

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services Committee		
MEETING DATE AND TIME	26th June 2025 7.00 pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael - R.F.O		
AGENDA ITEM REPORT TITLE	9 Management Accounts for Congleton Information Centre		
Background	Management Accounts and Variance analysis for the period to 30 th April 2025, Month 1, to accompany the attached spreadsheets in Appendix 9.1.		
Update	<p>These figures cover the financial period from the current financial year to 30th April 2025, month 1 which represents 8.5% of the budget. (Percentages in this report are rounded up /down and are based on full-year <u>budgets, column titled % Spent of Annual Budget</u>) Please refer to notes in Appendix 9.1 for comments.</p> <p>Income</p> <ul style="list-style-type: none">• Most income via the Information Centre is third-party income and is dependent on external requirements/events.(Highlighted Yellow) We achieve commission on these sales, which will be updated quarterly.• Our own income streams have budgets attached to them. <p>Expenditure</p> <p>Nothing further to add from the notes in the account summary.</p> <p>Direct Sales</p> <ul style="list-style-type: none">• Direct Sales Income £2,948• Direct Sales Expenditure £1,665		
Financial	No implications for this decision.		
Environmental	No implications for the decision.		
Equality and Diversity	No implications for the decision.		
Decision Request	To receive the Management Accounts for the Information Centre to 30 th April 2025		

Congleton Town Council
Management Accounts 2024-25
CONGLETON INFORMATION CENTRE
Apr-25

Third Party
OK
Monitor
Overspent

Month 1
Percentage 8.6%

TOWN HALL
CONGLETON INFORMATION CENTRE

ANNUAL BUDGET	BUDGET TO M1	ACTUAL SPEND TO M1	£ VARIANCE OF M1 BUDGETS	% SPENT AGAINST M1 BUDGETS	% SPENT OF ANNUAL BUDGET	% VARIANCE AGAINST M1 EXPECTED
3000 Stock at 1st April	0	-	-	0.0%		
3041 3rd Party ticket resales	0	-	1,563		#DIV/0!	#DIV/0!
3042 Books, Maps, Guides resale	2,850	238	25	213	10.5%	0.9%
3043 Souvenirs for resale	2,375	198	-	198	0.0%	0.0%
3044 Stamps for resale	475	40	-	40	0.0%	0.0%
3046 Local Produce for resale	0	-	77	-	77	#DIV/0!
3047 Theatre gift cards for resale	0	-	-	-	-	#DIV/0!
3048 Food & Drink for resale	1,188	99	-	99	0.0%	0.0%
3049 CTC Merchandise	0	-	-	-	0.0%	0.0%
3999 Stock at 31st March 2022	0	-	-	-	0.0%	0.0%
Direct Expenditure	6,888	574	1,665	-	1,091	290.1%
4000 Staff costs	62,381	5,198	5,366	-	168	103.2%
4011 Rates	5,321	443	565	-	122	127.4%
4013 Rent Payable	7,500	625	625	-	-	100.0%
4162 General Expenditure	2,000	167	212	-	45	127.2%
6000 Central Overheads Reallocated	6,014	501	-	501	0.0%	0.0%
Indirect Expenditure	83,216	6,935	6,768	167	97.6%	8.1%
1041 Third Party Ticket Sales	0	-	-	2,434	2,434	#DIV/0!
1042 Books, Maps, Guides sales	-3,000	-	250	-	59	191
1043 Souvenir sales	-2,500	-	208	-	147	61
1044 Stamp Sales	-500	-	42	-	5	37
1045 Photocopy sales	-300	-	25	-	10	15
1046 Local Produce for resale	0	-	-	144	144	#DIV/0!
1047 Theatre gift cards	0	-	-	30	30	#DIV/0!
1048 Food and Drink sales	-1,250	-	104	-	109	5
1049 CTC Merchandise sales	0	-	-	10	10	0.0%
1199 Commision	-4,000	-	333	-	333	0.0%
Income	-11,550	-	963	-	2,948	2,319
Total Income	-11,550	-	963	-	2,948	2,319
Net Expenditure over Income	78,554	6,546	5,485	1,395	83.8%	7.0%

NOTES

Expenditure Variance 0-100% Green 101-115% Amber 115% over Red
Yellow are 3rd party expenditure, traffic lights CTC

Third Party Income see corresponding expense line

Third Party Income see corresponding expense line

Third Party Income see corresponding expense line

Paid over 10 months not 12

Stationery replenishment

Yellow are 3rd party income, traffic lights our own income
Income Variance 100% Green, 75% to 99% Amber, 0%-75% Red

Third Party expenditure

Third Party expenditure

Third Party expenditure

Will update quarterley