

Romsey Town Council

Unaudited Financial Statements

For the year ended 31 March 2023

Romsey Town Council

Table of Contents

31 March 2023

	Page
Table of Contents.....	2
Council Information.....	3
Statement of Accounting Policies.....	4
Income and Expenditure Account.....	6
Balance Sheet.....	7
Notes to the Accounts.....	8
1 Interest and Investment Income.....	8
2 Agency Work.....	8
3 Tenancies.....	8
4 Publicity.....	8
5 Pensions.....	8
6 Fixed Assets.....	8
7 Fixed Assets Additions and Disposals.....	9
8 Debtors.....	10
9 Creditors and Accrued Expenses.....	10
10 Loans.....	10
11 Hire Purchase and Lease Obligations.....	10
12 Earmarked Reserves.....	11
13 Capital Commitments.....	11
14 Contingent Liabilities.....	11
Appendices.....	12

Romsey Town Council

Council Information

31 March 2023

(Information current at 23rd May 2023)

Mayor

Cllr J. Ray

Councillors

Cllr C. Birkett
Cllr C. Burgess
Cllr J. Burnage
Cllr M. Cooper
Cllr J. Critchley
Cllr I. Culley
Cllr S. Gidley
Cllr A. Goddard
Cllr N. Gwynne
Cllr R. Kohli
Cllr J. Parker
Cllr R. Theron
Cllr J. Urquhart
Cllr S. Wilkinson

Clerk to the Council

Judith Giles

Auditors

BDO LLP
Arcadia House
Maritime Walk
Ocean Village
Southampton
SO14 3TL

Internal Auditors

Auditing Solutions Limited
Clackerbrook Farm
46 The Common
Bromham
Chippenham
Wiltshire
SN15 2JJ

Romsey Town Council
Statement of Accounting Policies

31 March 2023

Auditors

The name and address of the External Auditors is provided for information only.

These Statements are not subject to audit and the External Auditors have no responsibility for them.

Accounting Convention

The accounts have been prepared in accordance with the Accounting Guidance Notes for Local Councils (the Guide) issued by The Chartered Institute of Public Finance and Accountancy (CIPFA) as applicable to a medium sized council.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

Fixed Assets

All expenditure on the acquisition, creation or enhancement of fixed assets is reported in the notes to the accounts, provided that the fixed asset yields benefits to the authority and the services it provides for a period of more than one year. Fixed assets are valued on the basis recommended by CIPFA. The year end values are stated on the following basis:

land, operation properties and other operational assets are reported in notes to the accounts at current insurance values where available as approximating to the lower of net current replacement cost and net realisable value, except that certain community assets are the subject of restrictive covenants as to their use and /or future disposal.

Such assets are therefore considered to have no appreciable realisable value and are included at a nominal value only.

Revenue Grants

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

Stocks and Work in Progress

Stocks held for sale, where significant (generally in excess of £1,000), are valued at the lower of cost or net realisable value. Consumable stocks have been treated as an expense when purchased because their value was not material.

Debtors and Creditors

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

Value Added Tax

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

Romsey Town Council
Statement of Accounting Policies
31 March 2023

External Loan Repayments

The council is not required by the Guide to incorporate external borrowings in its Balance Sheet. Details are shown at note 10.

Leases

The council is not required by the Guide to incorporate Hire Purchase and/or Finance Lease obligations in its Balance Sheet. Details are shown at note 11.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in note 12.

Interest Income

All interest receipts are credited initially to general funds.

Pensions

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31st March 2025 and any change in contribution rates as a result of that valuation will take effect from 1st April 2026.

