



Congleton Town Council

Title	Finance and Policy Committee
Date of Meeting Time	26 February 2026 7:00 pm
Status	Final Minutes
Reference Documents	Agenda Papers for Finance & Policy – 26 February 2026

Attendance

Committee Members	Cllr Robert Douglas (Chair) Cllr Charles Booth (Vice Chair) Cllr Russell Chadwick Cllr Heather Pearce Cllr Rob Moreton Cllr Liz Wardlaw
Ex Officio	Cllr Robert Brittain (Mayor) Cllr Suzy Firkin (Deputy Mayor)
Non-Committee Members	Cllrs Kay Wesley and Cllr Glen Williams
Officers	David McGifford (Chief Officer)
Members of the Press	0
Members of the Public	6

1. Apologies for Absence

Apologies were received from Cllr Suzy Akers Smith, Cllr Mark Edwardson, Cllr Arabella Holland

2. Minutes of Previous Meetings

FAP/41/2526 resolved to approve and sign the Finance & Policy minutes held on 20th November 2025 as a correct record.

3. Declaration of Interest

Declarations were received by Cllrs S Firkin (Museum) R Chadwick E Wardlaw, R Moreton (Cheshire East Council) and C Booth and Heather Pearce (Friends for Leisure)

4. Outstanding Actions

Councillors receive the updated Action log summary.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Presentations to the Committee

There were no presentations to the committee.

7. Urgent Items

The Chair offered his congratulations to Cllr Rob Moreton on being selected as the Deputy Mayor for Cheshire East Council 2026-27.

8. Minutes of Working Groups

There are none.

9. Committee Items Relating to Working Groups

There are none.

10. Grant Approvals and Commitments

FAP/42/2526 resolved to note the grant approvals and commitments.

11. New Applications for Financial Assistance

To approve grant applications:

11.1- Congleton Rotary GR17/2526

FAP/43/2526 resolved to approve the grant request for £997.50 on the basis that the overall project cost is above £1995. Should the overall budget cost be below that figure the town council will grant a contribution of 50% of that figure.

11.2- No Tier Snooker GR18/2526

FAP/44/2526 resolved to award a grant of £1,000.

11.3- Her-Place Charitable Trust GR19/2526

FAP/45/2526 resolved to defer its decision and request that the applicant to provide more clarity about their application including:

- The application to remove all references about White Ribbon given Congleton Town Council has already obtained White Ribbon Accreditation.
- A breakdown of the additional £4000 cost of the project with details of the specific locations within Congleton where the period dignity items will be provided.
- The above could be part of a more detailed grant request or the applicant could attend the next meeting of the committee on the 26th March 2026.

11.4- Mossley Women's Institute GR20/2526

FAP/46/2526 resolved to award a grant of £750.

11.5- Marton C of E Primary PTA GR21/2526

FAP/47/2526 resolved to award a grant of £500.

11.6-Congleton Pride GR22/2526

FAP/48/2526 resolved to award a grant of £500.

11.7- Congleton Museum GR23/2526

FAP/49/2526 resolved to award a grant of £245.

11.8- Congleton Youth Orchestra GR24/2526

FAP/50/2526 resolved to award a grant of £450.

12. New Grant Activities Monitoring Forms

12.1- Congleton Chess Club- GR13-2526

FAP/51/2526 resolved to receive the Grant activities monitoring form.

The Mayor to contact Congleton Chess Club about organising a friendly chess match between Congleton Chess Club and Congleton Town Council.

13. Management Accounts 2025-2026

FAP/52/2526 resolved to receive and note the management accounts for the financial year to 31st December 2025.

14. Bank Reconciliation

FAP/53/2526 resolved to receive the Bank Reconciliation.

15. Savings Account Balances

FAP/54/2526 resolved to receive and note the Savings Account balances as at 31st December 2025.

16. List of Payments

FAP/55/2526 resolved to receive and approve the List of Payments for 1st November to 31st December 2025.

17. Financial Regulations Review

FAP/56/2526 resolved to approve the updates to the Financial Regulations and corresponding sections in The Standing Orders and recommend to Council for approval and adoption into the Constitution **subject to** the removal of Financial Regulations reference Section 5 section showing “Updated item 16.5 from £3,000 to - £5,000.”

18. Business Risk Assessment

FAP/57/2526 resolved to approve the Business Risk Assessment for 2026-2027 and recommend to Council for approval and adoption into the Constitution. Consideration may need to be given to review security breach at the museum.

