



Royal Sutton Coldfield Town Council

Statement of Accounts

(Not Subject to Audit)

31 March 2017

Royal Sutton Coldfield Town Council

Council Information

Town Mayor

Charlotte Hodivala

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 2017

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 2016

	Net Expenditure	Budget	Variance
DIRECT SERVICES TO THE PUBLIC			
Economic Development	(3,000)	(145,000)	142,000
Cultural and Heritage	0	(20,000)	20,000
Environmenta Services	(67)	(60,000)	59,933
Play and Recreation	(2,500)	(150,000)	147,500
Town in Bloom	(20,000)	(20,000)	
Christmas Lights	(29,201)	(50,000)	20,799
Health and Welbeing		(66,000)	66,000
Community Grants	(88,677)	(103,850)	15,173
Planning and Highways	(500)	(270,000)	269,500
Library Contingency	(30,000)	(150,000)	120,000
DEMOCRATIC, CIVIC AND CENTRAL COSTS			
Central Support Costs	(229,850)	(355,902)	126,052
Civic and Democratic Costs	(107,246)	(202,200)	94,954
Capital Expenditure	(3,682)	(12,500)	8,818
Other Costs and Income		(60,000)	60,000
	(514,724)	(1,665,452)	1,150,728
Annual Precept	1,823,850	1,823,850	
Transfer to Earmarked Reserves	0		
Net Surplus	1,309,126	158,398	1,150,728

Royal Sutton Coldfield Town Council

Income and Expenditure Account (Unaudited)

for the year ended 31 March 2017

	2017 £ Gross <u>Expenditure</u>	2017 £ Income	2017 £ Net <u>Expenditure</u>	<u>Note</u>
DIRECT SERVICES TO THE PUBLIC				
Economic Development	(3,000)		(3,000)	
Cultural and Heritage				
Environmental Services	(67)		(67)	
Play and Recreation	(2,500)		(2,500)	
Town in Bloom	(20,000)		(20,000)	
Christmas Lights	(29,201)		(29,201)	
Community Grants	(88,677)		(88,677)	
Planning and Highways	(500)		(500)	
Library Contingency	(30,000)		(30,000)	
DEMOCRATIC, CIVIC AND CENTRAL COSTS				
Central Support Costs	(230,097)	247	(229,850)	A
Civic and Democratic Costs	(107,246)		(107,246)	B
Capital Expenditure	(3,682)		(3,682)	
			-	
	<u>(514,970)</u>	<u>247</u>	<u>(514,724)</u>	
Annual Precept			1,823,850	
Transfer to Earmarked Reserves				C
Net Surplus for the year			<u>1,309,126</u>	

Reserve Movements

	Balance April 2016	Movement for Year	Balance March 2017
General Fund		1,309,126	1,309,126
Earmarked Reserves		-	-
	<u>-</u>	<u>1,309,126</u>	<u>1,309,126</u>
	Box 1		Box 7

Royal Sutton Coldfield Town Council

Income and Expenditure Reconciliation to Annual Return

31st March 2017

Annual Return Box Numbers

Direct Services

Economic Development

Cultural and Heritage

Environmental Services

Play and Recreation

Town in Bloom

Christmas Lights

Community Grants

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		Box 4	Box 5	Box 6	
Precept	Other Income	Total	Staff Costs	Loans Repaid	Other Costs	Total
-	-	-			3,000	3,000
	-	-				-
-	-	-			67	67
-	-	-			2,500	2,500
-	-	-			20,000	20,000
-	-	-			29,201	29,201
-	-	-			88,677	88,677
	-	-			500	500
					30,000	30,000
-	247	247	72,828		157,269	230,097
-	-	-			107,246	107,246
-	-	-			3,682	3,682
1,823,850	-	1,823,850				
1,823,850	247	1,824,097	72,828		442,142	514,970

Royal Sutton Coldfield Town Council

Balance Sheet (Unaudited)

as at 31 March 2017

	2017	Note
	£	
Current Assets		
Debtors and Prepayments	60,473	D
Cash at Bank and In-hand	1,354,007	
	<hr/>	
	1,414,480	
Current Liabilities		
Creditors and accrued expenses	105,354	E
	<hr/>	
Net Current Assets	<hr/>	
	1,309,126	
	<hr/>	
 Financed by:		
 Reserves available to the Council		
Earmarked Reserves	-	
General Reserve	1,309,126	
	<hr/>	
	1,309,126	
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Royal Sutton Coldfield Town Council

