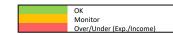
CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall and A	Assets Co	mmittee									
MEETING DATE	6 th November 2	025	LOCATION	Congleton Town Hall								
AND TIME	7.00 pm											
REPORT FROM	Serena Van Sch	epdael -	R.F.O									
AGENDA ITEM	7	-										
REPORT TITLE	Management A	ccounts 1	Town Hall									
Background	Management Ad	ccounts a	nd Variance analy	ysis for the period to 30 th Sept	ember 2025,							
	Month 6, to acco	ompany	the attached spre	adsheets in Appendix 7.1 and	7.2.							
Update	September 2025 report are round Spent of Annual Income: No additional observations	5, month ded up / Budget) oservatio ings.	6 which represer down and are ba Please refer to no ns beyond those	I from the current financial nts 50% of the budget. (Perceised on full-year budgets, coluptes in Appendix 7.1 for commorecorded in the Appendix, and	ents. as below							
	Expenditure, as glazing upgrades	-	_	nes 4041 and 4951, window/d	ouble							
	<u>Future Bookings</u>											
	Appendix 7.2 shows the figures for the current financial year 2025-2026. Figures including Internal Room values: (Appendix 7.2)											
	Bu	ıdget		£69,500								
Financial	То	Total Income to date £										
		otal Futur eptember	re bookings @ 30 ^t · 2025	f16,092								
	CP	P Rental I	ncome future	£1,752								
	Cu	Cumulative v budget (-£25,619)										
	These figures are	e being p	resented to Finar	nce and Policy on 20 th Novemb	er 2025.							
Financial	No cost implicat	ions for t	this decision, noti	ng of accounts only.								
Environmental	No implications	for the d	ecision.									
Equality and Diversity	No implications											
Decision Request	To receive and r September 2025		Management Acc	ounts for the Paddling Pool to	30 th							

Congleton Town Council
Management Accounts 2025-26
TOWN HALL

Sep-25



Month	6							
Percentage	50.0%	ANNUAL	BUDGET TO	T I	£ VARIANCE OF	% AGAINST M6	% OF ANNUAL	% VARIANCE
		BUDGET	M6	ACTUAL TO M6	M6 BUDGETS	BUDGETS	BUDGET	AGAINST M6
		BUDGET	IVIO		IVIO BUDGETS	BUDGETS	BUDGET	EXPECTED
TOWN HALL								
4000	Staff Costs (re-allocated)	81,150	40,575	42,475	-1,900	104.7%	52.3%	2.34%
4008	Training	1,000	500	0	500	0.0%	0.0%	-50.00%
4009	Protective Clothing\H & Safety	550	275	372	-97	135.3%	67.6%	17.64%
4010	Cleaners	8,400	4,200	3,635	565	86.5%	43.3%	-6.73%
4011	Rates	25,449	12,725	14,970	-2,246	117.6%	58.8%	8.82%
4012	Water	7,875	3,938	3,821	117	97.0%	48.5%	-1.48%
4014	Electricity	33,000	16,500	9,001	7,499	54.6%	27.3%	-22.72%
4015	Gas	30,000	15,000	3,001	11,999	20.0%	10.0%	-40.00%
4016	Cleaning materials	2,250	1,125	887	238	78.8%	39.4%	-10.58%
4017	Refuse Disposal	2,350	1,175	976	199	83.1%	41.5%	-8.47%
4020	Miscellaneous Office Costs	2,500	1,250	1,325	-75	106.0%	53.0%	3.00%
4025	Insurance	14,346	7,173	14,059	-6,886	196.0%	98.0%	48.00%
4033	Marketing/Promotions	3,500	1,750	90	1,660	5.1%	2.6%	-47.43%
4040	Maintenance Contracts	9,000	4,500	7,383	-2,883	164.1%	82.0%	32.03%
4041	Property Maintenance	21,300	10,650	11,592	-942	108.8%	54.4%	4.42%
4065	Architect/Surveyor Fees	0	0	-1,645	1,645			
4068	Licences (incl PRS)	4,200	2,100	4,410	-2,310	210.0%	105.0%	55.00%
4951	Transfer from EMR	0	0	-5,000	5,000			
6000	Central Overheads Reallocated	6,522	3,261	3,835	-574	117.6%	58.8%	8.80%
	Town Hall Expenditure	253,392	126,696	115,187	11,509	90.9%	45.5%	-4.54%
3020	Catering costs	0	0	2,428	-2,428			
3021	Security Supplies			1,817	-1,817			
		0	0	4,245	4,245			
	Total Town Hall Expenditure	253,392	126,696	119,432	7,264	94.3%	47.1%	-2.87%
1009	Rent Rec'd - Museum Notional	-4500	-2250	-2250	0	100.0%	50.0%	0.00%
1010	Rent Received - 3rd Party Partnership	-1533	-767	-767	1	100.0%	50.0%	0.03%
1010	Rent Received - Internal CTC	-1533 -26517	-13259	-13259	1	100.0%	50.0%	0.00%
1011	Letting Income - Grand Hall	-30000	-15000	-13239	-1987	86.8%	43.4%	-6.62%
1013	Letting Income - Grand Hall Letting Income - Bridestones	-5000	-2500	-2090	-410	83.6%	41.8%	-8.20%
1014	Letting Income - Bridestones Letting Income -Spencer Suite	-5000 -5000	-2500	-2950	450	118.0%	59.0%	9.00%
1013	Letting Income - Spencer Suite Letting Income - Campbell Suite	-3000	-2300	-2930	0	110.078	0.0%	-50.00%
1016	Letting Income - Campbell Suite Letting Income - Brasserie, Kitchen and Bar	-12000	-6000	-25	-5975	0.4%	0.0%	-49.79%
1021	Letting Income - Internal	-9000	-4500	-4646	146	103.2%	51.6%	1.62%
1021	Letting income - Internal	-3000 -2500	-1250	-833	-417	66.6%	33.3%	-16.68%
1022	Commission- CP	-2300 -6000	-3000	-2207	-793	73.6%	36.8%	-13.22%
1023	Letting Income- Security	-8000	-3000	-2207	2211	73.070	0.0%	-50.00%
1024	Service Charges - Brasserie	-4000	-2000	-1331	-669	66.6%	33.3%	-30.00%
1035	Service Charges - Brasserie Service Charges - Other	-4000 -5000	-2500	-798	-1702	31.9%	16.0%	-34.04%
1037	Letting Income- Offices	-3000	-2300	-1750	1750	31.370	10.076	-34.04/0
1050	Catering Sales (recharges)	0	0	-3207	3207		0.0%	-50.00%
1199	Miscellaneous income	0	0	-3207	3207		0.076	-30.0076
1179	Grants Receivable- Salix Project	0	0	-7505	7505			
/-	Total Town Hall Income	-111050	-55525	-58842	3317	106.0%	53.0%	2.99%
	Net Expenditure over Income	142,342	71,171	60,590	10,581	85.1%	42.6%	-7.43%