19. Policy Reviews

To discuss and approve updates to the polices and recommend updates to Council for approval and adoption into the Constitution.

19.1 – DBS Handling Certificate – NEW

FAP/58/2526 resolved to approve the DBS Handling Certificate noting that information that is provided by individuals is not kept on files.

19.2 – Social Media Policy – NEW

FAP/59/2526 resolved to approve the policy as proposed on the basis that in addition to this policy –

- A separate schedule needs to be referred to within the policy on the use of social media including which channels that should be used, by officers and councillors (these lists may differ slightly).
- In Section 9, replace the words “local election” with “all elections involving Congleton”

- Guidance is given to councillors and officers ahead of election period on media use.
- On the last line of page 6 between the words “Councillors” and “the public” replace “of” with “or”.
- Develop a separate policy for the use of AI for council reports and noting on the reports that AI was used.

Meeting Closed at 8:45pm
Cllr R Douglas
Chair of Finance and Policy

Month 9

Percentage 75.0%

	OK
	Monitor
	Over/Under (Exp./Income)

APPENDIX 13.1

	ANNUAL BUDGET	BUDGET TO		E VARIANCE OF M9 BUDGETS	% AGAINST M9 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M9 EXPECTED	NOTES
		M9	ACTUAL TO M9					
Finance and Policy Committee								
101: Corp Management								
Staff Costs (re-allocated)	272,757	204,568	188,335	16233	92.06%	69.0%	-5.95%	Expenditure Variance 0-100% Green 101-115% Amber 115% over Red Income Variance 100% Green, 75% to 99% Amber, 0%-75% Red
Travel	250	188	33	155	17.60%	13.2%	-61.80%	
Training / Conferences	2,500	1,875	1,738	137	92.69%	69.5%	-5.48%	
Rent Payable	17,017	12,763	12,763	0	100.00%	75.0%	0.00%	
Miscellaneous Office Costs	2,000	1,500	1,087	413	72.47%	54.4%	-20.65%	
Telephone/Fax/Internet	3,000	2,250	2,506	-256	111.38%	83.5%	8.53%	Increase slightly higher than budgeted
Postage	1,000	750	204	546	27.20%	20.4%	-54.60%	
Stationery & Printing	3,300	2,475	2,657	-182	107.35%	80.5%	5.52%	Dependant on requirements
Subscriptions & Publications	5,100	3,825	5,143	-1318	134.46%	100.8%	25.84%	Most now paid in full, will balance out by month 12
Insurance	16,243	12,182	16,069	-3887	131.91%	98.9%	23.93%	Full year for Zurich and Critical Illness paid to date
Computer/IT Costs	25,000	18,750	20,413	-1663	108.87%	81.7%	6.65%	£1461: Windows 11 works, new starter costs and annual subscription included in total
Photocopy Charges	2,000	1,500	1,208	292	80.53%	60.4%	-14.60%	
Recruitment Advertising	500	375	462	-87	123.20%	92.4%	17.40%	For 2 vacancies in 25-26
Bank Charges	1,240	930	733	197	78.82%	59.1%	-15.89%	
Audit Fees - External	2,500	1,875	0	1875	0.00%	0.0%	-75.00%	
Audit Fees - Internal	1,900	1,425	525	900	36.84%	27.6%	-47.37%	
Accountancy Support	5,300	3,975	1,683	2292	42.34%	31.8%	-43.25%	
Legal & Professional fees	3,500	2,625	7,559	-2355	287.96%	216.0%	140.97%	Legal fees for lease work, Council approved use of EMR, this movement will be completed at year end.
HR & H&S support	5,000	3,750	3,873	-123	103.28%	77.5%	2.46%	3 quarters paid
Central Overheads reallocated	-78,320	-58,740	-62,721	3981	106.78%	80.1%	5.08%	
Corporate Management-Expenditure	291,787	218,840	204,270	17149	93.34%	70.0%	-4.99%	
Precept 2025-2026	-1,333,233	-999,925	-1,333,233	333308	133.33%	100.0%	33.33%	
Interest Receivable	-30,000	-22,500	-25,759	3259	114.48%	85.9%	28.62%	
Miscellaneous Income	0	0	-703	703	0.00%			
Corporate Management-Income	-1,363,233	-1,022,425	-1,359,695	337270	132.99%	99.7%	24.74%	
Net Income Over Expenditure	-1,071,446	-803,585	-1,155,425	354420	143.78%	107.8%	32.84%	
102: Civic								
Staff Costs (re-allocated)	5,358	4,019	4,512	-494	112.28%	84.2%	9.21%	
Training / Conferences	1,000	750	257	493	34.27%	25.7%	-49.30%	
Stationery & Printing	550	413	0	413	0.00%	0.0%	-75.00%	
Marketing/Promotions	1,200	900	1,180	-280	131.11%	98.3%	23.33%	One off cost for updating marketing videos
Council Newsletter	8,700	6,525	7,116	-591	109.06%	81.8%	6.79%	
Council Website	2,000	1,500	1,085	415	72.33%	54.3%	-20.75%	Annual subscription/hosting fees paid in full
Mayor's Allowance	3,000	2,250	3,000	-750	133.33%	100.0%	25.00%	Paid in full
Members Expenses	200	150	0	150	0.00%	0.0%	-75.00%	
Civic Expenses	9,500	7,125	6,657	468	93.43%	70.1%	-4.93%	3 civic events have taken place to date: Mayor Making, Annual Town Meeting and Civic Sunday.
Civic Regalia	250	188	345	-158	184.00%	138.0%	63.00%	2 replacement flags and badges required.
Hall & Room Hire	6,500	4,875	5,372	-497	110.19%	82.6%	7.65%	Dependant on bookings
Civic Artefacts and Treasures	500	375	495	-120	132.00%	99.0%	24.00%	Revaluation of regalia for insurance purposes
Election Expenses	5,500	4,125	5,500	-1375	133.33%			Full amount moved to Earmarked Reserves at start of financial year.
Central Overheads reallocated	1,696	1,272	1,370	-98	107.70%	80.8%	5.78%	
Civic-Expenditure	45,954	34,466	36,889	-2424	107.03%	80.3%	5.27%	
107: Grants								
Initial Grant Commitment	15,000	11,250	6,557	4693	58.28%	43.7%	-31.29%	
Subsidised Use	4,500	3,375	2,100	1275	62.22%	46.7%	-28.33%	
Tfr from EMR Committed Grants	0	0	-4,199	4199			-75.00%	
Specified Grants C/F to 26-27	16,333	12,250	12,025	225	98.17%	73.6%	-1.38%	
Grants- Expenditure	35,833	26,875	16,483	10392	61.33%	46.0%	-29.00%	
Capital	61,778	46,334	51,755	-5422	111.70%	83.8%	8.78%	
F&P Income - N Income	-1,363,233	-1,022,425	-1,365,997	343572	133.60%	100.2%	25.20%	Full Committee Summary includes Mayor cost centre Income £5,571
Expenditure	435,352	326,514	314,288	12226	96.26%	72.2%	-2.81%	Full Committee Summary includes Mayor cost centre expenditure £116

