Committee	**FINANCE COMMITTEE**
Date	**17 March 2021**
Agenda Item	**7a**

Finance Report on February for March meeting

Income and Expenditure

The report this month shows the continuing effect of lockdown restrictions on shopping, and car park use. The car park income has this month been roughly half of what it would normally have been without the effects of the pandemic. Bookings at Queens Hall have dwindled to almost nothing, as even the public bodies are cancelling training due to lack of interest. Income from Queens Hall and from tenancies will continue to suffer in the new extended lockdown.

On the expenditure side, savings continue to be made wherever possible. There is a continuing saving against budget for salaries. A further furlough application has made this month to cover those parts of roles which cannot be carried out under lockdown.   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. It is recommended that the Council should proceed with caution, and incur expenditure only where necessary, until the lockdown is lifted, and until the usual level of activity can be resumed. With a continuation of these policies, the Council will reach the end of the year with a surplus.

Date: 02/03/2021
Time: 14:11

Finance Committee Meeting
Agenda Item 7a

HALSTEAD TOWN COUNCIL

GENERAL FUND

INCOME AND EXPENDITURE

From: **Month 11, February 2021**
To: **Month 11, February 2021**

	Month 11, February 2021	Year to Date		
	Actual	Actual	Budget	Variance
Income				
Precept	0	191,183	191,183	0
Council Tax Coll Fund Rebate	0	2,383	2,383	0
Adminstration	13	208	0	208
Allotments	(30)	4,384	3,870	514
Car Park - charges	2,247	33,554	59,000	(25,446)
Car Park - permits	248	16,578	14,089	2,489
Car Park - excess charges	480	6,240	6,400	(160)
Car Park - attendant charges	0	28,766	21,231	7,535
Queens Hall	0	6,499	12,870	(6,371)
Tenancies	6,250	24,300	27,800	(3,500)
Total	**9,209**	**314,096**	**338,826**	**(24,730)**
Expenditure				
Salaries & Wages	14,239	175,893	186,458	10,565
Activites	0	12,275	21,500	9,225
Adminstration	753	16,785	23,842	7,057
Allotments	6	4,872	2,150	(2,722)
Car Parks	1,098	19,684	19,880	196
Civic	0	1,140	2,600	1,460
Courtaulds	268	3,566	6,626	3,060
Queens Hall & Offices	67	10,392	12,820	2,428
Empire Theatre	0	4,566	1,000	(3,566)
Environment	352	4,465	13,059	8,594
Public Conveniences	0	8,859	7,860	(999)
S137 Payments	0	0	2,000	2,000
Total	**16,783**	**262,497**	**299,795**	**37,298**
Surplus/Deficit:	**(7,574)**	**51,599**	**39,031**	**12,568**

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	**40,399**				**45,825.3**	

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	2	2	
FOC	5.4	0	0	0	0	0	1	2	3	2	1	2	
Total	**37.5**	**0**	**0**	**0**	**4**	**17**	**29**	**34**	**16**	**15**	**3**	**4**	

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	5	6	