

<b>Committee</b>	<b>FULL COUNCIL</b>
<b>Date</b>	<b>18 October 2021</b>
<b>Agenda Item</b>	<b>7a</b>

## **Finance Report on September 2021 for October meeting**

### **Income and Expenditure**

The report this month continues to show a very steady upward trend in income. Carpark income is very much inline with the budgeted figures. This is expected to continue for the coming months. Similarly, bookings at Queens Hall are rising fast and the income for the year is more than double what was expected when budgeting. Bookings for September are 39, for October 49 and for November 55.

Expenditure has continued to be carefully monitored, and is being managed with caution, leading to savings in most areas. The individual who was causing so much expense in the public toilets has been banned from entering them and was recently arrested for another matter, so it is hoped that he will not return to misusing the toilets. The administration expenditure is showing above budget, but this is largely because our bookkeeper's invoices are paid out of the administration budget, and not from salaries, and due to payment for the external audit. This will be adjusted in next year's budget.

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

From: Month 6, September 2021  
To: Month 6, September 2021

	<u>Period</u>			<u>Year to Date</u>		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Income</b>						
Precept	0	0	0	99,954	99,954	0
Council Tax Coll Fund Rebate	0	0	0	2,662	2,662	0
Adminstration	0	0	0	515	0	515
Allotments	(10)	100	(110)	114	600	(486)
Car Park - charges	3,721	4,166	(445)	24,649	24,996	(347)
Car Park - permits	386	138	248	8,515	7,246	1,269
Car Park - excess charges	540	583	(43)	4,010	3,498	512
Car Park - attendant charges	0	0	0	14,383	14,384	(1)
Coach Outings	216	0	216	3,744	0	3,744
Queens Hall	1,459	500	959	7,203	3,000	4,203
Tenancies	850	3,650	(2,800)	11,985	14,750	(2,765)
<b>Total</b>	<u>7,162</u>	<u>9,137</u>	<u>(1,975)</u>	<u>177,734</u>	<u>171,090</u>	<u>6,644</u>
<b>Expenditure</b>						
Salaries & Wages	13,880	15,897	2,017	89,095	94,493	5,398
Activites	476	1,547	1,071	1,264	6,282	5,018
Adminstration	2,631	926	(1,705)	14,395	12,706	(1,689)
Allotments	21	167	146	855	1,622	767
Car Parks	1,702	1,884	182	10,740	12,154	1,414
Civic	26	58	32	26	348	322
Coach Outings	1,950	0	(1,950)	1,950	0	(1,950)
Courtaulds	1,016	1,204	188	2,461	2,824	363
Queens Hall & Offices	1,060	2,150	1,090	5,883	8,450	2,567
Empire Theatre	0	167	167	145	1,002	857
Environment	708	455	(253)	4,003	8,287	4,284
Public Conveniences	1,151	1,175	24	5,207	4,650	(557)
S137 Payments	0	0	0	2,390	4,000	1,610
<b>Total</b>	<u>24,621</u>	<u>25,630</u>	<u>1,009</u>	<u>138,416</u>	<u>156,818</u>	<u>18,402</u>
<b>Surplus/deficit</b>	<b>(17,459)</b>	<b>(16,493)</b>	<b>(966)</b>	<b>39,318</b>	<b>14,272</b>	<b>25,046</b>

## Earmarked Reserves

- No expenditure from Earmarked reserves so far this financial year.

## Capital Reserves

- A mower and a linemarker have been bought so far this year from Capital reserves.

**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 31/3/21	40,399		Opening balance at 31/3/21	45,825	
Receipts to date			Receipts to date		
Expenditure to date			Expenditure to date		
			Linemarker	599.95	
			Mower	1235.00	
Balance	40,399			43,990	

## Queens Hall Bookings

	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
QH (paying)	10	18	30	23	29	35	45	50				
FOC	1	3	4	5	3	4	4	5				
<b>Total</b>	<b>11</b>	<b>21</b>	<b>34</b>	<b>28</b>	<b>32</b>	<b>39</b>	<b>49</b>	<b>55</b>				

## Sickness

	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Days	0	1	0	0	1	0						