Congleton Town Council
Management Accounts 2025-26

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Month 9
Percentage 75.0%

Community and Environment Committee

ANNUAL BUDGET	BUDGET TO		£ VARIANCE OF		% AGAINST M9 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M9 EXPECTED	NOTES	
	M9	ACTUAL TO M9	M9 BUDGETS	M9 BUDGETS					
215: Floral Displays									
Floral Displays Income	-4,000	-3,000	-7,156	4156	238.53%	178.9%	103.90%	See appendix	
Floral Displays Expenditure	16,172	12,129	16,851	-4722	138.93%	104.2%	29.20%	See appendix	
Total Floral	12,172	9,129	9,695	-566	106.20%	79.7%	4.65%		
241: Allotments									
Allotments Income	-190	-143	0	-143	0.00%	0.0%	-75.00%		
Allotments Expenditure	1,200	900	526	374	58.44%	43.8%	-31.17%		
Total Allotment	1,010	758	526	232	69.44%	52.1%	-22.92%		
300: Public Realm	5,000	3,750	1,992	1758	53.12%	39.8%	-35.16%		
301: Congleton Partnership									
Congleton Partnership Income	0	0	-3,590	3590	0.00%	0.0%	-75.00%		
Congleton Partnership Expenditure	3,501	2,626	31,808	-29182	1211.39%	908.5%	833.54%	Issue with salary allocation, corrected in Month 10	
Congleton Partnership C/F		0	-32,153	32153	0.00%	0.0%	-75.00%	Carried forward balance from 24/25	
Total Partnership	3,501	2,626	-3,935	6,561	-149.86%	-112.4%	-187.40%		
302: Community Development									
Community Development Staff Costs	137,755	103,316	79,414	23902	76.86%	57.6%	-17.35%		
Community Development Marketing/Promotions	6,250	4,688	2,400	2288	51.20%	38.4%	-36.60%		
Green Initiatives	5,000	3,750	395	3355	10.53%	7.9%	-67.10%		
Campaign Expenditure	1,000	750	1,014	-264	135.20%	101.4%	26.40%	Annual subscription paid	
Tfr to EMR	0	0	0	0	0.00%	0.0%	-75.00%		
Tfr From EMR	0	0	0	0	0.00%	0.0%	-75.00%		
Community Development Overheads	11,072	8,304	8,945	-641	107.72%	80.8%	5.79%		
Total Community Development	161,077	120,808	92,168	28,640	76.29%	57.2%	-17.78%		
303: Crime									
Crime Reduction/CCTV Expenditure	11,426	8,570	10,479	-1910	122.28%	91.7%	16.71%	Annual invoice for CCTV charges has been paid.	
Total Crime	11,426	8,570	10,479	-1910	122.28%	91.7%	16.71%		
305: Christmas									
Christmas Fayre/lights Income	-3,000	-2,250	-9,841	7591	437.38%	328.0%	253.03%	Sponsorship and funding	
Christmas Fayre/lights Expenditure	18,000	13,500	24,790	-11290	183.63%	137.7%	62.72%		
Total Christmas	15,000	11,250	14,949	-3699	132.88%	99.7%	24.66%		
310: Neighbourhood Plan									
Neighbourhood Plan	5,500	4,125	6,287	-2162	0.00%	0.0%	-75.00%	Costs covered by EMR funds	
Neighbourhood Plan Tfr From EMR	0	0	-4,875	4875	0.00%	0.0%	-75.00%		
Total Neighbourhood Plan	5,500	4,125	1,412	2713	0.00%	0.0%	-75.00%		
321: Tourism									
Tourism Income	0	0	-14,573	14573			-75.00%	Includes Tribute Events, and Food & Drink Income of £8,916	
