कार्यालय नगर परिषद हिण्डोरिया, जिला दमोह (म.प्र.)

कार्यालय :–☏ 07812–213241 फैक्स :– 07812–213243

E-mail – cmohindoriya@mpurban.gov.in

क्रं. / न.प. / ले.शा. / 2023 / 105 हिण्डोरिया दिनॉक 3 / 10 / 2023

प्रति,

अपर आयुक्त महोदय
संचालनालय नगरीय प्रशासन एवं विकास
भोपाल, म.प्र.

विषय :– वित्तीय वर्ष 2022–23 के नगरीय निकायों के लेखाओं की संपरीक्षा चार्टर्ड अकाउंटेंट के द्वारा कराये जाने के संबंध में।

संदर्भ :– आपका पत्र क्रमांक / आडिट / शा–4(क) / 265 / 7984 भोपाल दिनांक 30 / 05 / 2023

–––––00–––––

महोदय,

विषयांतर्गत संदर्भित पत्र के संबंध में निवेदन है, कि नगर परिषद हिण्डोरिया अंतर्गत वर्ष 2022–23 की सी.ए. संरीक्षित रिपोर्ट चाही गई हैं।

अतः संदर्भित पत्र के परिपालन में सी.ए. आडिट रिपोर्ट वर्ष 2022–23 की संलग्न कर आपकी ओर सादर प्रेषित हैं।

मुख्य नगर पालिका अधिकारी
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जिला दमोह

प्रष्ठ क्रं. / न.प. / ले.शा. / 2023 / हिण्डोरिया दिनॉक...... / ...... / 2023

प्रतिलिपि,

1. संयुक्त संचालक, नगरीय प्रशासन एवं विकास सागर संभाग सागर की ओर सूचनार्थ।

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AUDIT REPORT

OF

MUNICIPAL COUNCIL HINDORIA, DISTRICT – DAMOH (M.P.)

FOR

THE YEAR ENDING 31st MARCH 2023

PRAMOD K. SHARMA & CO.
Chartered Accountants

HEAD OFFICE : 11 & 12, IInd Floor, Sarnath Commercial Complex, Opp. Board Office, Shivaji Nagar, Bhopal – 462016
MOBILE NO. (+91) 94250-15041, 95892-51041, Phone No. (0755) 4273005, 2670003
E-mail : pksharma_com@rediffmail.com

AUDIT REPORT

We have examined the Receipts & Payments Account of **MUNICIPAL COUNCIL HINDORIA, DISTRICT DAMOH (M.P.)** for the year ended 31st March 2023, which is in agreement with the books of account maintained by the said Municipal council. We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of the audit. In our opinion, proper books of account have been kept by the above said concern so far as appears from our examination of books, subject to the comments given below:

1. These financial statements are the responsibility of the management of the concern. Our responsibility is to express an opinion on these financial statements based on our audit.

2. We have conducted our audit in accordance with auditing standards generally accepted in India. Our audit includes examining on test basis, evidence supporting the amounts and disclosed in the financial statements. Our audit also assigns the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the financial statement.

3. In our opinion and to the best of our information and according to explanations given to us, the said accounts give a true and fair view in respect of Balance Sheet, Income & Expenditure and Receipt & Payment Account for the year ending as on 31st March 2023.

Date:- 09/08/2023
Place:- Bhopal

For PRAMOD K SHAMRA & CO.
CHARTERED ACCOUNTANTS

PRAMOD K. SHARMA & CO. CHARTERED ACCOUNTANTS

CA Pramod Sharma
(Partner)
M. No. : 076883; FRN: 007857C
UDIN: 23076883BGTNOV8986

MUNICIPAL COUNCIL HINDORIA

AUDIT OBSERVATION

Audit of Revenue:

- We have audited all the resources of revenue.
- Yes, we checked all the Revenue receipt from the counter file of Receipt Book and verified that the money received is also deposited in respected Bank Account.
- CMO gives 2 Working days for the Deposition of Money to the Bank but at the time of auditing we found that there is no delay in the Revenue Receipt and also deposited to the Bank time to time.
- Cash Book has been verified with Receipts and payments vouchers & ROKARIYA receipts cash book.
- No, Lapses in the Revenue Recovery and the payment has been done Quarterly and Monthly.
- No FDR has been created during the Year.
- We have not seemed any Investment on lesser interest rate.

Audit of Expenditure:

- We covered all the Expenditure during the process of Audit.
- While checking the Cashier Cash Book and Accountant Cash Book, all the bills and voucher are correct according to books however there are some little mistake are observed they are as follow :
    - GST TDS & TDS was not deducted on Some Bills.
- No mistake we found in monthly balance of the Cash Book.
- We verified that Expenditure of Particular schemes were not over Budget and expended according to guideline, directives, acts and rules issued by Government of India/ State Government.

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- All the Expenses were under financial propriety and the Expenditure is according to the financial and administrative sanction accorded by the competent authority.
- In our view, no such cases occurred in which appropriate section has not been taken, hence there is no need to report the instances to Commissioner/CMO.
- All Utilization certificates has been checked with expenses vouchers and tallied with income & expenditure records.
- As per the ULB guideline if the Fire Brigade going outside of Municipal Area there is some decide amount which has to be paid by the other MC/GP is not taken by the ULB.

Audit of Book Keeping:

- We checked all the books of accounts which maintained by the Municipal Council. As per stock register entries are done.
- All registers have been maintained properly.
- There are no any Advances given to the employee During the Year.
- Bank reconciliation statement has been prepared by Municipal Council.
- All Receipts and payments have been entered in Grant Register.
- Grants register was not complete.
- Fixed Assets has prepared properly.
- We examine and reconcile all the accounts of receipts and payments of fund for special purpose.

Audit of FDR's:

- We have checked all the FDR and reconciled the fund out of which such FDRs were prepared.
- NO FDRs/TDRs are kept at low rate of interest than the prevailing rate of interest.
- FDR's Interest Entries has been passed at the time of maturity of FDR.
- Municipal council has huge amount in saving account but not invest in Fixed Deposit (FDRs), that's by it decrease in profit.

