



Congleton Town Council

Historic Market Town

Chief Officer: David McGifford CiLCA

18th January 2024

Dear Councillor,

You are summoned to attend a meeting of the Council on **Thursday 25th January 2024** to be held at Congleton Town Hall commencing at **7.00 pm**.

- **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 in accordance with Section 100 (B) (2) of the Local Government Act 1972.

Yours sincerely,

D McGifford
Chief Officer



Congleton
beartown
where friends are made

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 apologies 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 Council meeting held on the 7th December 2023](#)

3. Declarations of Disclosable Pecuniary Interest

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

4. 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.

5. Urgent Items

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

6. 2023-2024 Budget Update (Enclosed)

- 1- To approve the overspends as listed.
- 2- To approve the movement of £11,746 from EMR 355 to cover costs posted to the budgets in Town Hall Property Maintenance.

7. Budget and Precept 2024-2025 (Enclosed)

1. Approve EMR movement from Property Maintenance EMR to Town Hal Budgets of £11,746 for 2023-2024.
2. Approve the Budget for 2024-2025.
3. Approve the Precept requirement of £1,182,221 for 2024-2025, which equates to a rise of £9.12 per year/9.46% per Band D Household.
4. Approve the movement and spends between EMR and budgets for 2024-2025.

5. Approve the payments over £5,000

To All Members of the Council

CC: Youth Committee, Burgesses (5), Congleton Information Centre,
Congleton Library, MP and Press (3)

Congleton Town Council

DRAFT Minutes of the Council Meeting held at Congleton Town Hall on 7th December 2023

Please note – These are draft minutes and will not be ratified until the next meeting of the Council.

For the papers discussed at the meeting, please see the
[Meeting Agenda of the Council 7th December 2023](#)

Councillors Present:

- Rob Moreton (Mayor)
- Suzie Akers Smith
- Dawn Allen
- David Brown
- Robert Brittain
- Russell Chadwick
- Robert Douglas
- Mark Edwardson
- Suzy Firkin
- Emma Hall
- Arabella Holland
- Sally Ann Holland
- Amanda Martin
- Susan Mead
- Heather Pearce
- Heather Seddon
- Richard Walton
- Liz Wardlaw
- Kay Wesley (Deputy Mayor)
- Glen Williams

Congleton Town Council Officers: David McGifford (Chief Officer)
and Jackie MacArthur, Communities and Marketing Manager and DCO

- 1 member of the public in attendance

1. Apologies for absence

Apologies for absence were received from Councillors Charles Booth and Shaun Radcliffe,

2. Minutes of Previous Meetings

CTC/60/2324 Resolved to approve and sign the [minutes of the Council meeting held on the 12th of October 2023 and the Emergency Council Meeting held on the 19th of October 2023.](#)

3. Declarations of Disclosable Pecuniary and Non-Pecuniary Interests

Cllrs David Brown, Emma Hall, Sally Ann Holland, Rob Moreton (Mayor), Russell Chadwick, Heather Seddon, Liz Wardlaw declared non-pecuniary interests on matters relating to Cheshire East Council

4. Questions from Members of the Public

There were no questions from members of the public

5. Urgent Items

There were no urgent items

6. Town Mayor's Announcements and Engagements

The Town Mayor gave particular thanks to the town council staff for the Christmas lights switch on

7. Outstanding Actions

There were no outstanding actions .

8. Community Committee

CTC/61/2324 Resolved to receive the [minutes of the Community Committee meeting held on 3rd August 2023](#)

9. Grant Award

CTC/62/2324 Resolved to note Congleton Town Council's award of UK Shared Prosperity Funding – Abstention Sally Ann Holland

10. Finance and Policy Committee

CTC/63/2324 Resolved to receive the [minutes of the Finance and Policy Committee meeting held on 5th October 2023](#)

11. Annual Pay Award 2023-24

1. To note the Annual Pay Agreement award for 2023-2024 in accordance with the NJC agreement.
2. To note that the back pay due from 1st April 2023 to 30th November 2023 will be paid in December 2023 payroll.

CTC/64/2324 Resolved to note both the annual pay agreement(1) and the back pay (2)
Abstention Sally Ann Holland

12. Investment Policy and Strategy Review

1. To approve the updates to the Investment Policy and Investment Strategy for 2023-2024 and adopt into the Constitution, as recommended by Finance and Policy at their meeting 23rd November 2023
2. **CTC/65/2324 Resolved to** approve the Investment Policy inclusive of the objectives to assess the ethical and environmental credentials
3. **CTC/66/2324 Resolved to** approve the re-investment with Cambridge & Counties
4. **CTC/67/2324 Resolved to** approve the delegation of the movement of the funds between RBS account and CCLA Public Sector Bond to the RFO in accordance with the Strategy. With regular updates via Finance and Policy.

13. Planning Committee

CTC/68/2324 Resolved to receive the [minutes of the Planning Committee meetings held on the 14th September and 19th October 2023](#)

Abstentions from Cllrs Sally Ann Holland and Heather Seddon

14. Astbury Place Bridge Consultation proposal

CTC/69/2324 Resolved to request that the Chief Officer arranges a meeting with CEC's Head of Planning for councillors to

1. Understand the detail, status and value of the Section 106 agreement
2. Clear understanding of any engineering issues as to why the bridge cannot be built
3. Agree deliverable Highway options to improve access to the park should the bridge not be deemed to be viable
4. Material to be prepared for a public consultation on the bridge, if viable, or other options if not, geographic area for consultation to be agreed

15. Town Hall Assets and Services Committee

CTC/70/2324 Resolved to receive the [minutes of the Town Hall Assets and Services Committee held on the 28th of September 2023](#)

16. Environment Committee

CTC/71/2324 Resolved to receive the [minutes of the Environment Committee held on the 21st of September 2023](#)

17. Mankind

CTC/72/2324 Resolved to

1. Encourage men in Congleton affected by domestic abuse to seek help and promote the services of the three available helplines – the local 24/7 Hub, the national Men’s Advice Line, and the Mankind Initiative Charity. Article in next Bear Necessities.
2. Arrange for the Mankind Initiative to present a seminar for the Councillors, either in person or remotely, to provide them with more information about the problem of male domestic abuse.
3. Recognise Supporting Male Victims of Domestic Abuse Day on November 2nd every year.

18. Response to Cheshire East Council Green Space Consultation

CTC/73/2324 Resolved to approve the response to Cheshire East Council Green Space Consultation as presented with the inclusion of the area of Hillary Avenue reference 387253 - 36282

19. Cheshire East Councillors’ Reports

To Suspend Standing Orders to allow Councillors from the principal authority to report on matters relating to or impacting on Congleton.

Cllr Sally-Ann Holland reported on NHS Home first, Free holiday activities, Grants for EV charging points and news about the Family Hub.

Cllr Heather Seddon reported on the Leisure Review and answered a questions about what section 114 could mean for Congleton.

