

	FULL COUNCIL
Date	13 March 2023
Agenda Item	7a

Finance Report on February for March meeting

Income and Expenditure

In February 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 – the total revenue in car park charges this month is a record £7036. 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, and bookings have reached a record in March 2023.

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

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HALSTEAD TOWN COUNCIL

GENERAL FUND

INCOME AND EXPENDITURE

From: Month 11, February 2023

To: Month 11, February 2023

	<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>
Income						
Precept	0	0	0	212,599	212,600	(1)
Activities	0	0	0	597	0	597
Allotments	495	354	141	1,611	3,889	(2,278)
Car Park - charges	7,036	5,583	1,453	70,836	61,417	9,419
Car Park - permits	1,548	1,333	215	14,537	14,667	(129)
Car Park - excess charges	630	542	88	5,490	5,958	(468)
Car Park - attendant charges	2,288	2,397	(109)	25,071	26,369	(1,298)
Coach Outings	0	0	0	11,580	13,000	(1,420)
Council Offices	0	0	0	20	0	20
Queens Hall	1,404	1,167	238	16,578	12,833	3,745
Tenancies	2,198	2,658	(460)	26,936	29,242	(2,306)
Mayors Charity Donations	0	0	0	15,000	0	15,000
Total	<u>15,599</u>	<u>14,034</u>	<u>1,565</u>	<u>400,855</u>	<u>379,974</u>	<u>20,881</u>
Expenditure						
Salaries & Wages	15,635	15,327	(308)	175,228	168,600	(6,628)
Activites	0	108	108	18,672	24,192	5,520
Adminstration	1,450	2,792	1,341	24,726	32,208	7,482
Allotments	151	242	90	565	2,658	2,094
Car Parks	666	2,742	2,075	28,379	30,158	1,779
Civic	40	58	18	2,331	2,142	(190)
Coach Outings	0	0	0	9,669	13,000	3,331
Courtaulds	521	367	(154)	2,820	4,033	1,213
Queens Hall & Offices	321	1,375	1,054	17,145	15,125	(2,020)
Empire Theatre	515	167	(348)	2,320	1,833	(487)
Environment	813	1,383	570	20,147	15,217	(4,930)
Public Conveniences	724	883	159	8,121	9,717	1,596
S137 Payments	0	0	0	5,000	6,000	1,000
Tenancies	0	0	0	150	0	(150)
Total	<u>20,837</u>	<u>25,444</u>	<u>4,607</u>	<u>315,273</u>	<u>324,883</u>	<u>9,610</u>
Other Expenditure						
Earmarked Reserves	1,916	0	(1,916)	11,156	0	(11,156)
Fixed Asset Write Off	0	0	0	2,461	0	(2,461)
Total	<u>1,916</u>	<u>0</u>	<u>(1,916)</u>	<u>13,616</u>	<u>0</u>	<u>(13,616)</u>
Surplus/deficit	(7,153)	(11,410)	4,256	71,966	55,091	16,875

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
- The new hedgecutter was bought in February 2023 as planned
- The new chairs for Queens Hall were also bought in February as planned

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	
			Hedgecutter	800.00	
			Chairs for Queens Hall	1915.55	
Balance	121,178			14,657	

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 (naving)	46	49	38	39	26	41	45	49	32	43	48	58	34
FOC	2	3	5	6	5	7	9	2	7	5	1	3	4
Total	48	52	43	45	31	48	54	51	39	48	49	61	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	4 covid		7