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Audit of Tender's:

- We examine all the Tenders/bids documents invited by ULB's.
- All the Tenders have followed competitive tendering procedures.
- During the process of Audit we found that tender fee has been received and performance guarantee both during the construction and maintenance guarantee has received and verified.
- No Bank guarantee has been received.
- Contract closures is also be verified and Security Money return to contractor.

Audit of Grant's & Loans:

- Municipal council has received grant from Central Govt.
- We examine all the grants receive from the State government and its utilization.
- Neither Assets/Physical Infrastructure has been generated out of Loan taken in the current financial year.
- During Audit we found that some grants are like mixed nature i.e. Capital & revenue nature therefore in that cases we can't bifurcate how much portion belongs to revenue or capital. Except that all grants use for the purpose for which grants have received.

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CA

ABSTRACT SHEET FOR REPOTION ON AUDIT PARAS FOR FINANCIAL YEAR 2022-23

NAME OF ULB : - MUNICIPAL COUNCIL HINDORIA
NAME OF AUDITOR :- CA PRAMOD SHARMA

Sr No.	PARAMETERS	DESCRIPTION			OBSERVATION IN BRIEF	SUGGESTION
1	Audit of Revenue	Receipts in Rs.				
		2021-22	2022-23	% of Growth		
	A. REVENUE COLLECTION					
a.	Property Tax	29,729.00	42,156	41.80%	Revenue collection by MC was positive in comparision with the previous FY 2021-22 .	Council Should keep on working towards collection of revenue to maintain there growth in the up coming year.
b.	Consolidated Tax	1,24,740.00	1,93,547	55.16%	Revenue collection by MC was positive in comparision with the previous FY 2021-22 .	Council Should keep on working towards collection of revenue to maintain there growth in the up coming year.
c	Eduction Cess	2,708.00	6,291	132.31%	Revenue collection by MC was positive in comparision with the previous FY 2021-22 .	Council Should keep on working towards collection of revenue to maintain there growth in the up coming year.
d	Development Cess	-	7,601	#DIV/0!	Revenue collection by MC was positive in comparision with the previous FY 2021-22 .	Council Should keep on working towards collection of revenue to maintain there growth in the up coming year.
	TOTAL (A)	1,57,177.00	2,49,595.00			

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	B. NON REVENUE COLLECTION					
a.	Rent of Land & Buliding	1,41,012.00	1,00,775.00	-28.53%	Revenue collection by MC was negative in comparision with the previous FY 2021-22 .	Council Should keen focus & strict the team towards collection of revenue to increase there growth in the up coming year.
b.	Water Tax	3,69,600.00	3,91,341.00	5.88%	Revenue collection by MC was positive in comparision with the previous FY 2021-22 .	Council Should keep on working towards collection of revenue to maintain there growth in the up coming year.
c.	Solid Wastage Management			-	-	-
d.	Other Fees & Taxes	5,10,612.00	6,71,226.00	31.46%	Revenue collection by MC was positive in comparision with the previous FY 2021-22 .	Council Should keep on working towards collection of revenue to maintain there growth in the up coming year.
	TOTAL (B)	10,21,224.00	11,63,342.00			
	GRANT TOTAL (A) + (B)	11,78,401.00	14,12,937.00			

PRAMOD K SHARMA & CO ★ CHARTERED ACCOUNTANTS ★

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Sr No.	PARAMETERS	DESCRIPTION	OBSERVATION IN BRIEF	SUGGESTION
2	Audit of Expenditure	01. Some Voucher are found without signed by CMO / President . 02. In some cases we found that council has purchased material from unregistered firms. 03. Some Vouchers are not found at the time of Audit. 04. Some Vouchers are found without Note sheet.	There were some discrepancies observed, they are as follow : • GST TDS & TDS has not been deducted on Some Bills.	01. Council should properly follow the purchase rules. 02. Voucher must be signed by the cncerned officer. 03. Council should purchase material through registered dealer and through proper vaild bill. 04.Sanctioned letter should be attached with Voucher.
3	Audit of Book Keeping	01. Proper Registers which are required to maintained were not found in PWD Department. 02 Book of Account of accounts department were properly Maintained. 03 Store Deptt. : Demand letters were not found for any material as water supply. 04 Fixed Assets Register was not maintained. 05. Charge List & Register were not prepared by the council.	01. Some Record are not Prepared & Maintained by the ULB :- • Grant Register.	01. Council should Maintained All Books of account which are mandatory as per ULB guidelines.
4	Audit of FDRs	2 Fixed Deposit was availablea the end of the year.	1. FDR Renewed timely but it can be funded at higher rate of interest. 2. Municipal council has huge amount in saving account but not invest in Fixed Deposit (FDRs), that's by it decrease in profit.	1. Council should collect quotations from all the banks for better rate of interest on FDR. 2. Council should invest the amonut in FDR rather deposited in Saving Bank Account.

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5	Audit of Tenders / Bids	We examine some Tenders/bids documents. Recored of Tender File are Proper Maintained.	01. All the Tenders have followed competitive tendering procedures 02.During the process of Audit we found that tender fee has been received and performance guarantee both during the construction and maintenance guarantee has received and verified. 03. No Bank guarantee has been received.	Record of Tender File & wids documents should be Properly Maintained.
6	Audit of Grants & Loans	01. Grants Register Was Incomplete. 02. Some Payments were made more than grant amount received.	01.Municipal council has received and utilised grant from Central Govt. 02. Grant Register was found without detail of opening balances, closing balances & amount which paid excessively, form which head it head adjusted. 03. We examine all the grants receive from the State government and its utilization. 04. During Audit we found that some grants are like mixed nature i.e. Capital & revenue nature therefore in that cases we can't bifurcate how much portion belongs to revenue or capital. Except that all grants use for the purpose for which grants have received.	Grants Register must be Prepared as per ULB apporved format.
7	Incidences relating to diversion of fund from Capital receipts/ grants / Loans to Revenue Nature Expenditure and from one scheme / Project to another	We didn't found any Incidences relating to diversion of funds from Capital Receipts\Grants\Loans to Revenue Nature Expenditure and from one Scheme to another.	No any fund diverson was found	Council must not use any fund other than objective which was sanctioned for