Cllr Robert Moreton

Town Mayor

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Council																																						
MEETING DATE AND TIME	25 th January 2024 7.00pm	LOCATION	Congleton Town Hall																																				
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer																																						
AGENDA ITEM REPORT TITLE	6 2023-24 Budget Requirements Update																																						
Background	We are currently over the halfway point of the year with regard to budgets. There are some budget lines that are predicted to be overspent, currently, our Finance Regulations state that any overspends above 10% must be approved by Council.																																						
Updates	<p><u>Budget Updates</u> The below lines are due to be overspent by the end of this financial year,(2023-2024). The Officer recommends that in order to continue services Council approve these overspends, all overspends have been considered for 2024-2025 budget setting when it comes to the General Reserve calculations. There are areas of underspend to balance off these overspends within the budget as a whole.</p> <table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> <th>Overspend %</th> <th>Info</th> </tr> </thead> <tbody> <tr> <td>101-4026</td> <td>Computer & ICT £18,000 budget £20,500 expected</td> <td>14%</td> <td>Increase in additional requirements since budget setting</td> </tr> <tr> <td>101-4027</td> <td>Photocopying Charges £1,500 budget £1,780 expected</td> <td>18.5%</td> <td>Increase higher than budgeted</td> </tr> <tr> <td>101-4066</td> <td>HR & HS Services £4,000 budget £4,500 expected</td> <td>12.5%</td> <td>Increase higher than budgeted</td> </tr> <tr> <td>351-4951</td> <td>Luncheon Club £11,000 budget £13,500 expected</td> <td>22.75%</td> <td>Increase in requirements</td> </tr> <tr> <td>280-4048</td> <td>Vehicle Fuel & Oil £15,000 budget £18,220 expected</td> <td>21.5%</td> <td>Increase higher than budgeted, this may be reduced as 1 van is being returned</td> </tr> <tr> <td>280-4050</td> <td>Street Cleaning/Fly Tipping £5,000 budget £7,500 expected</td> <td>50%</td> <td>Higher usage Sweeper Repairs</td> </tr> <tr> <td>280-4049</td> <td>Vehicle Rental Charges £68,800 budget £75,800 expected</td> <td>11%</td> <td>New cost due to replacement vans</td> </tr> <tr> <td>280-4047</td> <td>Vehicle Service/MOT £12,000 budget £14,000 expected</td> <td>20%</td> <td>Awaiting insurance reclaim, if not awarded will result in 15-20% over budget</td> </tr> </tbody> </table>			Code	Description	Overspend %	Info	101-4026	Computer & ICT £18,000 budget £20,500 expected	14%	Increase in additional requirements since budget setting	101-4027	Photocopying Charges £1,500 budget £1,780 expected	18.5%	Increase higher than budgeted	101-4066	HR & HS Services £4,000 budget £4,500 expected	12.5%	Increase higher than budgeted	351-4951	Luncheon Club £11,000 budget £13,500 expected	22.75%	Increase in requirements	280-4048	Vehicle Fuel & Oil £15,000 budget £18,220 expected	21.5%	Increase higher than budgeted, this may be reduced as 1 van is being returned	280-4050	Street Cleaning/Fly Tipping £5,000 budget £7,500 expected	50%	Higher usage Sweeper Repairs	280-4049	Vehicle Rental Charges £68,800 budget £75,800 expected	11%	New cost due to replacement vans	280-4047	Vehicle Service/MOT £12,000 budget £14,000 expected	20%	Awaiting insurance reclaim, if not awarded will result in 15-20% over budget
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	280-4009	Health & Safety £5,500 budget £6,500 expected	18%	Dependant on requirements, plus an increase in cost of items
	221-4068	Licenses £3,500 budget £4000	14.3%	Music license increased in costs
	221-4041	Property Maintenance		Will be covered by the request to move £11,746 Property Maintenance EMR
	<p><u>Ear Marked Reserves</u> Approval to move over the required amounts to cover this year's costs for upgrading the Town Hall for Decarbonisation, such as boiler upgrades and LED lighting upgrades. The request is to approve the movement of £11,746 from the EMR to the Town Hall Property Maintenance budgets, this will also support the General Reserve figures in line with our Reserves Policy.</p>			
Decision Requested	<p>1- To approve the overspends as listed. 2- To approve the movement of £11,746 from EMR 355 to cover costs posted to the budgets in Town Hall Property Maintenance.</p>			

CONGLETON TOWN COUNCIL

COMMITTEE:	Council										
MEETING DATE AND TIME	25 th January 2024 7.00pm	LOCATION	Congleton Town Hall								
REPORT FROM	Chief Officer and Responsible Financial Officer										
REPORT TITLE	7 Budget and Precept 2024-2025										
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>Included in this report:</p> <ul style="list-style-type: none"> • Appendix 1: Budget Summary • Appendix 2: Annual Budget Report in full • Appendix 3: Ear Marked Reserves summary <p>CURRENT YEAR DETAILS (2023-2024)</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Precept 2023-2024</td> <td style="text-align: right;">£1,068,179</td> </tr> <tr> <td>Band D Precept</td> <td style="text-align: right;">£96.37 (Per year*)</td> </tr> <tr> <td>Household cost</td> <td style="text-align: right;">£1.85 (Per week**)</td> </tr> <tr> <td>End of Year forecast, surplus</td> <td style="text-align: right;">£43,207 which will remain in General Reserves.</td> </tr> </table> <p>* Calculations: Divide Precept £1,068,179 by Tax Base 11,084.29 ** Calculations: £96.37/52.143 weeks</p>			Precept 2023-2024	£1,068,179	Band D Precept	£96.37 (Per year*)	Household cost	£1.85 (Per week**)	End of Year forecast, surplus	£43,207 which will remain in General Reserves.
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Considerations, process and notes	<p>Process for 2024-2025 budget setting</p> <ul style="list-style-type: none"> • 6-month review of expenditure for 2023-2024 • Forecast end of year and review income and expenditure • Commence draft budget with <ul style="list-style-type: none"> ○ Known decreases in income. ○ Known increases in expenditure. ○ Estimated 1 plus 2. • This generates a budget without any remedial actions via CO/RFO • This generated a draft budget increase of 18.27% • The draft budget is then presented to the Management Team, Chair of Finance and Committee Chairs for discussions and updates. • The draft Budget is then presented to Council as part of a Strategy Group for discussion and updates, with an agreed budget being presented to Council for approval. This may take 2 meetings. <p><u>See Budget Summary on Appendix 7.1</u></p> <p>2023-2024 Projected surplus of £43,207. This is based on 6 months spends and current known items, please note this will be subject to change towards year end.</p> <p>2023-2024 year end projection main areas:</p>										

- Interest Income over by £23,867
- Crime: Accrued £11,500 for PCSO, used £6,350 £4,970 back as underspend
- Christmas: £5,617 underspend due to extra £6,000 budgeted not utilised (New light purchased via Capital)
- Paddling Pool: £9,911 due to one staff required not 2.

2024-2025 Budget:

Known decreases in income:

Streetscape SLA	£40,380
Information Centre SLA	<u>£20,100</u>
Total	<u>£60,480</u>

Known increases in costs:

General increases assumed for contracts at inflation	6.3%
Decrease in Utilities: Gas (Budget based in 23-24 spend)	4%
Increase in Utilities: Electricity	10%
Increase in Water Rates at inflation	6.3%
Increase in Business Rates	5%
Salaries	£83,898
Insurance	£2,700
ICT	£5,500
Vehicle Lease (based on 8 Vans)	<u>£18,245</u>
Total	<u>£110,343</u>

Proposed Actions

Cost reductions and Income generation

Interest Income increase	£15,000
External Streetscape	<u>£12,000</u>
Total	<u>£27,000</u>
Streetscape	
Not replacing 1 member of staff	£30,179
Reducing Vans by 1	£6,444
Reducing In Bloom/Horticulture	£10,000
Removing Agency budget	<u>£13,500</u>
Total	<u>£60,123</u>
Other	
Remove Legal budget due to available EMR	£5,500
Reduce training budget	£1,500
Remove grant for CAB	£10,000
Remove funding for Partnership	£10,000
Christmas Lights reduce back to £10,000	£6,000
Remove Pool Security	<u>£12,500</u>
Total	<u>£45,500</u>

