

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services		
MEETING DATE AND TIME	24 th February 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael- Responsible Financial Officer		
AGENDA ITEM REPORT TITLE	7 Town Hall Trading Account		
Background	Variance analysis of the Trading Account to 31 st January 2022 to accompany the spreadsheet show as Appendix 7.1		
Updates	<p>This trading account is for 10 months of 2021/22 – so 83.3% of the budget would be used if expenditure were regular monthly.</p> <p><u>Income</u></p> <ul style="list-style-type: none">• 50% of income received as of 31st January 2022.• The Grand Hall income is at 102% of the budget due to the NHS vaccine bookings/ Swab Squad bookings on Tuesdays. There have been other private room bookings.• Other room bookings have increased due to a number of private bookings.• There remains no commercial partner. <p><u>Expenditure</u></p> <p>Overall, 71% 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 for which was not budgeted. Central overheads at 72%. Insurance is at 99%, this is due to a revaluation that took place which incurred further costs.		
Decision Requested	To receive the Town Hall Trading Account for Month 10 to 31 st January 2022.		

Congleton Town Council
Town Hall Monthly Accounts

Jan-22

Expected spending for M10 is 83.3%

APPENDIX 7.1

2021/22

Town Hall

	Actual Year To Date	Current Annual Bud	Variance Annual Total	% of Budget Used	
	£	£	£		
4000	Staff Costs (re-allocated)	55,208	66,784	11,576	83%
4008	Training	0	1,000	1,000	0%
4009	Protective Clothing\H & Safety	19	500	481	4%
4010	Cleaners	5,206	8,000	2,794	65%
4011	Rates	23,077	27,692	4,615	83%
4012	Water	1,678	6,000	4,322	28%
4014	Electricity	11,322	20,125	8,803	56%
4015	Gas	8,238	13,750	5,512	60%
4016	Cleaning materials	1,095	2,000	905	55%
4017	Refuse Disposal	2,274	3,100	826	73%
4020	Miscellaneous Office Costs	854	1,300	446	66%
4025	Insurance	7,925	8,000	75	99%
4033	Marketing/Promotions	534	3,500	2,966	15%
4040	Maintenance Contracts	6,498	7,400	902	88%
4041	Property Maintenance	11,526	15,000	3,474	77%
4064	Legal & Professional fees	340	100	240	340%
4068	Licences (incl PRS)	3,092	3,500	408	88%
3020	Catering costs (rechargeable)	1,030	10,000	10,000	10%
6000	Central Overheads Reallocated	4,870	5,699	829	85%
	Congleton Town Hall:-Expenditure	144,785	203,450	59,695	71%
1009	Rent Rec'd - Museum Notional	3,750	4,500	750	83%
1010	Rent Received - 3rd Party Partnership	1,278	1,533	255	83%
1011	Rent Received - Internal CTC	22,098	26,517	4,419	83%
1013	Letting Income - Grand Hall	25,998	25,400	598	102%
1014	Letting Income - Bridestones	1,280	13,200	11,920	10%
1015	Letting Income -Spencer Suite	245	4,950	4,705	5%
1018	Letting Income - Campbell Suite	0	0	0	0%
1016	Letting Income - Brasserie, Kitchen and Bar	0	15,000	15,000	0%
1021	Letting Income - Internal	3,237	9,000	5,763	36%
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)	987	10,000	9,013	10%
1199	Misc Income	292	0	292	#DIV/0!
	Congleton Town Hall :- Income	59,165	117,600	58,435	50%
	Net Expenditure over Income	£85,620	£85,850	£1,260	100%