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8	Any Other			
a.	Percentage of Revenue Expenditure (Establishment, Salary, Operation & Maintenance) with respect to revenue Receipts (Tax and non tax) excluding Octroi, Entry Tax, Stamp Duty and other grants etc.	**1836.42%**	Revenue expenses are high in comparation of revenue income	Council should seariously take action to increase revenue collection
b	Percentage of Capital Expenditure with respect to total Expenditure	**33.12%**	Capital expenditures occupied very much low part of expenditures	Council should make efforts for more capital exp. For the devlopment of council.

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Revised Abstract Sheet For Reporting on Audit Paras

2022-23 INCOME & EXPENDITURE INFORMATION

Sr. No.	Division	District	ULB Name	ULB Type	REVENUE RECEIPTS							CAPITAL RECEIPTS			
					PROPERTY TAX	OTHER TAX REVENUE	FEE & USER CHARGES	REVENUE FROM MUNICIPAL PROPERTY	ASSIGNED REVENUE	REVENUE GRANTS, CONTRIBUTION & SUBSIDIES	OTHER INCOME	CAPITAL RECEIPTS	CENTRAL FINANCE COMMISSION RECEIPTS	STATE FINANCE COMMISSION RECEIPTS	OTHER GRANTS
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	Sagar	Damoh	Hindoria	Municipality	42,156	5,98,780	6,71,226	1,00,775	1,91,59,173	-	1,69,241		1,19,93,000	29,19,000	1,49,41,021

TOTAL RECEIPTS	REVENUE EXPENDITURE							TOTAL EXPENDITURE
	ESTABLISHMENT EXPENSES	ADMINISTRATIVE EXPENSE	OPERATION & MAINTENANCE CHARGES	INTEREST & FINANCE CHARGES	OTHER EXPENSES	LOAN REPAYMENT (PRINCIPAL)	OTHER CAPITAL EXPENDITURE	
17	18	19	20	21	22	23	24	25
5,05,94,372	1,18,65,837	52,07,308	1,19,82,305	65,852	62,095		1,44,50,129	4,36,33,526

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Balance Sheet of Municipal Council Hindoria
as on 31st march 2023

	Particulars	Schedule No.		Current Year (Rs)	Previous Year (Rs)
A	**SOURCES OF FUNDS**				
A1	**Reserves and Surplus**				
	Municipal (General) Fund	B-1		1,35,64,451	1,34,78,032
	Earmarked Funds	B-2		8,21,180	7,90,338
	Reserves	B-3		16,26,47,699	16,59,58,281
	Total Reserves and Surplus			**17,70,33,330**	**18,02,26,651**
A2	**Grants, Contributions for Specific Purpose**	B-4		**15,22,98,926**	**13,72,85,836**
	Loans				
A3	Secured loans	B-5		-	-
	Unsecured loans	B-6		-	-
	Total Loans			-	-
	TOTAL SOURCES OF FUNDS			**32,93,32,256**	**31,75,12,487**
B	**APPLICATION OF FUNDS**				
B1	**Fixed Assets**	B-11			
	Gross Block			26,45,08,183	25,80,90,947
	Less: Accumulated Depreciation			11,79,95,113	10,71,44,600
	Net Block			14,65,13,070	**15,09,46,348**
	Capital work-in-progress			5,94,66,381	5,14,33,488
	Total Fixed Assets			**20,59,79,452**	**20,23,79,836**
B2	**Investments**				
	Investment - General Fund	B-12		-	-
	Investment - Other Funds	B-13		-	-
	Total Investment			-	-
B3	**Current assets, loans & advances**				
	Stock in hand (Inventories)	B-14		-	-
	Sundry Debtors (Receivables)	B-15			
	Gross amount outstanding			93,63,575	76,35,158
	Less: Accumulated provision against bad and doubtful receivables				
	Prepaid expenses	B-16		-	-
	Cash and Bank Balances	B-17		13,17,75,428	12,48,12,442
	Loans, advances and deposits	B-18		1,500	1,500
	Total Current Assets			**14,11,40,503**	**13,24,49,100**

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B4	**Current Liabilities and Provisions**				
	Deposits received	B-7		1,03,41,861	1,03,29,884
	Deposit works	B-8		-	-
	Other liabilities (Sundry Creditors)	B-9		72,24,562	68,09,716
	Provisions	B-10		2,21,276	1,76,849
	Total Current Liabilities			**1,77,87,698**	**1,73,16,448**
B5	**Net Current Assets (B3-B4)**			**12,33,52,804**	**11,51,32,651**
C	Other Assets	B-19		-	-
D	Miscellaneous Expenditure (to the extent not written off)	B-20		-	-
	TOTAL APPLICATION OF FUNDS			**32,93,32,256**	**31,75,12,487**

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Schedule B-1: Municipal (General) Fund (Rs)

Account Code	Particulars	Water Supply, Sewerage and Drainage	Road Development and Maintenance	Bustee Services	Commercial Projects	General Account	Total
310	Balance as per last account					1,34,78,032	1,34,78,032
	Additions during the year						
31090-02	• Surplus for the year					90,437	90,437
	• Transfers						-
	Total (Rs.)	0.00	0.00	0.00	0.00	90,437	90,437
	Deductions during the year						
	• Deficit for the year						-
	• Transfers					4,018	4,018
	Total (Rs.)	0.00	0.00	0.00	0.00	4,018	4,018
310	Balance at the end of the current year	0.00	0.00	0.00	0.00	1,35,64,451	1,35,64,451

