



Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford** CiLCA

17th November 2022

To: **MEMBERS OF THE FINANCE & POLICY COMMITTEE**

Dear Councillor,

You are summoned to attend a meeting of the Finance and Policy Committee to be held on **Thursday 24th November 2022** commencing at **7.00pm.**

- **The Public and Press are welcome to attend the meeting, please note** - There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally or at the meeting, including those which have been received in writing 7 days prior to the meeting.
- There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

Yours sincerely,

David McGifford
Chief Officer



Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

Tel: **01260 270350**

Email: info@congleton-tc.gov.uk www.congleton-tc.gov.uk



AGENDA

1. Apologies for absence

Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non-attendance.

2. Minutes of Previous Meetings (Enclosed)

To approve and sign the [minutes of the Finance & Policy Committee held on 29th September 2022.](#)

3. Declarations of Interest

Members are requested to declare both “pecuniary” and “non-pecuniary” interests as early in the meeting as they become known.

4. Outstanding Actions

To review any outstanding actions from previous meetings.

5. Questions from Members of the Public

There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally at the meeting including those which have been received in writing 7 days prior to the meeting.

6. Urgent Items

Members may raise urgent items related to this committee, but no discussion or decisions may be taken at the meeting.

7. Grant Approvals and Commitments (Enclosed)

To receive a statement showing the current position for Grant Approvals and Commitments as at 30th September 2022.

8. New Applications for Financial Assistance (Enclosed)

- **8.1 Grant Ref 09/2223 Beartown Rickshaw CIC**
- **8.2 Grant Ref 10/2223 Congleton Players**
- **8.3 Grant Ref 11/2223 Congleton Community Credit Union**

9. New Grant Activities Monitoring Forms (Enclosed)

To receive the New Grant Activities Monitoring Form from:

- **9.1 Congleton Live CIC**
- **9.2 Beartown Patchwork and Quilters**

10. Management Accounts (Enclosed)

To receive and consider the Management Accounts to 30th September 2022.

11. Bank Reconciliation (Enclosed)

To receive and consider the bank reconciliation as at 30th September 2022.

12. Savings Account Balances (Enclosed)

To receive the Savings Account balances as at 30th September 2022.

13. List of Payments (Enclosed)

To receive and approve the Payments lists for 31st March 2022 and between 1st August and 30th September 2022.

14. Budget and Precept 2023-24 (Enclosed)

1. To approve the 2023-2024 budget amount.
2. To approve the precept requirement of £1,068,179 for 2023-2024 which equates to a rise of 3.65% /£3.40 per household.
3. To approve the year end movement of Ear Marked Reserves for 2022-2023.
4. To approve the movement for 2023-24 expenditure from Ear Marked Reserves for 2023-2024.
5. To recommend 1-4 to Council on 8th December 2021 for approval.

15. First Interim Internal Audit Report (Enclosed)

To receive and note the first internal interim audit report for 2022/23.

16. Annual Pay Award 2022/23 (Enclosed)

To receive and approve the 2022/23 National Salary Award as agreed by the National Joint Council and Local Government Services and to recommend to Council for Approval on 8th December 2022.

17. Petty Cash Verification (Enclosed)

To note the verification of the Petty Cash balance as at 20th October 2022.

18. Investment Strategy Update (Enclosed)

To receive the update regarding the Investment Strategy for period beginning 8th November 2022.

19. Supplier Invoice (Enclosed)

To approve payment of invoice 125021 for Four Oaks Nurseries Ltd, for £7,301.40 (£6,084.50 plus £1,216.90 VAT) which is to be coded to Streetscape Horticultural Supplies [280-4043].

To: Members of the Finance & Policy Committee

CLRs: Robert Douglas (Chair) Russell Chadwick (Vice Chair)

Suzie Akers Smith, Duncan Amies, David Brown, Paul Duffy, George Hayes,
Denis Murphy, Jean Parry, James Smith

Ex-Officio: Cllr Margaret Gartside (Town Mayor); Cllr Rob Moreton (Deputy Mayor)

Ccs: Other members of the Council and Honorary Burgesses (3) for Information; Press (3)
Congleton Library, Congleton Information Centre.

CONGLETON TOWN COUNCIL

Minutes of the Finance and Policy Committee Meeting held on Thursday 29th September 2022

****Please note – These are draft minutes and will not be ratified until the next meeting of the Finance & Policy Committee**

For the papers discussed at the meeting, please see the [Meeting Agenda of the Finance and Policy Committee held on 29th September 2022.](#)

PRESENT Committee members:

Cllr Robert Douglas (Chair)
Cllr Russell Chadwick
Cllr Paul Duffy
Cllr Denis Murphy
Cllr Jean Parry
Cllr Suzanne Akers Smith
Cllr James Smith

Non-Committee member: Cllr Kay Wesley

Also present:

Congleton Town Council Officers:

- David McGifford (Chief Officer)
- Serena Van Schepdael (Responsible Financial Officer)
- Press

1. Apologies

Members of each committee are respectfully reminded of the necessity to submit any apologies for absence in advance and to give a reason for non-attendance.

Apologies were received from:

Committee members:

Cllr Duncan Amies
Cllr George Hayes
Cllr David Brown

2. Minutes of Previous Meetings

FAP/19/2223 RESOLVED to approve the [minutes of the Finance & Policy Committee held on 9th June 2022.](#)

3. Declarations of Interest

Cllr James Smith declared a non-pecuniary interest in Item 8.2

Cllr Paul Duffy declared an non-pecuniary interest in item 8.1

Cllr Denis Murphy noted as ex-Mayor he donated to applicants in item 8.2

Cllrs Denis Murphy and Suzanne Akers Smith declared a non-pecuniary interest on any matters relating to Cheshire East Council.

4. Outstanding Actions

There are none.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

There were no urgent items raised at the meeting.

7. Grant Approvals and Commitments 2021/22

FAP/20/2223 RESOLVED to receive the statement showing the current position as at 31st July 2022.

8. New Applications for Financial Assistance

FAP/21/2223 RESOLVED to award the following grants:

- 8.1 Grant Ref 06/2223 - Trinity Amateur Operatic Society - £1740
- 8.2 Grant Ref 07/2223 - "Our Gang" - Congleton Scout & Guide Gang Show - £750
- 8.3 Grant Ref 08/2223 - Congleton Live Community Interest Company Ltd - £750

9. New Grant Activities Monitoring Forms

FAP/22/2223 RESOLVED to receive the New Grant Activities Monitoring Forms from:

- 9.1 Congleton Community Projects
- 9.2 The Symphonia Verbum Orchestra
- 9.3 The Smile Group

10. Management Accounts

FAP/23/2223 RESOLVED to:

1. To receive the Management Accounts to 31st July 2022
2. To approve overbudget expenditure on lines:
 - 241-4041 Allotments Property Maintenance
 - 221-4009 Town Hall Protective Clothing
 - 280-4004 Streetscape Agency Staff
 - Insurance cost in all Cost Centres
3. To retrospectively approve the payment of £8,111.56 to Legal and General for Critical Illness Insurance.

11. Bank Reconciliation

FAP/24/2223 RESOLVED to receive the bank reconciliation as at 31st July 2022.

12. Savings Account Balances

FAP/25/2223 RESOLVED to receive the Savings Account balances as at 31st July 2022.

13. List of Payments

FAP/26/2223 RESOLVED to receive and approve the Payments lists between 1st April and 31st July 2022.

**Cllr Robert Douglas
(Chair)**

CONGLETON TOWN COUNCIL											
GRANT COMMITMENTS 2022/2023											
SEPTEMBER 2022											
Congleton Town Grant Commitments											
Specific Budgets											
Date Grant Approved	To	For	Grant Ref	Section	Minute Reference	EMR b/fwd	Budget	Approved by 22/23	Paid £	Outstanding £	Date Paid
01/04/2021	Congleton Museum	Notional rent		GpoC			4,500.00	4,500.00	2,250.00	2,250.00	At 31st August 2022
01/04/2021	Community Projects	Project support		GpoC	CTC/68/2122		16,000.00	16,000.00	16,000.00	0.00	12th April 2022
01/04/2021	Congleton Partnership	Rent		GpoC			1,533.00	1,533.00	767.00	766.00	At 31st August 2022
01/04/2021	Citizens Advice Bureau	Annual grant		GpoC			15,000.00	15,000.00	10,000.00	5,000.00	At 31st August 2022
01/04/2021	St Peter's Church	Church clock maintenance		PCA1957 s2			300.00	0.00	0.00	0.00	
Totals						0.00	37,333.00	37,033.00	29,017.00	8,016.00	
				Ear marked reserve b/fwd	£0						
				Budget 2022/23	£37,333						
				Total approved to date	£37,033						
				Total awaiting application	£300						

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	24 th November 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	8 New Applications for Financial Assistance		
Background	<p>Cover report for Financial Assistance Applications.</p> <p>Current available balance for Financial Assistance applications is £9,710, total of applications presented at this meeting is £1775.</p>		
Details	<p>8.1 BEARTOWN RICKSHAW CIC They have applied for a grant of up to £1025 towards a new lithium battery for the Rickshaw. Two quotes have been received; it has been advised by the applicant that the companies are the 2 main dealers for the equipment they require. The applicant is also aware that we normally only fund up to 50% of the project.</p> <p>8.2 CONGLETON PLAYERS They have applied for a grant of £250 which is to go towards cost to make new costumes for their shows, they will also hire out the costumes to raise an income, although they have noted this is a small market. The costumes have already been made and used at their show in October, total cost to make the costumes was £855. The show the costumes were made for did not make a profit, a breakdown has been provided to the RFO.</p> <p>8.3 CONGLETON COMMUNITY CREDIT UNION They have applied for a grant of up to £500 which would go towards new promotional leaflets for a new collection point they have. The promotional items would last them 2-3 years. Quotes have been requested, and accounts have been provided.</p>		
Decision Requested	To discuss, approve Financial Assistance applications.		

Congleton Town Council
Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR09/2223
---	-----------

1.1	Applicant(s):	
1.2	Representing:	Beartown Rickshaw
1.3	Email Address:	
1.4	Tel No.	
1.5	Project Title:	Beartown Rickshaw
1.6	Project Objectives:	<ul style="list-style-type: none"> * Improve the mental health and well-being of residents * Provide an outlet for local volunteers to give something back to their community
1.7	Brief Project Description:	Beartown Rickshaw is a charity that helps improve the mental health and well-being of residents by offering free rickshaw rides to local beauty spots such as Congleton Park, Astbury Mere and Biddulph Valley Way
1.8	Details accounts/budgets	We currently have ~£3000 in our bank account. We have decided to keep £1,500 in reserve and we expect to spend £1,500 on running costs over the next 12 months. Our insurance cost is £700 and we expect to spend £100 on DBS checks. Tools and spares ~ £400

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	Rickshaw cost was £11,047 and ongoing costs circa £1,500 pa
2.2	Total contribution sought:	£1,025
2.3	What will the money be spent on?	A new Lithium Ion battery (quotation attached)
2.4	Any ongoing costs:	The battery is a one-off cost.

2.5	Details of <i>confirmed</i> match funding include source Cash: In kind:	The rickshaw has been paid for, we expect to receive about £700 in cash donations over the next 12 months which will go towards our general running costs of £1,500 per year.
2.6	Resources needed:	No extra resources needed.
2.7	Estimated timescale of project from start to finish:	We will purchase the battery as soon as possible

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	An additional battery will enable us to operate for more hours in a day and also extend the overall life of our other battery.
3.2	Are there similar services/projects provided in the area	None to our knowledge

Part 4: Evaluation

4.1	How will the project be evaluated and who will carry out the evaluation?	The Beartown Rickshaw has been operating for 6 months and we have received some fabulous feedback. Please see Rimone Brady at Greengables care home https://youtu.be/XUN7H1UF9EI
4.2	Describe how you will promote the Town Council in your project.	We will list Congleton Town Council on our webpage of supporters. We are also happy to work with the council eg the Green Fayre and driving Santa at Christmas time.
4.3	Please acknowledge you have read our Grant Application Criteria	Please see the Policy on our Grants page on our website: Grants - Congleton Town Council (congleton-tc.gov.uk) I/ we have read the policy: YES / NO

Signature:



Date: 26th September 2022



Quote

PLEASE CHECK THAT EVERYTHING AGREED IS REFLECTED BELOW

15.08.22

[REDACTED]

[REDACTED]

[REDACTED]

Qty	Description	Unit Price	Total
1	Chat Pillow (Grey / Orange)	£124.00	£124.00
1	Battery Slim Smart 36V 13.6h	£852.00	£852.00
DELIVERY (EX VAT)			£15.00
SUB-TOTAL (EX VAT)			£991.00
VAT @ 20%			£198.20
TOTAL (INC VAT)			£1,189.20

Due to fluctuations in exchange rates, delivery costs and such like prices are subject to change without notice, however, we would endeavour to honour quotes that are confirmed within 14 days from issue date.

At Get Cycling we strive to keep our prices as low as possible for customers, please speak to us if you have had a cheaper quote elsewhere for a like for like product and we will look to match it if possible.



Quote

PLEASE CHECK THAT EVERYTHING AGREED IS REFLECTED BELOW

10.11.22

Ref: C

Beartown Richshaw

Qty	Description	Unit Price	Total
1	Chat Pillow (Grey / Orange) (ex VAT)	£124.00	£124.00
1	Battery Slim Smart 36V 13.6h (ex VAT)	£852.00	£852.00
		DELIVERY	£18.00
		SUB-TOTAL	£994.00

Due to fluctuations in exchange rates, delivery costs and such like prices are subject to change without notice, however, we would endeavour to honour quotes that are confirmed within 14 days from issue date.

At Get Cycling we strive to keep our prices as low as possible for customers, please speak to us if you have had a cheaper quote elsewhere for a like for like product and we will look to match it if possible.

Tomcat SNI Ltd

Unit 13/7 The Gloucester Business Park, Hucclecote, Gloucester, GL3 4AA
Tel: 01452 616900 Web: www.tomcatuk.org
Fax: 01452 613300 Email: info@tomcatuk.org

QUOTATION

This Is Your Quotation No. [REDACTED]

Quotation Date: 09/11/2022
Your Acc No: [REDACTED]
Your Ref: [REDACTED]
Taken By: [REDACTED]

Customer Name & Address

[REDACTED]

Delivery Address

[REDACTED]

Price Validity Period: Tomcat Products: 90 Days & Van Raam Products: 30 Days. From Date Of Quotation.

Qty	Code	Description
1.00	NS000	103-190065 Chat pillow (grey/orange)
1.00	NS000	103-0070SP Battery Slim smart 36V 13,6Ah. Battery for the Chat
1.00	D000	Packing and Import Shipping, Netherlands to UK, including all customs & import duties & document preparation

Please note: Unless stated on this quotation delivery is not included. Please see the accompanying Letter for details. However we strongly recommend that tricycles are collected, where set up & training can be provided by our engineers.

NOTES:

VAN RAAM OFFER [REDACTED]

THIS OFFER PROVIDES FOR THE PARTS REQUIRED

THE OFFER INCLUDES ALL PACKING AND IMPORT SHIPPING COSTS AND ALSO INCLUDES ONWARD DELIVERY WITHIN THE UK. IT ALSO INCLUDES ALL CUSTOMS AND IMPORT DUTIES AND DOCUMENT PREPARATION.

LEAD TIME - USUALLY 2 - 3 WEEKS - TO BE CONFIRMED.

Goods Net:	1,021.00
Delivery:	18.03
Order Net:	1,039.03
VAT:	3.61
Total:	1,042.64

Pound Sterling

Congleton Town Council
Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR10/2223
---	-----------

1.1	Applicant(s):	CONGLETON PLAYERS ATC MANAGEMENT COMMITTEE
1.2	Representing:	CONGLETON PLAYERS AMATEUR THEATRE CLUB
1.3	Email Address:	[REDACTED]
1.4	Tel No.	[REDACTED] OR [REDACTED]
1.5	Project Title:	BLACKADDER II - A PLAY 4-8/10/22
1.6	Project Objectives:	TO PERFORM THE PLAY AT DANGSIDE THEATRE TO AN AUDIENCE
1.7	Brief Project Description:	A HUMOROUS, PLAY SET IN THE ELIZABETHAN ERA WHICH APPEALS TO ALL AGES.
1.8	Details accounts/budgets	TOTAL COST OF PRODUCTION IN THE REGION OF £8,000. WE HOPE TO RAISE ABOUT £5,000 IN TICKET SALES.

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£8,000.00 (£1,000.00 COSTUMES)
2.2	Total contribution sought:	£250.00
2.3	What will the money be spent on?	MAKING OUR OWN HIGH STANDARD PERIOD COSTUMES
2.4	Any ongoing costs:	INSURANCE VENUE HIRE ROYALTIES


2.5	Details of confirmed match funding include source Cash: In kind:	NONE AVAILABLE BEARTOWN VOICE- ADVERT, BEAR NECESSITIES, TICKET SALES
2.6	Resources needed:	FABRICS + HABERDASHERY FOR COSTUMES WHICH WE HOPE TO HIRE OUT IN THE FUTURE
2.7	Estimated timescale of project from start to finish:	3 MONTHS

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	PROVIDING LIVE ENTERTAINMENT IN A LOCAL THEATRE. OFFERING OPPORTUNITIES TO PERFORM ON STAGE, HELP BACKSTAGE + FRONT OF HOUSE. TO EXPERIENCE THE WIDE RANGE OF SKILLS NEEDED FOR A PRODUCTION
3.2	Are there similar services/projects provided in the area	NOT AS A SOCIETY LIKE C.PLAYERS PROVIDING 3 PLAYS EACH YEAR.