General Reserves:

	<p>The General reserve must be considered when setting the 2024-2025 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 in accordance with good practice and our adopted Reserves Policy.</p> <p>Using the current projected surplus from 2023-2024 of approximately £40,000, we will hold the correct level of General Reserves going into 2024-2025. Should this decrease the carry forward level of General Reserves will also decrease.</p>																				
<p>DRAFT/PROPOSED Budget and Precept</p>	<p>See Appendix 1 and 2</p> <table border="1" data-bbox="408 528 1479 770"> <tr> <td>Precept 2024-2025</td> <td>£1,182,221</td> </tr> <tr> <td>Band D Precept per year *</td> <td>£105.49</td> </tr> <tr> <td>Household cost per year **</td> <td>£2.02</td> </tr> <tr> <td>Rise</td> <td>£9.12 per Band D for the year</td> </tr> <tr> <td>Rise</td> <td>£0.17 per Band D per week</td> </tr> <tr> <td>Rise</td> <td>9.46%</td> </tr> </table> <p>* Calculations: Divide Precept £1,182,221 by Tax Base 11,207.02 ** Calculations: £105.49/52.143 weeks</p>	Precept 2024-2025	£1,182,221	Band D Precept per year *	£105.49	Household cost per year **	£2.02	Rise	£9.12 per Band D for the year	Rise	£0.17 per Band D per week	Rise	9.46%								
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<p>Ear Marked Reserves</p>	<p>See Appendix 3</p> <p>2023-24 A request to move £11,746 the planned amount Town Hall Maintenance/Decarbonisation works has been made in a previous meeting item. This move is required to maintain levels of projected surplus and G.R.</p> <p>2024-25 A request will be made to use £12,000 for the Paddling Pool works from 320 Capital Contingency.</p> <p>A request will be made to allocate £100,000 from the Capital Contingency Reserve to the Environmental Grant applied for in November 2023. If successful we are required to allocate £53,000 of own funds to this project. The £100,000 also includes additional funds to fulfil a Property Maintenance programme. (Should the Grant be declined the £53,000 will remain in the Town Hall Maintenance reserve, and an option to add a budget line to future budgets in order to allocate funds to the Town Hall EMR on an annual basis will be requested. If this is the option then the £11,746 used in 2023-24 will need to be rebuilt over the forth coming years via budget setting)</p> <table border="1" data-bbox="408 1704 1479 2047"> <thead> <tr> <th>Year</th> <th>From</th> <th>To</th> <th>£</th> <th>Info</th> </tr> </thead> <tbody> <tr> <td>2023-2024</td> <td>EMR 355 Property Maintenance</td> <td>TH Budget cost centre</td> <td>£11,746</td> <td>To cover extra works</td> </tr> <tr> <td>20223-2024</td> <td>Grant Budgets</td> <td>EMR 326 Congleton Partnership</td> <td>£10,000</td> <td>To be retained from 23-24 budgeted</td> </tr> <tr> <td>2024-2025</td> <td>EMR 320</td> <td>Paddling Pool Cost Centre</td> <td>£12,000</td> <td>To cover expenditure</td> </tr> </tbody> </table>	Year	From	To	£	Info	2023-2024	EMR 355 Property Maintenance	TH Budget cost centre	£11,746	To cover extra works	20223-2024	Grant Budgets	EMR 326 Congleton Partnership	£10,000	To be retained from 23-24 budgeted	2024-2025	EMR 320	Paddling Pool Cost Centre	£12,000	To cover expenditure
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2023-2024	EMR 355 Property Maintenance	TH Budget cost centre	£11,746	To cover extra works																	
20223-2024	Grant Budgets	EMR 326 Congleton Partnership	£10,000	To be retained from 23-24 budgeted																	
2024-2025	EMR 320	Paddling Pool Cost Centre	£12,000	To cover expenditure																	

		Capital Contingency			for works/updates
	2024-2025	EMR 320 Capital Contingency	EMR 355 Property Maintenance	£53,000	To cover Grant requirements
	2024-2025	EMR 320 Capital Contingency	EMR 355 Property Maintenance	£47,000	To cover maintenance plan
Payments over £5,000	<p>Annually we have some regular invoices that are over the delegated amount the Chief Officer can approve under our Financial Regulations, costs which have budgets approved during this budget setting process. Historically the RFO has presented the invoice to Council for approval prior to paying, even though the budget has been set and approved. Going forward the RFO would like to request that some of these regular payments are approved to be paid on receipt of the invoice during the budget setting process.</p> <ul style="list-style-type: none"> • Insurance: Once the review has been finalised • Christmas Lights Scheme: Once the review has been finalised. • Regular SLA/Grants over £5,000: Once SLA/s is in place. • CCTV • Business Rates for Information Centre (DD not set up) 				
Decisions Required	<ol style="list-style-type: none"> 1. Approve EMR movement from Property Maintenance EMR to Town Hal Budgets of £11,746 for 2023-2024. 2. Approve the Budget for 2024-2025. 3. Approve the Precept requirement of £1,182,221 for 2024-2025, which equates to a rise of £9.12 per year/9.46% per Band D Household. 4. Approve the movement and spends between EMR and budgets for 2024-2025. 5. Approve the payments over £5,000. 				

BUDGET SETTING: APPENDIX 1

**Congleton Town Council
DRAFT Budget Summary
Year Ended 31st March 2025**

	For info		CURRENT YEAR			DRAFT	Budget Incr/Decr*4
	21/22 Actual	22/23 Actual	Projected *1	2023-24 Budgeted*2	Variance	2024-25 PROPOSED*3	
Finance and Policy							
101 Corporate Management Expenditure	183,426	212,163	218,017	221,572	- 3,555	247,126	25,554
101 Corporate Management Interest Income	- 2,005	- 11,524	- 37,867	- 14,000	- 23,867	- 29,000	- 15,000
101 CIL Levy	-304	-16577					
102 Democratic Rep'n & Mgmt.	54,405	53,440	49,169	51,929	- 2,760	55,954	4,025
107 Grants (incl S137)	47,715	49,417	59,443	61,833	- 2,390	41,833	- 20,000
	283,237	286,919	288,762	321,334	- 32,572	315,913	- 5,421
Community, Amenities and Services							
215 Floral Displays	16,017	13,282	13,058	13,262	- 204	10,172	- 3,090
241 Allotments	- 60	- 65	1,024	1,010	14	1,010	-
301 Congleton Partnership	31,733	29,148	22,410	22,839	- 429	24,586	1,747
302 Community Development	108,577	122,228	129,790	130,919	- 1,129	143,764	12,845
300 Public Realm	340	1,800	3,000	3,000	-	3,000	-
303 Crime Reduction	42,587	21,287	5,578	10,548	- 4,970	11,426	878
305 Christmas Fayre & Lights	14,366	15,647	14,383	20,000	- 5,617	13,000	- 7,000
310 Neighbourhood Plan	0	0	-	-	-	-	-
321 Tourism	2,695	17,470	12,245	14,000	- 1,755	13,600	- 400
351 Luncheon Club	8,412	9,175	13,500	11,000	- 2,500	11,000	-
	224,667	229,972	214,988	226,578	- 11,590	231,558	4,980
Town Hall and Assets							
201 Congleton Pool	30,648	32,519	56,565	67,689	- 11,124	54,395	- 13,294
225 CIC Expenditure	140,224	203,808	131,656	132,730	- 1,074	164,101	31,371
CIC Income	109,279	170,242	101,734	115,354	- 13,620	88,710	- 26,644
	30,945	33,566	29,922	17,376	12,546	75,391	58,015
263 Public Toilets	6,280	3,765	6,900	6,700	200	7,150	450
270 Cenotaph	225	234	330	300	30	319	19
221 Town Hall							
Congleton Town Hall - Expenditure	176,394	194,894	222,611	218,755	3,856	230,529	11,774
Congleton Town Hall - Income	72,340	106,523	122,621	116,350	6,271	119,750	3,400
	104,054	88,371	99,990	102,405	- 2,415	110,779	8,374
Streetscape							
280 Streetscape - Expenditure	611,539	701,236	755,173	754,555	618	787,095	32,540
Streetscape - CEBC income	372,888	428,192	459,636	459,636	-	419,256	- 40,380
Streetscape - Other income	12,263	13,323	14,800	15,900	- 1,100	27,900	12,000
	226,388	259,721	280,737	279,019	1,718	339,939	60,920
Total Town Hall and Assets	398,540	418,176	474,444	473,489	955	587,973	114,484