Schedule B-2: Earmarked Funds (Special Funds/Sinking Fund/Trust or Agency Fund)

Particulars	Special Fund 1	Special Fund 2	Sanchit Nidhi	Pension Fund	General Reserve (Sanchit Nidhi)	Total
(a) Opening Balance					7,90,338	7,90,338
(b) Additions to the Special						
• Transfer from Municipal Fund					30,842	30,842
• Interest/Dividend earned on						0.00
• Profit on disposal of Special						0.00
•Appreciation in Value of Special						0.00
•Other addition (Specify nature)						0.00
Total (b)	0.00	0.00	0.00	0.00	30,842	30,842
(c) Payments out of funds						
[I] Capital expenditure on						
• Fixed Asset						0.00
• Others						0.00
[II] Revenue Expenditure on						
• Salary, Wages and allowances						0.00
• Rent Other administrative						0.00
[III] Other:						
• Loss on disposal of Special						0.00
• Diminution in Value of Special						0.00
• Transferred to Municipal Fund						0.00
Total ©	0.00	0.00	0.00	0.00	0.00	0.00
Net Balance of Special Funds (a	0.00	0.00	0.00	0.00	8,21,180	8,21,180

Schedule B-3: Reserves

Account Code	Particulars	Opening balance (Rs.)	Additions during the year (Rs.)	Total (Rs.)	Deductions during the year (Rs.)	Balance at the end of current year (Rs.)
1	2	3	4	5 (3+4)	6	7 (5-6)
31210	Capital Contribution	16,59,58,281	75,39,931	17,34,98,212	1,08,50,513	16,26,47,699
31211	Capital Reserve			0.00		0.00
31220	Borrowing Redemption			0.00		0.00
31230	Special Funds (Utilised)			0.00		0.00
31240	Statutory Reserve			0.00		0.00
31250	General Reserve			0.00		0.00
31260	Revaluation Reserve			0.00		0.00
	Total Reserve funds	16,59,58,281	75,39,931	17,34,98,212	1,08,50,513	16,26,47,699

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Schedule B-4: Grants & Contribution for Specific Purposes

Particulars	Grants from Central Government	Grants from State Government	Grants from Other Government Agencies	Grants from Financial Institutions	Others, specify	Total
Account Code	32010	32020	32030	32040	32080	
(a) Opening Balance	7,79,17,995	5,93,67,841				13,72,85,836
(b) Additions to the Grants *						
• Grant received during the year	1,19,93,000	1,78,60,021				2,98,53,021
• Interest/Dividend earned on						0.00
• Profit on disposal of Grant						0.00
• Appreciation in Value of Grant						0.00
• Other addition (Specify nature)						0.00
Total (b)	1,19,93,000	1,78,60,021	0.00	0.00	0.00	2,98,53,021
Total (a + b)	8,99,10,995	7,72,27,862	0.00	0.00	0.00	16,71,38,857
(c) Payments out of funds						
• Capital expenditure on Fixed	52,32,000	23,07,931				75,39,931
• Capital Expenditure on Other						0.00
• Revenue Expenditure on						-
o Salary, Wages, allowances etc.						0.00
o Rent						0.00
• Other:	45,71,615	27,28,385				73,00,000
o Loss on disposal of Grant						0.00
o Grants Refunded						-
• Other administrative charges						0.00
Total (c)	98,03,615	50,36,316	0.00	0.00	0.00	1,48,39,931
Net balance at the year end	8,01,07,380	7,21,91,546	0.00	0.00	0.00	15,22,98,926

Schedule B-5: Secured Loans

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
33010	Loans from Central Government		
33020	Loans from State government		
33030	Loans from Govt. bodies & Associations		
33040	Loans from international agencies		
33050	Loans from banks & other financial institutions		
33060	Other Term Loans		
33070	Bonds & debentures		
33080	Other Loans		
	Total Secured Loans	0.00	0.00

Schedule B-6; Unsecured Loans

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
33110	Loans from Central Government		
33120	Loans from State government		
33130	Loans from Govt. bodies & Associations		
33140	Loans from international agencies		
33150	Loans from banks & other financial institutions		
33160	Other Term Loans		
33170	Bonds & debentures		
33180	Other Loans		
	Total Unsecured Loans	0.00	0.00

Schedule B-7: Deposits Received

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
34010	From Contractors	99,55,350	99,43,373
34020	From Revenues	3,86,511	3,86,511
34030	From staff		
34080	From Others		
	Total deposits received	1,03,41,861	1,03,29,884

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Schedule B-8: Deposits Works

Account Code.	Particulars	Opening balance as the beginning of the year (Rs)	Additions during the current year (Rs)	Utilization / expenditure (Rs)	Balance outstanding at the end of the current year (Rs)
					0.00
34110	Civil Works				0.00
34120	Electrical works				0.00
34180	Others				0.00
	Total of deposit works	0.00	0.00	0.00	

Schedule B-9: Other Liabilities (Sundry Creditors)

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
		3,47,743	3,47,743
35010	Creditors	3,35,088	3,82,295
35011	Employee Liabilities		
35012	Interest Accrued and Due	65,41,731	60,79,678
35020	Recoveries Payable		
35030	Government Dues Payable		0.00
35040	Refunds Payable		
35041	Advance Collection of Revenues		0.00
35080	Others		
	Total Other liabilities (Sundry Creditors)	72,24,562	68,09,716

Schedule B-10: Provisions

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
36010	Provision for Expenses	2,21,276	1,76,849
36020	Provision for Interest		
36030	Provision for Other Assets		
	Total Provisions	221276.00	176849.00