Part 4: Evaluation

4.1	How will the project be evaluated and who will carry out the evaluation?	CONGLETON PLAYERS MANAGEMENT COMMITTEE. INDEPENDENT EVALUATION BY NODA
4.2	Describe how you will promote the Town Council in your project.	THEY WILL BE ACKNOWLEDGED IN OUR BLACKADDER AS A SPONSOR
4.3	Please acknowledge you have read our Grant Application Criteria	Please see the Policy on our Grants page on our website: Grants - Congleton Town Council (congleton-tc.gov.uk) We have read the policy: <input checked="" type="radio"/> YES <input type="radio"/> NO

Signature: 

Date: 10.10.2022

Congleton Town Council Application for Financial Assistance
--

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR11/2223
---	------------------

1.1	<i>Applicant(s):</i>	Denis Murphy (Chairman)
1.2	<i>Representing:</i>	Congleton Community Credit Union
1.3	<i>Email Address:</i>	
1.4	<i>Tel No.</i>	
1.5	<i>Project Title:</i>	Support for advertising and marketing
1.6	<i>Project Objectives:</i>	To promote Congleton's Credit union to attract more savers and borrowers to prevent the use of loan sharks and payday loan high interest rate loans
1.7	<i>Brief Project Description:</i>	Congleton Community Credit Union was formed 27 years ago has approximately 150 active members. It is run entirely by volunteers and has a collection and information point on Saturday mornings 10-11 in the room under Congleton Library and has recently been given a room on Friday mornings at the Old Sawmill 10-11. it needs a pop up banner and some promotional material. Also the current information leaflet is a bit tired. There is a Friends Of CCCU group which fundraises to support the group but these funds are largely used to help pay for the accountants and audit fees. Although only tiny CCCU reports to the FCA and is required to have a professional audit the same as much larger financial institutions
1.8	<i>Details accounts/budgets</i>	2020/21 accounts enclosed (21/22 are currently at the auditors but show a very similar picture)

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£1000 approx
2.2	Total contribution sought:	Up to £500
2.3	What will the money be spent on?	Pop up banner and promotional material
2.4	Any ongoing costs:	No
2.5	Details of <i>confirmed</i> match funding include source Cash: In kind:	None
2.6	Resources needed:	Pop up banner and promotional material
2.7	Estimated timescale of project from start to finish:	As soon as possible

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	Credit Unions promote thrift. Members are encouraged to save, then are eligible to borrow at affordable rates. This discourages the use of payday loan companies who charge very high rates of interest and can cause debt to spiral out of control.
3.2	Are there similar services/projects provided in the area	The nearest Credit Unions are Stockport, South Manchester and Halton which are much larger but not local to Congleton

Part 4: Evaluation

4.1	<i>How will the project be evaluated?</i>	By CCCU directors
4.2	<i>Describe how you will promote the Town Council in your project</i>	Could have CTC logo on the banner

Signature: Denis Murphy Chairman CCCU Date: 6th November 2022



Town Council Grant

Activities Monitoring Form

1. Contact Details

Organisation name:	Congleton Live CIC Ltd		
Address:	[REDACTED]		

2. Grant Information

Grant Reference Number:			
Total project cost:	£6,400		

Receipts Attached? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Receipt Amount:	£2,736.99
--	-----------------	-----------

Please list receipts below:

Promotion costs invoices

A	123 Reg	123 REG	WEB URL	£14.39
B	Invoice 030008	Fullcolour	Leaflets	£392.00
C	Invoice 030010	Fullcolour	A3 poster	£256.80
C	Invoice 030016	Fullcolour	Programme	£1,490.00
D	Invoice 030017	Fullcolour	sponsors	£233.40
E	Invoice 125329	Heads	Chronicle	£175.20
F	Invoice 125369	Heads	Chronicle	£175.20

3. Project Information			
When did the project commence?		Work started on the Project in September 2021	
Did you make a profit from the project? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
<p>We do not have all the finances in yet, both debtors and creditors, but we expect to have made a very small profit.</p>			
<p>Please explain what difference the project has made to your organisation/local people:</p> <p>We have Anecdotal feedback from local people that that they look forward to this event every year, it is in their calendar, and that it meets our target aims of getting people in town and raising community spirit.</p> <p>We have solicited feedback from venues that the festival rings new people in town and into their venues, and it makes the town a destination, one of our key target aims.</p>			

4. Promotion	
Please send an electronic photograph of your project/activity. Is this attached?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Do you give permission for these photographs to be used on the Council's web site and in newsletters? (Please ensure that you seek permission for anybody photographed).	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Was the grant funding from Congleton Town Council acknowledged in any way?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<p>Please state how (i.e. on your website, event programme, tickets, etc)</p> <p>Congleton Town Council was acknowledged as a funder on leaflets, in our programme, web site and facebook page, and on road side advertising.</p>	

5. X

What is your experience of using the Town Council Grant Scheme? Are there any comments or suggestions for improvements that you would like to make?

The Grant funding process is relatively easy to use.

How did you apply? Online ☐ Email ☒ Post ☐

Do you feel that you understood the process? Yes ☒ No ☐

Please rate the following elements:

	Excellent	Good	OK	Poor
Completing the application form		X		
Relevance of guidelines		X		
Length of the process from submitting an application to receiving notification		X		
Advice given from the Town Council Grants Team (if applicable)	X			



Town Council Grant

Activities Monitoring Form

1. Contact Details

Organisation name: Beartown Patchwork and Quilters

Address:

[REDACTED]

2. Grant Information

Grant Reference Number:

Total project cost:

£1,682

Receipts Attached? Yes ☒ No ☐

Receipt Amount:

£ 408.20

Please list receipts below:

- | | |
|--|---------|
| 1) Quilt Stand Hire | £87 |
| 2) Travel for collection and return of quilt stands | £73.80 |
| 3) Advertising: Congleton Chronicle | £127.20 |
| 4) Printing (fliers, posters, raffle tickets, photo printing). | £120.20 |

Receipt Amount: £ 408.20

3 Project Information

When did the project commence?

Exhibition from 23rd to 25th June 2022

Did you make a profit from the project? Yes ☐ No ☒

Please list receipts below:

If yes, how will this be used?

Please explain how the grant money was used:

The grant money was used for advertising event the event through the Congleton Chronicle and through posters and fliers. This was supplemented through free extensive online opportunities. We hired quilt stands from the Quilters Guild which required travel to collect and return the stands from a venue near Chester.

Please explain what difference the project has made to your organisation/local people:

This successful event was well received by the local community and the patchwork / quilting community alike. People visited from as far away as Liverpool, Manchester and Staffordshire. The footfall was approximately 500.

Many visitors engaged with members of our group and had lots of questions regarding the 'how of patchwork and quilting'. Subsequently we are pleased to say that we have gained new members to our group. These new members have come to learn and be inspired and some new members have skills and expertise that they can share with the group. It is a positive sign that this art / craft will not die out in the local area.

We were lucky enough to share our exhibition with the UK wide Contemporary Quilt Group, of the Quilters Guild of the British Isles, and they displayed the most recent exhibition 'UNCHARTED'. This exhibition also brought in quilters from across the Northwest.

The display we had on Quilts for Care Leavers was very well received and people showed a lot of interest in both the 'Hug' quilts and the Q4CL Charity. These are 'hugs in a quilt' that are made for, and given to, 18 to 25 year olds leaving the care system.

4. Promotion

Please send an electronic photograph of your project/activity. Is this attached? Yes ☒ No ☐

Do you give permission for these photographs to be used on the Council's web site and in newsletters? (Please ensure that you seek permission for anybody photographed). Yes ☒ No ☐

Was the grant funding from Congleton Town Council acknowledged in any way? Yes ☒ No ☐

Please state how (i.e. on your website, event programme, tickets, etc)

On web site

www.beartownpandq.co.uk

On all advertising and fliers including the Congleton Chronicle

5. Feedback

What is your experience of using the Town Council Grant Scheme? Are there any comments or suggestions for improvements that you would like to make?

We are very grateful for the support of Congleton Town Council. The grant made a big difference to us and to what we could achieve. Many thanks to you all.

How did you apply? Online ☐ Email ☐ Post ☒

Do you feel that you understood the process? Yes ☒ No ☐

Please rate the following elements:

	Excellent	Good	OK	Poor
Completing the application form	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relevance of guidelines	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Length of the process from submitting an application to receiving notification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advice given from the Town Council Grants Team (if applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	24 th November 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	10 Management Accounts		
Background	Variance analysis for the period 1 st August to 30 th September 2022 to accompany the attached spreadsheets in Appendix 10.1		
Updates	<p>These figures cover the financial period 1st August to 30th September 2022, month 6, which represents 50% of the budget. (Any budget lines that are <u>over budget</u> will be in bold, a request to note this is made in the decision requested.)</p> <p>Please see summary sheet (Appendix 10.1) for explanations of variances, below are additional comments for noting:</p> <p><u>Finance and Policy Committee</u> Committee budgets stand at 38.9% expenditure and 50.7% income received.</p> <p><u>101-Corporate Management</u> 53.5% expenditure spend and 97% Income received Precept for 22-23 now received in full, no new expenditure notes to declare.</p> <p><u>102-Democratic/Civic</u> 469% expenditure spend, no issues to note</p> <p><u>107-Grants</u> £9,710 remains available for Financial Assistance Applications.</p> <p><u>Community and Environment Committee</u> Committee expenditure budgets stand at 18.3% expenditure.</p> <p><u>241- Allotments</u> As previously noted, over budget due to emergency spending was required for urgent tree work/care. movement from Capital Ear Marked Reserve is due to take place at year end once approved at budget setting</p>		

	<p><u>Town Hall, Assets and Services Committee</u> 61% income and 54% expenditure</p> <p><u>221-Town Hall</u> 34.5% expenditure spend and 34.6% income received.</p> <p>Grand Hall income is currently at 63%, Bridestones 31% and Spencer Suite 57% (which is partly due to the contribution from Citizens Advice Bureau Grant for room hire) Commission from the Commercial Partner is now being invoiced out due to events taking place.</p> <p><u>225-Congleton Information Centre</u> Expenditure is 60% and income 113%. First half of the CEC agreement has been paid to date. A one-off ticket sales for a local concert has contributed to the higher sales, we are awaiting the invoice to balance off the expenditure for that.</p> <p><u>Streetscape:</u> Expenditure is 54% and income 56%.</p> <p>No new issues to note from previous reporting, there has been 2 quarters of CEC agreement has been received to date.</p> <p><u>Capital</u> Capital is shown to enable the management accounts to balance to the budget figure. First Loan for this year payment made.</p> <p><u>Staffing Costs</u> Currently at 49%, when taking the 3% budgeted pay award into account it would be showing as 50.4% which is on target. The pay award for 2022-23 has now been agreed, figures will show in future reports.</p>
Decision Requested	1. To receive the Management Accounts to 30 th September 2022.

Appendix 10.1

Congleton Town Council
Management Accounts 2022-23
Sep-22
Page 1/3

Month Percentage	6 50.0%	ANNUAL BUDGET	BUDGET TO M6	Actual Spend to M6	£ VARIANCE AT M6	% Of Budget spent @ M6	Variance %	NOTES
Finance and Policy Committee								
101		Corp Management						
		Staff Costs (re-allocated)	171,273	85,637	82,060	3,577	47.9%	2.1%
		Travel	500	250	0	250	0.0%	50.0%
		Training / Conferences	3,000	1,500	164	1,336	5.5%	44.5%
		Rent Payable	17,017	8,509	8,508	1	50.0%	0.0%
		Miscellaneous Office Costs	1,660	830	1,111	- 281	66.9%	-16.9%
		Telephone/Fax/Internet	1,083	542	1,395	- 854	128.8%	-78.8%
		Postage	3,077	1,539	189	1,350	6.1%	43.9%
		Stationery & Printing	2,900	1,450	2,063	- 613	71.1%	-21.1%
		Subscriptions & Publications	4,200	2,100	3,096	- 996	73.7%	-23.7%
		Insurance	11,200	5,600	11,285	- 5,685	100.8%	-50.8%
		Computer/IT Costs	13,130	6,565	9,463	- 2,898	72.1%	-22.1%
		Photocopy Charges	1,500	750	956	- 206	63.7%	-13.7%
		Recruitment Advertising	500	250	124	126	24.8%	25.2%
		Other Advertising	300	150	0	150	0.0%	50.0%
		Bank Charges	1,240	620	587	33	47.3%	2.7%
		Audit Fees - External	2,000	1,000	0	1,000	0.0%	50.0%
		Audit Fees - Internal	1,760	880	480	400	27.3%	22.7%
		Accountancy Support	5,000	2,500	1,804	696	36.1%	13.9%
		Legal & Professional fees	4,000	2,000	3,258	- 1,258	81.5%	-31.5%
		HR & H&S support	4,500	2,250	1,891	359	42.0%	8.0%
		Tfr From EMR	0	0	-2,480	2,480	#DIV/0!	#DIV/0!
		Central Overheads reallocated	-63,881	-31,941	-26,504	- 5,437	41.5%	8.5%
		Corporate Management:-Expenditure	185,959	92,980	99,450	- 6,471	53.5%	-3.5%
		Precept 2021-2022	-996,333	-498,167	-966,333	468,167	97.0%	-47.0%
		Interest Receivable	-1,500	-750	-842	92	56.1%	-6.1%
		Miscellaneous Income	0	0	-7,325	7,325	#DIV/0!	#DIV/0!
		Corporate Management-Income	-997,833	-498,917	-974,500	475,584	97.7%	-47.7%
		Net Income Over Expenditure	-811,874	-405,937	-875,050	469,113	107.8%	-57.8%
102		Civic						
		Staff Costs (re-allocated)	31,723	15,862	14,973	889	47.2%	2.8%
		Training / Conferences	1,000	500	30	470	3.0%	47.0%
		Stationery & Printing	500	250	0	250	0.0%	50.0%
		Marketing/Promotions	1,000	500	152	348	15.2%	34.8%
		Council Newsletter	8,000	4,000	4,303	- 303	53.8%	-3.8%
		Council Website	2,000	1,000	-4	1,004	-0.2%	50.2%
		Mayor's Allowance	3,000	1,500	3,000	- 1,500	100.0%	-50.0%
		Members Expenses	200	100	0	100	0.0%	50.0%
		Civic Expenses	6,750	3,375	4,430	- 1,055	65.6%	-15.6%
		Civic Regalia	250	125	0	125	0.0%	50.0%
		Hall & Room Hire	6,000	3,000	1,861	1,139	31.0%	19.0%
		Civic Artefacts and Treasures	500	250	0	250	0.0%	50.0%
		Central Overheads reallocated	2,720	1,360	1,131	229	41.6%	8.4%
		Civic:-Expenditure	63,643	31,822	29,876	1,946	46.9%	3.1%
107		Grants						
		Grants- Expenditure	56,833	28,417	27,965	452	49.2%	0.8%
		Capital	46,778	23,389	35,889	- 12,500	76.7%	-26.7%
		F&P Income	-997,833	-498,917	-1,008,568	475,584	101.1%	-51.1%
		Expenditure	353,213	176,607	195,978	-16,574	55.5%	-5.5%
		Committee Summary						
		Committee Summary						

Congleton Town Council
Management Accounts 2021-2022

Month Percentage	6 50.0%	ANNUAL BUDGET	BUDGET TO M6	Actual Spend to M6	£ VARIANCE AT M6	% Of Budget spent @ M6	Variance %	NOTES
Community and Environment Committee								
215	Floral Displays Income	-4,000	-2,000	-11,918	9,918	298.0%	-248.0%	
215	Floral Displays Expenditure	17,262	8,631	23,108	14,477	133.9%	-83.9%	
241	Allotments Income	-190	-95	0	95	0.0%	50.0%	
241	Allotments Expenditure	1,000	500	5,213	4,713	521.3%	-471.3%	Emergency work required on trees: Overspend to be noted by Council
300	Public Realm	3,000	1,500	1,800	300	60.0%	-10.0%	Deep clean of some town pavements was completed
301	Conleton Partnership Expenditure	31,177	15,589	31,177	15,589	100.0%	-50.0%	Partly dependant on Partnership projects, final update/breakdown is at 31st March each year
302	Community Development	119,418	59,709	56,844	2,865	47.6%	2.4%	
303	Crime Reduction/CCTV	43,548	21,774	9,787	11,987	22.5%	27.5%	No PCSO charges to date: CCTV paid in full
305	Christmas Fayre/Lights Income	0	0	14	14			
305	Christmas Fayre/Lights Expenditure	16,000	8,000	0	8,000	0.0%	50.0%	
310	Neighbourhood Plan	0	0	1,126	1,126	0.0%	50.0%	
310	Neighbourhood Plan Tfr From EMR	0		-1,126	1,126			
315	Covid 19 Income	0	0	0	-	-100.0%	150.0%	
315	Covid 19 Expenditure	0	0	0	-	0.0%	50.0%	
321	Tourism Income	-5,000	-2,500	-5,932	3,432	118.6%	-68.6%	
321	Tourism Expenditure	20,770	10,385	13,477	3,092	64.9%	-14.9%	750 EMR Balance 0
341	Youth and Young People	1,000	500	0	500	0.0%	50.0%	
351	Luncheon Club	9,000	4,500	4,487	13	49.9%	0.1%	To be discussed.
C.E & S	Income	-9,190	-4,595	-29,056	24,461	316.2%	-266.2%	Committee Summary
	Expenditure	262,175	131,088	75,396	55,692	28.8%	21.2%	Committee Summary
C.E & S Income - Net Expenditure Totals		252,985	126,493	132,564	-6,072			Committee Summary

Town Hall, Assets and Services Committee

	ANNUAL BUDGET	BUDGET TO M6	Actual Spend to M6	£ VARIANCE AT M6	% Of Budget spent @ M6	Variance %	NOTES
201	Paddling Pool	41,096	20,548	20,463	85	49.8%	0.2%
221	Town Hall						
	Town Hall - Expenditure	205,157	102,579	103,487	909	50.4%	-0.4%
	Town Hall - Income	-101,100	-50,550	-51,192	642	50.6%	-0.6%
	Net Expenditure over Income	104,057	52,029	52,295	267	50.3%	-0.3%
225	Conleton Information Centre						
	CIC - Expenditure	105,494	52,747	63,376	10,629	60.1%	-10.1%
	CIC- Income	-68,174	-34,087	-77,313	43,226	113.4%	-63.4%
	Net Expenditure over income	37,320	18,660	-13,937	32,597	-37.3%	87.3%
263	Public Toilets	5,200	2,600	1,594	1,006	30.7%	19.3%
270	Cenotaph	255	128	93	35	36.5%	13.5%
280	Streetscape						
	Streetscape Expenditure	599,763	299,882	335,731	35,850	56.0%	-6.0%
	Streetscape - Income CEC	-380,156	-190,078	-214,096	24,018	56.3%	-6.3%
	Streetscape - External work income	-15,000	-7,500	-1,891	5,609	12.6%	37.4%
	Streetscape - Other	0	0	0	-		50.0%

