

<b>Committee</b>	<b>FINANCE COMMITTEE</b>
<b>Date</b>	<b>15<sup>th</sup> October 2018</b>
<b>Agenda Item</b>	<b>7a</b>

## **Finance Report for September**

### **Income**

The second half of the precept (£86,490) was received in September.

HTC year to date income is reported as £9,172 over budget, although £2,843 of this is from the non-budgeted Collection Fund rebate. Most of the increase in income is due to a higher than expected income from Excess charge tickets, and from general car park charges. The attendant charges are higher since the pay increase for the car park attendants was passed on to Sainsburys and East of England Co-op, in their payment for HTC's services in monitoring car parks. Queens Hall is also continuing to make more on hirings than was expected.

### **Expenditure**

Expenditure is reported as £4726 (2%) under budget. The Council continues to make savings on office running costs. The expenditure on salaries was explained in last month's report; the car parking salary hours have now been adjusted and will gradually come in line with budget.

### **Earmarked Reserves**

- No expenditure this month from Earmarked Reserves.

### **Capital Reserves**

- Capital expenditure on 12 Christmas light motifs £1828.

**Recommendation : That the Finance committee notes this report.**

**Chair of Finance**

**Sarah Greatorex  
Town Clerk and RFO**

Date: 04/10/2018

Time: 11:24

Finance Committee Meeting  
Agenda Item 7a

**HALSTEAD TOWN COUNCIL**

**GENERAL FUND**

**INCOME AND EXPENDITURE**



From: Month 6, September 2018

To: Month 6, September 2018

	Month 6, September 2018	Year to Date		
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Income</b>				
Precept	86,490	172,981	172,981	(1)
Localism Grant	0	7,008	7,008	0
Council Tax Coll Fund Rebate	0	2,843	0	2,843
Adminstration	47	48	0	48
Allotments	30	66	0	66
Car Park - charges	4,761	31,805	31,629	176
Car Park - permits	1,557	8,234	7,636	599
Car Park - excess charges	780	4,775	2,000	2,775
Car Park - attendant charges	6,849	13,698	12,576	1,122
Coach Outings	309	13,524	13,016	508
Council Offices	0	78	0	78
Queens Hall	522	6,584	5,625	959
Tenancies	6,900	14,750	14,750	0
<b>Total</b>	<b>108,246</b>	<b>276,393</b>	<b>267,221</b>	<b>9,172</b>
<b>Expenditure</b>				
Salaries & Wages	15,365	98,198	96,312	(1,886)
Activites	530	3,946	4,550	604
Adminstration	1,178	12,702	14,518	1,816
Allotments	52	187	352	165
Car Parks	2,055	10,477	11,002	525
Civic	212	847	1,050	203
Coach Outings	2,500	9,580	9,664	84
Courtaulds	334	2,753	3,500	747
Queens Hall	337	1,769	2,415	646
Empire Theatre	0	224	0	(224)
Environment	(783)	7,911	7,506	(405)
Council Offices	334	2,324	3,435	1,111
Public Conveniences	559	3,164	4,254	1,090
S137 Payments	0	1,750	2,000	250
<b>Total</b>	<b>22,675</b>	<b>155,833</b>	<b>160,559</b>	<b>4,726</b>
<b>Surplus/Deficit:</b>	<b>85,571</b>	<b>120,560</b>	<b>106,662</b>	<b>13,898</b>

## Reserves Account Summary

## Item 7a

Earmarked Reserves			Capital Reserves		
Opening balance at 31/3/18	21,823		Opening balance at 31/3/18	63,727	
Receipts to date	0		Receipts to date		
<b>Total</b>	<b>0</b>				
Expenditure to date			Expenditure to date		
			New PC for Finance officer	380	May
			New lawnmower	1,149	June
			Christmas motifs	1,828	Sept
			Administration PC	325	Aug
<b>Total</b>	<b>0</b>		<b>Total</b>	<b>3,682</b>	
Current balance	21,823		Current balance	60,045	

## Queen Hall and Mill House Bookings

	17/18 Av	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
QH (paying)	27	27	26	32	33	24	30						
FOC	6	3	4	2	4	2	3						
<b>Total</b>	<b>33</b>	<b>30</b>	<b>30</b>	<b>34</b>	<b>37</b>	<b>26</b>	<b>33</b>						

## Sickness

	17/18 Av	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Days	6	2	6	11	19	0	6						