Romsey Town Council
Income and Expenditure Account
31 March 2023

	Notes	2023 £	2022 £
INCOME			
Precept on Principal Authority			
Capital Receipts & Grants		320,568	316,381
Interest and Investment Income		-	125,000
Allotments	1	604	24
TCM		3,380	3,612
Markets		1,000	8,560
Highways - Footpaths and Lighting		6,403	6,070
Town Hall		10	-
Establishment/General Administration		79,935	63,763
Civic		20,394	1,030
Other Grants and Donations		140	-
Christmas Events		5,212	20,329
		5,000	5,000
		<u>442,646</u>	<u>549,769</u>
EXPENDITURE			
Establishment/General Administration			
Capital Expenditure		116,625	101,723
Loan Interest and Capital Repayments	7	40,485	87,084
Operational Expenditure:		10,096	7,524
Allotments			
TCM		3,399	2,174
Town Hall		40,786	35,164
Civic		193,473	151,004
Environmental		9,804	5,212
War Horse Statue		976	3,343
Grants -other		160	160
Christmas Events		5,995	4,900
		29,493	28,167
		<u>451,292</u>	<u>426,455</u>
General Fund			
Balance at 01 April 2022			
Add: Total Income		147,213	115,059
		<u>442,646</u>	<u>549,769</u>
Deduct: Total Expenditure		589,859	664,828
		<u>451,292</u>	<u>426,455</u>
		138,567	238,373
Transfer from/(to) Earmarked Reserves			
General Reserve Balance at 31 March 2023	12	26,580	(91,160)
		<u>165,147</u>	<u>147,213</u>

The notes on pages 8 to 11 form part of these unaudited statements.

Romsey Town Council

Balance Sheet

31 March 2023

	Notes	2023 £	2023 £	2022 £
Current Assets				
Stock		1,434		1,414
Debtors and prepayments	8	10,417		8,247
Cash at bank and in hand		<u>310,507</u>		<u>292,765</u>
		322,358		302,426
Current Liabilities				
Creditors and income in advance	9	<u>(49,402)</u>		<u>(20,824)</u>
Net Current Assets			272,956	281,602
Total Assets Less Current Liabilities			272,956	281,602
Total Assets Less Liabilities			<u>272,956</u>	<u>281,602</u>
Capital and Reserves				
Earmarked Reserves	12		107,809	134,389
General Reserve			<u>165,147</u>	<u>147,213</u>
			<u>272,956</u>	<u>281,602</u>

Signed:

Cllr J. Ray
Mayor

.....
Judith Giles
Responsible Financial Officer

Date:

23.5.23

23.5.23

The notes on pages 8 to 11 form part of these unaudited statements.

Romsey Town Council

Notes to the Accounts

31 March 2023

1 Interest and Investment Income

	2023 £	2022 £
Interest Income - General Funds	604	24
	<u>604</u>	<u>24</u>

2 Agency Work

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

3 Tenancies

During the year the following tenancies were held:

Council as landlord

Tenant	Property	Rent p.a. £	Repairing / Non-Repairing
Cranfield Trust	Bell Street Chambers	10,000	Repairing

Council as tenant

Landlord	Property	Rent p.a. £	Repairing / Non-Repairing
NONE			

4 Publicity

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	2023 £	2022 £
Recruitment	-	1,625
Council Newsletter	3,030	540
	<u>3,030</u>	<u>2,165</u>

5 Pensions

For the year of account the council's contributions equal 21.40% of employees' pensionable pay, plus a lump sum of £0. These contributions will increase to 21.40%, plus a lump sum of £0, in future years, in order to provide adequately for future liabilities.

Romsey Town Council

Notes to the Accounts

31 March 2023

6 Fixed Assets

	2023	2022
	£	£
	Value	Value
At 31 March the following assets were held:		
<u>Freehold Land and Buildings</u>		
Town Hall Building	1	1
Town Hall - Heating Boiler	32,360	32,360
Town Hall - Upgrades on 2nd Floor toilets & DDE Facility	24,485	24,485
Town Hall - Provision of Passenger Lift	116,755	116,755
Town Hall - Platform Lift	10,899	10,899
Town Hall - Stair Lift	7,235	7,235
Allotments Site Garage	1	1
Land adjacent Star Inn	1	1
	<u>191,737</u>	<u>191,737</u>
<u>Vehicles and Equipment</u>		
Christmas Light	46,169	46,169
P.A. & Cinema System	32,195	-
	<u>78,364</u>	<u>46,169</u>
<u>Infrastructure Assets</u>		
Wooden Bench (4)	4	4
Wooden Memorial Bench	1	1
19 Street Lights	4,189	4,189
Mace Pole	1	1
Seats (13)	2,302	12
Circular Tree Seat	6,000	-
Flower Pedestals (2)	2	2
	<u>12,499</u>	<u>4,209</u>
<u>Community Assets</u>		
Large Memorial Charter Stone	1	1
Palmerston Statue	1	1
War Horse Memorial	83,000	83,000
Wall Mounted Memorial Charter Stone	1	1
	<u>83,003</u>	<u>83,003</u>
	<u>365,603</u>	<u>325,118</u>