Tourism Expenditure	22,000	16,500	26,475	-9975	160.45%	120.3%	45.34%	Includes Food & Drink costs of £11,004	
Total Tourism	22,000	16,500	11,902	4598	72.13%	54.1%	-20.90%		
351: Luncheon Club	12,000	9,000	4,988	4012	55.42%	41.6%	-33.43%		
C.E & S	Income	-7,190	-5,393	-35,160	29768	652.02%	489.0%	414.01%	Full Committee Summary
Expenditure	255,876	179,213	179,336	-124	100.07%	70.1%	-4.91%	Full Committee Summary	

Town Hall, Assets and Services Committee

ANNUAL BUDGET	BUDGET TO		£ VARIANCE OF		% AGAINST M9 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M9 EXPECTED	NOTES
	M9	ACTUAL TO M9	M9 BUDGETS	M9 BUDGETS				
201: Paddling Pool	50,072	37,554	35,024	2530	93.26%	69.9%	-5.05%	Income Variance 100% Green, 75% to 99% Amber, 0%-75% Red Expenditure Variance 0-100% Green 101-115% Amber 115% over Red See Appendix
221: Town Hall								
Town Hall - Expenditure	253,392	190,044	175,229	14815	92.20%	69.2%	-5.85%	See Appendix
Town Hall - Income	-111,050	-83,288	-87,692	4405	105.29%	79.0%	3.97%	
Net Expenditure over Income	142,342	106,757	87,537	19220	82.00%	61.5%	-13.50%	
225: Congleton Information Centre								

CIC - Expenditure	97,785	73,339	110,688	-37349	150.93%	113.2%	38.20%	See Appendix
CIC - Income	-11,550	-8,663	-54,014	45352	623.54%	467.7%	392.65%	
Net Expenditure over income	86,235	64,676	56,674	8002	87.63%	65.7%	-9.28%	
263: Public Toilets	8,900	6,675	2,855	3820	42.77%	32.1%	-42.92%	
270: Cenotaph	375	281	262	19	93.16%	69.9%	-5.13%	
280: Streetscape								
Streetscape Expenditure	873,811	655,358	638,034	17324	97.36%	73.0%	-1.98%	See Appendix
Streetscape - Income CEC	-427,199	-320,399	-328,601	8202	102.56%	76.9%	1.92%	
Streetscape - External work income	-17,500	-13,125	-14,491	1366	110.41%	82.8%	7.81%	
Streetscape - Misc. Income	-900	-675	0	-675	0.00%	0.0%	-75.00%	
S/S Income	-445,599	-334,199	-343,092	8893	102.66%	77.0%	2.00%	
Net Expenditure over Income	428,212	321,159	294,942	26217	91.84%	68.9%	-6.12%	
THAS								
Income	-568,199	-426,149	-484,798	58,649	113.76%	85.3%	10.32%	Full Committee Summary
Expenditure	1,284,335	963,251	962,092	1,159	99.88%	74.9%	-0.09%	Full Committee Summary
Total Income	-1,938,622	-1,453,967	-1,885,955		129.71%	97.3%	22.28%	Overall summary includes mayor summary figures not on this sheet
Total Expenditure	1,975,563	1,468,978	1,455,716		99.10%	73.7%	-1.31%	Overall summary
Net Income /Expenditure			-430,243					Rounding allowed
401: Personnel								
1* Staff Costs: To date	1,211,260	908,445	896,669	11776	98.70%	74.0%	-0.97%	
Personnel with Pay Award for reference								
Permanent Staff Costs - Included budget pay award *1	1,211,260	908,445	896,669	11776	98.70%	74.0%	-0.97%	Pay award paid in the August Pay run, awarded 3.2%
Add on budgeted pay award to current month			0					
Add on Temp/Agency								
Total	1,211,260	908,445	896,669		98.70%	74.0%	-0.97%	