Streetscape - Misc Income		-900	-450	-450	-	50.0%	0.0%	
S/S Income		-396,056	-198,028	-216,437	18,409	54.6%	-4.6%	
Net Expenditure over Income		203,707	101,854	119,294	- 17,441	58.6%	-8.6%	
THAS	Income	-565,330	-282,665	-344,942	62,277	61.0%	-11.0%	Committee Summary
	Expenditure	956,965	478,483	524,744	-46,262	54.8%	-4.8%	Committee Summary
	Town Hall, Assets and Services - Net Expenditure	391,635	195,818	179,802	16,016	45.9%	4.1%	Committee Summary
Personnel								
Staff Costs		916,343	458,172	448,166	468,177	48.9%	1.1%	Actual staff costs to date
Personnel with Pay Award for reference								
Permanent Staff Costs - Included budget pay award *1		916,343	458,172	461,611	- 3,439	50.4%	-0.4%	Actual costs plus budgeted pay award for information only
Agency Staff		6,000	3,000	18,270	- 15,270	304.5%	-254.5%	
Total Staff Costs		922,343	461,172	479,881	- 18,709	52.0%	-2.0%	
Budgeted pay award (3%)				13,445				3% budgeted pay award assumed of actual costs
Total Income		-1,572,353	-786,177	-1,382,566				Overall summary
Total Expenditure		1,572,353	786,177	796,118				Overall summary
Net Income /Expenditure				-586,448				Overall summary

Congleton Town Council
Management Accounts 2021-2022
Sep-22
Page 3/3

Reserves as at 30th September 2022		BALANCE
310	General Reserve	227,033
318	Capital Equipment Fund	7,717
320	Capital Contingency Fund	348,040
321	EMR Elections	20,000
322	EMR Covid 19 Fund	10,575
324	EMR Crime Prevention/Traffic calming	7,357
327	EMR Business Recovery Fund	5,758
330	EMR Ancient Treasures	3,000
331	EMR Website	30,151
333	EMR Training	8,479
337	EMR Toilets	24,012
339	EMR Public Realm	9,189
340	EMR Legal Fees	48,812
342	EMR Tourism	5,576
343	EMR Marketing	5,000
344	EMR Congleton Neighbourhood Plan	7,760
345	EMR Cenotaph	7,017
346	EMR Rotary Bonfire	5,000
348	EMR Civic	1,000
349	EMR CIL	304
351	EMR Information Centre	22,011
352	EMR 750 Celebrations	-
353	EMR Ukraine Support	4,433
354	EMR Carbon Offsetting	3,000
		811,224

Date: 11/10/2022

Congleton Town Council

Page 1

Time: 13:14

**Bank Reconciliation Statement as at 30/09/2022
for Cashbook 1 - RBS Current/I Access Acct**

User: ST

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
RBS Current Account 11411170	30/09/2022	203	59,105.70
			59,105.70

Unpresented Cheques (Minus)**Amount**

30/08/2022 DD RBS Credit Card

1.00

29/09/2022 BACS Pymnt BACS P/L Pymnt Page 3010

5,554.97

5,555.97

53,549.73

Receipts not Banked/Cleared (Plus)

0.00

0.00

53,549.73

Balance per Cash Book is :-**53,549.73****Difference is :-****0.00**

Date: 11/10/2022

Congleton Town Council

Page: 760

Time: 13:16

Cashbook 1

User: ST

RBS Current/I Access Acct

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		70,790.53					70,790.53	
bacs	Banked: 01/09/2022	304.47						
bacs	CIC Sumup	304.47			505		304.47	CIC income
bacs	Banked: 02/09/2022	313.60						
bacs	CIC Sumup	313.60			505		313.60	CIC income
bacs	Banked: 02/09/2022	456.16						
bacs	CIC Sumup	456.16			505		456.16	CIC income
bacs	Banked: 02/09/2022	205.89						
bacs	Public Sector Deposit Bond	205.89			1190	101	205.89	interest rec
bacs	Banked: 02/09/2022	30.00						
	Sales Recpts Page 2818	30.00	30.00		100			Sales Recpts Page 2818
bacs	Banked: 02/09/2022	165.00						
	Sales Recpts Page 2819	165.00	165.00		100			Sales Recpts Page 2819
bacs	Banked: 05/09/2022	517.12						
bacs	CIC Sumup	517.12			505		517.12	CIC income
bacs	Banked: 05/09/2022	28.00						
bacs	[REDACTED]	28.00			1041	225	28.00	N Soul tickets - CIC
bacs	Banked: 06/09/2022	4,664.35						
bacs	CIC Sumup	4,664.35			505		4,664.35	CIC income
bacs	Banked: 06/09/2022	498,166.50						
bacs	Cheshire East	498,166.50			1176	101	498,166.50	Precept
bacs	Banked: 06/09/2022	1,665.80						
	Sales Recpts Page 2821	1,665.80	1,665.80		100			Sales Recpts Page 2821
bacs	Banked: 07/09/2022	4,575.25						
bacs	CIC Sumup	4,575.25			505		4,575.25	CIC income
000367	Banked: 07/09/2022	519.94						
000367	CIC income	519.94			505		519.94	CIC income
000368	Banked: 07/09/2022	501.99						
000368	CIC Income	501.99			505		501.99	CIC Income
bacs	Banked: 08/09/2022	1,544.88						
bacs	CIC Sumup	1,544.88			505		1,544.88	CIC income
bacs	Banked: 08/09/2022	2,619.93						
bacs	Zurich Insurance	2,619.93			4047	280	2,619.93	vehicle claim
bacs	Banked: 09/09/2022	593.27						
bacs	CIC Sumup	593.27			505		593.27	CIC income
bacs	Banked: 09/09/2022	180.00						
	Sales Recpts Page 2820	180.00	180.00		100			Sales Recpts Page 2820

Continued on Page 761

Congleton Town Council

Cashbook 1

RBS Current/I Access Acct

Receipts for Month 6

Receipt Ref	Name of Payer	Nominal Ledger Analysis					
		£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
000369	Banked: 12/09/2022	157.49					
000369	CIC income		157.49		505	157.49	CIC income
bacs	Banked: 12/09/2022	761.50					
	Sales Recpts Page 2822		761.50		100		Sales Recpts Page 2822
bacs	Banked: 13/09/2022	499.39					
bacs	CIC Sumup		499.39		505	499.39	CIC income
bacs	Banked: 13/09/2022	1,064.43					
bacs	CIC Sumup		1,064.43		505	1,064.43	CIC income
000296	Banked: 14/09/2022	190.00					
	Sales Recpts Page 2823		190.00		100		Sales Recpts Page 2823
bacs	Banked: 14/09/2022	1,184.11					
bacs	CIC Sumup		1,184.11		505	1,184.11	CIC income
bacs	Banked: 14/09/2022	77,000.00					
bacs	SIBA		77,000.00		202	77,000.00	Siba transfer
bacs	Banked: 14/09/2022	180.00					
	Sales Recpts Page 2825		180.00		100		Sales Recpts Page 2825
bacs	Banked: 15/09/2022	56.04					
bacs	CIC Sumup		56.04		505	56.04	CIC income
bacs	Banked: 16/09/2022	150.00					
	Sales Recpts Page 2826		150.00		100		Sales Recpts Page 2826
bacs	Banked: 16/09/2022	284.40					
	Sales Recpts Page 2827		284.40		100		Sales Recpts Page 2827
bacs	Banked: 16/09/2022	263.33					
	Sales Recpts Page 2828		263.33		100		Sales Recpts Page 2828
bacs	Banked: 16/09/2022	212.10					
	Sales Recpts Page 2829		212.10		100		Sales Recpts Page 2829
bacs	Banked: 20/09/2022	2,028.15					
bacs	CIC Sumup		2,028.15		505	2,028.15	CIC income
bacs	Banked: 20/09/2022	1,762.02					
bacs	CIC Sumup		1,762.02		505	1,762.02	CIC income
000370	Banked: 20/09/2022	1,039.64					
000370	CIC income		1,039.64		505	1,039.64	CIC income
bacs	Banked: 21/09/2022	5,131.72					
bacs	CIC Sumup		5,131.72		505	5,131.72	CIC income
bacs	Banked: 22/09/2022	1,058.78					
bacs	CIC Sumup		1,058.78		505	1,058.78	CIC Income

Date: 11/10/2022

Time: 13:16

Congleton Town Council

Page: 762

Cashbook 1

User: ST

RBS Current/I Access Acct

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
bacs Banked: 23/09/2022		713.33						
bacs CIC Sumup		713.33			505		713.33	CIC income
bacs Banked: 23/09/2022		1,293.77						
bacs CIC Sumup		1,293.77			505		1,293.77	CIC income
bacs Banked: 26/09/2022		3,144.25						
bacs CIC Sumup		3,144.25			505		3,144.25	CIC income
bacs Banked: 26/09/2022		122.10						
Sales Recpts Page 2831		122.10	122.10		100			Sales Recpts Page 2831
bacs Banked: 27/09/2022		1,250.90						
bacs CIC Sumup		1,250.90			505		1,250.90	CIC income
bacs Banked: 28/09/2022		1,010.62						
bacs CIC Sumup		1,010.62			505		1,010.62	CIC income
bacs Banked: 29/09/2022		868.04						
bacs CIC Sumup		868.04			505		868.04	CIC income
000371 Banked: 29/09/2022		1,336.61						
000371 CIC income		1,336.61			505		1,336.61	CIC income
bacs Banked: 29/09/2022		100.00						
Sales Recpts Page 2834		100.00	100.00		100			Sales Recpts Page 2834
bacs Banked: 29/09/2022		210.00						
Sales Recpts Page 2835		210.00	210.00		100			Sales Recpts Page 2835
bacs Banked: 29/09/2022		168.00						
Sales Recpts Page 2836		168.00	168.00		100			Sales Recpts Page 2836
bacs Banked: 30/09/2022		635.56						
bacs CIC Sumup		635.56			505		635.56	CIC income
bacs Banked: 30/09/2022		86.00						
Sales Recpts Page 2837		86.00	86.00		100			Sales Recpts Page 2837
bacs Banked: 30/09/2022		488.40						
Sales Recpts Page 2838		488.40	488.40		100			Sales Recpts Page 2838
Total Receipts for Month		621,502.83	5,256.63	0.00			616,246.20	
Cashbook Totals		692,293.36	5,256.63	0.00			687,036.73	

Continued on Page 763

Date: 11/10/2022

Time: 13:16

Congleton Town Council

Page: 763

Cashbook 1

User: ST

RBS Current/I Access Acct

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/09/2022	Cheshire East Council	DD	2,739.00			4011	221	2,739.00	Business Rates
01/09/2022	Prism Solutions	dd	116.20	116.20		501			68065/14506/call charges
02/09/2022	BACS P/L Pymnt Page 2986	BACS Pymnt	4,944.95	4,944.95		501			BACS P/L Pymnt Page 2986
02/09/2022	Spacehive	BACS	91.00			4306	301	91.00	partnership donation
02/09/2022		BACS	184.95			4162	215	184.95	In Bloom expenses
06/09/2022	SIBA	BACS	498,116.50			202		498,116.50	SIBA Transfer
07/09/2022	Pitney Bowes Finance Ltd	DD	72.00	72.00		501			BL06380394/14613/rental
09/09/2022	BACS P/L Pymnt Page 2989	BACS Pymnt	2,814.99	2,814.99		501			BACS P/L Pymnt Page 2989
09/09/2022	Purchase Power	dd	37.00	37.00		501			BJ315952/14530/postage
12/09/2022	British Telecom	Dd	45.47	45.47		501			Q089CI/14526/line charges
15/09/2022	Bankline	BACS	82.70			4051	101	82.70	Interest payable
15/09/2022	West Mercia Energy	DD	1,107.27	1,107.27		501			11247140/14522/Electric Town H
16/09/2022	CTC	BACS	76,858.94			515		46,235.22	Sept payroll
						525	0	15,935.54	Sept payroll
						545	0	60.00	Sept payroll
						520	0	14,593.68	Sept payroll
						530	0	34.50	Sept payroll
21/09/2022	RBS Autopay	BACS	14.25			4051	101	14.25	Bank charges
23/09/2022	BACS P/L Pymnt Page 2994	BACS Pymnt	30,918.13	30,918.13		501			BACS P/L Pymnt Page 2994
23/09/2022		BACS	300.00			4701	107	300.00	GR04/2223
23/09/2022	West Mercia Energy	DD	19.66	19.66		501			11250351/14523/electric cenota
23/09/2022	EE Ltd	dd	232.74	232.74		501			01287613208/14593/calls
26/09/2022	Prism Solutions	dd	1,736.75	1,736.75		501			Purchase Ledger DDR Payment
28/09/2022	RBS Credit Card	dd	867.32			212		867.32	credit card balance payoff
29/09/2022	BACS P/L Pymnt Page 3010	BACS Pymnt	6,154.97	6,154.97		501			BACS P/L Pymnt Page 3010
30/09/2022	Bearton patchwork	BACS	400.00			4701	107	400.00	GR7/2122
30/09/2022	PWLB	DD	10,888.84			4053	109	2,949.07	loan repayment
						4055	109	7,939.77	loan repayment
Total Payments for Month			638,743.63	48,200.13	0.00			590,543.50	
Balance Carried Fwd			53,549.7						
Cashbook Totals			692,293.36	48,200.13	0.00			644,093.23	

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	24 th November 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer		
AGENDA ITEM REPORT TITLE	12 Savings Account Balances		
Background	To inform the Finance and Policy Committee with the location and balances of the Council’s savings and investments.		
Updates	<u>Congleton Town Council – Savings account balances</u>		
	Balances as at 30 th September 2022.		
	Business Reserve Account	£ 1,085,338.57	
	Cambridge and Counties 1 year fixed deposit	£ 150,000.00	
	CCLA Deposit	£ 150,000.00	
	<u>Total</u>	<u>£ 1,385,338.57</u>	
Decision Requested	To receive the Savings Accounts balances to 30 th September 2022.		

List of Payments made between 01/08/2022 and 30/09/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2022	Cheshire East Council	DD	2,739.00		Town Hall Rates
04/08/2022	CTC	008979	133.23		Petty Cash
05/08/2022	BACS P/L Pymnt Page 2960	BACS Pymnt	13,382.99		BACS P/L Pymnt Page 2960
05/08/2022	Smallwood school	BACS	500.00		GR13/2122
05/08/2022	Cong Pride	BACS	500.00		GR15/2122
10/08/2022	HMRC	DD	3,949.86		VAT
12/08/2022	BACS P/L Pymnt Page 2967	BACS Pymnt	5,932.55		BACS P/L Pymnt Page 2967
12/08/2022	BACS P/L Pymnt Page 2983	BACS Pymnt	130.00		BACS P/L Pymnt Page 2983
15/08/2022	Bankline	BACS	88.70		Bank Charges
18/08/2022	West Mercia Energy	dd	3,194.68		11239149/14390/cenotaph electr
18/08/2022	CTC	BACS	76,789.75		Aug Payroll
19/08/2022	RBS Autopay	BACS	13.15		Bank charges
23/08/2022	BACS P/L Pymnt Page 2970	BACS Pymnt	22,887.52		BACS P/L Pymnt Page 2970
23/08/2022	Prism Solutions	dd	115.31		67826/14337/call chrgs
23/08/2022	[REDACTED]	BACS	44.00		In Bloom expenses
23/08/2022	[REDACTED]	BACS	43.15		expenses
23/08/2022	EE Ltd	dd	231.78		01287582854/14562/charges
25/08/2022	Prism Solutions	DD	1,736.75		162026/14531/IT support
26/08/2022	BACS P/L Pymnt Page 2979	BACS Pymnt	13,865.84		BACS P/L Pymnt Page 2979
30/08/2022	RBS Credit Card	DD	2,273.90		Credit card balance payoff
01/09/2022	Cheshire East Council	DD	2,739.00		Business Rates
01/09/2022	Prism Solutions	dd	116.20		68065/14506/call charges
02/09/2022	BACS P/L Pymnt Page 2986	BACS Pymnt	4,944.95		BACS P/L Pymnt Page 2986
02/09/2022	Spacehive	BACS	91.00		partnership donation
02/09/2022	[REDACTED]	BACS	184.95		In Bloom expenses
06/09/2022	SIBA	BACS	498,116.50		SIBA Transfer
07/09/2022	Pitney Bowes Finance Ltd	DD	72.00		BL06380394/14613/rental
09/09/2022	BACS P/L Pymnt Page 2989	BACS Pymnt	2,814.99		BACS P/L Pymnt Page 2989
09/09/2022	Purchase Power	dd	37.00		BJ315952/14530/postage
12/09/2022	British Telecom	Dd	45.47		Q089CI/14526/line charges
15/09/2022	Bankline	BACS	82.70		Bank charges
15/09/2022	West Mercia Energy	DD	1,107.27		11247140/14522/Electric Town H
16/09/2022	CTC	BACS	76,858.94		Sept payroll
21/09/2022	RBS Autopay	BACS	14.25		Bank charges
23/09/2022	BACS P/L Pymnt Page 2994	BACS Pymnt	30,918.13		BACS P/L Pymnt Page 2994
23/09/2022	Cricket Club Comfy Corner	BACS	300.00		GR04/2223
23/09/2022	West Mercia Energy	DD	19.66		11250351/14523/electric cenota
23/09/2022	EE Ltd	dd	232.74		01287613208/14593/calls
26/09/2022	Prism Solutions	dd	1,736.75		Purchase Ledger DDR Payment
27/09/2022	The Christie	000228	2,500.00		donation
27/09/2022	The Christie	228	-2,500.00		contra
28/09/2022	RBS Credit Card	dd	867.32		credit card balance payoff
29/09/2022	BACS P/L Pymnt Page 3010	BACS Pymnt	6,154.97		BACS P/L Pymnt Page 3010

