

**STOURPORT-ON-SEVERN TOWN COUNCIL**



***Final Accounts***

***2012/13***



**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS, 2012/13**

2011/12	<b><u>RESTATED BALANCE SHEET AS AT 31st MARCH, 2013</u></b>	2012/13
£		£
<b>CURRENT ASSETS</b>		
1,969.65	Debtors - H M Revenue & Customs (Recoverable VAT)	5,093.21
32,954.25	Other Debtors	712.00
34,923.90		5,805.21
6,940.45	Payments in Advance - Insurance & NNDR	5,856.47
49,850.00	Cash - Invested with WFDC	129,223.00
37,971.86	- At Bank	45,972.02
- 22,651.81	Less: Cheques to be presented	- 24,355.09
500.00	- Petty Cash	21,616.93
107,534.40		500.00
		151,339.93
		163,001.61
<b>Less: CURRENT LIABILITIES</b>		
- 46,980.00	Creditors - Wyre Forest D. C. - March Payroll	- 8,675.99
- 14,294.33	- Other Creditors	- 89,479.70
- 61,274.33		- 98,155.69
46,260.07	<b>CURRENT ASSETS Less CURRET LIABILITIES</b>	64,845.92
- 336.00	<b>Roland Worth Trust Fund</b>	- 336.00
45,924.07	<b>CURRENT ASSETS Less TOTAL LIABILITIES</b>	64,509.92
<b>Financed by:</b>		
<b>FUNDS AND RESERVES</b>		
2,500.00	Vehicles & Mowers	3,370.00
1,999.86	Elections	6,499.86
1,467.95	Computers	3,169.95
5,967.81		13,039.81
<b>WORKING BALANCE</b>		
36,433.77	At 01/04/2012	39,956.26
3,522.49	Add: Surplus on Year	11,513.85
39,956.26		51,470.11
45,924.07		64,509.92

**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13 - SUMMARY**

2011/12 Actual		2012/13		
		Estimate	Revised Estimate	Actual
£		£	£	£
30,757.25	1. ADMINISTRATION	35,260	28,670	26,105.75
31,895.73	2. COST OF DEMOCRACY	31,610	31,410	30,337.79
15,971.16	3. SERVICES TO THE PUBLIC	23,220	22,620	21,060.42
62,972.91	4. MEMORIAL PARK AND TOWN GARDENS	67,730	67,310	67,366.99
9,537.23	5. CEMETERY	11,170	9,670	6,979.82
6,184.84	6. ALLOTMENTS	6,340	6,970	6,495.38
6,958.39	7. NON-RECURRING EXPENDITURE	-	-	-
<b>164,277.51</b>	<b>TOTAL NET EXPENDITURE</b>	<b>175,330</b>	<b>166,650</b>	<b>158,346.15</b>
- 167,800.00	PRECEPT ON WYRE FOREST D. C.	- 169,860	- 169,860	- 169,860.00
<b>- 3,522.49</b>	<b>DEFICIT/(-SURPLUS) ON YEAR</b>	<b>5,470</b>	<b>- 3,210</b>	<b>- 11,513.85</b>
	<b>WORKING BALANCE PROJECTION</b>			
- 36,433.77	Balance at 1st April	- 39,956	- 39,956	- 39,956.26
- 3,522.49	Add: Surplus for year	5,470	- 3,210	- 11,513.85
<b>- 39,956.26</b>	<b>Surplus Working Balance at 31st March</b>	<b>- 34,486</b>	<b>- 43,166</b>	<b>- 51,470.11</b>

**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13**

2011/12 Actual		2012/13		
		Original Estimate	Revised Estimate	Actual
£	<b>1. ADMINISTRATION</b>	£	£	£
	Expenditure			
	Employees			
129,132.16	Salaries and Wages	134,000	128,000	126,954.96
- 112,620.00	Less: Recharges	- 114,110	- 113,880	- 113,870.00
16,512.16	Net Salaries and Wages	19,890	14,120	13,084.96
1,035.22	Indirect Employee Costs	830	1,000	636.25
	Supplies and Services			
469.26	Office Equipment	520	100	-
1,090.76	Printing and Photocopying	1,040	1,100	737.46
431.38	Books, Vending and Stationery	830	600	448.94
1,135.00	Audit Fees	1,250	1,350	1,255.00
1,343.42	Postage and Telephones	1,580	1,400	1,562.27
588.99	Computing	330	330	204.37
2,500.00	Contribution to Computer/Equip/Blgs	2,500	2,500	2,500.00
253.81	Bank Charges	270	270	197.55
5,305.25	Insurances	5,520	5,700	5,408.95
142.00	Health and Safety Inspections	750	250	120.00
30,807.25	<b>Total Expenditure</b>	<b>35,310</b>	<b>28,720</b>	26,155.75
	Income			
- 50.00	Interest Received	- 50	- 50	- 50.00
<b>30,757.25</b>	<b>TOTAL NET EXPENDITURE</b>	<b>35,260</b>	<b>28,670</b>	<b>26,105.75</b>