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Schedule B-11: Fixed Assets

Account Code	Particulars	Gross Block: Opening Balance	Gross Block: Additions during the period	Gross Block: Deduction s during the period	Gross Block: Cost at the end of the year	Accumulated Depreciation: Opening Balance	Accumulated Depreciation: Additions during the period	Accumulated Depreciation: Deductions during the period	Accumulated Depreciation: Total at the end of the year	Net Block: At the end of current year	Net Block: At the end of the previous year
1	2	3	4	5	6	7	8	9	10	11	12
41010	**Land**										
	Statue & Heritage	6,66,558			6,66,558	-			-	6,66,558	6,66,558
41020	**Buildings**	1,63,77,964			1,63,77,964	47,06,837	7,03,917		54,10,754	1,09,67,211	1,16,71,127
	Infrastructure Assets										
41030	• Roads and Bridges	7,87,15,113			7,87,15,113	6,76,12,046	43,47,252		7,19,59,298	67,55,815	1,11,03,067
41031	• Sewerage and drainage	1,58,10,146			1,58,10,146	1,07,81,666	10,54,008		1,18,35,674	39,74,472	50,28,480
41032	• Water ways	12,93,44,263	21,48,305		13,14,92,568	1,18,65,865	32,35,475		1,51,01,340	11,63,91,229	11,74,78,399
41033	• Public Lighting	67,32,068			67,32,068	55,14,077	3,57,847		58,71,924	8,60,144	12,17,991
41034	Sanitation and Solid Waste Management System	24,780	20,35,387		20,60,167	2,478	1,44,760		1,47,238	19,12,929	22,302
	Other assets	-			-	-			-		
41040	• Plants & Machinery	11,12,611			11,12,611	10,87,720	4,279		10,91,999	20,612	24,891
41050	• Vehicles	42,55,992	19,65,000		62,20,992	27,60,857	5,21,205		32,82,062	29,38,930	14,95,135
41060	• Office & other equipment	39,44,935	2,05,844		41,50,779	23,46,950	3,89,321		27,36,270	14,14,509	15,97,985
41070	• Furniture, fixtures, fittings and electrical appliances	11,06,517	62,700		11,69,217	4,66,104	92,451		5,58,555	6,10,662	6,40,413
4180	• Other fixed assets	-			-	-			-	-	-
	Total	25,80,90,947	64,17,236	-	26,45,08,183	10,71,44,600	1,08,50,513	-	11,79,95,113	14,65,13,070	15,09,46,348
41210	Work-in-progress	5,14,33,488	80,32,893		5,94,66,381	-			-	5,94,66,381	5,14,33,488
	Total	30,95,24,435	1,44,50,129	-	32,39,74,565	10,71,44,600	1,08,50,513	-	11,79,95,113	20,59,79,452	20,23,79,836

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Schedule B-12: Investments - General Funds

Account Code.	Particulars	With whom invested	Face value (Rs.)	Current year Carrying Cost (Rs.)	Previous year Carrying Cost (Rs)
42010	• Central Government Securities				
42020	• State Government Securities				
42030	• Debentures and Bonds				
42040	• Preference Shares				
42050	• Equity Shares				
42060	• Units of Mutual Funds				
42070	• Other Investments				
	Total of Investments General Fund		0.00	0.00	0.00

Schedule B-13: Investments - Other Funds

Account Code.	Particulars	With whom invested	Face value (Rs.)	Current year Carrying Cost (Rs.)	Previous year Carrying Cost (Rs)
42110	• Central Government Securities				
42120	• State Government Securities				
42130	• Debentures and Bonds				
42140	• Preference Shares				
42150	• Equity Shares				
42160	• Units of Mutual Funds				
42170	• Other Investments	FDR			
	Total of Investments Other Fund				

Schedule B-14: Stock in Hand (Inventories)

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
43010	Stores	0.00	0.00
43020	Loose Tools		
43080	Others		
	Total Stock in hand	0.00	0.00

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Schedule B-15: Sundry Debtors (Receivables)

Account Code	Particulars	Gross Amount (Rs.)	Provision for Outstanding revenues (Rs.)	Net Amount (Rs.)	Previous year Net amount (Rs.)
43110	**Receivables for Property Taxes**				
	Less than 5 years	22,39,103		22,39,103	21,35,612
	More than 5 years*			0.00	-
	Sub - total	22,39,103	0.00	22,39,103	21,35,612
	Less: State Government Cesses/Levies in Taxes - Control Accounts				
	Net Receivables of Property Taxes	22,39,103	0.00	22,39,103	21,35,612
43120	**Receivable of Other Taxes**				
	Less than 3 years	26,83,598		26,83,598	24,34,431
	More than 3 years*			0.00	-
	Sub - total	26,83,598	0.00	26,83,598	24,34,431
	Less: State Government Cesses/Levies in Taxes - Control Accounts				
	Net Receivables of Other Taxes	26,83,598	0.00	26,83,598	24,34,431
43130	**Receivables for Fees and User Charges**				
	Less than 3 years	41,83,455		41,83,455	28,99,996
	More than 3 years*				
	Sub - total	41,83,455	0.00	41,83,455	28,99,996
43140	**Receivables from Other Sources**				
	Less than 3 years	2,57,419		2,57,419	1,65,119
	More than 3 years*			-	
	Sub - total	2,57,419	0.00	2,57,419	1,65,119
43150	**Receivables from Government**				
	Sub - total	0.00	0.00	0.00	0.00
	Total of Sundry Debtors (Receivables)	93,63,575	0.00	93,63,575	76,35,158

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Schedule B-16: Prepaid Expenses

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
44010	Establishment		
44020	Administrative		
44030	Operations & Maintenance		
	Total Prepaid expenses	0.00	0.00

Schedule B-17: Cash and Bank Balances

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
45010	**Cash**		
45020	**Balance with Bank - Municipal Funds**		
45021	Nationalised Banks	11,92,42,265	11,22,76,024
45022	Other Scheduled Banks		
45023	Scheduled Co-operative Banks		
45024	Post Office		
	Sub-total	**11,92,42,265**	**11,22,76,024**
45040	**Balance with Bank - Special Funds**		
45041	Nationalised Banks	50,482	53,078
45042	Other Scheduled Banks		
45043	Scheduled Co-operative Banks	47,731	48,102
45044	Post Office		
	Sub-total	**98,212**	**1,01,179**
45060	**Balance with Bank - Grant Funds**		
45061	Nationalised Banks	1,24,34,951	1,24,35,238
45062	Other Scheduled Banks		
45063	Scheduled Co-operative Banks	-	-
45064	Post Office		
	Sub-total	**1,24,34,951**	**1,24,35,238**
	Total Cash and Bank balances	**13,17,75,428**	**12,48,12,442**