List of Payments made between 01/08/2022 and 30/09/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/09/2022	Bearton patchwork	BACS	400.00		GR7/2122
30/09/2022	PWLB	DD	10,888.84		loan repayment
Total Payments			<u>787,295.79</u>		

Congleton Town Council**Payments Listing for 30th March 2022****Breakdown of Payments made via BACS transfer**

<u>Date</u>	<u>BACS Page</u>	<u>Invoice date</u>	<u>Payee Name</u>	<u>Amount Paid</u>	<u>Page Total</u>	<u>Transaction Detail</u>
31 March 2022	2862	03 March 2022	Active Maps Ltd	£ 160.00		Event maps
31 March 2022	2862	22 March 2022	Alpha and Street Legal Tyres Ltd	£ 192.00		Van tyres
31 March 2022	2862	28 February 2022	Audience Systems Ltd	£ 1,979.88		Stage rails
31 March 2022	2862	08 December 2021	Biddulph Up in Arms	£ 96.90		3rd Party ticket sales
31 March 2022	2862	15 September 2021	Brunel Engraving Co Ltd	£ 291.66		Treo statue name plate
31 March 2022	2862	31 May 2021	Buxton Opera House	£ 214.76		3rd Party ticket sales
31 March 2022	2862	31 March 2022	Changing Lives Together	£ 1,792.00		Befriending services; Partnership
31 March 2022	2862	31 March 2022	Heads Congleton Ltd	£ 101.74		2 invoices: In Bloom advert & Chronicle sales
31 March 2022	2862	29 March 2022	Chubb Fire & Security Ltd	£ 117.60		Alarm works
31 March 2022	2862	01 September 2021	Cope	£ 7.04		3rd Party sales
31 March 2022	2862	08 March 2022	Corkscrew Hire	£ 173.10		Glasses Hire: event
31 March 2022	2862	30 March 2022	Daneside Theatre	£ 346.75		3rd Party ticket sales
31 March 2022	2862	31 March 2022	DC Assist	£ 562.50		Cleaning Services
31 March 2022	2862	30 March 2022	A Deptford	£ 84.00		Defib pads
31 March 2022	2862	02 March 2022	East Cheshire Chamber of Commerce	£ 1,362.00		Partnership Awards
31 March 2022	2862	25 February 2022	GT Security	£ 108.00		Event security
31 March 2022	2862	10 February 2022	Heathwood Nurseries Ltd	£ 442.50		Trees
31 March 2022	2862	22 March 2022	JAF Graphics	£ 228.00		Sign for statue
31 March 2022	2862	31 January 2022	Congleton Jazz & Blues Festival	£ 9.50		3rd Patty sales
31 March 2022	2862	24 March 2022	KG Loach	£ 833.46		Spray
31 March 2022	2862	31 March 2022	Lomond Books Ltd	£ 88.04		Book sales
31 March 2022	2862	31 March 2022	DJ Mitten Clarke	£ 738.00		Payroll services
31 March 2022	2862	09 March 2022	North Rode Timber Co Ltd	£ 205.32		3 invoices: Timber & Tools
31 March 2022	2862	06 October 2021	The Old Saw Mill	£ 24.00		Stock for CIC: Apple Juice
31 March 2022	2862	22 March 2022	Otis Ltd	£ 552.56		Lift Service
31 March 2022	2862	17 March 2022	Otter House Ltd	£ 104.41		CIC Stock to sell
31 March 2022	2862	21 January 2022	J Parker Dutch Bulbs (Wholesale) Ltd	£ 189.00		Spring bulbs
31 March 2022	2862	29 March 2022	Prickly Pear Films	£ 100.00		Video services
31 March 2022	2862	30 March 2022	Sharrocks	£ 27,600.00		New mower: Approval ref CTC/58/2122
31 March 2022	2862	21 March 2022	Talke Chemical Company Ltd	£ 1,118.39		2 invoices: Cleaning supplies
31 March 2022	2862	31 March 2022	T&S Electrical Ltd	£ 3,269.90		3 invoices: Electrical repairs
31 March 2022	2862	27 March 2022	UK Fuels	£ 537.77		2 invoices: Fuel
31 March 2022	2862	11 March 2022	Water Plus Ltd	£ 181.33		Water rates
31 March 2022	2862	24 March 2022	Wristband Plus	£ 84.00		CIC Stock to sell

£ 43,896.11

Congleton Town Council
Payments Listing for 1st August 2022 to 30th September 2022
Breakdown of Payments made via BACS transfer

<u>Date</u>	<u>BACS Page</u>	<u>Invoice date</u>	<u>Payee Name</u>	<u>Amount Paid</u>	<u>Page Total</u>	<u>Transaction Detail</u>
05/08/2022	2960	13/07/2022	Amery's Garage Ltd	£ 407.71		Brake disc repairs
05/08/2022	2960	30/07/2022	ATG London Ltd	£ 60.69		3rd Party ticket sales
05/08/2022	2960	29/07/2022	The Best Connection Group	£ 1,313.36		Agency staff
05/08/2022	2960	22/07/2022	Calbarrie Compliance Services	£ 2,613.00		Electrical certificate
05/08/2022	2960	31/07/2022	The Chronicle	£ 145.80		3 invoices: Adverts & newspaper sales
05/08/2022	2960	29/07/2022	Daswongroup Sweepers Ltd	£ 3,532.17		2 invoices: Lease & replacement brushes
05/08/2022	2960	20/05/2022	DJM Nurseries	£ 666.80		Plants: Bee garden
05/08/2022	2960	29/07/2022	Full Colour Printing (UK) Ltd	£ 165.18		2 invoices: 750 tickets & boards
05/08/2022	2960	28/07/2022	JAF Graphics	£ 492.00		Bee signs
05/08/2022	2960	29/07/2022	KG Loach	£ 434.70		2 invoices: Tools & spray
05/08/2022	2960	29/07/2022	Landscape Supply Company	£ 306.41		Ground tools
05/08/2022	2960	25/07/2022	Phoenix Theatre Company CIC	£ 171.00		3rd Party ticket sales
05/08/2022	2960	31/07/2022	Ramblers Association Congleton Group	£ 20.00		Leaflets
05/08/2022	2960	28/07/2022	The Royal Horticultural Society	£ 1,107.90		3rd Party ticket sales
05/08/2022	2960	27/07/2022	Sharrocks	£ 227.66		Mower collars
05/08/2022	2960	25/07/2022	SJS Building Supplies Ltd	£ 163.99		Gravel
05/08/2022	2960	21/07/2022	Talke Chemical Company Limited	£ 403.70		2 invoices: Cleaning supplies
05/08/2022	2960	28/07/2022	Stuart Tayler Plumbing	£ 161.00		Repair kitchen tap
05/08/2022	2960	28/07/2022	Threadfast Engineers 1984 Ltd	£ 47.97		Nuts, screws & bolts
05/08/2022	2960	29/07/2022	Toolstation Ltd	£ 143.39		Safety boots
05/08/2022	2960	24/07/2022	UK Fuels Ltd	£ 465.99		Fuel
05/08/2022	2960	19/07/2022	Viking Ltd	£ 47.08		Office equipment
05/08/2022	2960	25/07/2022	Waterlogic GB Ltd	£ 133.38		Water
05/08/2022	2960	28/07/2022	Whitehursts Agricultural & Builders	£ 152.11		Pegs/ post mix & tools
				£ 13,382.99		
12/08/2022	2967	31/07/2022	Buxton Opera House	£ 51.97		3rd Party ticket sales
12/08/2022	2967	27/07/2022	Cavern Protective Clothing	£ 252.00		2 invoices: PPE
12/08/2022	2967	28/06/2022	Congleton Community Transport Partnership	£ 36.80		Tea dance bus hire
12/08/2022	2967	31/07/2022	Chester Zoo	£ 254.15		3rd Party ticket sales
12/08/2022	2967	17/06/2022	Congleton Garden Machinery Ltd	£ 280.00		Tool hire
12/08/2022	2967	21/07/2022	Kingsley Bird & Falconry Centre	£ 520.00		750 events
12/08/2022	2967	25/07/2022	North Rode Timber	£ 588.94		3 invoices: wood for repairs
12/08/2022	2967	30/07/2022	The Old Saw Mill	£ 1,394.00		2 invoices: Luncheon Club
12/08/2022	2967	11/07/2022	Palantine Paints & Chemicals Ltd	£ 1,958.04		Pool chemicals
12/08/2022	2967	31/07/2022	UK Fuels Ltd	£ 512.65		Fuel
12/08/2022	2967	21/07/2022	Wristband Plus Ltd	£ 84.00		750 merchandise
				£ 5,932.55		
12/08/2022	2983	12/08/2022	Kingsley Bird & Falconry Centre	£ 130.00		750 events
				£ 130.00		
23/08/2022	2970	09/08/2022	Acorn Occupational Health Ltd	£ 205.20		Professional services
23/08/2022	2970	11/08/2022	AD Profile Ltd	£ 1,230.00		Events & Festival artworks
23/08/2022	2970	13/08/2022	ATG London Ltd	£ 119.44		3rd Party ticket sales
23/08/2022	2970	01/08/2022	Bees for Us	£ 100.80		Stock to sell in CIC: Honey
23/08/2022	2970	12/08/2022	The Best Connection Group	£ 3,079.36		2 invoices: Agency staff
23/08/2022	2970	13/08/2022	Bill & Ben Skip hire	£ 240.00		Festival clean up skip
23/08/2022	2970	08/08/2022	Bomford Office Supplies	£ 418.92		Stationery
23/08/2022	2970	09/08/2022	CMJ Embroidery Ltd	£ 720.00		Events/Trail merchandise
23/08/2022	2970	02/08/2022	COPE	£ 4.48		3rd Party sales
23/08/2022	2970	03/08/2022	Cosabelle	£ 10.40		3rd Party sales
23/08/2022	2970	04/08/2022	Cutter's Workshop	£ 5.59		Book sales
23/08/2022	2970	05/07/2022	DAB Graphics Ltd	£ 974.40		Wildlife panels
23/08/2022	2970	14/08/2022	DC Assist	£ 605.25		Cleaning services
23/08/2022	2970	05/08/2022	Dean	£ 8.00		Book sales
23/08/2022	2970	16/08/2022	Expenses	£ 58.85		Expenses
23/08/2022	2970	10/08/2022	Emblem Print Products Ltd	£ 262.66		Stock to sell in CIC: Keyrings
23/08/2022	2970	16/06/2022	The Face Painting Queen	£ 215.00		Events activities
23/08/2022	2970	04/08/2022	Adam Francis Architectural Illustrator	£ 26.40		3rd Party sales
23/08/2022	2970	01/08/2022	Full Media Ltd	£ 27.96		Book sales
23/08/2022	2970	10/08/2022	Full Colour Printing (UK) Ltd	£ 2,659.00		3 invoices: Bear Necessities/Festival programmes & leaflets
23/08/2022	2970	15/08/2022	Kevin Goodman Historical Illustrator	£ 254.00		Festival activities
23/08/2022	2970	03/08/2022	Harris	£ 24.00		3rd Party sales
23/08/2022	2970	01/08/2022	Hughes	£ 57.20		3rd Party sales
23/08/2022	2970	01/08/2022	Jewson Limited	£ 69.48		Slate
23/08/2022	2970	10/08/2022	LAC Auto parts	£ 4.95		Pump
23/08/2022	2970	12/08/2022	Landscape Supply Company	£ 229.90		2 invoices: PPE & Hi Viz
23/08/2022	2970	03/08/2022	The Leaflet Team	£ 540.00		Delivery of Bear Necessities
23/08/2022	2970	09/08/2022	Little Bun Designs	£ 12.80		3rd Party sales
23/08/2022	2970	15/08/2022	Mountford	£ 20.00		3rd Party sales
23/08/2022	2970	15/08/2022	Piva	£ 750.00		Festival activities
23/08/2022	2970	02/08/2022	Poppy May	£ 104.00		3rd Party sales

23/08/2022	2970	31/07/2022	Secur-80 Ltd	£	48.00	Alarm call out
23/08/2022	2970	15/08/2022	Sharrocks	£	254.52	Jockey wheels
23/08/2022	2970	10/08/2022	Shred-it Ltd	£	167.00	Shredding services
23/08/2022	2970	15/08/2022	SOL Theatre School	£	656.93	3rd Party ticket sales
23/08/2022	2970	11/08/2022	Talke Chemical Company Limited	£	1,637.37	4 invoices: Cleaning supplies
23/08/2022	2970	21/07/2022	Toolstation Ltd	£	199.48	Table saw
23/08/2022	2970	07/08/2022	UK Fuels Ltd	£	816.63	Fuel
23/08/2022	2970	04/08/2022	WAP Lawton & Son Ltd	£	1,344.00	Allotment works
23/08/2022	2970	16/08/2022	Water Plus Ltd	£	1,150.20	Pool water
23/08/2022	2970	09/08/2022	West Wallasey Contract Hire	£	3,427.85	Van Lease
23/08/2022	2970	11/08/2022	Wristband Plus Ltd	£	147.50	Hi Viz & Posters
£ 22,887.52						
26/08/2022	2979	08/08/2022	Alcock	£	66.00	Ukraine support: Lessons
26/08/2022	2979	19/08/2022	The Best Connection Group	£	2,014.57	Agency staff
26/08/2022	2979	01/07/2022	CHALC	£	1,470.04	Annual membership
26/08/2022	2979	17/08/2022	Cat Social Media	£	105.00	Partnership dashboard
26/08/2022	2979	19/08/2022	Cheshire Elite Laundry	£	15.30	Cleaning tablecloths
26/08/2022	2979	19/08/2022	Dutton Traffic Management Services	£	648.00	Road Closures
26/08/2022	2979	12/08/2022	Emblem Print Products Ltd	£	517.61	Stock to sell in CIC: Pens
26/08/2022	2979	18/08/2022	Gasworth Hall	£	4,425.75	3rd Party ticket sales
26/08/2022	2979	24/06/2022	Landscape Supply Company	£	645.78	PPE & Strimmer
26/08/2022	2979	22/08/2022	Maxigene Environmental Services Ltd	£	108.00	Legionella testing
26/08/2022	2979	16/08/2022	Nonehundreds Communications Group	£	315.60	Radios for festival
26/08/2022	2979	08/08/2022	The Parish of Congleton	£	156.00	Ukraine support: Lessons
26/08/2022	2979	20/08/2022	PR Services	£	300.00	Medieval festival entertainment
26/08/2022	2979	05/08/2022	SAS Refrigeration	£	810.00	Cellar fan repairs
26/08/2022	2979	23/08/2022	Sharrocks	£	877.82	2 invoices: Fuel filter & Repairs
26/08/2022	2979	19/08/2022	Stock Bar Ltd	£	1,028.00	4 invoices: In Bloom Events/Refreshments/Catering
26/08/2022	2979	04/08/2022	Stockwell	£	99.00	Ukraine support: Lessons
26/08/2022	2979	13/08/2022	J Tingle Photography	£	70.00	Festival pictures
26/08/2022	2979	17/08/2022	Toolstation Ltd	£	73.11	2 invoices; Ppe/Connectors
26/08/2022	2979	14/08/2022	UK Fuels Ltd	£	120.26	Fuel
£ 13,865.84						
02/09/2022	2986	27/08/2022	ATG London Ltd	£	174.33	3rd Party ticket sales
02/09/2022	2986	30/08/2022	Bees for Us	£	100.80	Stock to sell in CIC: Honey
02/09/2022	2986	26/08/2022	The Best Connection Group	£	1,419.87	Agency staff
02/09/2022	2986	08/08/2022	Chubb Fire & Security Ltd	£	892.80	Extinguisher contract
02/09/2022	2986	03/08/2022	Handy Cabin	£	236.40	Paint & brushes
02/09/2022	2986	31/08/2022	The Old Saw Mill	£	638.00	Luncheon Club
02/09/2022	2986	30/08/2022	Sharrocks	£	99.81	2 invoices: Mower parts
02/09/2022	2986	02/08/2022	Thomson Planning Partnership Ltd	£	112.60	NDPlan
02/09/2022	2986	24/08/2022	Threadfast Engineers 1984 Ltd	£	155.63	Parts/ fasteners
02/09/2022	2986	21/08/2022	UK Fuels Ltd	£	447.06	Fuel
02/09/2022	2986	30/08/2022	Water Plus Ltd	£	362.05	Town Hall Water
02/09/2022	2986	16/08/2022	Waterlogic GB Ltd	£	209.28	Water
02/09/2022	2986	30/08/2022	Water Plus Ltd	£	72.82	Allotment Water
02/09/2022	2986	25/08/2022	Wristband Plus Ltd	£	23.50	2 invoices: Leaflets/ I.D Card
£ 4,944.95						
09/09/2022	2989	17/08/2022	C Booth	£	130.00	750 event support
09/09/2022	2989	31/08/2022	Heads Congleton Limited	£	7.44	Chronicle sales
09/09/2022	2989	31/08/2022	Dawsonsgroup Sweepers Ltd	£	205.72	Sweeper parts
09/09/2022	2989	31/08/2022	GT Security Ltd	£	432.00	Security 750 festival
09/09/2022	2989	30/08/2022	Handy Cabin	£	82.65	Paint & brushes
09/09/2022	2989	31/08/2022	JAF Graphics	£	349.20	2 invoices: Events graphics & Van stickers
09/09/2022	2989	31/08/2022	MAC Tool & Plant Hire Ltd	£	28.80	Mower parts
09/09/2022	2989	31/08/2022	Congleton Museum	£	40.00	Book sales
09/09/2022	2989	31/08/2022	Northwest In Bloom	£	210.00	Awards tickets
09/09/2022	2989	31/08/2022	Outhwaite	£	6.40	Book sales
09/09/2022	2989	15/08/2022	Talke Chemical Company Limited	£	48.10	Cleaning supplies
09/09/2022	2989	27/07/2022	Threadfast Engineers 1984 Ltd	£	35.99	Sundry repair supplies
09/09/2022	2989	31/08/2022	Tudor Environmental Ltd	£	548.40	PPE
09/09/2022	2989	28/08/2022	UK Fuels Ltd	£	690.29	Fuel
£ 2,814.99						
23/09/2022	2994	15/09/2022	Alpha and Street Legal Tyres Ltd	£	182.30	2 invoices: tyre repairs
23/09/2022	2994	05/09/2022	Amery's Garage Ltd	£	114.00	Van repair
23/09/2022	2994	17/09/2022	ATG London Ltd	£	870.15	4 invoices: 3rd Party ticket sales
23/09/2022	2994	16/09/2022	The Best Connection Group	£	3,492.04	3 invoices: Agency staff
23/09/2022	2994	02/09/2022	BKS Consulting Ltd	£	10.36	Book sales
23/09/2022	2994	13/09/2022	Bomford Office Supplies	£	432.97	Stationery
23/09/2022	2994	07/09/2022	CHALC	£	30.00	Training course
23/09/2022	2994	01/09/2022	Canda Copying :td	£	629.37	2 invoices: Copier charges
23/09/2022	2994	31/08/2022	Chester Zoo	£	157.25	3rd Party ticket sales
23/09/2022	2994	08/09/2022	Heads Congleton Limited	£	127.20	Bridal advert/feature
23/09/2022	2994	06/08/2022	Chubb Fire & Security Ltd	£	388.21	CCTV Visit/services
23/09/2022	2994	08/09/2022	Cosabelle	£	15.20	3rd Party sales