**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13**

2011/12 Actual		2012/13		
		Original Estimate	Revised Estimate	Actual
£	<b>2. COST OF DEMOCRACY</b>	£	£	£
	Expenditure			
	Employees			
18,810.00	Salary and Wages Recharged	19,060	18,360	18,360.00
	Supplies and Services			
49.00	Mayoral Board	50	50	-
702.63	Mayors chain engraving,robe, etc.	590	590	55.27
549.00	Printing	540	540	511.00
-	Other Expenses	100	100	50.00
4,850.00	Mayor and Deputy Mayor Expenses	5,050	5,050	5,050.00
1,819.10	Civic Occasions	2,220	2,220	1,811.52
5,116.00	Elections - Contribution to reserve	4,000	4,500	4,500.00
<b>31,895.73</b>	<b>TOTAL NET EXPENDITURE</b>	<b>31,610</b>	<b>31,410</b>	<b>30,337.79</b>

**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13**

2011/12 Actual		2012/13		
		Original Estimate	Revised Estimate	Actual
£	<b>3. SERVICES TO THE PUBLIC</b>	£	£	£
	Expenditure			
	Repair and Maintenance of Buildings			
150	Town Clock winding and maintenance	150	150	150.00
	Supplies and Services			
2,520	Grants to Organisations	2,520	2,520	2,520.00
4,604	Other Grants	1,630	1,630	1,385.00
-	Civic Centre Project	10,000	10,000	10,000.00
4,358	Christmas Lights	4,970	4,970	3,935.11
4,340	Town Twinning	3,950	3,000	2,720.31
	Street Sign 30 mph - see Note		2,500	2,500.00
-	Less: Cllrs. local budget donations	-	2,150	2,150.00
<b>15,972</b>	<b>TOTAL NET EXPENDITURE</b>	<b>23,220</b>	<b>22,620</b>	<b>21,060.42</b>

Note: Approved Council 4th September, 2012( minute 53)

**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13**

2011/12 Actual		2012/13		
		Original Estimate	Revised Estimate	Actual
<b>£</b>	<b>4. MEMORIAL PARK AND TOWN GARDENS</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Expenditure			
	Employees			
44,530.00	Salary and Wages Recharged	45,120	44,700	44,700.00
	Premises Related Costs			
8,507.38	Maintenance of Grounds	11,960	11,960	12,081.82
1,426.52	Electricity	1,410	1,410	1,240.54
376.91	Business Rates	400	400	391.50
119.49	Water Charges	220	220	108.20
638.19	Cleaning Materials	690	690	255.23
30.00	Fire Extinguishers	30	30	30.00
	Transport Related Costs			
1,721.68	Vehicle and Mower Running Costs	2,200	2,200	3,967.26
2,500.00	Contr to Vehicle Renew Fund	2,500	2,500	2,500.00
	<b>Supplies and Services</b>			
1,390.06	Equipment	1,100	1,100	1,100.00
2,640.00	Memorial Park Management Plan	3,000	3,000	2,000.00
<b>63,880.23</b>	<b>Total Expenditure</b>	<b>68,630</b>	<b>68,210</b>	<b>68,374.55</b>
	Income			
- 400.00	Rent - Land Com Cen Mem Park	- 400	- 400	- 500.00
- 507.32	Rent - Land Com Cen A Kings Rec	- 500	- 500	- 507.56
- <b>907.32</b>	<b>Total Income</b>	- <b>900</b>	- <b>900</b>	- <b>1,007.56</b>
<b>62,972.91</b>	<b>TOTAL NET EXPENDITURE</b>	<b>67,730</b>	<b>67,310</b>	<b>67,366.99</b>