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Schedule B-18: Loans, advances, and deposits

Account Code	Particulars	Opening Balance at the beginning of the year (Rs.)	Paid during the current year (Rs.)	Recovered during the year (Rs.)	Balance outstanding at the end of the year (Rs.)
46010	Loans and advances to employees				0.00
46020	Employee Provident Fund Loans				0.00
46030	Loans to Others				0.00
46040	Advance to Suppliers and Contractors				0.00
46050	Advance to Others				0.00
46060	Deposit with External Agencies	1,500			1,500
46080	Other Current Assets				0.00
	Sub -Total	1,500	0.00	0.00	1,500
461	Less: Accumulated Provisions against Loans, Advances				-
	Total Loans, advances, and deposits	**1,500**	**0.00**	**0.00**	**1,500**

Schedule B-18 (a): Accumulated Provisions against Loans, Advances, and Deposits

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
46110	Loans to Others		
46120	Advances		
46130	Deposits		
	Total Accumulated Provision	0.00	0.00

Schedule B-19: Other Assets

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
47010	Deposit Works		
47020	Other asset control accounts		
	Total Other Assets	0.00	0.00

Schedule B-20: Miscellaneous Expenditure (to the extent not written off)

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
48010	Loan Issue Expenses		
48020	Discount on Issue of Loans		
48030	Others		
	Total Miscellaneous expenditure	0.00	0.00

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INCOME AND EXPENDITURE STATEMENT

For the period from 1 April 2022 to 31 March 2023

	Item/ Head of Account	Schedule No	Current Year (Rs)	Previous Year (Rs)
A	**INCOME**			
	Tax Revenue	IE-1	22,77,053	22,89,053
	Assigned Revenues & Compensation	IE-2	1,91,79,373	2,04,21,736
	Rental Income from Municipal Properties	IE-3	1,93,075	1,28,800
	Fees & User Charges	IE-4	6,71,227	8,27,528
	Sale & Hire Charges	IE-5	1,62,000	1,00,000
	Revenue Grants, Contributions & Subsidies	IE-6	1,81,50,513	1,59,69,651
	Income from Investments	IE-7	-	-
	Interest Earned	IE-8	7,241	1,08,213
	Other Income	IE-9	-	-
	Total - INCOME		**4,06,40,483**	**3,98,44,981**
B	**EXPENDITURE**			
	Establishment Expenses	IE-10	1,18,65,837	97,49,021
	Administrative Expenses	IE-11	75,79,836	27,55,685
	Operations & Maintenance	IE-12	98,32,761	98,96,847
	Interest & Finance Expenses	IE-13	65,852	41,716
	Programme Expenses	IE-14	12,095	-
	Revenue Grants, Contributions & subsidies	IE-15	50,000	27,93,600
	Provisions & Write off	IE-16	-	-
	Miscellaneous Expenses	IE-17	2,62,309	2,00,386
	Depreciation		1,08,50,513	1,35,52,527
	Total - EXPENDITURE		**4,05,19,203**	**3,89,89,782**
C	***Gross surplus/ (deficit) of income over expenditure before Prior Period Items (A-B)***		**1,21,279**	**8,55,198**
D	Add/Less: Prior period Items (Net)	IE-18	-	-
E	***Gross surplus/ (deficit) of income over expenditure after Prior Period Items (C-D)***		**1,21,279**	**8,55,198**
F	**Less: Transfer to Reserve Funds**		30,842	92,413
G	***Net balance being surplus/ deficit carried over to Municipal Fund (E-F)***		**90,437**	**7,62,785**

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Schedule IE - 1 : Tax Revenue

Account Code	Particulars	Current year (Rs.)	Previous year (Rs.)
11001	Property tax	5,71,647	5,71,647
11002	Water tax	16,74,800	16,74,800
11003	Sewerage Tax		
11004	Conservancy Tax		
11005	Lighting Tax		
11006	Education tax		
11007	Vehicle Tax		
11008	Tax on Animals		
11009	Electricity Tax		
11010	Professional Tax		
11011	Advertisement tax		
11012	Pilgrimage Tax		
11013	Export Tax		12,000
11051	Octroi & Toll		
11080	Other taxes	30,606	30,606
	Sub-total	**22,77,053**	**22,89,053**
11090	Less: Tax Remissions and Refund [Schedule IE- 1 (a)]	-	-
	Sub-total	-	-
	Total tax revenue	**22,77,053**	**22,89,053**

Schedule IE-1 (a): Remission and Refund of taxes

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
11090-01	Property taxes		
11090-11	Other Tax		
	Total refund and remission of tax revenues	-	-

Schedule IE-2: Assigned Revenues & Compensation

Account Code.	Particulars	Current Year (Rs.)	Previous Year (Rs.)
12010	Taxes and Duties collected by others	1,91,79,373	2,04,21,736
12020	Compensation in lieu of Taxes / duties		
12030	Compensations in lieu of Concessions		
	Total assigned revenues & compensation	**1,91,79,373**	**2,04,21,736**

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Schedule IE-3: Rental income from Municipal Properties

Account Code.	Particulars	Current Year (Rs.)	Previous Year (Rs.)
13010	Rent from Civic Amenities	1,22,375	1,23,900
13020	Rent from Office Buildings		
13030	Rent from Guest Houses		
13040	Rent from lease of lands	-	2,400
13080	Other rents	70,700	2,500
	Sub-Total		
13090	Less: Rent Remission and Refunds		
	Sub-total		
	Total Rental Income from Municipal Properties	**1,93,075**	**1,28,800**

