

Committee	FINANCE COMMITTEE
Date	21st April 2020
Agenda Item	7a

Finance Report on March for April meeting

Income and expenditure

Finances at HTC are moving forward as expected. HTC is continuing to make savings on general running costs, and income is above expected. Car parks have performed very well this year, but in March, some people thought there was no need to pay for parking in a crisis, and then parking was made free to NHS staff and key workers, and this will affect car park income going forward to some extent. Bookings in the hall were cancelled from mid March and this will also have a knock-on effect on income in the new financial year.

The cost of the new website, the refurbishment of the ladies' toilets at Queens Hall, the cost of the water tanks at the allotment, and the cost of the drawings for the making safe of Trinity churchyard wall have all been paid out of the surplus for the 19/20 tax year, and this explains the variances on expenditure. The variance on the Courtaulds expenditure is due to mower repair and purchase of grass seed.

Outings in advance are included on this report, for the sum of £9,323.50. This sum will need to be deducted from the surplus shown for 19/20. These are payments for the outings which would have taken place over 6 months starting from May. Refunds will be supplied for the first 3 outings which have been cancelled. All of this amount will be removed in one transaction from the financial year just finished, for the year-end accounts. The actual income from outings for 19/20 is £12,929.50.

Nothing has yet been received from the Court process although the first respondent has agreed to pay by instalment, and this will now be deducted from earnings. Others are being pursued.

Earmarked Reserves

- No new expenditure this month

Capital Reserves

- No new expenditure this month

Recommendation : That the Finance committee notes this report.

Cllr. Mick Radley
Chair of Finance

Sarah Greatorex
Town Clerk and RFO

Date: 14/04/2020
Time: 08:44

Finance Committee Meeting
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HALSTEAD TOWN COUNCIL
GENERAL FUND
INCOME AND EXPENDITURE



From: Month 12, March 2020
To: Month 12, March 2020

	Month 12, March 2020	Year to Date		
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Income				
Precept	0	179,014	179,014	0
Council Tax Coll Fund Rebate	0	1,766	1,766	0
Adminstration	0	29	0	29
Allotments	0	3,540	3,200	340
Car Park - charges	5,023	65,541	63,500	2,041
Permits in Advance	2,266	2,762	0	2,762
Car Park - permits	138	14,095	14,612	(517)
Car Park - excess charges	540	7,810	6,500	1,310
Car Park - attendant charges	0	28,766	27,396	1,370
Coach Outings	2,674	22,433	14,175	8,258
Queens Hall	606	15,377	13,000	2,377
Tenancies	850	31,900	29,500	2,400
Total	12,097	373,033	352,663	20,370
Expenditure				
Salaries & Wages	16,648	200,133	200,892	759
Activites	744	19,369	19,650	281
Adminstration	1,861	20,900	21,560	660
Allotments	423	1,158	800	(358)
Car Parks	476	19,220	20,205	985
Civic	0	1,815	3,200	1,385
Coach Outings	0	11,425	11,656	231
Courtaulds	551	8,047	7,150	(897)
Queens Hall & Offices	498	17,241	15,300	(1,941)
Empire Theatre	0	658	500	(158)
Environment	3,035	10,951	11,920	969
Public Conveniences	547	9,174	11,600	2,426
S137 Payments	0	2,000	2,000	0
Total	24,783	322,090	326,433	4,343
Surplus/Deficit:	(12,687)	50,943	26,230	24,713

Reserves Account Summary

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Earmarked Reserves				Capital Reserves		
Opening balance at 31/3/19	50,780			Opening balance at 31/3/19	59,722	
Receipts to date				Receipts to date		
				Sale of old trailer	550.00	
Expenditure to date				Expenditure to date - trailer	3,505.50	
Refurbishment of toilets	2,752.16			PA system	819.20	
Elections	7,188.07			CCTV Courtaulds	2,161.00	
Churchyard trees	4,750					
Total	14,690.23					
Current balance	36,089.77			Current balance	53,786.30	

Queens Hall Bookings

	19/20 Av	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
QH (paying)	32	31	35	33	30	32	35	39	33	31	34	30	22
FOC	5.4	4	4	5	9	4	3	10	6	6	9	3	2
Total	37.5	35	39	38	39	36	38	49	39	37	43	33	24

Sickness

	19/20 Av	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Days	1.9	2	0	4	2	0	2	2	2	3.5	3.5	2	0