23/09/2022	2994	08/09/2022	CV Components Ltd	£	176.12	Sundry repair supplies
23/09/2022	2994	15/09/2022	Daneside Theatre	£	1,486.75	4 invoices: 3rd Party ticket sales
23/09/2022	2994	01/09/2022	Dawsongroup Sweepers Ltd	£	3,180.72	Vehicle lease
23/09/2022	2994	18/09/2022	DC Assist	£	1,008.75	3 invoices: Cleaning services
23/09/2022	2994	02/09/2022	Emblem Print Products Ltd	£	456.19	2 invoices: Stock for CIC
23/09/2022	2994	05/09/2022	Four Oaks Nurseries Ltd	£	433.44	Streetscape supplies
23/09/2022	2994	02/09/2022	Adam Francis Architectural Illustrator	£	20.80	3rd Party sales
23/09/2022	2994	13/09/2022	Franklyn Financial Management	£	27.96	Book sales
23/09/2022	2994	02/09/2022	Full Media Ltd	£	11.18	Book sales
23/09/2022	2994	04/09/2022	Hughes	£	38.20	3rd Party sales
23/09/2022	2994	14/09/2022	Landscape Supply Company	£	447.33	3 invoices: PPE/Safety workwear
23/09/2022	2994	12/09/2022	Little Bun Designs	£	33.80	3rd Party sales
23/09/2022	2994	09/09/2022	Lomond Boks	£	116.78	Book sales
23/09/2022	2994	05/09/2022	Medieval Entertainments Ltd	£	3,000.00	Festival entertainment
23/09/2022	2994	12/09/2022	Miller	£	70.00	Festival photographs
23/09/2022	2994	17/09/2022	Congleton Museum	£	10.00	Book sales
23/09/2022	2994	09/08/2022	Niche Event Hire	£	84.00	Barriers
23/09/2022	2994	19/08/2022	North Rode Timber	£	704.55	Bench Repairs
23/09/2022	2994	09/09/2022	PKF Littlejohn LLP	£	2,400.00	External Auditor fees
23/09/2022	2994	03/09/2022	Pitney Bowes Finance Ltd	£	12.71	Postage
23/09/2022	2994	08/09/2022	Shred-it Ltd	£	164.34	Shredding services
23/09/2022	2994	25/08/2022	SLCC	£	144.00	Training course
23/09/2022	2994	20/09/2022	Stu's Porta Loos	£	912.00	Festival costs
23/09/2022	2994	09/09/2022	Thomson Planning Partnership Ltd	£	145.40	NDPlan
23/09/2022	2994	10/09/2022	J Tingle Photography	£	35.00	Photography
23/09/2022	2994	07/09/2022	M Tingle	£	12.50	Book sales
23/09/2022	2994	13/09/2022	Tomson Consulting Ltd	£	4,800.00	Professional Services: Road to Net Zero
23/09/2022	2994	11/09/2022	UK Fuels Ltd	£	1,094.81	Fuel
23/09/2022	2994	09/09/2022	West Wallasey Contract Hire	£	3,427.85	Vehicle lease
23/09/2022	2994	01/09/2022	Whitehursts Agricultural & Builders	£	13.80	Post mix
					£ 30,918.03	
29/09/2022	3010	26/09/2022	Albireo Ceilidh Band	£	600.00	750 entertainment
29/09/2022	3010	24/09/2022	ATG London Ltd	£	26.04	3rd Party ticket sales
29/09/2022	3010	23/09/2022	The Best Connection Group	£	798.66	Agency staff
29/09/2022	3010	27/09/2022	Bomford Office Supplies	£	28.37	Stationery
29/09/2022	3010	21/09/2022	Cheshire Community Action	£	100.00	Annual membership
29/09/2022	3010	26/09/2022	Centre Stage Youth Theatre Co	£	807.50	3rd Party ticket sales
29/09/2022	3010	22/09/2022	Heads Congleton Limited	£	127.20	Green Fair advert
29/09/2022	3010	24/09/2022	Chubb Fire & Security Ltd	£	281.40	CCTC works
29/09/2022	3010	25/09/2022	DC Assist	£	161.40	Cleaning services
29/09/2022	3010	27/09/2022	Dutton Traffic Management Services	£	612.00	Green Fair Road closures
29/09/2022	3010	07/06/2022	Elizabeth's Group	£	50.00	750 entertainment
29/09/2022	3010	16/09/2022	Four Oaks Nurseries Ltd	£	710.10	2 invoices: Plants
29/09/2022	3010	23/09/2022	Prism Solutions	£	661.91	IT Costs
29/09/2022	3010	27/09/2022	SMBV Ltd	£	105.00	Van hire: festival costs
29/09/2022	3010	20/09/2022	Talke Chemical Company Limited	£	468.00	Cleaning supplies
29/09/2022	3010	27/09/2022	Threadfast Engineers 1984 Ltd	£	164.74	Sundry repair supplies
29/09/2022	3010	18/09/2022	UK Fuels Ltd	£	76.27	Fuel
29/09/2022	3010	16/09/2022	Waterlogic GB Ltd	£	376.38	Water
					£ 6,154.97	

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy Committee		
MEETING DATE AND TIME	24 th November 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Chief Officer and Responsible Financial Officer		
AGENDA ITEM	14		
REPORT TITLE	Budget and Precept 2023-2024		
Introduction	<p>The Council's budget is quite complex, so it is important for members to be able to understand the format and details to enable them to make informed decisions. This is the covering report which has been produced along with the draft budget, to bring in the main factors influencing its form.</p> <p>It has been a challenging budget to set for 2023-2024, due to rising costs and unknown increases that may occur after budget setting. The budget for 2023-2024 has been set to achieve the presented increase, there are areas that still may be underbudgeted due to unknown further increases, this required consideration for future years budget setting plans.</p> <p>Included in this report:</p> <ul style="list-style-type: none">• Appendix 14.1: Budget Summary• Appendix 14.2: Annual Budget Report in full• Appendix 14.3: Ear Marked Reserves summary		
Considerations and process and notes	<ul style="list-style-type: none">• The first stage in developing the draft budget was to review the current income and expenditure levels for the first 6 months of this financial year and to input the projected spends for the year. This initial work was undertaken by the Chief Officer and the Responsible Financial Officer and the Management Team.• This was then presented to the Chair, Vice Chair and previous Vice Chair of Finance and Policy Committee to discuss and analyse the information and propose amendments where applicable.• The final preparation meeting was with Committee Chairs, where again the budget was analysed, and main areas discussed and updated if required.• The projected underspend for 2022-2023 is £3,334. This is based on 6 months spends and current known items, please note this will be subject to change towards year end. <p>This draft budget now needs to be considered by the Finance and Policy Committee with an agreed budget being recommended to Council on the 8th December 2022 <u>(see Appendix Report 14.1 for the Summary and Appendix 14.2 for full breakdown by Committee)</u></p>		

	<p>Considerations taken into account:</p> <p>2022-2023 year end projection of £3,334 underspend:</p> <ul style="list-style-type: none"> • National Joint Council Pay Award has been agreed, the increase has been calculated for projected final pay. • PCSO: We have not made any contributions so far this year this, projected amount to spend is 2 quarters plus 2 months. • Includes moving £8,000 for Town Hall refurbishment and £5,120 for Allotment upgrade/emergency works from Capital EMR to cover expenditure to CTC assets. (If this is reversed it will cause the underspend to balance to an overspend of £9,786 which will increase gap in General Reserve requirements.) • The use of a return £4,517 from Cenotaph EMR back to General Reserves. • Commercial Partner rent budgeted for full year, only due for 5 months, but commission not budgeted is being received. • Interest budget was £1,500 projected amount is £7,500. <p>2023-2024 Budget:</p> <ul style="list-style-type: none"> • Inflation and rise in day-to-day expenditure costs. • Projected Capital spend requirements. • Review of Personnel requirements. • Use of Capital fund to cover one off projects. • Review of current reserves allocation (see Appendix Report 14.3) <p>Future: Looking forward to 2024-25 budget setting to note, the SLA income received from Cheshire East Council for the Congleton Information Centre take over ends in 2023-24.</p> <p>General Reserves: The General reserve must be considered when setting the 2023-2024 budget, as any over/under spend will affect the General Reserve. We are required to hold a minimum of 25% revenue expenditure in General Reserves. (We are looking at being below this in 2023-2024 by approximately £24,000)</p>
<p>Significant variations of 2023/24 budget from 2022/23 budget</p>	<p>Main areas to note:</p> <ul style="list-style-type: none"> • Crime Reduction budget has been decreased for the 2023-2024 financial year (£34,000). • Pool Budget has increased due to rising costs but also due to reallocation of payroll budgets. • Payroll admin budgets have been reallocated from CIC to Corporate Management to cover admin costs. • Payroll updates due to staffing requirements. • Utilities: Per West Mercia Energy Gas is due to increase by 120% and Electric by 45% (Budgets are per actual spends in previous year not previous budgets). • Interest receivable budget is increased from £1,500 to £14,000 due to new investment strategy.

	<ul style="list-style-type: none">Salaries: The budget for 2022-23 was set with an assumed 3% pay award, the agreed pay award from the National Joint Council and Unions came an higher. This in turn had an effect on the 2023-24 budgets.																								
Budget and Precept	<p>The total precept for 2022-23 was £996,333 which was based on a precept of £92.97 per Band D property, this is calculated by the number of properties which is provided by Cheshire East Council.</p> <p>Decisions 1 and 2</p> <p>The proposed budget for 2023-24 is £1,068,179 which equates to a charge of £96.37 per Band D property which is an increase of £3.40 or 3.65%. per household per year. (Income £1,759,609 and Expenditure £1,759,609)</p>																								
Ear Marked Reserve Proposed Movement in 2022-23	<p>Decision 3 See Appendix 14.3</p> <p>The summary of proposed movement from Earmarked Reserves to Cost Centres budget lines for 2022-23 are, these moves below are to support and support the £3,334 underspend:</p> <table><tr><th>From</th><th>To</th><th>Amount</th><th></th></tr><tr><td>320: Capital - Contingency</td><td>Town Hall Property Maintenance</td><td>£8,000</td><td>To cover refurbishment costs incurred during 2022-23</td></tr><tr><td>320: Capital Contingency</td><td>Allotments General Expenditure</td><td>£5,120</td><td>To cover refurbishment costs incurred during 2022-23</td></tr><tr><td>345: Cenotaph</td><td>Corporate Management General Expenditure</td><td>£4,517</td><td>Project now finished, leave £2,500 in the Cenotaph reserve to cover unexpected small costs.</td></tr><tr><td>101: Income</td><td>349: CIL EMR</td><td>£7,325</td><td>Move to CIL EMR fund</td></tr><tr><td></td><td>General Reserves</td><td></td><td>To approve rebuild of general reserves once final budget figure has been agreed.</td></tr></table>	From	To	Amount		320: Capital - Contingency	Town Hall Property Maintenance	£8,000	To cover refurbishment costs incurred during 2022-23	320: Capital Contingency	Allotments General Expenditure	£5,120	To cover refurbishment costs incurred during 2022-23	345: Cenotaph	Corporate Management General Expenditure	£4,517	Project now finished, leave £2,500 in the Cenotaph reserve to cover unexpected small costs.	101: Income	349: CIL EMR	£7,325	Move to CIL EMR fund		General Reserves		To approve rebuild of general reserves once final budget figure has been agreed.
From	To	Amount																							
320: Capital - Contingency	Town Hall Property Maintenance	£8,000	To cover refurbishment costs incurred during 2022-23																						
320: Capital Contingency	Allotments General Expenditure	£5,120	To cover refurbishment costs incurred during 2022-23																						
345: Cenotaph	Corporate Management General Expenditure	£4,517	Project now finished, leave £2,500 in the Cenotaph reserve to cover unexpected small costs.																						
101: Income	349: CIL EMR	£7,325	Move to CIL EMR fund																						
	General Reserves		To approve rebuild of general reserves once final budget figure has been agreed.																						

Ear Marked Reserve Proposed Spends in 2023-24 and General Reserves	<p>Decision 4 See Appendix 14.3</p> <p>The summary of proposed movement from Earmarked Reserves to Cost Centres budget lines for 2023-24 are:</p> <table><tr><th>From</th><th>To</th><th>Amount</th><th></th></tr><tr><td>351: Information Centre</td><td>CIC General Expenditure</td><td>£22,011</td><td>To approve used of this reserve to cover final year of SLA agreement with CEBC. (Movement into reserves in 2022-23 budget setting)</td></tr><tr><td>320: Capital Contingency</td><td>Pool Maintenance expenditure</td><td>£15,000</td><td>To approve use of this reserve to pay for resurface pathways</td></tr><tr><td>342: Tourism</td><td>Tourism General Expenditure</td><td>£5,576</td><td>To approve the use of this EMR to cover extra event in 2023-2024</td></tr></table>	From	To	Amount		351: Information Centre	CIC General Expenditure	£22,011	To approve used of this reserve to cover final year of SLA agreement with CEBC. (Movement into reserves in 2022-23 budget setting)	320: Capital Contingency	Pool Maintenance expenditure	£15,000	To approve use of this reserve to pay for resurface pathways	342: Tourism	Tourism General Expenditure	£5,576	To approve the use of this EMR to cover extra event in 2023-2024
From	To	Amount															
351: Information Centre	CIC General Expenditure	£22,011	To approve used of this reserve to cover final year of SLA agreement with CEBC. (Movement into reserves in 2022-23 budget setting)														
320: Capital Contingency	Pool Maintenance expenditure	£15,000	To approve use of this reserve to pay for resurface pathways														
342: Tourism	Tourism General Expenditure	£5,576	To approve the use of this EMR to cover extra event in 2023-2024														
Decision requested	<ol style="list-style-type: none">1. To approve the 2023-2024 budget amount.2. To approve precept requirement of £1,068,179 for 2023-2024 which equates to a rise of 3.65% /£3.40 per household.3. To approve the year end movement of Ear Marked Reserves for 2022-2023.4. To approve the movement for 2023-24 expenditure from Ear Marked Reserves for 2023-2024.5. To recommend 1-4 to Council on 8th December 2022 for approval.																

ITEM 14: APPENDIX 14.1

Congleton Town Council
Budget Summary
Year Ended 31st March 2024

	2022-23			2022-23	Budget
	Projected *1	Budgeted*2	Variance	DRAFT V1*3	Incr/Decr*4
Finance and Policy					
101 Corporate Management Expenditure	195,364	188,079	7,285	229,151	41,072
101 Corporate Management Interest Income	- 7,500	- 1,500	6,000	- 14,000	12,500
101 CIL Levy	- 7,325	- -	7,325	- -	-
102 Democratic Rep'n & Mgmt	58,512	63,521	- 5,009	53,049	10,472
107 Grants (incl S137)	55,153	56,833	- 1,680	61,833	5,000
	294,204	306,933	- 12,729	330,033	23,100
Community, Amenities and Services					
215 Floral Displays	11,276	13,262	- 1,986	13,262	-
241 Allotments	1,283	810	473	1,010	200
301 Congleton Partnership	30,343	31,247	- 904	22,746	8,501
302 Community Development	125,339	118,513	6,826	130,245	11,732
300 Public Realm	3,000	3,000	-	3,000	-
303 Crime Reduction	23,408	43,548	- 20,140	10,548	33,000
305 Christmas Fayre & Lights	16,000	16,000	-	20,000	4,000
310 Neighbourhood Plan	-	-	-	-	-
321 Tourism	21,163	15,770	5,393	14,000	1,770
341 Youth & Young People	-	1,000	- 1,000	-	1,000
351 Luncheon Club	9,000	9,000	-	11,000	2,000
	240,812	252,150	- 11,338	225,811	26,339
Town Hall and Assets					
201 Congleton Pool	34,665	40,928	- 6,263	66,245	25,317
225 CIC Expenditure	165,277	100,412	64,865	133,851	33,439
CIC Income	131,784	68,174	63,610	115,354	47,180
263 Public Toilets	4,000	5,200	- 1,200	6,700	1,500
270 Cenotaph	255	255	-	300	45
221 Town Hall					
Congleton Town Hall - Expenditure	187,562	206,283	- 18,721	218,377	12,094
Congleton Town Hall - Income	108,655	101,100	7,555	116,350	15,250
	78,907	105,183	- 26,276	102,027	3,156
Streetscape					
280 Streetscape - Expenditure	698,977	602,724	96,253	747,325	144,601
Streetscape - CEBC income	428,192	380,156	48,036	459,636	79,480
Streetscape - Other income	10,900	15,900	- 5,000	15,900	-
	259,885	206,668	53,217	271,789	65,121
Total Town Hall and Assets	411,205	390,472	20,733	465,558	75,086
TOTAL REVENUE EXPENDITURE	946,221	949,555	- 3,334	1,021,402	71,847
CAPITAL & PROJECT EXPENDITURE					
109 Capital Expenditure (General)	10,400	10,400	-	5,000	5,400
Town Hall- Office IT	10,000	5,000	5,000	5,000	-
Streetscape Equipment	5,000	5,000	-	5,000	-
From Capital Reserve	- 20,400	- 15,400	- 5,000	- 10,000	5,400
From Earmarked Reserves	- 5,000	- 5,000	-	- 5,000	-
Town Hall Loan Repayments & Interest	21,778	21,778	-	21,778	0
Replenish Streetscape Equipment Reserve	5,000	5,000	-	5,000	-
Replenish Capital Reserve	20,000	20,000	-	20,000	-
Capital and Project spend	46,778	46,778	-	46,778	0
					-
TOTAL NET EXPENDITURE (Precept)	992,999	996,333	- 3,334	1,068,179	71,846
Projected under/overspend 22/23	OVERSPEND -	3,334	*5		
Recommended General Reserve		237,389		255,350	
ADJUSTED BASIS					
Band D Equivalents	2022-23	2023-24			
	10,716.56	11,084.29	*6		
Precept per Band D Equivalent (£/annum)	92.97	96.37	*7/10	£3.40	0
Precept per Band D Equivalent (£/week)	1.78	1.85	*8		
			*9	3.65%	Band D Increase