Annual Return 31 March 2017

	<u>2015</u>	<u>2016</u>	<u>Note</u>
1 Balances Brought Forward		0	
2 Annual Precept		1,823,850	
3 Total Other Receipts		247	
4 Staff Costs		72,828	
5 Loan Interest/Capital Repayments		-	
6 Total Other Payments		442,142	
7 Balances Forward		1,309,126	
8 Total Cash and Investments		1,354,007	
9 Total Fixed Assets		18,394	F
10 Total Borrowings		0	

Royal Sutton Coldfield Town Council

Notes to the Accounts (Unaudited)

31 March 2017

A Income and Expenditure Account (Unaudited)

	2017	2017	
	£	£	
	Net	Budget	
	Expenditure		
Salaries	72,828	140,000	Delay in Recruiting Town Clerk
Staff Expenses	567	5,000	
Training and Conferences	6,576	8,000	
Office Costs	8,450	16,500	Office Rent Costs, July 16 - March 17.
Subscriptions	4,773	4,902	NALC/WALC and SLCC
PR and Marketing	5,597	14,000	
Insurance	1,118	1,500	
Bank Charges	118	1,500	
Post and Office Supplies	2,777	10,000	
IT Equipment and Line Rental	22,284	25,500	
Startup Staffing	86,225	90,000	Consultants Fees
Town Hall Feasibility	7,177	10,000	
Legal Fees	0	15,000	
Audit Fees	2,420	5,000	
Recruitment Expenses	9,188	9,000	Additional Recruitment - Assistant Town Clerk
Central Support Costs	230,097		
Interest Received	(247)	-	Interest on Deposit Account
Total	229,850		

B Income and Expenditure Account (Unaudited)

	2017	2017	
	£	£	
	Net	Budget	
	Expenditure		
Members Allowances	12,967	24,000	Annual allowance of £715 per Cllr plus NI
Members Expenses	0	1,200	
Mayors Allowance	6,979	15,000	Annual allowance of £6215 plus NI costs
Meeting Room Hire	5,876	7,000	
Civic Events	2,195	10,000	Civic Regalia Maintenance and Storage
Mayors Challenge	3,754	20,000	
Bi-Election Contingency	0	50,000	
Election Costs	75,475	75,000	2016 Election
Civic and Democratic Costs	107,246	202,200	

Members/Mayors Allowances Claimed in 2016/17

<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	6,215
Cllr C Horrocks	715
Cllr C Ives	715
Cllr O Jenkins	715
Cllr P Long	715
Cllr E Mackey	715
Cllr D Pears	715
Cllr J Perks	715
Cllr M Puri	715
Cllr R Okello	715
Cllr K Ward	715
Cllr T Wood	715

C Income and Expenditure Account (Unaudited)

	2017
	£
	Net
	<u>Expenditure</u>
Transfer to Earmarked Reserves	0

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 £1,309,126 and there are no earmarked reserves.

D Balance Sheet

Refundable Deposit	1,800	Office Space Rental
VAT	34,092	Q1-3 £25,822 paid April 17. Q4 refund outstanding
Something for Everyone Events	1,416	CBSO Concert License Costs
Something for Everyone Events	23,166	CBSO Concert 25% prepayment to Production Company
Debtors and Prepayments	60,473	

E Balance Sheet

MultiPay Charge card	461	March 17 usage.
Library Contingency	30,000	Committed in March 2017
Community Grants	38,158	Grant awards committed in 2016/17 but not yet paid
Xmas Trees	2,486	Displays in 2016
Consultants	5,913	For work carried out upto the end of March 2017
Room Hire	279	
Audit Fees	2,462	Internal and External Fees for accounts 2016/17
Salaries	25,016	BCC Recharges of salaries outstanding to March 2017
Office Stationery	360	
IT Telephone Rental	20	
WALC Briefing Day	200	Held in March 2017
Creditors and accrued expenses	105,354	

F Annual Return

Civic Regalia	1	Proxy Value as transferred from Birmingham City Council
IT Office Computer Equipment	12,256	Valued at purchase price
Printer/Photocopier/Scanner	2,530	Valued at purchase price
Safes	3,607	Valued at purchase price
Total Fixed Assets	18,394	