**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13**

2011/12 Actual		2012/13		
		Original Estimate	Revised Estimate	Actual
<b>£</b>	<b>5. CEMETERY</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Expenditure			
	Employees			
41,980.00	Salary and Wages Recharged	42,520	42,860	42,860.00
	Premises Related Costs			
289.60	Electricity	310	310	252.27
-	Business Rates	310	-	-
2,678.79	Refuse Collection/Disposal	3,330	2,800	2,729.97
	Transport Related Costs			
388.64	Vehicle and Mower Running Costs	360	360	334.88
-	Hire of mini digger/replace stolen eqpt.	1,040	-	-
	Supplies and Services			
239.50	Books-Official Register, etc.	210	290	286.00
-	Subscription to ABA	90	50	45.00
900.00	S136 Grant for upkeep of Churyd	900	900	900.00
450.70	Misc. Expenditure	100	100	239.70
<b>46,927.23</b>	<b>Total Expenditure</b>	<b>49,170</b>	<b>47,670</b>	<b>47,647.82</b>
	Income			
	Grants			
- 11,300.00	S136 Grant from WFDC	- 11,300	- 11,300	- 11,300.00
	Customer Receipts			
- 26,090.00	Burial Fees	- 26,700	- 26,700	- 29,368.00
<b>- 37,390.00</b>	<b>Total Income</b>	<b>- 38,000</b>	<b>- 38,000</b>	<b>- 40,668.00</b>
<b>9,537.23</b>	<b>TOTAL NET EXPENDITURE</b>	<b>11,170</b>	<b>9,670</b>	<b>6,979.82</b>

**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13**

2011/12 Actual		2012/13		
		Original Estimate	Revised Estimate	Actual
£	<b>6. ALLOTMENTS</b>	£	£	£
	Expenditure Employees			
7,300.00	Salary and Wages Recharged	7,400	7,950	7,950.00
	Premises Related Costs			
1,840.24	Water Charges	1,930	1,930	1,458.18
	Supplies and Services			
289.60	Commission on rent collection	290	290	283.20
	Misc. Expenses			
31.00		-		-
<b>9,460.84</b>	<b>Total Expenditure</b>	<b>9,620</b>	<b>10,170</b>	<b>9,691.38</b>
	Income			
	Grants			
- 300.00	S136 Contribution from WFDC	- 300	- 300	- 300.00
	Customer Receipts			
	Allotment Rents			
- 2,976.00		- 2,980	- 2,900	- 2,896.00
<b>- 3,276.00</b>	<b>Total Income</b>	<b>- 3,280</b>	<b>- 3,200</b>	<b>- 3,196.00</b>
<b>6,184.84</b>	<b>TOTAL NET EXPENDITURE</b>	<b>6,340</b>	<b>6,970</b>	<b>6,495.38</b>

**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13**

2011/12 Actual		2012/13		
		Original Estimate	Revised Estimate	Actual
£	<b>7. NON-RECURRING EXPENDITURE</b>	£	£	£
	Expenditure			
-	Mem Park - Bandstand funding bid	12,500	12,500	12,500.00
-	Mem Park - Youth Shelter	6,500	6,500	6,500.00
-	Areley Kings - Youth Shelter (net)	3,500	3,500	3,500.00
-	Areley Kings - Sports Pitch	10,980	10,980	10,980.00
-	Stourport Forward - Support Civic Centre	10,500	10,500	10,506.73
-	S/port F/ward - Grant 2012/13 & 2013/14	3,000	6,000	6,000.00
-	Bus Shelter, Bridge St/Dunley Rd.	-	7,000	7,000.00
-	Civic Centre Project	16,980	11,210	11,210.00
-	LESS:-Grant - 2007/8	- 15,000	- 15,000	- 15,000.00
-	- Grant - 2009/10	- 4,230	- 4,230	- 4,230.73
-	- Grant - 2010/11	- 15,200	- 15,200	- 15,200.00
-	- Grant - 2011/12	- 16,780	- 16,780	- 16,780.00
-	- Grant - 2012/13	- 16,980	- 16,980	- 16,986.00
10,314.39	War Memorial; Refurbishment	-	-	-
- 3,356.00	Expenditure	-	-	-
	LESS: Grants & Donations rec'd	-	-	-
<b>6,958.39</b>	<b>TOTAL NET EXPENDITURE</b>	-	-	-

**STOURPORT-ON-SEVERN TOWN COUNCIL**  
**FINAL ACCOUNTS 2012/13**

**NOTES TO THE ACCOUNTS**

**1. ACCOUNTING POLICY**

These accounts have been prepared on an income and expenditure basis in accordance with accepted accounting practice and present fairly the overall financial position of the Council. Revenue transactions have been accounted for on an accruals basis.