Congleton Town Council
Management Accounts 2025-26

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		£	£	£	£	
		01/04/2025	In	Out	Balance	
Reserves as at 31st December 2025		CF Balance			31/11/25	
310	General Reserve	343,771			343,771	
	Ear Marked Reserves					
318	Capital Equipment Fund	457	25,000	11,054	14,403	
320	Capital Contingency Fund	85,806	15,000	2,420	98,386	To pay £7000 Quad, £7000 Interactive TV and £400 Chapter 8
321	EMR Elections	20,000			20,000	Use of funds: SID
324	EMR Crime Prevention/Traffic calming	4,357		3,052	1,305	
325	EMR Committed Grants	4,199	-	4,199	-	
326	EMR Congleton Partnership	42,153	-	32,153	10,000	Per Council (CTC/28/2526) this reserve will be transferred to Partnership funds
330	EMR Ancient Treasures	3,000			3,000	
331	EMR Website	8,330			8,330	
333	EMR Training	5,686			5,686	
337	EMR Toilets	24,012			24,012	
339	EMR Public Realm	8,153			8,153	
340	EMR Legal Fees	21,119			21,119	
342	EMR Tourism	1,516			1,516	
343	EMR Marketing	5,000			5,000	This is to be used for completion of the Website as per Council (CTC/25/25269)
344	EMR Congleton Neighbourhood Plan	5,469		4,875	594	
346	EMR Rotary Bonfire	5,000			5,000	
348	EMR Civic	1,000			1,000	
349	EMR CIL	21,684			21,684	
354	EMR Carbon Offsetting	3,000			3,000	
355	EMR Property Maintenance	124,468		10,127	114,341	Use of funds: Window completion balance £15,000
356	EMR Salix/ Boiler Replacement	79,691			79,691	
357	EMR Election Expenses	-	5,500		5,500	Year on year increase for next elections
	EMR TOTALS	474,100	45,500	67,880	451,720	

Congleton Town Council
Management Accounts 2025-26
TOWN HALL

Dec-25

	OK
	Monitor
	Over/Under (Exp./Income)