TOTAL REVENUE EXPENDITURE	906,444	935,067	978,194	1,021,401	-	43,207	1,135,443	114,042
CAPITAL & PROJECT EXPENDITURE								
109 Capital Expenditure (General)	5,159	7,458	5,000	5,000	-	-	5,000	-
Town Hall- Office IT	6,837	12,338	5,000	5,000	-	-	5,000	-
Streetscape Equipment	30,020	13,496	5,000	5,000	-	-	5,000	-
From Capital Reserve	11,997	17,978	10,000	10,000	-	-	10,000	-
From Earmarked Reserves	30,020	15,314	5,000	5,000	-	-	5,000	-
Town Hall Loan Repayments & Interest	21,778	21,778	21,778	21,778	-	-	21,778	-
Replenish Streetscape Equipment Reserve	5,000	5,000	5,000	5,000	-	-	5,000	-
Replenish Capital Reserve	20,000	20,000	20,000	20,000	-	-	20,000	-
Replenish General Reserves								
Capital and Project spend	46,777	46,778	46,778	46,778	-	-	46,778	-
TOTAL NET EXPENDITURE (Precept)	953,221	981,845	1,024,972	1,068,179	-	43,207	1,182,221	114,042
Projected under/overspend 23/24	925	14,488	-	43,207	*5			
Move in from reserves								
Recommended General Reserve, based on Revenue expenditure				255,350			283,861	
Carry Forward Reserves/Difference				241,636	-	13,714	284,843	982
General Reserve Percentage						24%		
ADJUSTED BASIS				2023-24			2024-25	
Band D Equivalents: 24-25 tax base approved by CEBC				11,084.29		*6	11,207.02	123
Precept per Band D Equivalent (£/annum)				96.37		*7	105.49	£9.12 0.1749
Precept per Band D Equivalent (£/week)				1.85		*8	2.02	
*10	6.30%	18-Oct-23				*9		9.46% Band D Increase

Notes

- 1 Projected - this is the estimated projection for 31/03/22
- 2 Budgeted - the 2023/24 budget
- 3 Proposed - this is the suggested budget for 2024/25
- 4 Budget Incr/Decr is the difference between this year's budget and next year's proposals
- 5 Projected over/underspend at 31/03/2024
- 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 £106.37 is the 2024/25 proposed Band D cost to the council tax payer to the Town Council
- 8 £106.37 equates to £2.04 per week per band D household
- 9 Rise in Band D costs: 10.38%, £10.01 per year per household, 0.19p oer week per household
- 10 Current rate of inflation

HISTORY	Precept	Band D weekly	Annual Increase £	% Increase	Weekly
2017-18	£ 798,121				
2018-19	£ 836,152		£ 2.16	2.64%	£ 0.04
2019-20	£ 884,152		£ 2.12	2.52%	£ 0.04
2020-21	£ 923,674		£ 3.40	3.94%	£ 0.07
2021-22	£ 954,146	£ 1.75	£ 1.78	1.99%	£ 0.03
2022-23	£ 996,333	£ 1.78	£ 1.88	2.07%	£ 0.04
2023-24	£ 1,068,179	£ 1.85	£ 3.40	3.65%	£ 0.07
2024-25	£ 1,182,221	£ 2.02	£9.12	9.46%	£ 0.17

Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

	<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
	Budget	Actual	Total	Actual YTD	Projected	Committed			
101 Corporate Management									
1052 Printing stationary recharges	0	113	0	0	0	0	0	0	0
1176 Precept	996,333	996,333	1,068,179	1,068,179	1,068,179	0	1,182,221	0	0
1190 Interest Receivable	1,500	11,524	14,000	26,039	37,867	0	29,000	0	0
1199 Miscellaneous Income	0	16,577	0	4,803	0	0	0	0	0
Total Income	997,833	1,024,547	1,082,179	1,099,021	1,106,046	0	1,211,221	0	0
4000 Staff Costs (re-allocated)	171,273	177,129	204,445	153,023	205,896	0	229,293	0	0
4007 Travel and Subsistance	500	0	500	0	0	0	250	0	0
4008 Training	3,000	774	3,000	1,788	1,600	0	1,500	0	0
4013 Rent Payable	17,017	17,017	17,017	12,763	17,017	0	17,017	0	0
4020 Miscellaneous Office Costs	1,660	1,670	2,500	1,322	2,000	0	2,000	0	0
4021 Telephone/Fax/Internet	1,083	2,509	2,620	1,864	2,500	0	3,000	0	0
4022 Postage	3,077	695	2,000	212	280	0	1,000	0	0
4023 Stationery & Printing	2,900	2,791	3,100	1,792	3,100	0	3,300	0	0
4024 Subscriptions & Publications	4,200	4,118	4,750	5,036	5,200	0	5,100	0	0
4025 Insurance	11,200	11,285	13,200	12,372	12,372	0	14,310	0	0
4026 Computer/IT Costs	13,130	18,615	18,000	13,977	20,582	0	23,500	0	0
4027 Photocopy Charges	1,500	1,648	1,500	1,329	1,780	0	2,000	0	0
4030 Recruitment Advertising	500	228	500	130	250	0	500	0	0
4031 Other Advertising	300	0	300	0	0	0	0	0	0
4051 Bank Charges	1,240	1,168	1,240	576	1,000	0	1,240	0	0
4061 Audit Fees - External	2,000	2,100	2,100	2,100	2,100	0	2,100	0	0
4062 Audit Fees - Internal	1,760	1,202	1,760	904	1,800	0	1,900	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