**2. LOANS AND LEASES**

The Council is not a lessee and is debt free.

**3. DISCRETIONARY EXPENDITURE UNDER S.137 LOCAL GOVERNMENT ACT 1972**

Parish Councils can spend up to £5.64 per head of electorate (15,892) each year for the benefit of people on activities or projects not specifically allowed by any other legislation (Up to £89,630 in 2012/13). Grants to charitable organisations totalling £2,520 were paid in the year.

**4. TOURISM PROMOTION EXPENDITURE UNDER S.144 LOCAL GOVERNMENT ACT, 1972**

The Council spent £3,935 on Christmas Lights in the Town Centre.

**5. FUNDS AND RESERVES**

The Council's target working balance was increased from £25,000 to £50,000 at Council on 5th February, 2013. Due to continuing sound financial management the balance was £51,470 at the year end.

The Council maintains a Reserve Fund to provide for large items of future expenditure. A detailed account summary is provided in these Final Accounts and show that at year end Fund balances were £13,040 for Elections, Vehicles and Computers/Accommodation

**6. SUPERANNUATION**

The Council contributed £11,960 to the Worcestershire County Council Superannuation Fund being 20.5% (19.2% in 2011/12) of employees superannuable pay.

**7. AUDIT**

Internal Audit was again carried out by Mr R. Whale IPFA.

**8. TRUST AND CHARITABLE FUNDS**

Council is sole trustee in respect of the Memorial Park and Areley Kings Recreation Ground. All related expenditure and income is shown in these accounts and the net expenditure is met by the Council.

**9. MEMBERS ALLOWANCES**

Council has resolved not to pay allowances to members.

**10. INVESTMENTS**

During the financial year cash reserves were invested with Wyre Forest District Council earning no interest.

**11. EMPLOYEES**

The Council employs 7 employees, 4 of whom are part-time.

**12. CAPITAL ACCOUNTING**

The Council is not required to comply with capital accounting requirements. However assets have been identified and valued for insurance purposes and are as follows:

**STOURPORT-ON-SEVERN TOWN COUNCIL**

**FINAL ACCOUNTS 2012/13**

**NOTES TO THE ACCOUNTS (Cont.)**

2012	<b><u>ASSETS AS AT 31st MARCH 2013</u></b>	2,013
£		
	<b><u>1. LAND</u></b>	
100	Abberley Avenue Public Open Space (Common Land) Allotments	100
1,000	Kingsway	1,000
1,000	Areley Kings	1,000
1,000	Cemetery, Minster Road	1,000
100	Vale Road/Mitton Street Public Gardens	100
	<b><u>2. BUILDINGS</u></b>	
178,170	Stourport Community Centre - Changing Rooms	183,520
58,460	Town Clock and Clock Tower	60,210
35,770	Memorial Park Bandstand	36,850
10,090	Memorial Park Scout Hut	-
10,090	Cemetery Portakabin	10,400
11,020	Cemetery Toilet Block	11,350
	<b><u>3. CONTENTS</u></b>	
33,560	Stourport Community Centre - Changing Rooms	34,450
20,130	Office furniture and office equipment	15,500
7,170	Cemetery office	7,390
	<b><u>4. VEHICLES</u></b>	
5,100	General Purpose Van	5,100
3,700	John Deere Mini Tractor	4,000
1,400	John Deere Pedestrian Mower	1,500
	<b><u>5. LONG TERM INVESTMENT</u></b>	
2,000	Treasury Stock 2.5%	
	<b><u>6. COMMUNITY ASSETS</u></b>	
3,310	Mayor's Robe Chain and Badge	3,310
12,890	Coat of Arms and Silver Casket	12,890
8,580	Display Case, Chest and Contents	8,580
33,930	Bus Shelters and Public Seats	34,950
30,100	Christmas Lights	31,000
17,570	Street Lighting	18,090
33,450	War Memorial Gates & Railings	33,450
<b><u>519,690</u></b>		<b><u>515,740</u></b>