The basis of valuation of the above assets is set out in the Statement of Accounting Policies.

Romsey Town Council

Notes to the Accounts

31 March 2023

7 Fixed Assets - Additions and Disposals

	2023	2022
	£	£
	Cost	Cost
During the year the following assets were purchased:		
Operational Land and Buildings	-	87,084
Vehicles and Equipment	32,195	-
Infrastructure Assets	8,290	-
	<u>40,485</u>	<u>87,084</u>

No assets were disposed of during the year.

8 Debtors

	2023	2022
	£	£
Trade Debtors	1,374	1,248
VAT Recoverable	3,463	4,420
Prepayments	5,580	2,579
	<u>10,417</u>	<u>8,247</u>

9 Creditors and Accrued Expenses

	2023	2022
	£	£
Trade Creditors	27,758	5,922
Other Creditors	5,996	3,501
Superannuation Payable	3,033	233
Payroll Taxes and Social Security	3,746	18
Accruals	6,055	7,118
Income in Advance	2,814	4,032
	<u>49,402</u>	<u>20,824</u>

10 Loans

At the close of business on 31 March 2023 the following loans to the council were outstanding:

Lender	Loan Period	Amount	Years
		£	Remaining
Public Works Loan Board	To 18 th May 2035	50,810	12
Public Works Loan Board	To 30 th June 2046	95,341	24

11 Hire Purchase and Lease Obligations

At 31 March the following hire purchase agreement(s) and lease(s) were in operation:

Hire/Lessor	Purpose	Annual Lease/Hire Payable	Year of Expiry
		£	
None			

Romsey Town Council

Notes to the Accounts

31 March 2023

12 Earmarked Reserves

	Balance at 01/04/2022	Contribution to reserve	Contribution from reserve	Balance at 31/03/2023
	£	£	£	£
Other Earmarked Reserves	134,389	21,094	(47,674)	107,809
Total Earmarked Reserves	134,389	21,094	(47,674)	107,809

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2023 are set out in detail at Appendix A.

13 Capital Commitments

The council had no capital commitments at 31 March 2023 not otherwise provided for in these accounts.

14 Contingent Liabilities

The council is not aware of any contingent liabilities at the date of these accounts.

Romsey Town Council

Appendices

31 March 2023

Appendix A

Schedule of Earmarked Reserves

<u>Earmarked Reserves</u>	<u>Balance at</u> <u>01/04/2022</u> £	<u>Contribution</u> <u>to reserve</u> £	<u>Contribution</u> <u>from reserve</u> £	<u>Balance at</u> <u>31/03/2023</u> £
Allotment Fund	7,018		(229)	6,789
Town Hall Maintenance	68,167	6,095	(36,720)	37,542
Town Hall Equipment	-	6,667		6,667
Marshalls In Romsey	245			245
Elections	8,757			8,757
Romsey Website	2,811			2,811
Allotment Show	-			-
War Horse Fund	11,484	27	(160)	11,351
Christmas Lights	-			-
Grants	2,200			2,200
Markets	1,908			1,908
Town Centre Management	4,000	3,092		7,092
Neighbourhood Plan	913			913
CIL	15,250	1,093	(6,873)	9,470
WWI Event	3,767		(1,970)	1,797
Romsey Emergency Plan	2,309			2,309
Tourism & Heritage App	5,560	4,120	(1,722)	7,958
TOTAL EARMARKED RESERVES	134,389	21,094	(47,674)	107,809