Notes

- 1 Projected - this is the estimated projection for 31/03/22
- 2 Budgeted - the 2021/22 budget
- 3 Proposed - this is the suggested budget for 2022/23
- 4 Budget Incr/Decr is the difference between this year's budget and next year's proposals
- 5 Projected over/underspend at 31/03/2022
- 6 This is the tax base figure given from Cheshire East Council and is the number of households that the Precept is divided by to give the annual amount per household
- 7 £92.97 is 2022-23 proposed Band D cost to the council tax payer to the Town Council, a rise of £1.88 (*10) per household per year 0.036p per week
- 8 £92.97 equates to £1.78 per week per band D household
- 9 Rise in Band D costs

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
<u>Finance and Policy</u>										
<u>101</u>	<u>Corporate Management</u>									
1052	Printing stationary recharges	0	0	0	30	0	0	0	0	0
1176	Precept	954,146	954,146	996,333	996,333	996,333	0	1,068,17	0	0
1190	Interest Receivable	1,500	2,005	1,500	1,403	7,500	0	14,000	0	0
1199	Miscellaneous Income	0	304	0	7,325	7,325	0	0	0	0
Total Income		955,646	956,455	997,833	1,005,09	1,011,15	0	1,082,17	0	0
4000	Staff Costs (re-allocated)	165,881	164,778	171,273	95,737	176,914	0	204,445	0	0
4007	Travel and Subsistance	500	0	500	0	0	0	500	0	0
4008	Training	3,000	1,653	3,000	364	1,500	0	3,000	0	0
4013	Rent Payable	17,017	17,017	17,017	9,927	17,017	0	17,017	0	0
4020	Miscellaneous Office Costs	1,660	1,779	1,660	1,201	1,750	0	2,500	0	0
4021	Telephone/Fax/Internet	920	2,837	1,083	1,670	2,500	0	2,620	0	0
4022	Postage	2,620	1,824	3,077	310	1,700	0	2,000	0	0
4023	Stationery & Printing	2,900	2,857	2,900	2,248	2,900	0	3,100	0	0
4024	Subscriptions & Publications	4,200	4,361	4,200	3,666	4,200	0	4,750	0	0
4025	Insurance	9,000	10,135	11,200	11,285	12,485	0	13,200	0	0
4026	Computer/IT Costs	13,130	16,534	13,130	11,081	18,000	0	18,000	0	0
4027	Photocopy Charges	2,300	1,371	1,500	1,045	1,300	0	1,500	0	0
4030	Recruitment Advertising	500	1,116	500	124	500	0	500	0	0
4031	Other Advertising	300	70	300	0	150	0	300	0	0
4051	Bank Charges	1,000	1,023	1,240	675	1,240	0	1,240	0	0
4061	Audit Fees - External	2,000	2,000	2,000	0	2,000	0	2,100	0	0
4062	Audit Fees - Internal	1,335	1,810	1,760	480	1,760	0	1,760	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		2021-2022		2022-2023				2023-2024		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4063	Accountancy & Payroll support	5,000	4,666	5,000	1,804	5,000	0	5,000	0	0
4064	Legal & Professional fees	6,900	2,197	4,000	3,258	4,000	0	5,500	0	0
4066	HR & H&S Support	4,500	3,541	4,500	2,836	4,000	0	4,000	0	0
4951	Tfr From EMR	0	0	0	-2,480	-6,996	0	0	0	0
4998	Tfr TO EMR	0	304	0	0	7,325	0	0	0	0
6000	Central Overheads Reallocated	-61,561	-58,446	-63,881	-31,055	-63,881	0	-63,882	0	0
	Overhead Expenditure	183,102	183,426	185,959	114,174	195,364	0	229,150	0	0
	Movement to/(from) Gen Reserve	772,544	773,029	811,874	890,916	815,794		853,029		
102	Civic									
4000	Staff Costs (re-allocated)	30,392	30,179	31,723	17,468	27,692	0	19,129	0	0
4008	Training	1,800	1,678	1,000	30	500	0	1,500	0	0
4023	Stationery & Printing	500	241	500	0	500	0	500	0	0
4033	Marketing/Promotions	1,000	1,086	1,000	152	1,000	0	1,000	0	0
4034	Council Newsletter	6,200	6,608	8,000	6,032	8,000	0	8,000	0	0
4035	Council Website	2,000	2,293	2,000	-4	1,000	0	2,500	0	0
4201	Mayor's Allowance	3,000	3,000	3,000	3,000	3,000	0	3,000	0	0
4203	Members' Expenses	200	0	200	0	200	0	200	0	0
4213	Civic Expenses	5,000	2,854	6,750	4,480	7,500	0	7,000	0	0
4221	Civic Regalia	250	60	250	0	150	0	250	0	0
4222	Hall & Room Hire	6,000	3,838	6,000	1,861	6,000	0	6,500	0	0
4225	Civic Artefacts and Treasures	500	108	500	0	250	0	750	0	0
6000	Central Overheads Reallocated	2,593	2,462	2,720	1,325	2,720	0	2,720	0	0
	Overhead Expenditure	59,435	54,405	63,643	34,343	58,512	0	53,049	0	0
	Movement to/(from) Gen Reserve	(59,435)	(54,405)	(63,643)	(34,343)	(58,512)		(53,049)		

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
107	Grants (incl S137)									
4701	Grants - Permitted	15,000	8,367	15,000	5,697	15,000	0	25,000	0	0
4703	Grants - Subsidised Use	4,500	1,540	4,500	2,524	4,500	0	4,500	0	0
4708	Grant - Museum Notional Rent	4,500	4,500	4,500	2,625	4,500	0	4,500	0	0
4709	CCP Grant	16,000	16,000	16,000	16,000	16,000	0	16,000	0	0
4710	Congleton Partnership Accom	1,533	1,533	1,533	894	1,533	0	1,533	0	0
4711	Grant - CAB	15,000	15,000	15,000	10,833	15,000	0	10,000	0	0
4722	Grant - Remembrance Day Parade	1,000	1,963	0	0	0	0	0	0	0
4732	Grant - Church Clock Maint'ce	300	256	300	0	300	0	300	0	0
4925	Tfr to EMR Committed Grants	0	7,680	0	0	6,000	0	0	0	0
4975	Tfr from EMR Committed Grants	0	-8,354	0	-7,680	-7,680	0	0	0	0
4992	Tfr from EMR Tourism	0	-770	0	0	0	0	0	0	0
	Overhead Expenditure	57,833	47,715	56,833	30,893	55,153	0	61,833	0	0
	Movement to/(from) Gen Reserve	(57,833)	(47,715)	(56,833)	(30,893)	(55,153)		(61,833)		
108	<u>Mayor's Fundraising Activities</u>									
1299	Mayor's Fundraising-Income	0	5,318	0	4,235	5,318	0	0	0	0
	Total Income	0	5,318	0	4,235	5,318	0	0	0	0
4297	Mayor's Fundraising Unspent	0	-2,551	0	-3,238	-1,919	0	0	0	0
4298	Mayor's Fundraising-Donations	0	6,089	0	6,237	6,237	0	0	0	0
4299	Mayor's Fundraising-Expenses	0	1,780	0	0	1,000	0	0	0	0
	Overhead Expenditure	0	5,318	0	2,999	5,318	0	0	0	0
	Movement to/(from) Gen Reserve	0	(0)	0	1,236	0		0		
109	<u>Capital and Projects</u>									

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4053	Loan Interest Payable	16,082	16,082	15,811	7,940	15,811	0	15,525	0	0
4055	Loan Capital Repaid - PWLB	5,696	5,696	5,967	2,949	5,967	0	6,253	0	0
4804	CAP - Streetscape Equipment	28,000	30,020	5,000	3,274	5,000	0	5,000	0	0
4806	CAP Office Equipment/computers	5,000	5,159	10,400	1,816	10,400	0	5,000	0	0
4809	CAP - Town Hall Equipment	5,000	6,837	5,000	9,193	5,000	0	5,000	0	0
4918	Tfr to Capital Equipment Fund	5,000	5,000	5,000	5,000	5,000	0	5,000	0	0
4920	Tfr to Cap Contingency Fund	20,000	20,000	20,000	20,000	20,000	0	20,000	0	0
4968	Tfr from Cap Equipment Fund	-28,000	-30,020	-5,000	-4,627	-5,000	0	-5,000	0	0
4970	Tfr from Cap Contingency Fund	-10,000	-11,997	-15,400	-9,656	-15,400	0	-10,000	0	0
5175	NBV of Asset Disposals	0	2	0	0	0	0	0	0	0
5176	NBV Asset of Disposals to CFR	0	-2	0	0	0	0	0	0	0
	Overhead Expenditure	46,778	46,778	46,778	35,889	46,778	0	46,778	0	0
	Movement to/(from) Gen Reserve	<u>(46,778)</u>	<u>(46,778)</u>	<u>(46,778)</u>	<u>(35,889)</u>	<u>(46,778)</u>		<u>(46,778)</u>		
	Finance and Policy - Income	955,646	961,772	997,833	1,009,32	1,016,47	0	1,082,17	0	0
	Expenditure	347,148	337,642	353,213	218,298	361,125	0	390,810	0	0
	Movement to/(from) Gen Reserve	<u>608,498</u>	<u>624,131</u>	<u>644,620</u>	<u>791,027</u>	<u>655,351</u>		<u>691,369</u>		
<u>Community, Environment & Serv</u>										
212	<u>Propogation Unit</u>									
4162	General Expenditure	1,000	0	0	0	0	0	0	0	0
	Overhead Expenditure	1,000	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(1,000)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
215	<u>Floral Displays</u>									

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		2021-2022		2022-2023				2023-2024		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
1180	Donations Received	0	0	0	5,900	5,480	0	0	0	0
1195	Sponsorship income	0	0	0	1,500	1,500	0	0	0	0
1199	Miscellaneous Income	4,000	3,530	4,000	5,161	4,938	0	4,000	0	0
Total Income		4,000	3,530	4,000	12,561	11,918	0	4,000	0	0
4011	Rates	250	187	262	187	187	0	262	0	0
4162	General Expenditure	16,000	19,359	17,000	18,432	18,500	0	17,000	0	0
4168	Other Expenditure	0	0	0	4,507	4,507	0	0	0	0
Overhead Expenditure		16,250	19,547	17,262	23,126	23,194	0	17,262	0	0
Movement to/(from) Gen Reserve		(12,250)	(16,017)	(13,262)	(10,565)	(11,276)		(13,262)		
241	Allotments									
1010	Rent Received - 3rd Party	190	190	190	0	190	0	190	0	0
Total Income		190	190	190	0	190	0	190	0	0
4012	Water	0	130	0	93	0	0	200	0	0
4038	Garage Rent payable	440	0	0	0	0	0	0	0	0
4041	Property Maintenance	1,000	0	1,000	5,120	6,593	0	1,000	0	0
4951	Tfr From EMR	0	0	0	0	-5,120	0	0	0	0
Overhead Expenditure		1,440	130	1,000	5,213	1,473	0	1,200	0	0
Movement to/(from) Gen Reserve		(1,250)	60	(810)	(5,213)	(1,283)		(1,010)		
300	Public Realm									
4162	General Expenditure	0	340	3,000	1,800	3,000	0	3,000	0	0
Overhead Expenditure		0	340	3,000	1,800	3,000	0	3,000	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		2021-2022		2022-2023				2023-2024		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
	Movement to/(from) Gen Reserve	0	(340)	(3,000)	(1,800)	(3,000)		(3,000)		
301	Congleton Partnership									
1180	Donations Received	0	30,681	0	3,136	3,136	0	0	0	0
1199	Miscellaneous Income	0	0	0	8,000	8,000	0	0	0	0
	Total Income	0	30,681	0	11,136	11,136	0	0	0	0
4000	Staff Costs (re-allocated)	18,938	15,299	19,505	10,197	19,618	0	21,074	0	0
4301	Congleton Partnership	1,000	261	1,000	581	1,000	0	0	0	0
4305	Cenotaph Expenditure	0	10,662	0	5,432	5,432	0	0	0	0
4306	P/Ship - Regeneration Projects	14,000	27,485	9,000	10,174	30,000	0	0	0	0
4926	Tfr to EMR Cong Partnership	0	61,822	0	0	47,841	0	0	0	0
4976	Tfr from EMR Cong Partnership	0	-53,291	0	-61,822	-61,822	0	0	0	0
4995	Trf from EMR Cenotaph	0	-1,359	0	-2,262	-2,262	0	0	0	0
6000	Central Overheads Reallocated	1,616	1,534	1,672	815	1,672	0	1,672	0	0
	Overhead Expenditure	35,554	62,414	31,177	-36,885	41,479	0	22,746	0	0
	Movement to/(from) Gen Reserve	(35,554)	(31,733)	(31,177)	48,021	(30,343)		(22,746)		
302	Community Development									
1199	Miscellaneous Income	0	0	0	84	0	0	0	0	0
	Total Income	0	0	0	84	0	0	0	0	0
4000	Staff Costs (re-allocated)	105,135	94,969	106,999	61,661	112,389	0	117,571	0	0
4033	Marketing/Promotions	3,245	4,504	3,245	1,211	3,245	0	3,500	0	0
4166	Green Initiatives	0	3,586	0	43	531	0	0	0	0
4226	Ukraine Support	0	0	0	897	2,500	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		2021-2022		2022-2023				2023-2024		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4951	Tfr From EMR	0	0	0	-567	-2,500	0	0	0	0
4972	Tfr from EMR Business Developm	0	-3,000	0	0	0	0	0	0	0
6000	Central Overheads Reallocated	8,971	8,517	9,174	4,468	9,174	0	9,174	0	0
	Overhead Expenditure	117,351	108,577	119,418	67,713	125,339	0	130,245	0	0
	Movement to/(from) Gen Reserve	(117,351)	(108,577)	(119,418)	(67,629)	(125,339)		(130,245)		
303	Crime Reduction									
4162	General Expenditure	35,000	33,040	34,000	240	13,860	0	1,000	0	0
4164	CCTV	13,650	9,547	9,548	9,547	9,548	0	9,548	0	0
	Overhead Expenditure	48,650	42,587	43,548	9,787	23,408	0	10,548	0	0
	Movement to/(from) Gen Reserve	(48,650)	(42,587)	(43,548)	(9,787)	(23,408)		(10,548)		
305	Christmas Fayre -Light Switch									
1170	Christmas Fayre Stall income	0	113	0	504	0	0	0	0	0
1171	Christmas Tree Income	0	179	0	1,800	2,000	0	2,000	0	0
1195	Sponsorship income	0	1,000	0	0	0	0	0	0	0
1199	Miscellaneous Income	0	587	0	0	0	0	0	0	0
	Total Income	0	1,878	0	2,304	2,000	0	2,000	0	0
4171	Christmas Fayre	6,000	6,594	6,000	3,034	6,000	0	6,000	0	0
4172	Christmas Lights	10,000	9,650	10,000	3,100	12,000	0	16,000	0	0
	Overhead Expenditure	16,000	16,244	16,000	6,134	18,000	0	22,000	0	0
	Movement to/(from) Gen Reserve	(16,000)	(14,366)	(16,000)	(3,830)	(16,000)		(20,000)		
310	Neighbourhood Plan									
4162	General Expenditure	0	508	0	1,288	1,126	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4994	Tfr from EMR Neigh'hood plan	0	-508	0	-1,288	-1,126	0	0	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
<u>315</u>	<u>Covid - 19</u>									
1180	Donations Received	0	700	0	0	0	0	0	0	0
	Total Income	0	700	0	0	0	0	0	0	0
4071	Covid 19 Business expenditure	0	6,705	0	0	0	0	0	0	0
4162	General Expenditure	0	2,993	0	0	0	0	0	0	0
4997	Trf from EMR Covid 19	0	-8,998	0	0	0	0	0	0	0
	Overhead Expenditure	0	700	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
<u>321</u>	<u>Tourism</u>									
1195	Sponsorship income	0	8,500	0	750	750	0	0	0	0
1199	Miscellaneous Income	0	0	5,000	5,246	5,182	0	0	0	0
	Total Income	0	8,500	5,000	5,996	5,932	0	0	0	0
4162	General Expenditure	5,000	5,408	5,000	3,839	5,000	0	10,000	0	0
4165	Projections	0	0	3,270	0	3,900	0	4,000	0	0
4166	Green Initiatives	0	0	5,000	935	5,000	0	5,000	0	0
4167	750 Celebrations	0	4,805	7,500	30,619	34,500	0	0	0	0
4951	Tfr From EMR	0	0	0	-21,305	-21,305	0	-5,000	0	0
4992	Tfr from EMR Tourism	0	-7,518	0	0	0	0	0	0	0
4998	Tfr TO EMR	0	8,500	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>			<u>2023-2024</u>			
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
	Overhead Expenditure	5,000	11,195	20,770	14,088	27,095	0	14,000	0	0
	Movement to/(from) Gen Reserve	(5,000)	(2,695)	(15,770)	(8,093)	(21,163)		(14,000)		
341	<u>Youth and Young People</u>									
4162	General Expenditure	2,000	136	1,000	0	0	0	0	0	0
	Overhead Expenditure	2,000	136	1,000	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(2,000)	(136)	(1,000)	0	0		0		
351	<u>Luncheon Club</u>									
4705	grant - Luncheon Club	9,000	8,412	9,000	5,815	12,000	0	11,000	0	0
4951	Tfr From EMR	0	0	0	0	-3,000	0	0	0	0
	Overhead Expenditure	9,000	8,412	9,000	5,815	9,000	0	11,000	0	0
	Movement to/(from) Gen Reserve	(9,000)	(8,412)	(9,000)	(5,815)	(9,000)		(11,000)		
Community, Environment & Serv - Income		4,190	45,479	9,190	32,081	31,176	0	6,190	0	0
	Expenditure	252,245	270,282	262,175	96,791	271,988	0	232,001	0	0
	Movement to/(from) Gen Reserve	(248,055)	(224,802)	(252,985)	(64,711)	(240,812)		(225,811)		

