

Committee	FINANCE COMMITTEE
Date	16th April 2018
Agenda Item	7a

Finance Report for April

Income

The total income this financial year is in line with the budget for the year.

Expenditure

The total expenditure this financial year is £12,389 under budget (3.7%)

- the move to Queens Hall has generated £10,564 since November
- the remaining expenditure is overall below budget

Year-end

- The year-end accounts indicate that we have achieved a surplus of £20,755 compared to a budget surplus of £8,300.
- This surplus will provide much-needed funds to top up our earmarked reserves
- The accounts have been compiled, and will have been presented on Monday 16 April to the internal auditor
- The final accounts and annual return will be presented to council for approval at the May meeting.

Earmarked Reserves

- No expenditure this month from Earmarked Reserves.

Capital Reserves

- The data projector has now been purchased (£367). The cost of this will be retrieved through the CIF grant.
- A laptop has been purchased (£258) to enable easy use of the data projector

Recommendation : That the Finance committee notes this report.

Cllr. M Radley
Chair of Finance

Sarah Greatorex
Town Clerk and RFO

Date: 10/04/2018
Time: 14:53

Finance Committee Meeting
Agenda Item 7a

HALSTEAD TOWN COUNCIL
GENERAL FUND
INCOME AND EXPENDITURE



From: Month 12, March 2018
To: Month 12, March 2018

	Month 12, March 2018	Year to Date		
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Income				
Precept	0	167,206	167,206	0
Localism Grant	0	14,017	14,017	0
Council Tax Coll Fund Rebate	0	2,951	0	2,951
Adminstration	445	530	0	530
Allotments	45	3,321	3,250	71
Car Park - charges	5,377	64,134	65,609	(1,475)
Car Park - permits	183	9,637	8,242	1,395
Car Park - excess charges	810	4,950	6,000	(1,050)
Car Park - attendant charges	0	25,108	25,280	(172)
Coach Outings	0	11,680	12,805	(1,125)
Environment	0	0	0	0
Council Offices	0	623	1,400	(777)
Queens Hall	937	12,237	14,200	(1,963)
Tenancies	3,650	29,675	27,994	1,681
Total	11,448	346,070	346,003	67
Expenditure				
Salaries & Wages	15,420	195,552	192,520	(3,032)
Activites	106	15,889	15,300	(589)
Adminstration	1,253	18,217	19,690	1,472
Allotments	52	296	700	404
Car Parks	350	18,737	21,965	3,228
Civic	0	1,885	2,800	915
Coach Outings	0	10,800	12,420	1,620
Courtaulds	3,672	7,023	6,325	(698)
Queens Hall	1,343	14,281	10,286	(3,995)
Environment	244	7,074	6,760	(314)
Mill House	1,057	25,161	35,725	10,564
Public Conveniences	1,404	9,400	11,213	1,813
S137 Payments	0	1,000	2,000	1,000
Total	24,902	325,315	337,704	12,389
Surplus/Deficit:	(13,455)	20,755	8,299	12,455

Reserves Account Summary

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Earmarked Reserves				Capital Reserves		
Opening balance at 31/3/17	5,815			Opening balance at 31/3/17	119,633	
Receipts to date	0			Receipts to date		
				Sale of toilet block	49,356	Apr 17
Total	0			Total	49,356	
Expenditure to date				Expenditure to date		
By-Election	3,992	Sep 17		Car park ticket machines	8,181	May 17
				Strimmer	250	Jun 17
				QH heating replacement	12,144	Aug 17
				Various Queens Hall	589	Aug 17
				Christmas lights	5,208	Nov 17
				QH conv. to offices (to date)	72,729.	Jan 18
				Acoustic panels	2,971	Feb 18
				stage	2,325	Feb 18
				Data projector	367	Mar 18
				laptop	258	Mar 18
				Fire extinguishers QH	240	Mar 18
Total	3,992			Total	105,262	
Current balance	1,823			Current balance	63,727	

Queen Hall and Mill House Bookings

	16/17 Av	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
QH (paying)	26	25	25	25	19	0	18	27	22	27	22	31	27
MH (paying)	12	8	9	9	15	24	11	1					
FOC	6	6	4	7	7	3	6	5	7	4	6	1	6
Total	44	48	48	41	41	27	35	33	29	31	28	32	33

Sickness

	16/17 Av	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Days	5.2	6	21	5	7	8	12	4	2	3.5	1.5	0	4

