

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	30/009/2021 7.00PM	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer		
AGENDA ITEM REPORT TITLE	16 Management accounts to 31st July 2021		
Background	Variance analysis for the period 1 st April to 31 st July 2021 to accompany the attached spreadsheets in Appendix 14.1.		
Updates	<p>These figures cover the period 1st April to 31st July 2021, which equates to 33.3% of the annual budget.</p> <p><u>Finance and Policy Committee</u></p> <p><u>Corporate Management</u> Currently at 29% expenditure. No new variances or items to note since previous meeting.</p> <p><u>Democratic/Civic</u> Currently at 23% expenditure. No new variances or items to note since previous meeting.</p> <p><u>Grants</u> Currently 77% expenditure.</p> <p>£13,095 remains available for the remainder of this financial year, this includes the £4500 set aside for subsidising local organisations.</p> <p><u>Community and Environment Committee</u> Currently at 29% expenditure. Floral display currently showing 121%, this is due to income lower than budgeted, the expenditure budget is at 97%</p> <p><u>Town Hall, Assets and Services Committee</u> Currently at 37% net expenditure.</p> <p>Padding Pool- Currently at 23% expenditure, the pool opened 16th August 2021.</p> <p>Town Hall – Income due to hiring of Grand Hall for Covid Vaccination role out.</p> <p>Congleton Information Centre- For information the Third-Party ticket sales are offset against Third-Party ticket expenditure, there are timing delays of invoices being received.</p>		

	<p><u>Capital</u> Capital is shown to enable the management accounts to balance to the budget figure. No loan repayments made to date.</p> <p><u>Staffing Costs</u> Staffing costs at 31%, in line with budget.</p>
Decision Requested	To receive the Management Accounts to 31 st May 2021

Congleton Town Council - Management Accounts - July 2021

	Actual Year To Date	Current Annual Budget	Variance Annual Total	% of Budget
Finance and Policy Committee				
Corp Management				
Staff Costs (re-allocated)	49,821	165,881	116,060	30%
Travel	0	500	500	0%
Training / Conferences	1,623	3,000	1,377	54%
Rent Payable	5,672	17,017	11,345	33%
Miscellaneous Office Costs	220	1,660	1,440	13%
Telephone/Fax/Internet	454	920	466	49%
Postage	71	2,620	2,549	3%
Stationery & Printing	741	2,900	2,159	26%
Subscriptions & Publications	2,846	4,200	1,354	68%
Insurance	8,764	9,000	236	97%
Computer/IT Costs	5,548	13,130	7,582	42%
Photocopy Charges	137	2,300	2,163	6%
Recruitment Advertising	872	500	-372	174%
Other Advertising	70	300	230	23%
Bank Charges	301	1,000	699	30%
Audit Fees - External	0	2,000	2,000	0%
Audit Fees - Internal	0	1,335	1,335	0%
Accountancy Support	1,116	5,000	3,884	22%
Legal & Professional fees	136	6,900	6,764	2%
HR & H&S support	1,771	4,500	2,729	39%
Central Overheads reallocated	-26,276	-61,561	-35,285	43%
Corporate Management:-Expenditure	53,887	183,102	129,215	29%
Interest Receivable	-17	-1,500	-1,483.00	1%
Corporate Management :- Income	-17	-1,500	-1,483	1%
Net Expenditure over Income	53,870	181,602	127,732	30%
Civic				
Staff Costs (re-allocated)	9,768	30,392	20,624	32%
Training / Conferences	438	1,800	1,362	24%
Stationery & Printing	0	500	500	0%
Marketing/Promotions	359	1,000	641	36%
Council Newsletter	1,646	6,200	4,554	27%
Council Website	0	2,000	2,000	0%
Mayor's Allowance	0	3,000	3,000	0%
Members Expenses	0	200	200	0%
Civic Expenses	50	5,000	4,950	1%
Civic Regalia	0	250	250	0%
Hall & Room Hire	373	6,000	5,627	6%
Civic Artefacts and Treasures	0	500	500	0%
Central Overheads reallocated	1,107	2,593	1,486	43%
Civic:-Expenditure	13,741	59,435	45,694	23%
Grants <u>Grants</u>	44,738	57,833	13,095	77%
F&P Income - Expenditure Totals	112,349	298,870	186,521	38%
Community and Environment Committee				
212 Propagation Unit	0	1,000	1,000	0%
215 Floral Displays	14,852	12,250	-2,602	121%
241 Allotments	40	1,250	1,210	3%
301 Congleton Partnership	11,851	35,554	23,703	33%
302 Community Development	36,570	117,351	80,781	31%
303 Crime Reduction/CCTV	0	48,650	48,650	0%
305 Christmas Fayre/lights	0	16,000	16,000	0%
310 Neighbourhood Plan	0	0	0	0%
315 Covid 19	3,907	0	-3,907	0%
Donations and transfer from Covid 19 EMR	-3,907	0	3,907	0%
321 Tourism	792	5,000	4,208	16%
341 Youth and Young People	136	2,000	1,864	7%
351 Luncheon Club	2,298	9,000	6,702	26%
C,E &S Income - Net Expenditure Totals	66,539	248,055	181,516	27%
Town Hall, Assets and Services Committee				
	Actual Year To Date	Current Annual Budget	Variance Annual Total	% of Budget