	<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
	Budget	Actual	Total	Actual YTD	Projected	Committed			
4063 Accountancy & Payroll support	5,000	4,479	5,000	1,698	5,000	0	5,300	0	0
4064 Legal & Professional fees	4,000	7,289	5,500	451	2,500	0	0	0	0
4066 HR & H&S Support	4,500	3,834	4,000	3,442	4,500	0	4,800	0	0
4169 Write Off	0	100	0	0	0	0	0	0	0
4951 Tfr From EMR	0	-11,903	0	0	0	0	0	0	0
4998 Tfr TO EMR	0	16,577	0	0	0	0	0	0	0
6000 Central Overheads Reallocated	-63,881	-51,161	-71,460	-48,087	-71,460	0	-70,984	0	0
Overhead Expenditure	185,959	212,163	221,572	166,692	218,017	0	247,126	0	0
Movement to/(from) Gen Reserve	811,874	812,384	860,607	932,329	888,029		964,095		
102 Civic									
4000 Staff Costs (re-allocated)	31,723	27,060	19,129	13,819	18,818	0	20,090	0	0
4008 Training	1,000	761	1,500	338	500	0	1,000	0	0
4023 Stationery & Printing	500	0	500	0	500	0	550	0	0
4033 Marketing/Promotions	1,000	679	1,000	663	1,000	0	1,200	0	0
4034 Council Newsletter	8,000	8,238	8,000	5,367	8,500	0	8,700	0	0
4035 Council Website	2,000	590	2,500	653	1,300	0	2,000	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	0	0	200	0	0
4213 Civic Expenses	6,750	6,727	7,000	4,610	7,000	0	7,500	0	0
4221 Civic Regalia	250	0	250	0	0	0	250	0	0
4222 Hall & Room Hire	6,000	3,703	6,500	4,067	6,500	0	6,500	0	0
4225 Civic Artefacts and Treasures	500	500	750	451	451	0	3,400	0	0
6000 Central Overheads Reallocated	2,720	2,181	1,600	1,078	1,600	0	1,564	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>						
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure		63,643	53,440	51,929	34,046	49,169	0	55,954	0	0
Movement to/(from) Gen Reserve		(63,643)	(53,440)	(51,929)	(34,046)	(49,169)		(55,954)		
107	<u>Grants (incl S137)</u>									
4701	Grants - Permitted	15,000	12,302	25,000	7,114	25,000	0	15,000	0	0
4703	Grants - Subsidised Use	4,500	5,108	4,500	2,737	4,500	0	4,500	0	0
4708	Grant - Museum Notional Rent	4,500	4,500	4,500	3,375	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	1,150	1,533	0	1,533	0	0
4711	Grant - CAB	15,000	15,000	10,000	7,500	10,000	0	0	0	0
4732	Grant - Church Clock Maint'ce	300	264	300	0	300	0	300	0	0
4925	Tfr to EMR Committed Grants	0	2,390	0	0	0	0	0	0	0
4975	Tfr from EMR Committed Grants	0	-7,680	0	-2,390	-2,390	0	0	0	0
Overhead Expenditure		56,833	49,417	61,833	35,486	59,443	0	41,833	0	0
Movement to/(from) Gen Reserve		(56,833)	(49,417)	(61,833)	(35,486)	(59,443)		(41,833)		
108	<u>Mayor's Fundraising Activities</u>									
1299	Mayor's Fundraising-Income	0	6,624	0	3,219	2,385	0	0	0	0
Total Income		0	6,624	0	3,219	2,385	0	0	0	0
4297	Mayor's Fundraising Unspent	0	-1,585	0	-1,653	0	0	0	0	0
4298	Mayor's Fundraising-Donations	0	6,237	0	500	2,385	0	0	0	0
4299	Mayor's Fundraising-Expenses	0	1,972	0	40	0	0	0	0	0
Overhead Expenditure		0	6,624	0	-1,113	2,385	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>						
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>0</u>	<u>0</u>	<u>0</u>	<u>4,332</u>	<u>0</u>		<u>0</u>		
109	<u>Capital and Projects</u>									
1179	Grants Receivable - Other	0	0	0	1	1	0	0	0	0
	Total Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
4053	Loan Interest Payable	15,811	15,810	15,525	7,799	15,525	0	15,227	0	0
4055	Loan Capital Repaid - PWLB	5,967	5,968	6,253	3,090	6,253	0	6,551	0	0
4804	CAP - Streetscape Equipment	5,000	13,496	5,000	5,401	5,000	0	5,000	0	0
4806	CAP Office Equipment/computers	10,400	7,458	5,000	10,602	5,000	0	5,000	0	0
4809	CAP - Town Hall Equipment	5,000	12,338	5,000	17,696	5,000	0	5,000	0	0
4813	CAP- Community Assets	0	1	0	0	0	0	0	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	-5,000	-15,314	-5,000	-4,051	-5,000	0	-5,000	0	0
4970	Tfr from Cap Contingency Fund	-15,400	-17,978	-10,000	-26,001	-10,000	0	-10,000	0	0
5175	NBV of Asset Disposals	0	23,115	0	0	-23,115	0	0	0	0
5176	NBV Asset of Disposals to CFR	0	-23,115	0	0	23,115	0	0	0	0
	Overhead Expenditure	<u>46,778</u>	<u>46,779</u>	<u>46,778</u>	<u>39,536</u>	<u>46,778</u>	<u>0</u>	<u>46,778</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(46,778)</u>	<u>(46,779)</u>	<u>(46,778)</u>	<u>(39,535)</u>	<u>(46,777)</u>		<u>(46,778)</u>		
201	<u>Paddling Pool</u>									
4000	Staff Costs (re-allocated)	15,646	8,743	33,254	17,683	23,346	0	32,265	0	0
4008	Training	2,510	0	3,000	464	464	0	3,000	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>						
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4009	Protective ClothingH & Safety	300	19	300	250	250	0	320	0	0
4012	Water	3,650	4,650	4,800	371	4,800	0	5,102	0	0
4014	Electricity	2,700	1,849	3,500	1,663	3,500	0	2,000	0	0
4039	Pool Chemicals	2,510	3,621	3,500	3,645	3,645	0	3,900	0	0
4041	Property Maintenance	585	29,040	4,000	4,142	4,142	0	4,300	0	0
4042	Grounds Maintenance	100	0	15,000	13,125	13,125	0	0	0	0
4162	General Expenditure	11,754	9,324	12,550	13,633	13,633	0	1,000	0	0
4951	Tfr From EMR	0	-25,801	-15,000	-13,125	-13,125	0	0	0	0
6000	Central Overheads Reallocated	1,341	1,076	2,785	1,874	2,785	0	2,507	0	0
	Overhead Expenditure	41,096	32,519	67,689	43,726	56,565	0	54,394	0	0
	Movement to/(from) Gen Reserve	(41,096)	(32,519)	(67,689)	(43,726)	(56,565)		(54,394)		
215	<u>Floral Displays</u>									
1180	Donations Received	0	5,900	0	1,354	1,354	0	0	0	0
1195	Sponsorship income	0	1,500	0	125	125	0	0	0	0
1199	Miscellaneous Income	4,000	4,238	4,000	4,420	4,125	0	4,000	0	0
	Total Income	4,000	11,638	4,000	5,899	5,604	0	4,000	0	0
4011	Rates	262	187	262	162	162	0	172	0	0
4162	General Expenditure	17,000	20,226	17,000	19,015	18,500	0	14,000	0	0
4168	Other Expenditure	0	4,507	0	0	0	0	0	0	0
	Overhead Expenditure	17,262	24,920	17,262	19,177	18,662	0	14,172	0	0
	Movement to/(from) Gen Reserve	(13,262)	(13,282)	(13,262)	(13,278)	(13,058)		(10,172)		
221	<u>Congleton Town Hall</u>									