Month 9
Percentage 75.0%

	ANNUAL BUDGET	BUDGET TO M9	ACTUAL TO M9	£ VARIANCE OF M9 BUDGETS	% AGAINST M9 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M9 EXPECTED
TOWN HALL							
4000 Staff Costs (re-allocated)	81,150	60,863	64,062	-3,200	105.3%	78.9%	3.94%
4008 Training	1,000	750	0	750	0.0%	0.0%	-75.00%
4009 Protective Clothing\H & Safety	550	413	372	41	90.2%	67.6%	-7.36%
4010 Cleaners	8,400	6,300	5,241	1,059	83.2%	62.4%	-12.61%
4011 Rates	25,449	19,087	22,455	-3,368	117.6%	88.2%	13.24%
4012 Water	7,875	5,906	5,374	532	91.0%	68.2%	-6.76%
4014 Electricity	33,000	24,750	15,639	9,111	63.2%	47.4%	-27.61%
4015 Gas	30,000	22,500	7,764	14,736	34.5%	25.9%	-49.12%
4016 Cleaning materials	2,250	1,688	1,347	341	79.8%	59.9%	-15.13%
4017 Refuse Disposal	2,350	1,763	1,952	-190	110.8%	83.1%	8.06%
4020 Miscellaneous Office Costs	2,500	1,875	1,809	66	96.5%	72.4%	-2.64%
4025 Insurance	14,346	10,760	14,059	-3,300	130.7%	98.0%	23.00%
4033 Marketing/Promotions	3,500	2,625	90	2,535	3.4%	2.6%	-72.43%
4040 Maintenance Contracts	9,000	6,750	8,080	-1,330	119.7%	89.8%	14.78%
4041 Property Maintenance	21,300	15,975	22,713	-6,738	142.2%	106.6%	31.63%
4065 Architect/Surveyor Fees	0	0	-1,645	1,645			
4068 Licences (incl PRS)	4,200	3,150	4,410	-1,260	140.0%	105.0%	30.00%
4951 Transfer from EMR	0	0	-10,127	10,127			
6000 Central Overheads Reallocated	6,522	4,892	5,270	-379	107.7%	80.8%	5.80%
Town Hall Expenditure	253,392	190,044	168,865	21,179	88.9%	66.6%	-8.36%
3020 Catering costs	0	0	4,518	-4,518			
3021 Security Supplies	0	0	1,846	-1,846			
	0	0	6,364	6,364			
Total Town Hall Expenditure	253,392	190,044	175,229	14,815	92.2%	69.2%	-5.85%
1009 Rent Rec'd - Museum Notional	-4500	-3375	-3375	0	100.0%	75.0%	0.00%
1010 Rent Received - 3rd Party Partnership	-1533	-1150	-1150	0	100.0%	75.0%	0.02%
1011 Rent Received - Internal CTC	-26517	-19888	-19888	0	100.0%	75.0%	0.00%
1013 Letting Income - Grand Hall	-30000	-22500	-21144	-1356	94.0%	70.5%	-4.52%
1014 Letting Income - Bridestones	-5000	-3750	-2455	-1295	65.5%	49.1%	-25.90%
1015 Letting Income - Spencer Suite	-5000	-3750	-3704	-46	98.8%	74.1%	-0.92%
1018 Letting Income - Campbell Suite	0	0	0	0		0.0%	-75.00%
1016 Letting Income - Brasserie, Kitchen and Bar	-12000	-9000	-98	-8902	1.1%	0.8%	-74.18%
1021 Letting Income - Internal	-9000	-6750	-8668	1918	128.4%	96.3%	21.31%
1022 Letting income - F&F	-2500	-1875	-1167	-708	62.2%	46.7%	-28.32%
1023 Commission- CP	-6000	-4500	-4277	-223	95.0%	71.3%	-3.72%
1024 Letting Income- Security	0	0	-2706	2706		0.0%	-75.00%
1035 Service Charges - Brasserie	-4000	-3000	-1331	-1669	44.4%	33.3%	-41.73%
1037 Service Charges - Other	-5000	-3750	-2420	-1330	64.5%	48.4%	-26.60%
1038 Letting Income- Offices	0	0	-2625	2625			
1051 Catering Sales (recharges)	0	0	-4971	4971		0.0%	-75.00%
1199 Miscellaneous income	0	0	-208	208			
1179 Grants Receivable- Salix Project	0	0	-7505	7505			
Total Town Hall Income	-111050	-83288	-87692	4405	105.3%	79.0%	3.97%
Net Expenditure over Income	142,342	106,757	87,537	19,220	82.0%	61.5%	-13.50%

NOTES

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

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

Paid over 10 months rather than 12

Price increase in excess of projected, supplier changing 31st December 2025

Full year for Zurich and Critical Illness paid to date.

Paid quarterly.
Less £10,127 used from EMR:Actual revenue soend £12,553 78.6%

Salix Grant project, see below

Music License paid in full £3,290

Windows/secondary glazing upgrades and boiler repair

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

Congleton Town Council
Management Accounts 2025-26
STREETSCAPE

Dec-25

Month 9
 Percentage 75.0%

OK
Monitor
Over/Under (Exp./Income)