<u>Paddling Pool</u>	<u>6,343</u>	<u>27,558</u>	<u>21,215</u>	23%
<u>Town Hall</u>				
Town Hall - Expenditure	58,572	203,450	144,878	29%
Town Hall - Income	-27,863	-117,600	-89,737	24%
Net Expenditure over Income	<u>30,709</u>	<u>85,850</u>	<u>55,141</u>	36%
<u>Congleton Information Centre</u>				Notes
CEC Support Grant	-11,000	-33,000	-22,000	33%
Sales Income: Third Party Ticket sales	-7,410	0	7,410	
Sales Income	-2,325	0	2,325	
Direct expenditure	1,382	67,403	66,021	2%
Third Party Ticket expenditure	2,304		-2,304	
Expenditure: Staff	16,338		-16,338	
Expenditure	5,928		-5,928	
Net Expenditure over income	<u>5,217</u>	<u>34,403</u>	<u>29,186</u>	15%
<u>Public Toilets</u>	<u>3,219</u>	<u>10,250</u>	<u>7,031</u>	31%
<u>Cenotaph</u>	<u>74</u>	<u>250</u>	<u>176</u>	30%
<u>Streetscape</u>				
Streetscape Expenditure	<u>216,319</u>	<u>590,734</u>	<u>374,415</u>	37%
Streetscape - Income CEC	-124,234	-372,702	-248,468	33%
Streetscape - External work income	-5,086	-15,000	-9,914	34%
Streetscape - Other	-24	0	24	
Streetscape - Misc Income	-225	-900	-675	25%
	<u>-129,569</u>	<u>-388,602</u>	<u>-259,033</u>	33%
Net Expenditure over Income	<u>86,750</u>	<u>202,132</u>	<u>115,382</u>	43%
<u>Town Hall, Assets and Services - Net Expenditure</u>	<u>132,312</u>	<u>360,443</u>	<u>228,131</u>	37%
<u>Capital</u>	<u>25,000</u>	<u>46,778</u>	<u>21,778</u>	53%
<u>Total Net Expenditure</u>	<u>336,200</u>	<u>954,146</u>	<u>617,946</u>	35%
<u>Staff Costs</u>	<u>274,810</u>	<u>887,343</u>	<u>612,533</u>	31%

Reserves as at 31JUL21

310	General Reserve	226,244
318	Capital Equipment Fund	28,011
320	Capital Contingency Fund	437,780
321	EMR Elections	20,000
322	EMR Covid 19 Fund	15,575
324	EMR Crime Prevention/Traffic calming	7,357
327	EMR Business Recovery Fund	12,249
330	EMR Ancient Treasures	3,000
331	EMR Website	5,151
333	EMR Training	8,479
337	EMR Toilets	24,012
339	EMR Public Realm	9,189
340	EMR Legal Fees	5,292
342	EMR Tourism	19,169
343	EMR Marketing	5,000
344	EMR Congleton Neighbourhood Plan	9,105
345	EMR Cenotaph	11,777
346	EMR Rotary Bonfire	5,000
348	EMR Civic	1,000
		<u>853,390</u>