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
<u>Personnel</u>										
<u>401</u>	<u>Staffing & Staff Costs</u>									
4000	Staff Costs (re-allocated)	-887,343	-861,021	-916,343	-521,020	-942,100	0	-	0	0
4001	Salaries & Wages	682,116	669,401	702,867	400,884	720,798	0	810,899	0	0
4005	Employers NIC	58,849	55,501	63,145	37,015	69,104	0	78,618	0	0
4006	Employers S/Ann	146,378	136,120	150,331	83,121	152,198	0	168,074	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
	Personnel - Income	0	0	0	0	0	0	0	0	0
	Expenditure	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
<u>Town Hall and Assets</u>										
201	<u>Paddling Pool</u>									
4000	Staff Costs (re-allocated)	12,676	5,363	15,646	8,743	8,743	0	33,254	0	0
4008	Training	0	0	2,510	0	0	0	3,000	0	0
4009	Protective Clothing\H & Safety	300	3,593	300	19	50	0	300	0	0
4012	Water	4,000	3,294	3,650	1,202	4,282	0	4,800	0	0
4014	Electricity	2,800	987	2,700	1,716	2,700	0	3,500	0	0
4039	Pool Chemicals	2,600	2,092	2,510	3,621	3,900	0	3,500	0	0
4041	Property Maintenance	4,000	13,392	585	28,950	29,950	0	4,000	0	0
4042	Grounds Maintenance	100	0	100	0	0	0	15,000	0	0
4162	General Expenditure	0	901	11,754	9,232	9,500	0	12,550	0	0
4951	Tfr From EMR	0	0	0	-25,801	-25,801	0	-15,000	0	0
6000	Central Overheads Reallocated	1,082	1,027	1,341	653	1,341	0	1,341	0	0
	Overhead Expenditure	27,558	30,648	41,096	28,334	34,665	0	66,245	0	0
	Movement to/(from) Gen Reserve	(27,558)	(30,648)	(41,096)	(28,334)	(34,665)		(66,245)		
221	Congleton Town Hall									
1009	Rent Rec'd - Museum Notional	4,500	4,500	4,500	2,625	4,500	0	4,500	0	0
1010	Rent Received - 3rd Party	1,533	1,533	1,533	894	1,533	0	1,533	0	0
1011	Rent Received - Internal CTC	26,517	26,517	26,517	15,468	26,517	0	26,517	0	0
1013	Letting Income - Grand Hall	25,400	30,907	25,400	17,528	32,000	0	30,000	0	0
1014	Letting Income - Bridestones	13,200	1,974	13,200	4,554	8,200	0	13,200	0	0
1015	Letting Income -Spencer Suite	4,950	410	4,950	3,432	5,630	0	7,000	0	0
1016	Letting Income - Brasserie	15,000	0	15,000	1,000	5,000	0	12,000	0	0
1021	Letting Income - Internal	9,000	5,034	9,000	4,761	9,000	0	9,000	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
1022	Letting Income - F&F	3,000	0	1,000	844	1,300	0	1,000	0	0
1023	Commission - CP	0	0	0	5,268	8,000	0	8,000	0	0
1035	Service Charges - Brasserie	4,500	0	0	1,912	3,200	0	3,600	0	0
1051	Catering Sales	10,000	1,174	0	2,089	3,600	0	0	0	0
1199	Miscellaneous Income	0	292	0	467	175	0	0	0	0
Total Income		117,600	72,340	101,100	60,842	108,655	0	116,350	0	0
3020	Catering Supplies	10,000	1,542	0	1,323	3,600	0	0	0	0
Direct Expenditure		10,000	1,542	0	1,323	3,600	0	0	0	0
4000	Staff Costs (re-allocated)	66,784	67,111	69,219	32,716	62,211	0	70,592	0	0
4008	Training	1,000	0	1,000	0	0	0	1,000	0	0
4009	Protective Clothing\H & Safety	500	239	500	636	600	0	500	0	0
4010	Cleaners	8,000	6,331	6,500	4,035	6,500	0	7,500	0	0
4011	Rates	27,692	27,392	29,078	19,175	27,392	0	30,500	0	0
4012	Water	6,000	2,198	6,150	1,102	5,000	0	6,150	0	0
4014	Electricity	20,125	12,060	24,125	6,042	16,000	0	17,500	0	0
4015	Gas	13,750	11,227	16,500	5,144	15,000	0	24,700	0	0
4016	Cleaning materials	2,000	1,950	2,000	989	2,000	0	2,100	0	0
4017	Refuse Disposal	3,100	2,415	3,000	1,106	2,200	0	3,200	0	0
4020	Miscellaneous Office Costs	1,300	1,885	1,500	1,041	1,500	0	1,500	0	0
4025	Insurance	8,000	8,964	9,800	9,874	9,874	0	11,700	0	0
4033	Marketing/Promotions	3,500	628	3,500	384	3,500	0	3,500	0	0
4040	Maintenance Contracts	7,400	5,788	7,750	5,596	7,750	0	8,500	0	0
4041	Property Maintenance	15,000	19,023	15,000	18,642	23,000	0	20,000	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		2021-2022		2022-2023				2023-2024		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4064	Legal & Professional fees	100	340	100	4,000	4,000	0	0	0	0
4068	Licences (incl PRS)	3,500	1,892	3,500	2,808	3,500	0	3,500	0	0
4168	Other Expenditure	0	0	0	1,140	1,140	0	0	0	0
4951	Tfr From EMR	0	0	0	-5,140	-13,140	0	0	0	0
6000	Central Overheads Reallocated	5,699	5,410	5,935	2,831	5,935	0	5,935	0	0
Overhead Expenditure		193,450	174,852	205,157	112,123	183,962	0	218,377	0	0
Movement to/(from) Gen Reserve		(85,850)	(104,054)	(104,057)	(52,604)	(78,907)		(102,027)		
225	Congleton Information Centre									
1031	CAB Reception Contribution	0	0	0	2,917	5,000	0	5,000	0	0
1041	Third Party Ticket sales	0	44,182	24,000	68,615	77,000	0	77,000	0	0
1042	Books, Maps, Guides Sales	0	2,785	2,300	1,455	3,000	0	3,000	0	0
1043	Souvenir Sales	0	3,767	3,000	1,215	2,500	0	2,500	0	0
1044	Stamp sales	0	1,242	1,100	294	500	0	500	0	0
1045	Photocopy sales	0	423	500	204	300	0	300	0	0
1046	Local produce sales	0	0	0	2,459	4,000	0	4,000	0	0
1047	Theatre gift cards	0	354	300	0	150	0	150	0	0
1048	Food and Drink sales	0	1,288	900	675	1,260	0	1,260	0	0
1049	CTC Merchandise	0	227	0	1,700	2,000	0	0	0	0
1168	CEC Support Grant VIC	33,000	55,011	36,074	32,467	36,074	0	21,644	0	0
Total Income		33,000	109,279	68,174	112,001	131,784	0	115,354	0	0
3000	Stock at 1st April	0	2,469	0	0	2,500	0	0	0	0
3041	3rd party tickets resale	0	36,624	21,000	26,971	73,150	0	73,150	0	0
3042	Books, Maps, Guides resale	0	2,739	3,300	885	2,850	0	2,850	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
3043	Souvenirs for resale	0	2,323	1,250	1,440	2,375	0	2,375	0	0
3044	Stamps for resale	0	605	0	376	500	0	500	0	0
3046	Local produce for resale	0	427	650	2,466	3,800	0	3,800	0	0
3047	Theatre gift cards for resale	0	275	0	14	150	0	150	0	0
3048	Food & Drink for resale	0	625	475	505	1,197	0	1,197	0	0
3049	CTC Merchandise	0	2,400	0	0	0	0	0	0	0
3999	Stock at 31st March	0	-3,943	0	0	-4,000	0	0	0	0
Direct Expenditure		0	44,541	26,675	32,657	82,522	0	84,022	0	0
4000	Staff Costs (re-allocated)	48,652	55,022	59,272	34,977	63,348	0	52,058	0	0
4011	Rates	4,500	4,500	4,725	9,082	4,725	0	5,200	0	0
4013	Rent Payable	7,500	7,500	7,500	4,375	7,500	0	7,500	0	0
4026	Computer/IT Costs	0	1,336	240	39	100	0	0	0	0
4162	General Expenditure	2,600	1,372	2,000	1,346	2,000	0	2,000	0	0
4951	Tfr From EMR	0	0	0	0	0	0	-22,011	0	0
4998	Tfr TO EMR	0	22,011	0	0	0	0	0	0	0
6000	Central Overheads Reallocated	4,151	3,941	5,082	2,475	5,082	0	5,082	0	0
Overhead Expenditure		67,403	95,683	78,819	52,294	82,755	0	49,829	0	0
Movement to/(from) Gen Reserve		<u>(34,403)</u>	<u>(30,945)</u>	<u>(37,320)</u>	<u>27,050</u>	<u>(33,493)</u>		<u>(18,497)</u>		
<u>263</u>	<u>Public Toilets</u>									
4010	Cleaners	3,500	3,156	3,500	1,937	3,500	0	3,500	0	0
4011	Rates	0	377	0	0	0	0	0	0	0
4012	Water	2,000	-280	0	0	0	0	0	0	0
4014	Electricity	600	1,398	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		2021-2022		2022-2023				2023-2024		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4016	Cleaning materials	1,700	352	1,700	96	500	0	0	0	0
4040	Maintenance Contracts	750	212	0	0	0	0	0	0	0
4041	Property Maintenance	1,600	1,065	0	0	0	0	1,500	0	0
4162	General Expenditure	100	0	0	0	0	0	1,700	0	0
	Overhead Expenditure	10,250	6,279	5,200	2,032	4,000	0	6,700	0	0
	Movement to/(from) Gen Reserve	(10,250)	(6,279)	(5,200)	(2,032)	(4,000)		(6,700)		
270	Cenotaph									
4014	Electricity	250	225	255	111	255	0	300	0	0
	Overhead Expenditure	250	225	255	111	255	0	300	0	0
	Movement to/(from) Gen Reserve	(250)	(225)	(255)	(111)	(255)		(300)		
280	CTC Streetscape									
1040	Plant recharges	0	24	0	0	0	0	0	0	0
1165	Dev'd Services inc CEC Gross	372,702	372,888	380,156	321,144	428,192	0	459,636	0	0
1167	Streetscape external work	15,000	11,339	15,000	2,409	10,000	0	15,000	0	0
1199	Miscellaneous Income	900	900	900	450	900	0	900	0	0
	Total Income	388,602	385,151	396,056	324,003	439,092	0	475,536	0	0
3030	Purchases for recharging	0	2,247	0	2,710	2,710	0	0	0	0
	Direct Expenditure	0	2,247	0	2,710	2,710	0	0	0	0
4000	Staff Costs (re-allocated)	438,885	428,301	442,706	259,521	471,185	0	539,468	0	0
4004	Temporary and Casual Staff	6,000	34,675	6,000	23,047	35,000	0	13,500	0	0
4008	Training	3,000	920	3,000	900	1,500	0	3,000	0	0
4009	Protective Clothing\H & Safety	4,500	5,194	4,500	5,220	5,500	0	5,500	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

		<u>2021-2022</u>		<u>2022-2023</u>				<u>2023-2024</u>		
		<u>Budget</u>	<u>Actual</u>	<u>Total</u>	<u>Actual</u>	<u>Projecte</u>	<u>Committ</u>	<u>Agreed</u>	<u>EMR</u>	<u>Carried</u>
4013	Rent Payable	2,000	2,000	2,000	1,167	2,000	0	2,000	0	0
4016	Cleaning materials	5,000	6,490	7,500	1,577	7,500	0	7,500	0	0
4021	Telephone/Fax/Internet	700	-1,445	900	602	1,100	0	1,100	0	0
4025	Insurance	6,000	6,734	7,000	7,053	7,053	0	8,500	0	0
4041	Property Maintenance	1,200	1,331	1,200	682	1,200	0	2,000	0	0
4043	Horticultural etc Supplies	18,000	19,048	19,000	8,095	19,000	0	21,000	0	0
4046	Winter bedding	1,000	1,000	0	1,144	0	0	0	0	0
4047	Vehicle Maintenance\Serv\MOT	10,000	10,686	10,000	6,017	11,000	0	12,000	0	0
4048	Vehicle Fuel & Oil	13,000	11,893	14,000	11,557	21,000	0	15,000	0	0
4049	Vehicle Rental charges	37,000	37,323	37,000	34,842	60,772	0	68,800	0	0
4050	Street cleansing	3,000	2,803	3,000	6,272	9,000	0	5,000	0	0
4070	Covid-19 Expenditure	0	1,472	0	0	0	0	0	0	0
4162	General Expenditure	4,000	4,745	4,000	5,154	5,500	0	5,000	0	0
4166	Green Initiatives	0	567	0	0	0	0	0	0	0
6000	Central Overheads Reallocated	37,449	35,555	37,957	18,488	37,957	0	37,957	0	0
	Overhead Expenditure	<u>590,734</u>	<u>609,292</u>	<u>599,763</u>	<u>391,338</u>	<u>696,267</u>	<u>0</u>	<u>747,325</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(202,132)</u>	<u>(226,389)</u>	<u>(203,707)</u>	<u>(70,045)</u>	<u>(259,885)</u>		<u>(271,789)</u>		
	Town Hall and Assets - Income	539,202	566,770	565,330	496,845	679,531	0	707,240	0	0
	Expenditure	899,645	965,309	956,965	622,922	1,090,73	0	1,172,79	0	0
	Movement to/(from) Gen Reserve	<u>(360,443)</u>	<u>(398,539)</u>	<u>(391,635)</u>	<u>(126,076)</u>	<u>(411,205)</u>		<u>(465,558)</u>		

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Budgets 2022 - 2023

	<u>2021-2022</u>		Total	<u>2022-2023</u>			Agreed	<u>2023-2024</u>	
	Budget	Actual		Actual	Projecte	Committ		EMR	Carried
Total Budget Income	1,499,03	1,574,02	1,572,35	1,538,25	1,727,18	0	1,795,60	0	0
Expenditure	1,499,03	1,573,23	1,572,35	938,011	1,723,84	0	1,795,60	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>789</u>	<u>0</u>	<u>600,240</u>	<u>3,334</u>		<u>0</u>		

14: Appendix 14.3

Appendix 3															
Congleton Town Council: Earmarked Reserves															
2022-2023 MOVEMENT															
		Balance B/f @ 01APR22	Moved in 01APR22	Moved out 01APR22	Reserves after Start of year movements	Movement during the year to M6		End of Year			Balance expected @ 01/04/22 (B/F)	23-24		Balance	Info
		(Actual c/f)				IN	OUT	IN	OUT	Planned		(B/F)	Moving in	Moving Out	
318	Capital Equipment fund	7,514	5,000		12,514		- 4,797		- 3,500		4,217	4,217	5,000	9,217	
320	Capital Contingency - General	448,997	20,000	- 85,500	383,497		- 35,456		- 35,120	- 38,471	274,450	274,450	20,000	- 15,000	279,450
321	Elections	20,000			20,000						20,000	20,000			20,000
322	First Floor Scheme	10,575			10,575						10,575	10,575			10,575
324	Crime Prevention/Traffic Calming	7,357			7,357						7,357	7,357			7,357
325	Committed Grants	7,680		- 7,680	-						-	-			-
326	Congleton Partnership Projects	61,822		- 61,822	0						0	0			0
327	Covid 19	5,758			5,758			- 3,000			2,758	2,758			2,758
330	Civic Treasures	3,000			3,000						3,000	3,000			3,000
331	Website	5,151	25,000		30,151						30,151	30,151			30,151
333	Training	8,479			8,479						8,479	8,479			8,479
337	Public Toilets	24,012			24,012						24,012	24,012			24,012
339	Public Realm	9,189			9,189						9,189	9,189			9,189
340	Legal/Proff Fees	5,292	50,000		55,292	- 6,480					48,812	48,812			48,812
342	Tourism	5,576			5,576						5,576	5,576	- 5,576	-	
343	Marketing	5,000			5,000						5,000	5,000			5,000
344	Neighbourhood plan	8,885			8,885	- 1,225					7,660	7,660			7,660
345	Cenotaph	10,419			10,419	- 3,402		- 4,517			2,500	2,500			2,500
346	Rotary Bonfire	5,000			5,000						5,000	5,000			5,000
348	Civic	1,000			1,000						1,000	1,000			1,000
349	CIL	304			304			7,325			7,629	7,629			7,629
351	Information Centre	22,011			22,011						22,011	22,011	- 22,011	-	
352	750 Celebrations	13,805	7,500		21,305	- 21,305					-	-			-
353	Ukraine Support	5,000			5,000	- 567					4,433	4,433			4,433
354	Carbon Offsetting	-	3,000		3,000						3,000	3,000			3,000
		701,826	110,500	- 155,002	657,324	- - 73,232		7,325	- 46,137	- 38,471	506,809	506,809	25,000	- 42,587	489,222
	Approved CTC 08DEC2022					Discussed/Possible spends 22-23						CTC Approval required			
						PC's - 6,000						2023-24			
						Handsets - 12,000						Pool surfacing -15000			
						Fire Alarm - 20,471 - 38,471 **						** Will be carry forward if not finalised in 22-23			
						Actual Spends/ Spend due to be moved									
						Pool - 25,801						Toursim			
						Capital Spend - 9,655 - 35,456						Extra events -5576			
						TH Refurb - 8,000									
						Allotments - 5,120									
						Door repairs -14000						CIC			
						Annual Expenditure projected -8000 - 35,120						To cover Year 3 -22011			
												TO VALUE			
												Eletric Points			
												Tablets			

Congleton Town Council

Internal Audit Report 2022-23: First Interim

Adrian Shepherd-Roberts

*For and on behalf of
Auditing Solutions Ltd*

Background

All town and parish councils are required by statute to make arrangements for an independent internal audit examination of their accounting records and system of internal control and for the conclusions to be reported each year in the Annual Governance and Accountability Return (AGAR).