STREETSCAPE

	ANNUAL BUDGET	BUDGET TO M9	ACTUAL TO M9	£ VARIANCE OF M9 BUDGETS	% AGAINST M9 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M9 EXPECTED
4000 Staff Costs	651,186	488,390	461,740	26,650	94.5%	70.9%	-4.09%
4008 Training	3,200	2,400	0	2,400	0.0%	0.0%	-75.00%
4009 Protective Clothing\H & Safety	5,900	4,425	4,744	-319	107.2%	80.4%	5.41%
4013 Office rent	2,000	1,500	1,500	0	100.0%	75.0%	0.00%
4016 Cleaning Materials	8,000	6,000	2,513	3,487	41.9%	31.4%	-43.59%
4021 Telephone	1,175	881	431	450	48.9%	36.7%	-38.32%
4025 Insurance	10,369	7,777	10,043	-2,266	129.1%	96.9%	21.86%
4041 Property maintenance	1,500	1,125	291	834	25.9%	19.4%	-55.60%
4043 Horticultural etc Supplies	14,000	10,500	17,019	-6,519	162.1%	121.6%	46.56%
4047 Vehicle maintenance/Serv etc	12,800	9,600	12,725	-3,125	132.6%	99.4%	24.41%
4048 Vehicle fuel and oil	16,285	12,214	12,204	10	99.9%	74.9%	-0.06%
4049 Vehicle rental charges	81,000	60,750	68,866	-8,116	113.4%	85.0%	10.02%
4050 Street Cleansing	8,000	6,000	3,970	2,030	66.2%	49.6%	-25.38%
4152 Propagation Unit	2,500	1,875	805	1,070	42.9%	32.2%	-42.80%
4162 General expenditure	5,300	3,975	2,154	1,821	54.2%	40.6%	-34.36%
4168 Other Expenditure	0	0	0	0		0.0%	-75.00%
4951 Tfr from EMR			2,420				
6000 Central Overheads Reallocated	50,596	37,947	40,879	-2,932	107.7%	80.8%	5.79%
Streetscape Expenditure	873,811	655,358	637,464	15,474	97.3%	73.0%	-2.05%
3030 Purchases for recharging	0	0	570	-570		0.0%	0.00%
1165 CEC - Income	-427,199	-320,399	-328,601	8,202	102.6%	76.9%	177.56%
1167 External work income	-17,500	-13,125	-14,491	1,366	110.4%	82.8%	185.41%
1199 Miscellaneous	-900	-675	0	-675	0.0%	0.0%	75.00%
Streetscape Income	-445,599	-334,199	-343,092	8,893	102.7%	77.0%	177.66%
Net Expenditure over Income	428,212	321,159	294,942	23,797	91.8%	68.9%	-16.84%

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

Replenishment required

Full year for Zurich and Critical Illness paid to date.

Overspend approved by Council CTC/25/2526
 Less £2,420 used from EMR: Actual revenue spend £10,305 107%

Overspend approved at Council CTC/28/2526

No budget

Income Variance 100% Green, 75% to 99% Amber, 0%-75% Red
 3 quarters received, final invoice due to be paid January 2026

Congleton Town Council
Management Accounts 2025-26
Floral/In Bloom
Dec-25

	OK
	Monitor
	Over/Under (Exp./Income)

Month 9
 Percentage 75.0%

Floral
Income

1180 Donations Received
 1195 Sponsorship Income
 1199 Misc Income: Hanging Baskets
 Total

Expenditure

4011 Rates
 4162 General Expenditure
 Total

Net Expenditure over income

ANNUAL BUDGET	BUDGET TO M9	ACTUAL TO M9	£ VARIANCE OF M9 BUDGETS	% AGAINST M9 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M9 EXPECTED
0	-	- 237	237			
0	-	- 2,540	2,540			
-4,000	- 3,000	- 4,379	1,379	145.97%	109.5%	34.48%
-4,000	- 3,000	- 7,156	4,156	238.53%	178.9%	103.90%
172	129	162	- 33	125.58%	94.2%	19.19%
16,000	12,000	16,689	- 4,689	139.08%	104.3%	29.31%
16,172	12,129	16,851	- 4,722	138.93%	104.2%	29.20%
12,172	9,129	9,695	- 566	106.20%	79.7%	4.65%

NOTES

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

Income from hanging basket sales.

Paid in Full for the year, paid for 5 roundabouts

Breakdown: TBC

Plants & Compost 11,791
 Judging Days 1,274
 General Competition 868
 General 716
 Awards Ceremony 845
 Thank You Evening at CTC 932
 Expenses 258
16,684

Congleton Town Council
Management Accounts 2025-26
CONGLETON INFORMATION CENTRE
Dec-25

	OK
	Monitor
	Over/Under (Exp./Income)

Month 9
Percentage 75.0%

TOWN HALL
CONGLETON INFORMATION CENTRE

3000 Stock at 1st April
3041 3rd Party ticket resales
3042 Books, Maps, Guides resale
3043 Souvenirs for resale
3044 Stamps for resale
3046 Local Produce for resale
3047 Theatre gift cards for resale
3048 Food & Drink for resale
3049 CTC Merchandise
3999 Stock at 31st March 2022