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
		Budget	Actual	Total	Actual YTD	Projected	Committed			
1009	Rent Rec'd - Museum Notional	4,500	4,500	4,500	3,375	4,500	0	4,500	0	0
1010	Rent Received - 3rd Party	1,533	1,533	1,533	1,150	1,533	0	1,533	0	0
1011	Rent Received - Internal CTC	26,517	26,517	26,517	19,888	26,517	0	26,517	0	0
1013	Letting Income - Grand Hall	25,400	31,910	30,000	22,630	30,000	0	30,000	0	0
1014	Letting Income - Bridestones	13,200	5,889	13,200	2,658	3,594	0	13,200	0	0
1015	Letting Income -Spencer Suite	4,950	5,613	7,000	6,667	8,849	0	5,000	0	0
1016	Letting Income - Brasserie	15,000	5,000	12,000	9,000	12,000	0	12,000	0	0
1021	Letting Income - Internal	9,000	8,231	9,000	7,242	9,872	0	9,000	0	0
1022	Letting Income - F&F	1,000	1,429	1,000	3,492	3,656	0	1,000	0	0
1023	Commission - CP	0	6,828	8,000	4,852	6,500	0	8,000	0	0
1024	Letting Income- Security	0	0	0	2,117	3,500	0	0	0	0
1030	TIC Service charges	0	0	0	0	5,000	0	5,000	0	0
1035	Service Charges - Brasserie	0	4,166	3,600	2,277	3,600	0	4,000	0	0
1051	Catering Sales	0	4,075	0	6,304	3,500	0	0	0	0
1199	Miscellaneous Income	0	834	0	292	0	0	0	0	0
Total Income		101,100	106,523	116,350	91,942	122,621	0	119,750	0	0
3020	Catering Supplies	0	4,974	0	5,367	3,500	0	0	0	0
3021	Security Supplies	0	367	0	1,419	3,500	0	0	0	0
Direct Expenditure		0	5,341	0	6,786	7,000	0	0	0	0
4000	Staff Costs (re-allocated)	69,219	67,137	70,592	55,968	68,562	0	74,918	0	0
4008	Training	1,000	0	1,000	361	500	0	1,000	0	0
4009	Protective Clothing\H & Safety	500	1,702	500	498	500	0	550	0	0
4010	Cleaners	6,500	6,537	7,500	5,049	7,500	0	8,000	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
		Budget	Actual	Total	Actual YTD	Projected	Committed			
4011	Rates	29,078	27,392	25,500	22,455	24,950	0	26,522	0	0
4012	Water	6,150	3,375	6,150	5,431	3,750	0	4,000	0	0
4014	Electricity	24,125	18,267	22,900	9,552	24,500	0	26,950	0	0
4015	Gas	16,500	17,739	24,700	15,569	27,000	0	25,920	0	0
4016	Cleaning materials	2,000	1,633	2,100	1,589	2,100	0	2,250	0	0
4017	Refuse Disposal	3,000	2,212	3,200	1,356	2,200	0	2,350	0	0
4020	Miscellaneous Office Costs	1,500	1,855	1,500	1,576	1,500	0	1,600	0	0
4025	Insurance	9,800	9,874	11,700	10,825	10,825	0	12,647	0	0
4033	Marketing/Promotions	3,500	948	3,500	58	3,500	0	3,500	0	0
4040	Maintenance Contracts	7,750	7,678	8,500	6,537	8,500	0	9,000	0	0
4041	Property Maintenance	15,000	32,827	20,000	15,433	20,000	0	21,300	0	0
4064	Legal & Professional fees	100	4,000	0	0	0	0	0	0	0
4068	Licences (incl PRS)	3,500	2,808	3,500	4,001	3,811	0	4,200	0	0
4168	Other Expenditure	0	1,140	0	0	0	0	0	0	0
4951	Tfr From EMR	0	-22,268	0	0	0	0	0	0	0
6000	Central Overheads Reallocated	5,935	4,698	5,913	3,979	5,913	0	5,822	0	0
Overhead Expenditure		205,157	189,553	218,755	160,235	215,611	0	230,529	0	0
Movement to/(from) Gen Reserve		(104,057)	(88,370)	(102,405)	(75,080)	(99,990)		(110,779)		
225	Congleton Information Centre									
1031	CAB Reception Contribution	0	5,000	5,000	3,750	5,000	0	0	0	0
1041	Third Party Ticket sales	24,000	118,965	77,000	62,418	65,626	0	77,000	0	0
1042	Books, Maps, Guides Sales	2,300	2,285	3,000	1,031	1,364	0	3,000	0	0
1043	Souvenir Sales	3,000	2,268	2,500	1,128	1,682	0	2,500	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

	<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
	Budget	Actual	Total	Actual YTD	Projected	Committed			
1044 Stamp sales	1,100	510	500	142	216	0	500	0	0
1045 Photocopy sales	500	344	300	264	366	0	300	0	0
1046 Local produce sales	0	4,302	4,000	3,188	4,606	0	4,000	0	0
1047 Theatre gift cards	300	28	150	55	0	0	150	0	0
1048 Food and Drink sales	900	1,169	1,260	635	820	0	1,260	0	0
1049 CTC Merchandise	0	2,905	0	213	410	0	0	0	0
1168 CEC Support Grant VIC	36,074	32,467	21,644	21,644	21,644	0	0	0	0
Total Income	68,174	170,242	115,354	94,469	101,734	0	88,710	0	0
3000 Stock at 1st April	0	3,943	0	0	3,943	0	0	0	0
3041 3rd party tickets resale	21,000	112,687	73,150	55,511	62,345	0	73,150	0	0
3042 Books, Maps, Guides resale	3,300	1,495	2,850	448	1,296	0	2,850	0	0
3043 Souvenirs for resale	1,250	1,840	2,375	227	1,598	0	2,375	0	0
3044 Stamps for resale	0	561	500	118	366	0	500	0	0
3046 Local produce for resale	650	4,311	3,800	3,111	4,376	0	3,800	0	0
3047 Theatre gift cards for resale	0	14	150	0	0	0	150	0	0
3048 Food & Drink for resale	475	801	1,197	431	779	0	1,197	0	0
3999 Stock at 31st March	0	-5,416	0	0	5,416	0	0	0	0
Direct Expenditure	26,675	120,235	84,022	59,846	80,119	0	84,022	0	0
4000 Staff Costs (re-allocated)	59,272	65,065	52,058	40,321	55,670	0	60,704	0	0
4011 Rates	4,725	4,582	4,800	4,768	4,768	0	5,068	0	0
4013 Rent Payable	7,500	7,500	7,500	5,625	7,500	0	7,500	0	0
4026 Computer/IT Costs	240	225	0	0	0	0	0	0	0
4041 Property Maintenance	0	0	0	352	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