This report sets out the work undertaken in relation to the 2022-23 financial year which was completed by the 28th September 2022. We have undertaken our initial review for the year and we wish to thank the Responsible Finance Officer in assisting the process, providing all necessary documentation to facilitate completion of our review for the year to date.

Internal Audit Approach

In undertaking our initial review for this financial year, we have had regard to the materiality of transactions and their susceptibility to potential mis-recording or misrepresentation in the year-end Statement of Accounts/AGAR. We have employed a combination of selective sampling techniques (where appropriate) and 100% detailed checks in a number of key areas in order to gain sufficient assurance that the Council's financial and regulatory systems and controls are appropriate and fit for the purposes intended.

Our programme of cover has been designed to afford appropriate assurance that the Council's financial systems are robust and operate in a manner to ensure effective probity of transactions and to afford a reasonable probability of identifying any material errors or possible abuse of the Council's own and the national statutory regulatory framework. The programme is also designed to facilitate our completion of the 'Annual Internal Audit Report' in the Council's Annual Governance and Accountability Return, which requires independent assurance over a number of internal control objectives.

Overall Conclusion

We have concluded that, on the basis of the programme of work we have undertaken, the Council has maintained adequate and effective internal control arrangements during the year to date.

We ask that members consider the content of this report and acknowledge that the report has been reviewed by Council.

Detailed Report

Review of Accounting Arrangements & Bank Reconciliations

Our objective here is to ensure that the accounting records are being maintained accurately and currently and that no anomalous entries appear in cashbooks or financial ledgers. To that end, we have: -

- Ensured that the ledger remains in balance at the present date;
- Verified the opening trial balance for 2022-23 to the Statement of Accounts and AGAR for 2021-22 to ensure that the closing balances have been brought forward accurately and completely;
- Checked and agreed transactions in the Council's main bank account cashbooks to the relevant RBS Bank statements for April & August 2022;
- Checked and agreed for the same months, inter account "sweep" transfers between the current and high interest bank account; and
- Examined and verified the accuracy of transactions in the Council's mayoral charity bank account cashbooks and bank accounts as at July/August 2022 to ensure that no long-standing payments or other anomalous entries exist.

Conclusions

We are pleased to report that no issues have been identified in this area warranting further comment. We will undertake further work at future reviews.

Review of Corporate Governance

Our objective is to ensure that the Council has robust corporate governance documentation in place; that Council and Committee meetings are conducted in accordance with the adopted Standing Orders and that, as far as we are able to ascertain, no actions of a potentially unlawful nature have been or are being considered for implementation. We noted previously that an updated Corporate Business Plan had been prepared and have examined the content accordingly.

We note that the Standing Orders were reviewed and adopted in October 2021 and the Finance regulations were reviewed in June 2022.

We have commenced our review of the minutes of the Full Council and Standing Committees, excluding Planning, to ensure that no actions of an ultra vires nature are being either considered or have been actioned, whilst also ensuring that the Council's finances remain at a healthy level to provide appropriate funds for future planned development and current revenue spending plans. We also note that, as previously, various grants have been approved for payment during the current year.

Conclusions

There are no matters requiring formal recommendation in this area of our review process. As mentioned above consideration should be given to include controls in respect of the TIC. We will undertake further work at future reviews.

Review of Expenditure

Our aim here is to ensure that: -

- Council resources are released in accordance with the Council's approved procedures and budgets;
- Payments are supported by appropriate documentation, either in the form of an original trade invoice or other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;
- An official order has been raised in each and every case where one would be expected;
- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- The correct expense codes have been applied to invoices when processed; and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

We have commenced work in this area examining a sample of payments to August 2022.

Finally, in this area, we have examined the content of the quarterly VAT reclaim to June 2022, submitted to HMRC, with no issues arising.

Conclusions

We are pleased to report that no significant issues have been identified in this area. We will undertake further work at future reviews.

Assessment and Management of Risk

Our aim here is to ensure that the Council has put in place appropriate arrangements to identify all potential areas of risk of both a financial and health and safety nature, whilst also ensuring that appropriate arrangements exist to monitor and manage any such risks identified in order to minimise the opportunity for their coming to fruition.

Risk assessment registers are in place and they are subject to routine annual review and update. We note that the Business Risk Assessment for 22-23 was formally approved by Finance & Policy Committee in April 2022.

We noted as at a previous review that an external agent for Health and Safety and HR Services Ansa Environmental Services Ltd has been appointed.

Zurich Municipal continues to provide the Council's insurance cover: we have examined the current year's schedule (to May 2023) and consider it meets the current needs of the Council appropriately with Employer's liability set at £10 million and Public Liability cover set at £15 million and Fidelity Guarantee cover at £1.0 million.

Conclusions

We are pleased to report that no issues have been identified in this area warranting further comment.

Precept Determination and Budgetary Control

We aim in this area of our work to ensure that the Council has appropriate procedures in place to determine its future financial requirements leading to the adoption of an approved budget and formal determination of the amount of the precept placed on the Unitary Authority, that effective arrangements are in place to monitor budgetary performance throughout the financial year and that the Council has identified and retains appropriate reserve funds to meet future spending plans. We are pleased to note that members continue to receive regular budget monitoring reports with over/under-spends and the level of earmarked reserves the subject of regular review.

The Council will commence consideration of the 2023-24 budgetary requirements later this year and we shall consider the action taken and outcomes, together with the approved level of precept at a future visit.

We are pleased to note that members continue to receive regular budget monitoring reports with over/under-spends and the level of earmarked reserves the subject of regular review.

Conclusions

We have been advised that the Council are to formally consider and finalise its budget and precept requirements for 2023-24 later in the financial year. Consequently, we shall review this area further at our final visit, also examining the year's budget outturn, following up any significant variances and obtaining appropriate explanations: we shall also consider the appropriateness of retained reserves to meet the Council's ongoing revenue spending requirements and any development aspirations.

Review of Income

In considering the Council's income streams, we aim to ensure that robust systems are in place to ensure that all income due to the Council is identified and invoiced in a timely manner and that effective procedures are in place to pursue recovery of any outstanding monies. We have: -

- At this interim audit we reviewed the income generated in respect of the Tourist Information Centre from the accounts data. We are pleased to report that the process is well managed and that records are maintained in a very satisfactory manner.

- Examined the “Aged debtors schedule” generated by the accounting software and have confirmed with the RFO regarding the records that there are no significant issues arising with regard to long-standing debts of which officers and members are unaware.

We have also reviewed the nominal ledger detailed transaction reports for income items for the year to August 2022 to ensure that no obvious coding errors or other anomalous entries are apparent and are pleased to record that none are in evidence.

Conclusions

We are pleased to record that there are no significant issues in this area. We will undertake a further review of income at our interim update review.

Petty Cash Account

Our aim in this area is to ensure that appropriate controls are in place; that all expenditure incurred is adequately supported by trade invoices or till receipts; that the expenditure is appropriate for the Council’s requirements; that VAT has been separately identified for periodic recovery and that cheque encashments from the main cashbooks are properly recorded.

We have not checked the cash but have reviewed the holding from the information that we have been provided. As we are working remotely, we suggested that where possible an independent check is undertaken to confirm that the cash has been checked and the account balances. We note that this continues to be reviewed.

We have reviewed the vehicle fuel nominal ledger and a sample statement and we are satisfied that this is controlled effectively.

Conclusions

There are no matters requiring formal comment or recommendation in this area of our review process.

Review of Staff Salaries

In examining the Council’s payroll function, we aim to confirm that extant legislation is being appropriately observed as regards adherence to the Employee Rights Act 1998 and the requirements of HM Revenue and Customs (HMRC) legislation as regards the deduction and payment over of income tax and NI contributions, together with meeting the requirements of the local government pension scheme, as further revised from 1st April 2020 in relation to employee percentage bandings. To meet that objective, we have: -

- Ensured that the Council has approved staff pay rates for the financial year, based upon the approved NJC rates:
- Checked and agreed the computation of staff gross and net pay and salary deductions for July 2022, noting the continued use of a local, third party bureau service provider;

- Checked to ensure that appropriate tax codes and national insurance tables are being applied in the year and that the correct deductions / contributions have been deducted and paid over to HMRC in a timely manner; and
- Ensured that the appropriate revised superannuation contribution rates have been applied, also ensuring that the deductions have been paid over to the County Council in a timely manner.

Conclusions

We are pleased to record that no issues have been identified in this area.

Investments & Loans

Our objectives here are to ensure that the Council is “investing” surplus funds, be they held temporarily or on a longer term basis, in appropriate banking and investment institutions, that an appropriate investment policy is in place, that the Council is obtaining the best rate of return on any such investments made, that interest earned is brought to account correctly and appropriately in the accounting records and that any loan repayments due to or payable by the Council are transacted in accordance with the appropriate loan agreements.

The Council holds no specific investments but holds a Special Interest account with RBS and deposits with the Cambridge and Counties Bank and CCLA.

We have verified the half-yearly loan repayment to PWLB by reference to the direct debit advice as part of the aforementioned expenditure testing.

Conclusions

We are pleased to report that no issues have been identified in this area that warrants any further attention by officers or formal recommendation. We will undertake further work at future reviews.

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	24 th November 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer		
AGENDA ITEM REPORT TITLE	16 Annual Pay Award 2022/23		
Updates	<p>The National Association of Local Councils (NALC) have made contact and confirmed that the Annual Pay Award for 2022-2023 has been settled at an increase of £1,925 on each Salary Column Point (SCP).</p> <p>Additional Pay Award details are:</p> <ul style="list-style-type: none">• The new rates for allowances, uprated by 4.04 per cent. (Noted for the report, not applicable to Congleton Town Council (CTC) staff)• The NJC has agreed that from 1 April 2023, Spinal Column Point (SCP) 1 will be permanently deleted from the NJC pay spine. (Noted for the report, no CTC staff are on SCP1)• The NJC has agreed that from 1 April 2023, all employees covered by this National Agreement, regardless of their current leave entitlement or length of service, will receive a permanent increase of one day (pro rata for part-timers) to their annual leave entitlement. This may require, in some organisations, that a local agreement has to be reached in order for the extra day to be applied. The NJC's full expectation is that the additional day's leave will be applied for all NJC staff, regardless of existing local arrangements. <p>The agreed the new rates of pay are applicable from 1 April 2022, employers are encouraged to implement this pay award as swiftly as possible.</p> <p>The award will be implemented in the December 2022 payroll run, and all back pay due will be included. The backdated amounts will be verified by the Chief Officer and Chair of the Finance and Policy Committee prior to being input in the December pay run.</p>		
Decision Requested	<p>To:</p> <ol style="list-style-type: none">1- Note the Annual Pay Agreement award for 2022-2023.2- To note that the back pay due from 1st April 2022 to 30th November 2022 will be paid in December 2022 payroll.3- To recommend 1-2 to Council on 8th December 2022 for approval.		

TOTAL SPENT VAT + EXEMPT

Total spent in month	
To be reimbursed	
Balance available	

TIn check 20/10/22

0.00

New receipts
TIN BALANCE

0.00

20/11/02

22/11/22

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	24 th November 2022 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	18 Investment Strategy Update		
Background	The new Investment Strategy was approved at Council on 29 th September 2022.		
Updates	<p>The Cambridge and County Bond matured on 8th November 2022, renewal documents were received offering a one year bond at a fixed rate of 3.3%. It was felt by Chair of the Finance and Policy Committee, RFO and Chief Officer, that it was worth waiting for 2 weeks before renewing to see if a new rate would be available after the recent increase in the Bank of England interest rate.</p> <p>CCLA current rates are 1.9%.</p> <p>RBS current rates are 0.3%.</p> <p>The actions from the previous meeting will be implemented by 30th November.</p>		
Decision Requested	1. To note the update to the Investment Strategy		



Four Oaks Nurseries Ltd
Farm Lane
Lower Withington
Macclesfield
Cheshire
SK11 9DU

Tel: 01477 571392

Fax: 01477 571314

Cash & Carry direct line : 01477 571797

email: [REDACTED]

Website: www.fouroaks-nurseries.co.uk

CONGLETON TOWN COUNCIL
CONGLETON IN BLOOM
TOWN HALL, HIGH STREET
CONGLETON
CW12 1BN

INVOICE

Invoice no.: 125021
Date: 24/10/2022
Customer no.: [REDACTED]
VAT- number:
Page: 1

Sales order no.: 285207,

Delivered on: 24/10/2022 Delivery no.: 91961 Scan 10:49/CARRY

Quantit	Description	Size	Reference	VAT	Price	Amount £
570	Bellis Bellissima White A Viola / B 1298 / C 241473 / D GB	1		H	0.18	102.60
360	Bellis Medicis Red A Viola / B 1298 / C 241474 / D GB	1		H	0.18	64.80
660	Pansy Matrix Blue Blotch A Viola / B 1298 / C 241669 / D GB	1		H	0.18	118.80
440	Pansy Matrix Blue Blotch A Viola / B 1298 / C 241669 / D GB	1		H	0.18	79.20
1.440	Pansy Matrix Marina A Viola / B 1298 / C 241479 / D GB	1		H	0.18	259.20
40	Pansy Matrix White Blotch A Viola / B 1298 / C 241482 / D GB	1		H	0.18	7.20
200	Pansy Matrix White Blotch A Viola / B 1298 / C 241482 / D GB	1		H	0.18	36.00
200	Pansy Matrix White Blotch A Viola / B 1298 / C 241482 / D GB	1		H	0.18	36.00
486	Pansy Blue True A Viola / B 1298 / C 241472 / D GB	1		H	0.18	87.48
400	Pansy White A Viola / B 1298 / C 241466 / D GB	1		H	0.18	72.00
400	Wallflower Orange A Erysimum / B 1298 / C 241486 / D GB	1		H	0.27	108.00
360	Pansy Midnight glow A Viola / B 1298 / C 241467 / D GB	1		H	0.18	64.80
38	Pansy Matrix Orange Clear A Viola / B 1298 / C 241481 / D GB	1		H	0.18	6.84
400	Pansy Matrix Orange Clear A Viola / B 1298 / C 241481 / D GB	1		H	0.18	72.00
108	Pansy Red blotch A Viola / B 1298 / C 241469 / D GB	1		H	0.18	19.44
720	Pansy Red blotch A Viola / B 1298 / C 241469 / D GB	1		H	0.18	129.60
360	Pansy Purple Matrix A Viola / B 1298 / C 241471 / D GB	1		H	0.18	64.80
500	Polyanthus Elpiro White	1		H	0.33	165.00
2.050	Wallflower Purple Bicolour A Erysimum / B 1298 / C 241485 / D GB	1		H	0.27	553.50
1.080	Pansy Matrix Blotch A Viola / B 1298 / C 241480 / D GB	1		H	0.18	194.40

Transport: 2,241.66



Four Oaks Nurseries Ltd
Farm Lane
Lower Withington
Macclesfield
Cheshire
SK11 9DU

Tel: 01477 571392

Fax: 01477 571314

Cash & Carry direct line : 01477 571797

email [REDACTED]

Website: www.fouroaks-nurseries.co.uk

CONGLETON TOWN COUNCIL
CONGLETON IN BLOOM
TOWN HALL, HIGH STREET
CONGLETON
CW12 1BN

INVOICE

Invoice no.: 125021
Date: 24/10/2022
Customer no.: [REDACTED]
VAT- number: [REDACTED]
Page: 2

Quantit	Description	Size	Reference	VAT	Transport: Price	2,241.66 Amount £
200	Pansy Yellow A Viola / B 1298 / C 241470 / D GB	1		H	0.18	36.00
320	Polyanthus Stella Banana Cream	1		H	0.28	89.60
400	Polyanthus Stella Banana Cream	1		H	0.28	112.00
200	Polyanthus Stella Mixed	1		H	0.28	56.00
1.400	Polyanthus Stella Mixed	1		H	0.28	392.00
1.500	Polyanthus Stella Mixed	1		H	0.28	420.00
2.014	Polyanthus Stella Mixed	1		H	0.28	563.92
200	Pansy Beaconsfield A Viola / B 1298 / C 241468 / D GB	1		H	0.18	36.00
768	Pansy Carneval Complete Mix A Viola / B 1298 / C 241489 / D GB	1		H	0.18	138.24
600	Pansy Carneval Complete Mix A Viola / B 1298 / C 241489 / D GB	1		H	0.18	108.00
476	Polyanthus Stella Lunar Gold	1		H	0.28	133.28
200	Polyanthus Crescendo Bright Red A Primula / B 1298 / C 241488 / D GB	1		H	0.28	56.00
160	Polyanthus Crescendo Bright Red A Primula / B 1298 / C 241488 / D GB	1		H	0.28	44.80
400	Wallflower Red A Erysimum / B 1298 / C 241487 / D GB	1		H	0.27	108.00
4.000	Wallflower Sugarrush Mixed A Erysimum / B 1298 / C 241484 / D GB	1		H	0.27	1,080.00
310	Bellis Bellisima Mixed A Bellis / B 1298 / C 241483 / D GB	1		H	0.18	55.80
1.020	Bellis Bellisima Mixed A Bellis / B 1298 / C 241483 / D GB	1		H	0.18	183.60
720	Bellis Bellisima Mixed A Bellis / B 1298 / C 241483 / D GB	1		H	0.18	129.60
1	Carriage	1		H	100.00	100.00
					Total plants:	6,084.50
					Subtotal:	6,084.50
					20.00 % VAT (H) over 6,084.50	1,216.90
					TOTAL £:	7,301.40

OK to pay

[REDACTED]