

**Report**

Officer: Ros Williams – Deputy Town Clerk
Date: 3rd January 2024
Meeting: Finance Committee – 9th January 2024

Third Quarter**Aim**

1. To inform Councillors of the financial position of the Council for the third quarter of the 2023/2024 financial year.
2. Members are asked to note that the closedown for month 9 has not yet taken place and the expenditure figures below are subject to change as not all purchase ledger invoices have been received.

Information/Discussion

3. At this stage in month 9, Council has a negative current year fund of £26,159.
4. This is due to the expenditure for the retaining wall project.

Information with regards to Income

5. There appears to be four areas that need bringing to your attention
6. There could be a shortfall in income of around £20,000

Code - Item	%	Comments
1000 - Lettings	61.4%	Covers property and grounds bookings. Castle Hall showing at 53%. Unlikely that this budget will be met. Projected income in the region of £11,000 – potential short fall of £4,600.
1100 – Cemetery Fees	61.3%	At the same point in FY 2022/23 the % was 48.7 and went on to total 83.6% of the budget at an income of £47,915. Budget for 2023/2024 is set at £45,000. Budget figure should be reached but caution is advised.
1450 – Car Park fees	76.2%	At this point last year, the income was showing as £66,655 then finished at £76,146, a 3 month increase of £9,491. If we were to use the same model for FY 2023/2024 the income would total £65,087 which would give us a short fall of £7,913.
1870 – Interest Receivied	70.8%	As the invested balances decrease due to the need to transfer to the operational bank accounts it seems unlikely that we will meet the budget of £40,000. Projected figure is £33,000 as shortfall of £7,000.

**Information with regards to Expenditure**

7. There are several nominal codes that have exceeded 75% of the budget where the cash value of overspend is greater than £250.
8. A proportion of these have now either been paid on full or the contract has finished.
9. The more significant areas are shown below:

Code - Item	%	Comments
4019 - Overtime	97.4%	This will be overspent. The current caretaker is covering for both Castle Hall and Bridgnorth Community Hall. Includes overtime for the opening and closing of Castle Ground's gates. Predicted spend has been input as £9,000 – Virement advised Potential overspend £2K
4080 – Health & Safety	122%	Additional expenditure spent within the compound and all areas of the estate. A review of Health & Safety is due to take place in this FY – Virement advised Potential overspend £2K
4217 – Car Park Collections	150%	Insufficient budget – Investigation needed Potential overspend £2K
4230 – Play Area Maintenance	105.8%	Two large items of expenditure from Proludic. To be monitored. Virement advised Continued vandalism Potential overspend - unknown
4436 – Retaining wall		No budget had been set for this. The spend to date is £331,741
4480 – Computing Costs	102.6%	Unexpected additional set up costs – new staff members Virement advised
4486 – Website costs	175.1%	Upgrades needed to website – Virement advised
4646 – Christmas Event	336.1%	Misposting. To be corrected
4899 – Miscellaneous	255.8%	This is made up of movements from EMR's. No issues at this stage

Summary

10. Although there are areas to monitor, it appears that the budget is on track.

Conclusion

11. The expenditure for the retaining wall project is distorting the figures. Without this the net income over expenditure figure (the money left to spend from the allocated budgets) would be £305,611. For comparison, at this point in 2022/23 the figure was £261,727.
12. Although a negative figure is shown for the current year fund, the General Fund and other reserves are still showing as intact.