

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services		
MEETING DATE AND TIME	16 th September 2021 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael- RFO		
AGENDA ITEM REPORT TITLE	7 Town Hall Trading Account		
Background	Variance analysis of the Trading Account to 30 th June 2021 to accompany the spreadsheet.		
Updates	<p>This trading account is for 3 months of 2021/22 – so 25% of the budget would be used if expenditure was regular monthly.</p> <p><u>Income</u></p> <ul style="list-style-type: none">• 18% of income received as of 30th June 2021. The Grand Hall income is 52% of the budget due to the NHS vaccine booking but no other room bookings and no commercial partner. <p><u>Expenditure</u></p> <p>Overall, 22% of budget used</p> <ul style="list-style-type: none">• Most budget codes as expected. The Legal and Professional fees spend is for the energy certificate which was not budgeted for. Central overheads at 30% which will be monitored throughout the year.		
Decision Requested	To receive the Town Hall Trading Account for M3 to 30 th June 2021		

Congleton Town Council

		<u>2021/22</u>			
		Actual Year To Date	Current Annual Bud	Variance Annual Total	% of Budget Used
<u>Town Hall</u>		£	£	£	
4000	Staff Costs (re-allocated)	15,730	66,784	51,054	24%
4008	Training	0	1,000	1,000	0%
4009	Protective Clothing\H & Safety	0	500	500	0%
4010	Cleaners	1,575	8,000	6,425	20%
4011	Rates	6,848	27,692	20,844	25%
4012	Water	1,111	6,000	4,889	19%
4014	Electricity	3,785	20,125	16,340	19%
4015	Gas	3,474	13,750	10,276	25%
4016	Cleaning materials	395	2,000	1,605	20%
4017	Refuse Disposal	708	3,100	2,392	23%
4020	Miscellaneous Office Costs	351	1,300	949	27%
4025	Insurance	1,366	8,000	6,634	17%
4033	Marketing/Promotions	70	3,500	3,430	2%
4040	Maintenance Contracts	1,900	7,400	5,500	26%
4041	Property Maintenance	4,630	15,000	10,370	31%
4064	Legal & Professional fees	340	100	240	340%
4068	Licences (incl PRS)	70	3,500	3,430	2%
3020	Catering costs (rechargeable)	0	10,000	10,000	0%
6000	Central Overheads Reallocated	1,711	5,699	3,988	30%
Congleton Town Hall:-Expenditure		44,064	203,450	159,386	22%
1009	Rent Rec'd - Museum Notional	1,125	4,500	3,375	25%
1010	Rent Received - 3rd Party Partnership	383	1,533	1,150	25%
1011	Rent Received - Internal CTC	6,629	26,517	19,888	25%
1013	Letting Income - Grand Hall	13,216	25,400	12,184	52%
1014	Letting Income - Bridestones	0	13,200	13,200	0%
1015	Letting Income -Spencer Suite	0	4,950	4,950	0%
1018	Letting Income - Campbell Suite	0	0	0	#DIV/0!
1016	Letting Income - Brasserie, Kitchen and Bar	0	15,000	15,000	0%
1021	Letting Income - Internal	386	9,000	8,614	4%
1022	Letting income - F&F	0	3,000	3,000	0%
1035	Service Charges - Brasserie	0	4,500	4,500	0%
1051	Catering Sales (recharges)	0	10,000	10,000	0%
1199	Misc Income	0	0	0	#DIV/0!
Congleton Town Hall :- Income		21,739	117,600	95,861	18%
Net Expenditure over Income		£22,325	£85,850	£63,525	26%