

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
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																																				

	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>			