NOTES

Expenditure Variance 0-100% Green 101-115% Amber 115% over Red

Pay award settled and paid in August 2025, backdated t April 2025

Top up of uniform

Paid over 10 months rather than 12

Full year for Zurich and Critical Illness paid to date.

Paid quarterly, will be monitored by RFO

£1200 is upgrade to electricity box, £5,000 for windows upgrade see notes on budget line 4951 Salix Grant project, see below

Music License paid in full

Windows/secondary glazing upgrades, EMR set aside for this, £5,000 is within budget line 4041

Recharged to customers

Recharged to customers

Income Variance 100% Green, 75% to 99% Amber, 0%-75% Red

Recharge to customers

Dependant on use by Commercial Partner
Dependant on use by Museum, Q 2 to be invoiced

Recharge to customers

Grant income for Surveyor fees, 24-25 c/f

	12 mth	APR	Actual	MAY	Actual	JUN	Actual	JUL	Actual	AUG	Actual	SEP	Actual
	Budget												
Letting Income - Grand Hall	30,000	2,500	1,464	5,000	3,306	7,500		10,000					
Letting Income - Bridestones	5,000	417	332	833	431	1,250		1,667		2,083			
Letting Income -Spencer Suite	5,000	417	445	833	983	1,250		1,667	,				
Commissions	6,000	500	-	1,000		1,500		2,000		2,500		3,000	
Lighting /equip	2,500	208	-	417	167	625	167	833	667	1,042	833	1,250	833
Lettings income -Internal	9,000	750	607	1,500	607	2,250	2,312	3,000	2,312	3,750	2,312	4,500	3,169
Lettings Income- Campbell	-	-		-		-	-	-	-	-		-	
Brasserie Income	12,000	1,000	-	2,000	25	3,000	25	4,000	25	5,000	25	6,000	25
Letting Income- Offices	-	-	-	-	583	-	875	-	1,167	-	1,458	-	1,750
Totals	69,500	5,792	2,848	11,583	6,102	17,375	11,778	23,167	16,692	28,958	19,949	34,750	26,037
Variance			- 2,944		- 5,481		- 5,597		- 6,475		- 9,009		- 8,713
Current bookings value Confirmed													
Internal													963
Cp rental income													
Current bookings value Provisional													
Total future bookings			-		-		-	-	-	-	-	-	961
Cumulative (Includes CP Rent)			- 2,944		- 5,481		- 5,597		- 6,475		- 9,009		- 7,752
cumulative (includes of Neilt)	12 mth		,		,		,		,		·		,
	Budget	ОСТ	Actual	NOV	Actual	DEC	Actual	JAN	Actual	FEB	Actual	MAR	Actual
Letting Income - Grand Hall	30,000	17,500		20,000		22,500		25,000		27,500		30,000	
Letting Income - Bridestones	5,000	2,917		3,333		3,750		4,167		4,583		5,000	
Letting Income -Spencer Suite	5,000	2,917		3,333		3,750		4,167		4,583		5,000	
Commissions	6,000	3,500		4,000		4,500		5,000		5,500		6,000	
Lighting /equip	2,500	1,458		1,667		1,875		2,083		2,292		2,500	
Lettings income -internal	9,000	5,250		6,000		6,750		7,500		8,250		9,000	
Lettings Income- Campbell	-	-		-		-		-		-		-	
Brasserie Income	12,000	7,000		8,000		9,000		10,000		11,000		12,000	
Lettings Income- Offices	-	-		-		-		-		-		-	
Totals	69,500	40,542	-	46,333	-	52,125	-	57,917	-	63,708	-	69,500	-
Variance			- 14,505		- 20,296		- 26,088		- 31,880	1,000	- 37,671		- 43,463
	4		3,139		1,853		3,012		1,208		1,846		2,439
	N. C.				489						50		89
Current bookings value Confirmed			1,006								292		
Current bookings value Confirmed Internal Cp rental income			1,006 292		292		292		292		292		292
Current bookings value Confirmed Internal			,				292		292		292		292
Current bookings value Confirmed Internal Cp rental income			,			-	292 3,304	-	1,500	-	2,188	-	29. 2,820