

**CONGLETON TOWN COUNCIL**

**COMMITTEE REPORTS AND UPDATES**

COMMITTEE:	Town Hall, Assets and Services						
MEETING DATE AND TIME	9 <sup>th</sup> March 2023 7.00pm	LOCATION	Congleton Town Hall				
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)						
AGENDA ITEM REPORT TITLE	13 Congleton Information Centre Trading Account						
Background	Variance analysis of the Trading Account to 31 <sup>st</sup> January 2023 to accompany the spreadsheet show as Appendix 11.1.						
Updates	<p>This trading account is for 10 months of 2022/23, which equates to approximately 83% of the budget.</p> <p>The budgets for direct sales and direct expenditure this year are based on actual figures from 2021-22, (there were no set budgets in 2021-22), which was the first year of trading as the Congleton Information Centre. The budget will be monitored by the RFO during the year for future budget setting.</p> <p><b><u>Month 10 Update</u></b></p> <p>Support Grant income: Second payment received, the total due is £32,467 not the budgeted £36,074.</p> <p>Income also includes Citizens Advice Bureau (CAB) contribution towards reception duties.</p> <p>There have been 3 major ticket events during the last couple of months which have contributed toward the higher than expected Direct Sales Income and Direct Expenditure.</p> <p><b><u>Income</u></b></p> <p>Direct Sales income: 372%</p> <p>Other Income: 102%</p> <p><b><u>Expenditure</u></b></p> <p>Direct Expenditure 399%</p> <p>Other Expenditure: 90%</p> <p><b><u>Summary of Direct Sales</u></b></p> <table><tr><td>Direct Sales</td><td>£119,448</td></tr><tr><td>Direct Expenditure</td><td>£106,415</td></tr></table>			Direct Sales	£119,448	Direct Expenditure	£106,415
Direct Sales	£119,448						
Direct Expenditure	£106,415						
Decision Requested	To receive the Congleton Information Centre Trading Account for Month 10 to 31 <sup>st</sup> January 2023.						

**Congleton Town Council**  
**Management Accounts 2022-23**  
**CONGLETON INFORMATION CENTRE**  
**Jan-23**

Month 10  
Percentage 83.0%

	<b>ANNUAL BUDGET</b>	<b>BUDGET TO M10</b>	<b>Actual Spend to M10</b>	<b>£ VARIANCE AT M10</b>	<b>% Of Budget spent @ M10</b>	<b>Variance %</b>
<b>CONGLETON INFORMATION CENTRE</b>						
3000 Stock at 1st April	0	0	0	0	0.0%	0.0%
3041 3rd Party ticket resales	21,000	17,500	98,869	-81,369	470.8%	-387.8%
3042 Books, Maps, Guides resale	3,300	2,750	953	1,797	28.9%	54.1%
3043 Souvenirs for resale	1,250	1,042	1,480	-438	118.4%	-35.4%
3044 Stamps for resale	0	0	430	-430	430000.0%	-429917.0%
3046 Local Produce for resale	650	542	3,969	-3,427	610.6%	-527.6%
3047 Theatre gift cards for resale	0	0	14	-14	14000.0%	-13917.0%
3048 Food & Drink for resale	475	396	700	-304	147.4%	-64.4%
3049 CTC Merchandise	0	0	0	0	0.0%	83.0%
3999 Stock at 31st March 2022	0	0	0	0	0.0%	83.0%
Direct Expenditure	26,676	22,230	106,415	-84,185	398.9%	-315.9%
4000 Staff costs	59,272	49,393	54,569	-5,176	92.1%	-9.1%
4011 Rates	4,725	3,938	4,582	-645	97.0%	-14.0%
4013 Rent Payable	7,500	6,250	6,250	0	83.3%	-0.3%
4026 Computer/ICT costs	240	200	39	161	16.3%	66.8%
4162 General Expenditure	2,000	1,667	1,854	-187	92.7%	-9.7%
6000 Central Overheads Reallocated	5,082	4,235	3,556	679	70.0%	13.0%
Indirect Expenditure	78,819	65,683	70,850	-5,168	89.9%	-6.9%
1041 Third Party Ticket Sales	-24,000	-20,000	-108,110	88,110	450.5%	-367.5%
1042 Books, Maps, Guides sales	-2,300	-1,917	-2,000	83	87.0%	-4.0%
1043 Souvenir sales	-3,000	-2,500	-2,060	-440	68.7%	14.3%
1044 Stamp Sales	-1,100	-917	-461	-456	41.9%	41.1%
1045 Photocopy sales	-500	-417	-302	-115	60.4%	22.6%
1046 Local Produce for resale	0	0	-3,960	3,960	#DIV/0!	#DIV/0!
1047 Theatre gift cards	-300	-250	-28	-222	9.3%	73.7%
1048 Food and Drink sales	-900	-750	-1,030	280	114.4%	-31.4%
1049 CTC Merchandise sales	0	0	-1,497	1,497	#DIV/0!	#DIV/0!
Income	-32,100	-26,750	-119,448	92,698	372.1%	-289.1%
1168 CEC Support Grant CIV	-36,074	-30,062	-32,467	2,405	90.0%	-7.0%
1031 CAB Reception Contribution	0	0	-4,167	4,167	#DIV/0!	#DIV/0!
Other Income	-36,074	-30,062	-36,634	6,572	101.6%	-18.6%
Total Income	-68,174	-56,812	-156,082	99,270		
Net Expenditure over Income	37,321	31,100	21,183	9,917		

Paid in full for the year

Higher bank fees due to one off high ticket sales in Oct/Nov

Total amount due £32,467