

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services Committee		
MEETING DATE AND TIME	9th April 2026 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 28 th February 2026, Month 11, to accompany the attached spreadsheets in Appendix 9.1.		
Update	<p>These figures are for the end of month 11, which represents 91.6% of the budget. Please refer to notes in Appendix 9.1 for comments.</p> <p>Income</p> <ul style="list-style-type: none">• Yellow-highlighted lines are third-party income and are dependent on external requirements/events. We achieve commission on these sales, which will be updated quarterly.• Our own income streams have budgets attached to them.• First 3 quarters' commission is £2,267 <p>Expenditure Nothing further to add from the notes in the account summary.</p> <p>Direct Sales</p> <ul style="list-style-type: none">• Sales Income £65,744 (includes commission)• Sales Expenditure £54,790 (Awaiting some invoices)		
Financial	No cost implications for this decision, noting of accounts only.		
Environmental	No implications for the decision.		
Equality and Diversity	No implications for the decision.		
Decision Request	To receive and note the Management Accounts for the Information Centre to 28 th February 2026.		

Congleton Town Council
Management Accounts 2025-26
CONGLETON INFORMATION CENTRE
Feb-26

	OK
	Monitor
	Over/Under (Exp./Income)

Month 11
Percentage 91.6%

TOWN HALL
CONGLETON INFORMATION CENTRE

	ANNUAL BUDGET	BUDGET TO M11	ACTUAL TO M11	E VARIANCE OF M11 BUDGETS	% AGAINST M11 BUDGETS	% OF ANNUAL BUDGET	% VARIANCE AGAINST M11 EXPECTED
3000 Stock at 1st April	0	-	-	-	0.0%		
3041 3rd Party ticket resales	0	-	49,123	- 49,123			
3042 Books, Maps, Guides resale	2,850	2,613	352	2,261	13.5%	12.4%	-79.25%
3043 Souvenirs for resale	2,375	2,177	482	1,695	22.1%	20.3%	-71.31%
3044 Stamps for resale	475	435	172	263	39.5%	36.2%	-55.39%
3046 Local Produce for resale	0	-	3,815	- 3,815			
3047 Theatre gift cards for resale	0	-	114	- 114			
3048 Food & Drink for resale	1,188	1,089	732	357	67.2%	61.6%	-29.98%
3049 CTC Merchandise	0	-	-	-	0.0%	0.0%	-91.60%
3999 Stock at 31st March 2022	0	-	-	-	0.0%	0.0%	-91.60%
Direct Expenditure	6,888	6,314	54,790	- 48,476	867.8%	795.44%	703.84%
4000 Staff costs	70,062	64,224	67,531	- 3,308	105.1%	96.4%	4.79%
4011 Rates	5,321	4,878	5,614	- 736	115.1%	105.5%	13.91%
4013 Rent Payable	7,500	6,875	6,875	-	100.0%	91.7%	0.07%
4162 General Expenditure	2,000	1,833	1,095	738	59.7%	54.8%	-36.85%
6000 Central Overheads Reallocated	6,014	5,513	4,405	1,108	79.9%	73.2%	-18.35%
Indirect Expenditure	90,897	83,322	85,520	- 2,198	102.6%	94.1%	2.48%
1041 Third Party Ticket Sales	0	-	54,027	54,027			
1042 Books, Maps, Guides sales	-3,000	- 2,750	- 1,075	- 1,675	39.1%	35.8%	-55.77%
1043 Souvenir sales	-2,500	- 2,292	- 2,533	241	110.5%	101.3%	9.72%
1044 Stamp Sales	-500	- 458	- 200	- 258	43.6%	40.0%	-51.60%
1045 Photocopy sales	-300	- 275	- 238	- 37	86.5%	79.3%	-12.27%
1046 Local Produce for resale	0	-	3,838	3,838			
1047 Theatre gift cards	0	-	180	180			
1048 Food and Drink sales	-1,250	- 1,146	- 1,356	210	118.3%	108.5%	16.88%
1049 CTC Merchandise sales	0	-	30	30		0.0%	-91.60%
1199 Commission	-4,000	- 3,667	- 2,267	- 1,400	61.8%	0.0%	-91.60%
Income	-11,550	- 10,588	- 65,744	56,556	621.0%	569.2%	477.61%
Total Income	-11,550	- 10,588	- 65,744	56,556	621.0%	569.2%	477.61%
Net Expenditure over Income	86,235	79,049	74,566	5,882	94.3%	86.5%	-5.13%

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.