,313	(297,350)	A
(107,246)	Civic and Democratic Costs	(68,644)		(68,644)	B
(3,682)	Capital Expenditure			-	
(514,724)		(1,174,787)	72,448	(1,102,339)	
1,823,850	Annual Precept			1,832,982	
	Transfer to Earmarked Reserves			(827,769)	C
1,309,126	Net Surplus for the year			(97,126)	

Reserve Movements

		Balance	Movement	Balance
		April 2017	for Year	March 2018
1,309,126	General Fund	1,309,126	(97,126)	1,212,000
	Earmarked Reserves	-	827,769	827,769
1,309,126		1,309,126	730,643	2,039,769
		Box 1		Box 7

Royal Sutton Coldfield Town Council

Income and Expenditure Reconciliation to Annual Return

31st March 2018

Annual Return Box Numbers

Direct Services

Economic Development

Cultural and Heritage

Environmental Services

Play and Recreation

Town in Bloom

Christmas Lights

Health and Wellbeing

Community Grants

Community Planning

Planning and Highways

Library Contingency

Democratic, Management and Civic

Central Support Costs

Civic and Democratic Costs

Capital Expenditure

Precept

Totals Carried to Annual Return

Income			Expenditure			
Box 2	Box 3	Total	Box 4	Box 5	Box 6	Total
Precept	Other Income		Staff Costs	Loans Repaid	Other Costs	
-	-	-	-	-	4,022	4,022
	68,635	68,635	-	-	163,521	163,521
-	-	-	-	-	10,598	10,598
-	-	-	-	-	109,981	109,981
-	-	-	-	-	28,700	28,700
-	-	-	-	-	66,931	66,931
-	1,500	1,500	-	-	25,117	25,117
-	-	-	-	-	101,510	101,510
-	-	-	-	-	9,500	9,500
-	-	-	-	-	111,602	111,602
-	-	-	-	-	175,000	175,000
-	2,313	2,313	152,360	-	147,302	299,663
-	-	-	-	-	68,644	68,644
-	-	-	-	-	-	-
1,832,982	-	1,832,982	-	-	-	-
1,832,982	72,448	1,905,430	152,360		1,022,427	1,174,787

Royal Sutton Coldfield Town Council

Balance Sheet (Unaudited)

as at 31 March 2018

<u>2017</u>		<u>2018</u>	<u>Note</u>
<u>£</u>		<u>£</u>	
	Current Assets		
60,473	Debtors and Prepayments	52,602	D
1,354,007	Cash at Bank and In-hand	2,291,650	
<u>1,414,480</u>		<u>2,344,252</u>	
	Current Liabilities		
105,354	Creditors and accrued expenses	304,483	E
<u>1,309,126</u>	Net Current Assets	<u>2,039,769</u>	
	Financed by:		
	Reserves available to the Council		
1,309,126	Earmarked Reserves	827,769	
-	General Reserve	1,212,000	
<u>1,309,126</u>		<u>2,039,769</u>	

Royal Sutton Coldfield Town Council

Annual Return 31 March 2018

		<u>2017</u>	<u>2018</u>	<u>Note</u>
1	Balances Brought Forward	-	1,309,126	
2	Annual Precept	1,823,850	1,832,982	
3	Total Other Receipts	247	72,448	
4	Staff Costs	72,828	152,360	
5	Loan Interest/Capital Repayments	-	-	
6	Total Other Payments	442,142	1,022,427	
7	Balances Forward	1,309,126	2,039,769	
8	Total Cash and Investments	1,354,007	2,291,650	
9	Total Fixed Assets	18,394	22,793	F
10	Total Borrowings	-	-	

Royal Sutton Coldfield Town Council

Notes to the Accounts (Unaudited)

Saturday, March 31, 2018

A Income and Expenditure Account (Unaudited)

	2018	2018	
	£	£	
	Net	Budget	
	Expenditure		
Salaries	152,360	312,300	Salary for Staff - 3.4 FTE
Staff Expenses	482	7,500	
Training and Conferences	943	12,000	
Office Costs	22,713	30,000	Office Rent Costs
Subscriptions	5,612	5,500	NALC/WALC and SLCC
PR and Marketing	18,356	24,000	Annual Report, Website Costs, Newsletters
Insurance	2,619	2,500	Year 1 of 3 year term
Bank Charges	148	500	
Post and Office Supplies	2,691	10,000	
IT Equipment and Line Rental	6,553	8,000	
Professional Services	82,577	83,000	
Legal Fees	2,136	10,000	Office Lease Agreement
Audit Fees	2,420	5,000	
Recruitment Expenses	53	4,000	
Central Support Costs	299,663	514,300	
Interest Received	(2,313)	-	Interest on Deposit Account
Total	297,350		

