

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services		
MEETING DATE AND TIME	30 th June 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	11 Congleton Information Centre Trading Account		
Background	Variance analysis of the Trading Account to 31 st May 2022 to accompany the spreadsheet show as Appendix 11.1		
Updates	<p>This trading account is for 2 months of 2022/23, which equates to 16.67% of the budget.</p> <p>The budgets for direct sales and direct expenditure this year are based on actual figures from 2021-22 (There were no set budgets in 2021-22) which was the first year of trading as the Congleton Information Centre. The budget will be monitored by the RFO during the year for future budget setting.</p> <p><u>Income</u> Support Grant income 45%, due to first payment received, second payment will be invoiced in September. Income also includes Citizens Advice Bureau (CAB) contribution towards reception duties. Direct Sales income: 26.4%.</p> <p><u>Expenditure</u> Direct Expenditure 31.2%</p> <p><u>Summary</u> Direct Sales £8,336 - 26.4% Direct Expenditure £8,468 - 31.2%</p>		
Decision Requested	To receive the Congleton Information Centre Trading Account for Month 2 to 31 st May 2022.		

Congleton Town Council
Management Accounts 2022-23
CONGLETON INFORMATION CENTRE
May-22

Appendix 11.1

Month	2	ANNUAL	BUDGET TO	Actual Spend to	£ VARIANCE	% Of Budget	Variance	NOTES
Percentage	16.7%	BUDGET	M2	M2	AT M2	spent @ M2	%	
CONGLETON INFORMATION CENTRE								
3000 Stock at 1st April		0	0	0	0	0.0%	16.7%	
3041 3rd Party ticket resales		21,000	3,500	7,116	-3,616	33.9%	-17.2%	
3042 Books, Maps, Guides resale		3,300	550	340	210	10.3%	6.4%	
3043 Souvenirs for resale		1,250	208	29	179	2.3%	14.4%	
3044 Stamps for resale		0	0	193	-193			No budget set to calculate %
3046 Local Produce for resale		650	108	439	-331	67.5%	-50.8%	
3047 Theatre giftcards for resale		0	0	14	-14			No budget set to calculate %
3048 Food & Drink for resale		475	79	205	-126	43.2%	-26.5%	
3049 CTC Merchandise		0	0	0	0	0.0%	16.7%	
3999 Stock at 31st March 2022		0	0	0	0	0.0%	16.7%	
Direct Expenditure		26,676	4,446	8,336	-3,890	31.2%		
4000 Staff costs		59,272	9,879	10,072	-193	17.0%	-0.3%	
4011 Rates		4,725	788	0	788	0.0%	16.7%	
4013 Rent Payable		7,500	1,250	1,250	0	16.7%	0.0%	
4026 Computer/ICT costs		240	40	0	40	0.0%	16.7%	
4162 General Expenditure		2,000	333	133	200	6.7%	10.1%	
6000 Central Overheads Reallocated		5,082	847	604	243	11.9%	4.8%	
Indirect Expenditure		78,819	13,137	12,059	1,078	15.3%	1.4%	
1041 Third Party Ticket Sales		-24,000	-4,000	-6,913	2,913	28.8%	-12.1%	
1042 Books, Maps, Guides sales		-2,300	-383	-338	-45	14.7%	2.0%	
1043 Souvenir sales		-3,000	-500	-475	-25	15.8%	0.9%	
1044 Stamp Sales		-1,100	-183	-65	-118	5.9%	10.8%	
1045 Photocopy sales		-500	-83	-60	-23	12.0%	4.7%	
1047 Theatre gift cards		-300	-50	0	-50	0.0%	16.7%	
1048 Food and Drink sales		-900	-150	-260	110	28.9%	-12.2%	
1049 CTC Merchandise sales		0	0	-357	357			No budget set to calculate %
Income		-32,100	-5,350	-8,468	3,118	26.4%	-9.7%	
1168 CEC Support Grant CIV		-36,074	-6,012	-16,234	10,222	45.0%	-28.3%	Support grant paid over 2 instalments
1031 CAB Reception Contribution		0	0	-833	833	#DIV/0!	#DIV/0!	
Total Income		-68,174	-11,362	-25,535	14,173	37.5%	-20.8%	