	<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
	Budget	Actual	Total	Actual YTD	Projected	Committed			
4162 General Expenditure	2,000	2,126	2,000	1,172	1,250	0	2,000	0	0
4951 Tfr From EMR	0	0	-22,011	-11,006	-22,011	0	0	0	0
6000 Central Overheads Reallocated	5,082	4,075	4,361	2,934	4,361	0	4,807	0	0
Overhead Expenditure	78,819	83,573	48,708	44,166	51,538	0	80,079	0	0
Movement to/(from) Gen Reserve	(37,320)	(33,566)	(17,376)	(9,543)	(29,923)		(75,391)		
<u>241 Allotments</u>									
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	125	200	169	214	0	200	0	0
4041 Property Maintenance	1,000	5,120	1,000	648	1,000	0	1,000	0	0
4951 Tfr From EMR	0	-5,120	0	0	0	0	0	0	0
Overhead Expenditure	1,000	125	1,200	818	1,214	0	1,200	0	0
Movement to/(from) Gen Reserve	(810)	65	(1,010)	(818)	(1,024)		(1,010)		
<u>263 Public Toilets</u>									
4010 Cleaners	3,500	3,188	3,500	2,569	3,700	0	3,950	0	0
4016 Cleaning materials	1,700	316	0	0	0	0	0	0	0
4041 Property Maintenance	0	28	1,500	0	1,500	0	1,500	0	0
4162 General Expenditure	0	0	1,700	754	1,700	0	1,700	0	0
4168 Other Expenditure	0	233	0	0	0	0	0	0	0
Overhead Expenditure	5,200	3,765	6,700	3,322	6,900	0	7,150	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>						
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(5,200)</u>	<u>(3,765)</u>	<u>(6,700)</u>	<u>(3,322)</u>	<u>(6,900)</u>		<u>(7,150)</u>		
270	<u>Cenotaph</u>									
4014	Electricity	255	234	300	270	330	0	319	0	0
Overhead Expenditure		<u>255</u>	<u>234</u>	<u>300</u>	<u>270</u>	<u>330</u>	<u>0</u>	<u>319</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(255)</u>	<u>(234)</u>	<u>(300)</u>	<u>(270)</u>	<u>(330)</u>		<u>(319)</u>		
280	<u>CTC Streetscape</u>									
1165	Dev'd Services inc CEC Gross	380,156	428,192	459,636	344,727	459,636	0	419,256	0	0
1167	Streetscape external work	15,000	11,666	15,000	7,389	10,000	0	15,000	0	0
1180	Donations Received	0	0	0	0	3,900	0	12,000	0	0
1199	Miscellaneous Income	900	1,657	900	563	900	0	900	0	0
Total Income		<u>396,056</u>	<u>441,515</u>	<u>475,536</u>	<u>352,679</u>	<u>474,436</u>	<u>0</u>	<u>447,156</u>	<u>0</u>	<u>0</u>
3030	Purchases for recharging	0	6,968	0	2,934	1,311	0	0	0	0
Direct Expenditure		<u>0</u>	<u>6,968</u>	<u>0</u>	<u>2,934</u>	<u>1,311</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
4000	Staff Costs (re-allocated)	442,706	478,514	539,468	424,754	550,771	0	577,073	0	0
4004	Temporary and Casual Staff	6,000	34,606	13,500	0	0	0	0	0	0
4008	Training	3,000	2,117	3,000	35	500	0	3,200	0	0
4009	Protective Clothing\H & Safety	4,500	5,312	5,500	5,494	5,500	0	5,900	0	0
4013	Rent Payable	2,000	2,000	2,000	1,500	2,000	0	2,000	0	0
4016	Cleaning materials	7,500	6,288	7,500	4,805	7,500	0	8,000	0	0
4021	Telephone/Fax/Internet	900	1,037	1,100	410	1,100	0	1,175	0	0
4025	Insurance	7,000	7,053	8,500	7,584	7,584	0	9,150	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
		Budget	Actual	Total	Actual YTD	Projected	Committed			
4041	Property Maintenance	1,200	1,138	2,000	169	2,000	0	1,500	0	0
4043	Horticultural etc Supplies	19,000	17,412	21,000	13,229	17,000	0	14,000	0	0
4047	Vehicle Maintenance\Serv\MOT	10,000	11,625	12,000	12,363	12,000	0	12,800	0	0
4048	Vehicle Fuel & Oil	14,000	19,002	15,000	12,958	18,220	0	16,285	0	0
4049	Vehicle Rental charges	37,000	63,295	68,800	56,335	72,000	0	77,880	0	0
4050	Street cleansing	3,000	9,702	5,000	4,370	7,500	0	8,000	0	0
4162	General Expenditure	4,000	4,732	5,000	3,444	5,000	0	5,300	0	0
6000	Central Overheads Reallocated	37,957	30,434	45,187	30,407	45,187	0	44,832	0	0
Overhead Expenditure		599,763	694,268	754,555	577,857	753,862	0	787,095	0	0
Movement to/(from) Gen Reserve		(203,707)	(259,721)	(279,019)	(228,113)	(280,737)		(339,939)		
300	<u>Public Realm</u>									
4162	General Expenditure	3,000	2,836	3,000	495	3,000	0	3,000	0	0
4168	Other Expenditure	0	5,000	0	1,796	1,796	0	0	0	0
4951	Tfr From EMR	0	-6,036	0	-1,796	-1,796	0	0	0	0
Overhead Expenditure		3,000	1,800	3,000	495	3,000	0	3,000	0	0
Movement to/(from) Gen Reserve		(3,000)	(1,800)	(3,000)	(495)	(3,000)		(3,000)		
301	<u>Congleton Partnership</u>									
1180	Donations Received	0	3,136	0	0	0	0	0	0	0
1199	Miscellaneous Income	0	26,375	0	3,259	5,000	0	0	0	0
Total Income		0	29,512	0	3,259	5,000	0	0	0	0
4000	Staff Costs (re-allocated)	19,505	18,807	21,074	14,995	21,387	0	22,812	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>						
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4301	Congleton Partnership	1,000	1,455	0	562	0	0	0	0	0
4305	Cenotaph Expenditure	0	5,432	0	0	0	0	0	0	0
4306	P/Ship - Regeneration Projects	9,000	38,481	0	17,569	30,160	0	0	0	0
4926	Tfr to EMR Cong Partnership	0	57,227	0	0	31,325	0	0	0	0
4976	Tfr from EMR Cong Partnership	0	-61,822	0	-57,227	-57,227	0	0	0	0
4995	Trf from EMR Cenotaph	0	-2,262	0	0	0	0	0	0	0
6000	Central Overheads Reallocated	1,672	1,341	1,765	1,188	1,765	0	1,774	0	0
	Overhead Expenditure	31,177	58,658	22,839	-22,914	27,410	0	24,586	0	0
	Movement to/(from) Gen Reserve	(31,177)	(29,147)	(22,839)	26,173	(22,410)		(24,586)		
302	<u>Community Development</u>									
1199	Miscellaneous Income	0	1,000	0	400	0	0	0	0	0
	Total Income	0	1,000	0	400	0	0	0	0	0
4000	Staff Costs (re-allocated)	106,999	112,212	117,571	85,621	116,442	0	124,336	0	0
4033	Marketing/Promotions	3,245	2,659	3,500	3,125	3,500	0	3,750	0	0
4166	Green Initiatives	0	0	0	0	0	0	5,000	0	0
4168	Other Expenditure	0	1,000	0	0	0	0	1,000	0	0
4226	Ukraine Support	0	3,052	0	0	0	0	0	0	0
4951	Tfr From EMR	0	-3,052	0	0	0	0	0	0	0
6000	Central Overheads Reallocated	9,174	7,356	9,848	6,627	9,848	0	9,678	0	0
	Overhead Expenditure	119,418	123,228	130,919	95,373	129,790	0	143,764	0	0
	Movement to/(from) Gen Reserve	(119,418)	(122,228)	(130,919)	(94,973)	(129,790)		(143,764)		
303	<u>Crime Reduction</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
		Budget	Actual	Total	Actual YTD	Projected	Committed			
1199	Miscellaneous Income	0	0	0	680	680	0	0	0	0
	Total Income	0	0	0	680	680	0	0	0	0
4162	General Expenditure	34,000	11,740	1,000	807	1,680	0	1,000	0	0
4164	CCTV	9,548	9,547	9,548	9,547	9,548	0	10,426	0	0
4920	Tfr to Cap Contingency Fund	0	0	0	0	-4,970	0	0	0	0
	Overhead Expenditure	43,548	21,287	10,548	10,354	6,258	0	11,426	0	0
	Movement to/(from) Gen Reserve	(43,548)	(21,287)	(10,548)	(9,674)	(5,578)		(11,426)		
305	<u>Christmas Fayre -Light Switch</u>									
1170	Christmas Fayre Stall income	0	816	0	1,958	617	0	0	0	0
1171	Christmas Tree Income	0	2,040	2,000	2,145	2,000	0	3,000	0	0
1195	Sponsorship income	0	417	0	3,000	2,000	0	0	0	0
	Total Income	0	3,273	2,000	7,103	4,617	0	3,000	0	0
4171	Christmas Fayre	6,000	9,971	6,000	11,710	9,000	0	6,000	0	0
4172	Christmas Lights	10,000	8,949	16,000	8,912	10,000	0	10,000	0	0
	Overhead Expenditure	16,000	18,920	22,000	20,622	19,000	0	16,000	0	0
	Movement to/(from) Gen Reserve	(16,000)	(15,647)	(20,000)	(13,519)	(14,383)		(13,000)		
310	<u>Neighbourhood Plan</u>									
4162	General Expenditure	0	3,078	0	3,839	2,172	0	0	0	0
4994	Tfr from EMR Neigh'hood plan	0	-3,078	0	-3,681	-2,172	0	0	0	0
	Overhead Expenditure	0	0	0	158	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