Direct Expenditure
4000 Staff costs
4011 Rates
4013 Rent Payable
4162 General Expenditure
6000 Central Overheads Reallocated
Indirect Expenditure

1041 Third Party Ticket Sales
1042 Books, Maps, Guides sales
1043 Souvenir sales
1044 Stamp Sales
1045 Photocopy sales
1046 Local Produce for resale
1047 Theatre gift cards
1048 Food and Drink sales
1049 CTC Merchandise sales
1199 Commission

Income

Total Income

Net Expenditure over Income

ANNUAL BUDGET	BUDGET TO M9	ACTUAL TO M9	E VARIANCE OF M9 BUDGETS	% AGAINST M9 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M9 EXPECTED
0	-	-	-	0.0%		
0	-	35,565	- 35,565			
2,850	2,138	304	1,834	14.2%	10.7%	-64.33%
2,375	1,781	392	1,389	22.0%	16.5%	-58.49%
475	356	172	184	48.3%	36.2%	-38.79%
0	-	2,930	- 2,930			
0	-	114	- 114			
1,188	891	617	274	69.2%	51.9%	-23.06%
0	-	-	-	0.0%	0.0%	-75.00%
0	-	-	-	0.0%	0.0%	-75.00%
6,888	5,166	40,094	- 34,928	776.1%	582.08%	507.08%
70,062	52,547	54,912	- 2,366	104.5%	78.4%	3.38%
5,321	3,991	5,053	- 1,062	126.6%	95.0%	19.96%
7,500	5,625	5,625	-	100.0%	75.0%	0.00%
2,000	1,500	953	547	63.5%	47.7%	-27.35%
6,014	4,511	4,051	460	89.8%	67.4%	-7.64%
90,897	68,173	70,594	- 2,421	103.6%	77.7%	2.66%
0	-	43,569	43,569			
-3,000	- 2,250	- 929	- 1,321	41.3%	31.0%	-44.03%
-2,500	- 1,875	- 2,160	285	115.2%	86.4%	11.40%
-500	- 375	- 182	- 193	48.5%	36.4%	-38.60%
-300	- 225	- 182	- 43	80.9%	60.7%	-14.33%
0	-	3,451	3,451			
0	-	180	180			
-1,250	- 938	- 1,064	127	113.5%	85.1%	10.12%
0	-	30	30		0.0%	-75.00%
-4,000	- 3,000	- 2,267	- 733	75.6%	0.0%	-75.00%
-11,550	- 8,663	- 54,014	46,085	623.5%	467.7%	392.65%
-11,550	- 8,663	- 54,014	46,085	623.5%	467.7%	392.65%
86,235	64,676	56,674	8,735	87.6%	65.7%	-9.28%

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

Pay award settled and paid in August 2025, backdated t April 2025
Paid over 10 months rather than 12

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 quarterly.Q1 to Q3 completed.

Congleton Town Council
Management Accounts 2025-26
PADDLING POOL
 Dec-25

Month 9
 Percentage 75.0%

	OK
	Monitor
	Over/Under (Exp./Income)

PADDLING POOL

Staff Costs
 4000
 4008 Training
 4009 Protective Clothing\H & Safety
 4012 Water
 4014 Electricity
 4039 Pool Chemicals
 4041 Property Maintenance
 4162 General expenditure
 6000 Central Overheads Reallocated
Pool Expenditure

ANNUAL BUDGET	BUDGET TO M9	ACTUAL TO M9	£ VARIANCE OF M9 BUDGETS	% AGAINST M9 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M9 EXPECTED
26,812	20,109	22084	-1,975	109.82%	82.4%	7.37%
3,000	2,250	0	2,250	0.00%	0.0%	-75.00%
320	240	103	137	42.92%	32.2%	-42.81%
5,500	4,125	922	3,203	22.35%	16.8%	-58.24%
3,200	2,400	2420	-20	100.83%	75.6%	0.62%
3,900	2,925	6095	-3,170	208.38%	156.3%	81.28%
4,300	3,225	1534	1,691	47.57%	35.7%	-39.33%
1,000	750	218	532	29.07%	21.8%	-53.20%
2,040	1,530	1648	-118	107.71%	80.8%	5.78%
50,072	37,554	35,024	2,530	93.26%	69.9%	-5.05%

NOTES

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

Pay award settled and paid in August 2025, backdated t April 2025, and main expenditure is over 3 months.

Overspend notes by Council CTC/28/2526