Schedule IE- 4: Fees & User Charges - Income head-wise

Account Code.	Particulars	Current Year (Rs.)	Previous Year (Rs.)
14010	Empanelment & Registration Charges	1,150	30
14011	Licensing Fees	45,634	30,652
14012	Fees for Grant of Permit		
14013	Fees for Certificate or Extract	-	25
14014	Development Charges		
14015	Regularization Fees	3,380	11,785
14020	Penalties and Fines	-	87,850
14040	Other Fees	5,45,046	6,16,686
14050	User Charges	76,017	80,500
14060	Entry Fees		
14070	Service / Administrative Charges		
14080	Other Charges		
	Sub-Total	**6,71,227**	**8,27,528**
14090	Less: Rent Remission and Refunds		
	Sub-total		-
	Total income from Fees & User Charges	**6,71,227**	**8,27,528**

Schedule IE-5: Sale & Hire Charges

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
15010	Sale of Products		
15011	Sale of Forms & Publications	1,62,000	1,00,000
15012	Sale of stores & scrap		
15030	Sale of Others		
15040	Hire Charges for Vehicles		
15041	Hire Charges for Equipment		
	Total Income from Sale & Hire charges - income head-wise	**1,62,000**	**1,00,000**

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Schedule IE-6: Revenue Grants, Contributions & Subsidies

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
16010	Revenue Grant	1,81,50,513	1,59,69,651
16020	Re-imbursement of expenses		
16030	Contribution towards schemes		-
	Total Revenue Grants, Contributions & Subsidies	**1,81,50,513**	**1,59,69,651**

Schedule IE-7: Income from Investments - General Fund

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
17010	Interest on Investments		
17020	Dividend		
17030	Income from projects taken up on commercial basis		
17040	Profit on Sale of Investments		
17080	Others		
	Total Income from Investments	-	-

Schedule IE- 8: Interest Earned

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
17110	Interest from Bank Accounts	7,241	1,08,213
17120	Interest on Loans and advances to Employees		
17130	Interest on loans to others		
17180	Other Interest		
	Total - Interest Earned	**7,241**	**1,08,213**

Schedule IE- 9: Other Income

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
18010	Deposits Forfeited		
18011	Lapsed Deposits		
18020	Insurance Claim Recovery		
18030	Profit on Disposal of Fixed assests		
18040	Recovery from Employees		
18050	Unclaimed Refund/ Liabilities	-	
18060	Excess Provisions written back		
18080	Miscellaneous Income	-	
	Total Other Income	-	

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Schedule IE-10: Establishment Expenses

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
21010	Salaries, Wages and Bonus	1,10,19,504	89,08,988
21020	Benefits and Allowances	1,68,105	5,37,011
21030	Pension		
21040	Other Terminal & Retirement Benefits	6,78,228	3,03,022
	Total establishment expenses	**1,18,65,837**	**97,49,021**

Schedule IE-11: Administrative Expenses

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
22010	Rent, Rates and Taxes		
22011	Office maintenance	26,46,170	1,25,129
22012	Communication Expenses	94,623	1,39,854
22020	Books & Periodicals	1,800	
22021	Printing and Stationery	6,18,499	3,47,574
22030	Traveling & Conveyance	6,49,033	8,31,153
22040	Insurance	28,026	27,753
22050	Audit Fees	-	5,00,000
22051	Legal Expenses	8,54,860	2,27,644
22052	Professional and other Fees	2,37,300	41,300
22060	Advertisement and Publicity	8,19,631	2,34,617
22061	Membership & subscriptions		
22080	Other Administrative Expenses	16,29,894	2,80,661
	Total administrative expenses	**75,79,836**	**27,55,685**

Schedule IE-12: Operations & Maintenance

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
23010	Power & Fuel	2,09,943	23,26,265
23020	Bulk Purchases	31,78,481	4,50,149
23030	Consumption of Stores		
23040	Hire Charges	2,99,148	1,96,900
23050	Repairs & maintenance -Infrastructure Assets	8,69,889	98,117
23051	Repairs & maintenance - Civic Amenities	98,800	
23052	Repairs & maintenance - Buildings	66,398	
23053	Repairs & maintenance - Vehicles	3,51,417	1,63,135
23054	Repairs & maintenance - Furnitures		
23055	Repairs & maintenance - Office Equipments	40,775	31,147
23056	Repairs & maintenance - Electrical Appliances	11,44,364	9,24,499
23059	Repairs & maintenance - Others	82,000	53,31,787
23080	Other operating & maintenance expenses	34,91,546	3,74,848
	Total operations & maintenance	**98,32,761**	**98,96,847**

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Schedule IE-13: Interest & Finance Charges

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
24010	Interest on Loans from Central Government	-	-
24020	Interest on Loans from State Government		
24030	Interest on Loans from Government Bodies & Associations		
24040	Interest on Loans from International Agencies		
24050	Interest on Loans from Banks & Other Financial Institutions		
24060	Other Interest		
24070	Bank Charges	65,852	41,716
24080	Other Finance Expenses		
	Total Interest & Finance Charges	**65,852**	**41,716**

Schedule IE-14: Programme Expenses

Account Code	Particulars		Previous Year (Rs.)
25010	Election Expenses	12,095	-
25020	Own Programs		-
25030	Share in Programs of others		
	Total Programme Expenses	**12,095**	-

Schedule IE-15: Revenue Grants, Contributions & Subsidies

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
26010	**Grants [specify details]**		
26020	**Contributions [specify details]**	50,000	27,93,600
26030	**Subsidies [specify details]**		
	Total Revenue Grants, Contributions & Subsidies	50,000	27,93,600

Schedule IE-16: Provisions & Write off

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
27010	Provisions for doubtful receivables	-	
27020	Provision for other Assets		
27030	Revenues written off		
27040	Assets written off	-	
27050	Miscellaneous Expense written off		
	Total Provisions & Write off	-	-

