	FULL COUNCIL
Date	**13 February 2023**
Agenda Item	**7a**

Finance Report on January for February meeting

Income and Expenditure

In January 2023 once again bookings show that Queens Hall continues to perform well above expected levels in lettings, and car park income continues to increase. Payments by card are continuing to increase. On the expenditure side, there is obviously an overspend on salaries, due to the salary award, but in most other areas there have been savings. The overspend on Queens Hall is due to the essential electrical work and the resanding of the floor. This has resulted in many clients commenting on the good state in which the hall is presented and kept.

The overall picture for the financial year, with one month to go, is looking very good, and it is hoped that some of the unexepcetd surplus can be used to cover necessary items.

Date: 01/02/2023
Time: 15:11:16

HALSTEAD TOWN COUNCIL

GENERAL FUND

INCOME AND EXPENDITURE

From: Month 10, January 2023
To: Month 10, January 2023

	Period			Year to Date		
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**
Income						
Precept	0	0	0	212,599	212,600	(1)
Activities	12	0	12	480	0	480
Allotments	435	354	81	1,116	3,535	(2,419)
Car Park - charges	4,344	5,583	(1,240)	61,504	55,833	5,670
Car Park - permits	1,477	1,333	143	12,989	13,333	(344)
Car Park - excess charges	780	542	238	4,860	5,417	(557)
Car Park - attendant charges	2,289	2,397	(108)	22,783	23,972	(1,189)
Coach Outings	0	0	0	11,580	13,000	(1,420)
Council Offices	0	0	0	20	0	20
Queens Hall	1,266	1,167	99	15,094	11,667	3,427
Tenancies	2,196	2,658	(462)	24,738	26,583	(1,845)
Total	12,799	14,034	(1,236)	367,762	365,940	1,822
Expenditure						
Salaries & Wages	16,608	15,327	(1,281)	159,592	153,273	(6,320)
Activites	195	7,208	7,013	18,672	24,083	5,411
Adminstration	1,927	3,042	1,115	23,125	29,417	6,292
Allotments	25	242	216	413	2,417	2,003
Car Parks	1,822	2,742	919	27,321	27,417	96
Civic	0	58	58	2,291	2,083	(208)
Coach Outings	0	0	0	9,669	13,000	3,331
Courtaulds	30	367	337	1,984	3,667	1,683
Queens Hall & Offices	1,644	1,375	(269)	16,705	13,750	(2,955)
Empire Theatre	240	167	(73)	1,805	1,667	(138)
Environment	845	1,383	538	13,393	13,833	441
Public Conveniences	30	883	853	6,770	8,833	2,063
S137 Payments	12	0	(12)	5,012	6,000	988
Tenancies	0	0	0	150	0	(150)
Total	23,379	32,794	9,415	286,902	299,439	12,537
Other Expenditure						
Fixed Asset Write Off	0	0	0	2,461	0	(2,461)
Total	0	0	0	2,461	0	(2,461)
Surplus/deficit	**(10,581)**	**(18,760)**	**8,179**	**78,399**	**66,501**	**11,898**

Earmarked Reserves

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

Capital Reserves

- A trolley for transporting chairs was recently bought for the Queens Hall, and a new bodycam for the carpark attendant as his stopped working.
- The new outfield mower was bought in December 2022

Reserves Account Summary

Earmarked Reserves				Capital Reserves		
Opening balance at 31/3/22	**69,472**			**Opening balance at 31/3/22**	**33,047**	
Receipts surplus 31/3/22	**51,706**			**Receipts to date**		
Expenditure to date				**Expenditure to date**		
				Trolley for chairs	124.00	
				Bodycam	250.80	
				Outfield Mower	15,300	
Balance	**121,178**				**17,372**	

Recommendation : That council notes this report .

Lead member for Finance **Sarah Greatorex**

Cllr J Atkinson **Town Clerk and RFO**

Queens Hall Bookings

Bookings so far

	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Average 21/22
QH (paying)	46	49	38	39	26	41	45	49	32	43	48		34
FOC	2	3	5	6	5	7	9	2	7	5	1		4
Total	**48**	**52**	**43**	**45**	**31**	**48**	**54**	**51**	**39**	**48**	**49**		**38**

Sickness

	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Av 21/22
Days	21 (covid)	2	0	0	5 covid	0	5 Covid	0	5	1			7