

<b>Committee</b>	<b>FINANCE COMMITTEE</b>
<b>Date</b>	<b>11 January 2021</b>
<b>Agenda Item</b>	<b>7a</b>

## **Finance Report on December for January meeting**

### **Income and Expenditure**

The report this month shows the continuing effect of Tier3 and 4 restrictions on shopping, and car park use. The car park income has however held up and there was increased income around Christmas. Bookings at Queens Hall in November have suffered due to the new lockdown on 5 November. There are no bookings for social clubs or parties where social distancing is not possible, but there are increased bookings from public bodies. It is expected that income from Queens Hall and from tenancies will continue to suffer in the new lockdown..

On the expenditure side, savings continue to be made wherever possible. There is a continuing saving against budget for salaries. Wherever possible in all aspects of managing the Council, we are seeking particularly in this financial year to avoid unnecessary expenditure, and this is shown clearly by the fact that expenditure remains significantly under budget overall, and has compensated for the significant loss of income.

Date: 05/01/2021  
Time: 09:18

Finance Committee Meeting  
Agenda Item 7a

**HALSTEAD TOWN COUNCIL**  
**GENERAL FUND**  
**INCOME AND EXPENDITURE**



From: Month 9, December 2020  
To: Month 9, December 2020

	Month 9, December 2020	Year to Date		
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Income</b>				
Precept	0	191,183	191,183	0
Council Tax Coll Fund Rebate	0	2,383	2,383	0
Administration	108	244	0	244
Allotments	20	4,242	3,720	522
Car Park - charges	3,528	28,886	48,750	(19,864)
Car Park - permits	248	13,887	13,344	543
Car Park - excess charges	930	5,310	5,200	110
Car Park - attendant charges	0	21,575	21,231	343
Queens Hall	135	5,505	10,900	(5,395)
Tenancies	0	17,833	22,425	(4,592)
<b>Total</b>	<b>4,969</b>	<b>291,048</b>	<b>319,136</b>	<b>(28,088)</b>
<b>Expenditure</b>				
Salaries & Wages	15,885	146,141	153,143	7,002
Activities	137	6,479	19,570	13,091
Administration	1,192	14,807	20,981	6,175
Allotments	0	4,711	1,750	(2,961)
Car Parks	148	15,347	17,692	2,345
Civic	0	1,144	2,000	856
Courtauld	222	6,060	5,960	(100)
Queens Hall & Offices	1,312	9,002	11,697	2,696
Empire Theatre	0	4,566	750	(3,816)
Environment	0	3,859	11,218	7,359
Public Conveniences	877	7,974	6,111	(1,862)
S137 Payments	0	0	2,000	2,000
<b>Total</b>	<b>19,772</b>	<b>220,090</b>	<b>252,872</b>	<b>32,783</b>
<b>Surplus/Deficit:</b>	<b>(14,803)</b>	<b>70,958</b>	<b>66,264</b>	<b>4,695</b>

## Earmarked Reserves

- The repair to the Holy Trinity churchyard wall was paid out of earmarked reserves set aside for that purpose.

## Capital Reserves

- CCTV has now been installed at Butler Road car park. The total including installation was £3281.70
- The mower for the bowls green was bought for £2999, discounted through part exchange of the old mower.

**Recommendation :** That the Finance committee notes this report .

**Cllr. Peter Claydon**  
Chair of Finance

**Sarah Greatorex**  
Town Clerk and RFO

## Reserves Account Summary

Earmarked Reserves			Capital Reserves		
Opening balance at 31/3/20	64,504		Opening balance at 31/3/20	52,106	
Receipts to date			Receipts to date		
Expenditure to date			Expenditure to date		
Car park resurfacing	4181		CCTV Butler road car park	3281.70	
Repair to Holy Trinity wall	18,805		Bowls green mower	2999	
Notice for closure of footpath	1119				
Balance	<b>40,399</b>			<b>45,825.3</b>	

## Queens Hall Bookings

	19/20 Av	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
QH (paying)	32	0	0	0	4	17	28	32	13	13			
FOC	5.4	0	0	0	0	0	1	2	3	2			
<b>Total</b>	<b>37.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>17</b>	<b>29</b>	<b>34</b>	<b>16</b>	<b>15</b>			

## Sickness

	19/20 Av	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Days	1.9	0	0	3.5	1	4	3	1	0	0			