

	FULL COUNCIL
Date	14 August 2023
Agenda Item	7a

Finance Report on July

Income and Expenditure

The year has started showing excellent income once again for car parks and Queens Hall, and savings on expenditure through prudent management of the administration. Car park income is currently £7k above the budget set, due to vigilance of car park attendants and the deterrent factor of being able to pay by phone, card or cash.

On expenditure, there has been extra expenditure on buying the barrier for Rosemary Lane carpark,(which is coming out of unallocated surplus) and tickets for the machines and handheld..

The first half of the precept for 23/24 was paid at the end of April. The total for the year will be £219,462. Our bookkeeper has now apportioned the precept and many other parts of income and expenditure on a monthly basis, which gives a better reflection of the true financial situation. This phasing of the budget can be done much more easily with the Rialtas package.

Earmarked Reserves

A third instalment of payment has been made for the replacement of the Empire roof. This is now completed.

Capital Reserves

No expenditure from Capital reserves so far this year.

Date: 03/08/2023

Page: 1

Time: 11:38:00

HALSTEAD TOWN COUNCIL

GENERAL FUND

INCOME AND EXPENDITURE

From: Month 4, July 2023

To: Month 4, July 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	18,289	18,289	0	73,154	73,154	0
Activities	0	83	(83)	1,064	333	731
Allotments	393	392	1	1,661	1,567	94
Car Park - charges	8,387	5,583	2,803	29,612	22,333	7,278
Car Park - permits	1,740	1,333	407	7,295	5,333	1,962
Car Park - excess charges	540	417	123	2,130	1,667	463
Car Park - attendant charges	2,211	2,211	0	9,199	8,844	355
Coach Outings	2,650	2,600	50	7,388	7,800	(412)
Queens Hall	1,985	1,333	652	6,572	5,333	1,239
Tenancies	2,248	2,197	51	8,939	8,788	151
Total	<u>38,443</u>	<u>34,438</u>	<u>4,004</u>	<u>147,015</u>	<u>135,153</u>	<u>11,862</u>
Expenditure						
Salaries & Wages	17,996	17,929	(68)	67,852	71,715	3,862
Activites	288	42	(247)	6,425	5,833	(592)
Adminstration	3,034	2,383	(651)	10,172	9,533	(639)
Allotments	27	125	98	96	500	404
Car Parks	3,111	1,892	(1,220)	10,348	7,567	(2,782)
Civic	0	58	58	904	983	80
Coach Outings	2,025	2,000	(25)	6,180	6,000	(180)
Courtaulds	157	375	218	1,622	1,500	(122)
Queens Hall & Offices	1,451	2,037	586	8,623	8,150	(473)
Empire Theatre	635	167	(468)	635	667	32
Environment	495	971	476	3,641	3,883	243
Public Conveniences	17	779	763	2,175	3,117	942
S137 Payments	4,000	4,000	0	4,000	4,000	0
Total	<u>33,237</u>	<u>32,758</u>	<u>(479)</u>	<u>122,673</u>	<u>123,448</u>	<u>775</u>
Other Expenditure						
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Surplus/deficit	5,206	1,680	3,526	24,342	11,705	12,637

Reserves Account Summary

Earmarked Reserves			Capital Reserves		
Opening balance at 31/3/23	150,729		Opening balance at 31/3/23	17,365.78	
			Receipts to date		
Expenditure to date			Expenditure to date		
Essex and Suffolk Roofing	18,000				
Essex and Suffolk Roofing	18,247.2				
Balance	114,481.8				

Total unallocated surplus from 22/23	£26,172	
Electrical work at Queens Hall to enable the electrics to be certificated	£2240 (paid)	Work to be completed in June 23
Rialtas accounts package	£3725	Package to be installed in July 23
Bowling Green petrol cylinder mower	£1649 (paid)	Already bought
Barrier at Rosemary Lane car park	£1298.30 + VAT (paid)	Bought in July
Mayor's chain repairs	£2750 + VAT	Likely decision at this meeting
Total	£11662.30	This sum is committed for these projects
Remaining unallocated surplus	£14509.7	
Final electrical work at Queens Hall	£1355 + VAT	Agreed in July
Electrical distribution board for the Empire	£2562 + VAT	Agreed in July
Remaining unallocated surplus	£10,592.70	

The Remaining unallocated surplus may be used for other urgent projects which occur in the next few months.

Recommendation : That council notes this report .

Queens Hall Bookings

Bookings so far													
	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Average 22/23
QH (navino)	49	49	41	49	36								43
FOC	4	4	2	5	3								5
Total	53	53	43	54	39								48

Sickness

	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Av 22/23
Days	17	1.5	1.5	0									4

Cllr J Atkinson
Lead member for Finance

Sarah Greateorex
Town Clerk and RFO