

	FULL COUNCIL
Date	18 September 2023
Agenda Item	7a

Finance Report on August

Income and Expenditure

The year is showing excellent income once again for car parks and Queens Hall, and spending with the budget through prudent management of the administration. Car park income is currently £9.5k above the budget set.

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. There is also extra expenditure, as agreed, on the electrical work to be done in Queens Hall to bring all electrics up to modern standards- this has also come out of unallocated surplus. The slight over expenditure on the Administration is due to the purchase of a panic alarm for the office, the purchase of a new monitor for the Administration Officer, the binding of Minutes and the cost of training for the Town Clerk.

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: 05/09/2023

Page: 1

Time: 15:25:19

HALSTEAD TOWN COUNCIL

GENERAL FUND

INCOME AND EXPENDITURE

From: Month 5, August 2023

To: Month 5, August 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	91,443	91,443	0
Activities	0	83	(83)	1,238	417	822
Allotments	393	392	1	2,054	1,958	96
Car Park - charges	7,858	5,583	2,275	37,470	27,917	9,553
Car Park - permits	1,665	1,333	332	8,960	6,667	2,294
Car Park - excess charges	570	417	153	2,700	2,083	617
Car Park - attendant charges	2,232	2,211	21	11,432	11,055	377
Coach Outings	0	0	0	7,388	7,800	(412)
Queens Hall	1,334	1,333	1	7,906	6,667	1,240
Tenancies	2,247	2,197	50	11,186	10,985	201
Total	<u>34,588</u>	<u>31,838</u>	<u>2,750</u>	<u>181,777</u>	<u>166,991</u>	<u>14,786</u>
Expenditure						
Salaries & Wages	17,932	17,929	(4)	85,785	89,643	3,859
Activities	835	2,375	1,540	7,260	8,208	949
Administration	2,804	2,383	(421)	12,991	11,917	(1,074)
Allotments	27	125	98	123	625	502
Car Parks	2,059	1,892	(167)	12,495	9,458	(3,037)
Civic	0	58	58	904	1,042	138
Coach Outings	0	0	0	6,180	6,000	(180)
Courtaulds	19	375	356	1,642	1,875	233
Queens Hall & Offices	3,487	2,037	(1,449)	12,109	10,187	(1,922)
Empire Theatre	0	167	167	635	833	198
Environment	868	971	103	4,509	4,854	345
Public Conveniences	733	779	46	3,392	3,896	504
S137 Payments	0	0	0	4,000	4,000	0
Total	<u>28,764</u>	<u>29,091</u>	<u>327</u>	<u>152,024</u>	<u>152,539</u>	<u>515</u>
Other Expenditure						
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Surplus/deficit	5,825	2,747	3,078	29,753	14,452	15,301

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 (awaiting invoice)	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
Installation of barrier	£549.60 (awaiting work to be completed 120/9/23)	Agreed in August
Mayor's chain repairs	£2750 + VAT	Agreed in July
Final electrical work at Queens Hall	£2004 + VAT	Agreed in July
Electrical distribution board for the Empire	£2562 + VAT (paid)	Agreed in July
Total	£16779	This sum is committed for these projects
Remaining unallocated surplus	£9394.10	
Installation of hearing loop	£963 + VAT	To be discussed at September meeting

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 (naving)	49	49	41	49	36	53	59						43
FOC	4	4	2	5	3	2	3						5
Total	53	53	43	54	39	55	62						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								4

Cllr J Atkinson
Lead member for Finance

Sarah Greateorex
Town Clerk and RFO