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Schedule IE-17: Miscellaneous Expenses

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
27110	Loss on disposal of Assets		
27120	Loss on disposal of Investments		
27180	Other Miscellaneous Expenses	2,62,309	2,00,386
	Total Miscellaneous expenses	2,62,309	2,00,386

Schedule IE-18: Prior Period Items (Net)

Account Code	Particulars	Current Year (Rs.)	Previous Year (Rs.)
	Income		
18510	Taxes	-	
18520	Other - Revenues		
18530	Recovery of revenues written off		
18540	Other income	-	
	Sub - Total Income (a)		-
	Expenses		
28550	Refund of Taxes		
28560	Refund of Other Revenues		
28580	Other Expenses	-	-
	Sub - Total Income (b)	-	-
	Total Prior Period (Net) (a-b)	-	-

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नगर परिषद

PRAMOD K. SHARMA & CO
CHARTERED ACCOUNTANTS

MUNICIPAL COUNCIL HINDORIYA, DIST- DAMOH

CASH FLOW STATEMENT

For the period from 1 April 2022 to 31 March 2023

RECEIPTS	Current Year (Rs)	Previous Year (Rs)	PAYMENTS	Current Year (Rs)	Previous Year (Rs)
Opening Balance			**Establishment Expenses**		
Cash in Hand		-	Salaries, Wages and Bonus	1,10,19,504	89,08,988
Cash in Bank	12,48,12,442	10,84,78,424	Benefits and Allowances	1,68,105	5,37,011
			Pension		
Tax Revenue			Other Terminal & Retirement Benefits	6,78,228	3,03,022
Water Tax	3,91,341	3,98,240			
Consolidated Tax	1,93,547	1,43,769	**Administrative Expenses**		
Property Tax	42,156	39,605	Office maintenance	2,73,642	1,25,129
Town Development Cess	7,601	7,564	Printing and Stationery	6,18,499	3,46,574
Education Cess	6,291	1,778	Professional Fee	1,96,000	-
Sewerage Tax			Insurance	28,026	27,753
Lighting Tax			Audit Fees	41,300	5,41,300
			Legal Expenses	8,54,860	2,27,644
Assigned Revenues & Compensation			Advertisement and Publicity	8,19,631	1,80,702
Stamp Value			Telephone Expenses	82,415	89,471
Compensation in lieu of Octroi	1,90,52,173	2,03,09,976	Postage exp.	2,000	1,000
Compensation in lieu of Pilgrim Tax	98,000	91,000	Other Administrative Expenses	4,70,875	76,106
Compensation in lieu of Export Tax	9,000	12,000	Meeting Exp.	9,20,843	1,25,479
			Swachha Bharat Abhiyan Exp.	2,38,176	80,076
Rental Income from Municipal Properties			Web, Internet Exp.	10,208	49,383
Rent from Shopping Complex	90,000	1,26,600	News Paper	1,800	-
Mutation Fee	10,775	12,300	Cultural Events Exp.	-	53,915
Lease rent From Land		2,400	Travelling & Conveyance	6,49,033	8,31,153
Rent from Community Hall		2,500			
			Operations & Maintenance		
Fees & Charges			Electricity Charge of Street Light & Water Ways	25,82,471	23,26,265
Application Fee	765	-	Hire Charges Vehicle & Machinery	2,99,148	1,96,900
Registration Fee	1,150	1,950	Raw Water	2,71,786	4,50,149
Licensing Fee	144	1,707	R&M - Roads	1,89,422	-
Fee for certificate of extract		25	R&M - Drains	89,975	
RTI Fee	63		R&M - Water Ways	1,81,112	81,427

PRAMOD K. SHARMA & CO. CHARTERED ACCOUNTANTS

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Regularization Fee	3,380	11,785	R&M - Plant & Machinery	1,15,990	16,690
Penalty & Fines	18,580	2,61,095	R&M - Vehicles	3,51,417	1,63,135
Property Transfer Charges	4,93,000	1,72,360	R&M - Computer	40,775	31,147
Pay & Use Toilets	6,452	-	R&M - Public Toilet	98,800	
Charges for Supply of Water By Tankers	800	-	R&M - Buliding	66,398	
Nal Connection Charges	68,000	78,580	R&M - Others	82,000	
Misc Fee	33,402	2,70,376	Miscellaneous Exp.	70,406	-
Fee from Casual Vendors	45,490	28,945	Garbage & Clearance Expenses	7,49,483	3,74,848
Road Cutting Charges		-	Main. Under Jal Avardhan Yojana	27,42,063	53,31,787
			Consumption of electric fittings	29,28,364	9,24,499
Sale & Hire Charges			Consumption of Waterways Items	11,22,695	
Sale of Product		1,00,000			
Sale of Tender Paper	1,62,000		**Loan & Finance**		
Hire charges of Vehicle			Bank Charges	65,852	41,716
Other Income			**Own Programme Exp.**		
Interest	7,241	1,08,213	Election Exp.	12,095	
Other Income					
			Revenue ,Grant & Contribution & Subsidies		
			PMAY		20,50,000
			Marriage Contribution	45,000	7,26,000
Grants, Contributions & Subsidies Rec.	2,98,53,021	2,79,90,876	Sambal Yojana	5,000	5,000
			Grant Refunded - CM infra Development fund		42,02,049
Deposits			Scholarship		12,600
Shop Premium					
EMD & Security Deposits	3,500		**Fixed Assets**	64,17,236	47,030
Recoveries Payable			**Capital work-in-progress**	80,32,893	43,53,678
			Deposit & Recoveries		
			EMD & Security Deposit	1,360	-
			Closing Balance		
			Cash in Hand		
			Cash in Bank	13,17,75,428	12,48,12,442
					-
TOTAL	**17,54,10,314**	**15,86,52,067**	**TOTAL**	**17,54,10,314**	**15,86,52,067**

PRAMOD K. SHARMA & CO ★ CHARTERED ACCOUNTANTS ★

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जिला- दमोह