

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services		
MEETING DATE AND TIME	7 th April 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 28 th February 2022 to accompany the spreadsheet show as Appendix 7.1		
Updates	<p>This trading account is for 11 months of 2021/22 – 91.6% of the budget would be used if expenditure were regular monthly.</p> <p><u>Income</u></p> <ul style="list-style-type: none">• 54% of income received as of 28th February 2022.• The Grand Hall income is at 109% of the budget due to the NHS vaccine bookings/ Swab Squad bookings on Tuesdays. There continue to be private room bookings.• Other room hire has increased due to a number of private bookings.• Internal room hire is due to be accounted for in month 12. <p><u>Expenditure</u></p> <p>Overall, 79% of budget used</p> <ul style="list-style-type: none">• Most budget codes as expected. Insurance is at 107%, this is due to a revaluation that took place which incurred further costs.		
Decision Requested	To receive the Town Hall Trading Account for Month 11 to 28 th February 2022.		

Congleton Town Council
Town Hall Monthly Accounts
Feb-22
Expected spending for M111 91.6%

Appendix 7.1

		2021/22			
		Actual Year	Current	Variance	% of
		To Date	Annual Bud	Annual Total	Budget
Town Hall		£	£	£	Used
4000	Staff Costs (re-allocated)	60,499	66,784	6,285	91%
4008	Training	0	1,000	1,000	0%
4009	Protective Clothing\H & Safety	44	500	456	9%
4010	Cleaners	5,706	8,000	2,294	71%
4011	Rates	25,384	27,692	2,308	92%
4012	Water	1,859	6,000	4,141	31%
4014	Electricity	14,057	20,125	6,068	70%
4015	Gas	10,080	13,750	3,670	73%
4016	Cleaning materials	1,095	2,000	905	55%
4017	Refuse Disposal	2,329	3,100	771	75%
4020	Miscellaneous Office Costs	1,190	1,300	110	92%
4025	Insurance	8,591	8,000	591	107%
4033	Marketing/Promotions	534	3,500	2,966	15%
4040	Maintenance Contracts	7,148	7,400	252	97%
4041	Property Maintenance	13,122	15,000	1,878	87%
4064	Legal & Professional fees	340	100	240	340%
4068	Licences (incl PRS)	3,092	3,500	408	88%
3020	Catering costs (rechargeable)	1,324	10,000	10,000	13%
6000	Central Overheads Reallocated	5,060	5,699	639	89%
	Congleton Town Hall:-Expenditure	161,455	203,450	43,319	79%
1009	Rent Rec'd - Museum Notional	4,125	4,500	375	92%
1010	Rent Received - 3rd Party Partnership	1,405	1,533	128	92%
1011	Rent Received - Internal CTC	24,307	26,517	2,210	92%
1013	Letting Income - Grand Hall	27,753	25,400	2,353	109%
1014	Letting Income - Bridestones	1,280	13,200	11,920	10%
1015	Letting Income -Spencer Suite	275	4,950	4,675	6%
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	167	3,000	2,833	6%
1035	Service Charges - Brasserie	0	4,500	4,500	0%
1051	Catering Sales (recharges)	1,000	10,000	9,000	10%
1199	Misc Income	367	0	367	#DIV/0!
	Congleton Town Hall :- Income	63,916	117,600	53,684	54%
Net Expenditure over Income		£97,539	£85,850	£10,365	114%