B Income and Expenditure Account (Unaudited)

	2018	2018	
	£	£	
	Net	Budget	
	Expenditure		
Members Allowances	12,237	17,200	Annual allowance of £715 per Cllr plus NI
Members Expenses	0	2,000	
Mayors Allowance	6,979	8,000	Annual allowance of £6215 plus NI costs
Meeting Room Hire	6,325	7,000	
Civic Events	9,907	10,000	Incl Civic Regalia, Volunteers Reception, Civic Sunday, Annual Meeting etc
Mayors Challenge 2016	16,246	16,246	Trim Trail
Mayors Challenge 2017	16,950	20,000	School Eco Challenge
Civic and Democratic Costs	68,644	80,446	

Members/Mayors Allowances Claimed in 2017/18

<u>Councillor</u>	<u>£</u>
Cllr D Allan	715
Cllr L Allen	715
Cllr C Bennett	715
Cllr J Cairns	715
Cllr J Ellis	715
Cllr D Griffin	715
Cllr M Hewett	715
Cllr C Hodivala	715
Cllr C Horrocks	715
Cllr C Ives	715
Cllr O Jenkins	715
Cllr P Long	715
Cllr E Mackey	715
Cllr R Okello	715
Cllr D Pears	6,215
Cllr J Perks	715
Cllr K Ward	715
Cllr T Wood	715

C Income and Expenditure Account (Unaudited)

	2018
	£
	Net
	Expenditure
By-election Contingency	50,000
Cycles in Town	175,000
Election Costs	37,000
Members Allowances	4,962
Sutton Coldfield Library	42,000
Local Investment Readiness Fund	55,000
WiFi Across Sutton	72,978
Concerts in the Park	5,114
Play Equipment in Open Spaces	117,519
Park Enhancements	120,000
Floral Displays	24,201
Britain in Bloom	22,098
Sutton Heartbeat	2,025
Sports Engagement	10,000
Commonwealth Games	
Social Inclusion	66,358
Community Grants	13,014
Contingency Community Planning Pr	10,500
Transfer to Earmarked Reserves	827,769

Earmarked reserves represent sums set aside from the General Fund to finance future expenditure of either a capital or revenue nature.

To date, the general fund sits at £1,212,000.

D Balance Sheet

Refundable Deposit	1,800	Office Space Rental
VAT	10,792	Q4 Refund Outstanding
Accrued Income	1,309	Q4 Interest on Deposit Account
Something for Everyone Events	37,801	2018 Concert Licensing, Production and Marketing
Social Inclusion	900	2018 Birmingham Pride Entrance Fee
Debtors and Prepayments	52,602	

E Balance Sheet

Invoices paid 3rd April 2018	79,396	Invoices approved at Full Council 28th March 2018
Professional Fees	16,461	Support in March 2018 and Treasury Mangement Advice
Salaries	15,755	March 2018 Salaries
IT Equipment and Line Rental	208	
Audit Fees	2,210	2017/18 Audit
Room Hire	120	
Mayors Challenge 2016	2,740	Balance of Trim Trail
Library Contingency	25,000	
WiFi Across Sutton	1,342	
Play Equipment	32,775	Calder Drive, Princess Alice and Sona Arch
Social Inclusion	9,422	Special Olympics Community Grant
Britain in Bloom	2,468	Videography, Launch Event and Community Grants
Sutton HeartBeat	45	Replacement Defib parts
Community Grants	38,569	Awards approved in March 2018 plus School Enrichment Programme
Community Planning	4,500	Falcon Lodge
Landscaping	10,000	Gateway Bulb Planting
Transportation Model	53,000	
Town and Infrastructure Plan	10,272	Retail Market Review and Town Centre Review
Receipts in Advance	200	2018 Concerts Traders Deposit
Creditors and accrued expenses	304,483	

F Annual Return

Civic Regalia	2,201	Proxy Value as transferred from Birmingham City Council plus new Dep Mayor Pendant
IT Office Computer Equipment	14,455	Valued at purchase price
Printer/Photocopier/Scanner	2,530	Valued at purchase price
Safes	3,607	Valued at purchase price
Total Fixed Assets	22,793	