	<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
	Budget	Actual	Total	Actual YTD	Projected	Committed			
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>(158)</u>	<u>0</u>		<u>0</u>		
321 Tourism									
1036 Tourism/Tribute Income	0	0	0	4,594	1,851	0	0	0	0
1180 Donations Received	0	0	0	225	225	0	0	0	0
1195 Sponsorship income	0	750	0	0	0	0	0	0	0
1199 Miscellaneous Income	5,000	5,738	0	1,556	1,530	0	0	0	0
Total Income	<u>5,000</u>	<u>6,488</u>	<u>0</u>	<u>6,375</u>	<u>3,606</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
4136 Tourism/Tribute Exp	0	0	0	4,558	1,451	0	0	0	0
4162 General Expenditure	5,000	4,748	10,000	6,364	10,000	0	10,000	0	0
4165 Projections	3,270	3,432	4,000	880	4,000	0	4,000	0	0
4166 Green Initiatives	5,000	2,886	5,000	2,189	5,000	0	0	0	0
4167 750 Celebrations	7,500	34,197	0	0	0	0	0	0	0
4942 Trf to EMR Tourism	0	0	0	0	400	0	0	0	0
4951 Tfr From EMR	0	-21,305	-5,000	-5,000	-5,000	0	-400	0	0
Overhead Expenditure	<u>20,770</u>	<u>23,957</u>	<u>14,000</u>	<u>8,991</u>	<u>15,851</u>	<u>0</u>	<u>13,600</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(15,770)</u>	<u>(17,470)</u>	<u>(14,000)</u>	<u>(2,616)</u>	<u>(12,245)</u>		<u>(13,600)</u>		
341 Youth and Young People									
4162 General Expenditure	1,000	0	0	0	0	0	0	0	0
Overhead Expenditure	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(1,000)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
351 Luncheon Club									

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Budgets 2022 - 2023

		<u>2022-23</u>		<u>2023-24</u>				Agreed	EMR	Carried Forward
		Budget	Actual	Total	Actual YTD	Projected	Committed			
4705	grant - Luncheon Club	9,000	12,175	11,000	8,900	13,500	0	11,000	0	0
4951	Tfr From EMR	0	-3,000	0	0	0	0	0	0	0
Overhead Expenditure		9,000	9,175	11,000	8,900	13,500	0	11,000	0	0
Movement to/(from) Gen Reserve		(9,000)	(9,175)	(11,000)	(8,900)	(13,500)		(11,000)		
401	<u>Staffing & Staff Costs</u>									
4000	Staff Costs (re-allocated)	-916,343	-954,607	-1,057,591	-806,522	-1,060,892	0	-1,141,489	0	0
4001	Salaries & Wages	702,867	734,242	810,899	630,270	815,835	0	883,630	0	0
4005	Employers NIC	63,145	67,440	78,618	51,478	74,984	0	84,134	0	0
4006	Employers S/Ann	150,331	152,925	168,074	124,775	170,073	0	173,725	0	0
Overhead Expenditure		0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		0	0	0	0	0		0		
Total Budget Income		1,572,353	1,801,552	1,795,609	1,665,046	1,826,920	0	1,874,027	0	0
Expenditure		1,572,353	1,786,949	1,795,609	1,315,765	1,783,713	0	1,874,027	0	0
Movement to/(from) Gen Reserve		0	14,602	0	349,281	43,207		0		

Appendix 3

Congleton Town Council: Earmarked Reserves

2023-24 MOVEMENT

	Balance B/f @ 01APR23 (Actual c/f)	Move in to M6	Moved Out to M9	Balance	End of Year			Balance expected @ 01/04/24 (B/F)	24-25 (B/F)	Moving in	Moving Out	Balance	Info
					IN	OUT	Planned						
318 Capital Equipment fund	-	5,000	- 5,000	-		-	-	-	5,000		5,000		
320 Capital Contingency - General	239,669	20,000	- 28,298	231,371		- 100,000	- 17,520	113,851	113,851	20,000	119,601	£53,000 required for Grant Application, plus £47,000 £100,000 in total	
321 Elections	20,000			20,000				20,000			20,000		
322 First Floor Scheme	5,000		- 1,796	3,204		- 3,204		-			-	Remainder of applications	
324 Crime Prevention/Traffic Calming	7,357			7,357		- 3,000		4,357	4,357		4,357	£3,000: CCTV new camera	
325 Committed Grants	2,390		- 2,390	-				-			-		
326 Congleton Partnership Projects	57,227		- 57,227	-	45,000	- 35,000		10,000	10,000		10,000	£10000 to be retained from 23-24, correct figures will be available at year end	
327 Covid 19	3,333			3,333				3,333	3,333		3,333		
330 Civic Treasures	3,000			3,000				3,000	3,000		3,000		
331 Website	30,151			30,151				30,151	30,151		30,151		
333 Training	6,000			6,000				6,000	6,000		6,000		
337 Public Toilets	24,012			24,012				24,012	24,012		24,012		
339 Public Realm	8,153			8,153				8,153	8,153		8,153		
340 Legal/Proff Fees	46,406			46,406				46,406	46,406		46,406		
342 Tourism	5,575	- 5,000		575	400			975	975		975		
343 Marketing	5,000			5,000				5,000	5,000		5,000		
344 Neighbourhood plan	5,807	- 2,172		3,635		- 3,635		0	0		0		
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	16,881			16,881		4,803	21,684	21,684	21,684		21,684	£4803 received in 23-24	
351 Information Centre	22,011	- 11,006		11,006		- 11,006		-			-		
353 Ukraine Support	1,948			1,948		- 1,948		0	0		0	£1,948: Grant	
354 Carbon Offsetting	3,000			3,000				3,000	3,000		3,000		
355 Property Maintenance	75,000			75,000	100,000	- 11,500		163,500	163,500		163,500		
	593,921	25,000	- 112,888	506,033	145,400	- 135,000	- 47,010	469,423	469,423	25,000	- 14,250	480,173	

Roof	12,000
IT	2,250
Plus operational requirement	3,000
Decarbonisation/Proerty Maintenceq	11,500

Possible spends 24/25 onwards as warranties expire/need full repairs

Replace Laptops x 2/3	2,250
Pool Works	12,000

GENERAL RESERVES

General cf 23-24	-	2023-2024	280,803
Recommended	255,350		283,861
Difference	- 255,350		- 3,058
24-25 Projected C/F	280,803		