

# **PANEL CYLLID CYNGOR TREF MACHYNLLETH** **FINANCE PANEL OF MACHYNLLETH TOWN COUNCIL**

Gwysir chi i fynychu cyfarfod o Banel Cyllid Cyngor Tref Machynlleth yn ystafell Vane Tempest ar **Dydd Llun Ebrill 17<sup>eg</sup>** am 6:30yh.

You are summoned to attend a meeting of the Finance Panel of Machynlleth Town Council In the Vane Tempest Room on **Monday 17<sup>th</sup> April** at 6:30pm.

Agenda	
<b>1.</b>	<b><u>YMDDIHEURIADAU / APOLOGIES</u></b>  I dderbyn ymddiheuriadau fel y cawsant eu adrodd i'r Clerc cyn y cyfarfod.  To receive apologies as reported to the Clerk before the meeting.
<b>2.</b>	<b><u>DATGANIAD O FUDDIANT / DECLARATION OF INTEREST</u></b>  I dderbyn unrhyw ddatganiad o fuddiant. / To receive any declarations of interest.
<b>3.</b>	<b><u>ADOLYGIAD CYLLIDOL / BUDGET REVIEW</u></b>  I dderbyn ffigyrau terfynnol gwariant yn erbyn y gyllideb am y flwyddyn at Mawrth 31ain 2023.  To receive a final report on spending against budget for the year to March 31 <sup>st</sup> 2023.
<b>4.</b>	<b><u>CYFRIFON 2022-23, TRIAL BALANCE / TRIAL BALANCE, ACCOUNTS 2022-23</u></b>  I dderbyn y cyfrifon sydd wedi eu hatodi a clywed dieddariad gan y clerc ar y broses archwilio am y flwyddyn at Mawrth 31ain 2023.  To receive the attached accounts an a verbal report from the clerk on the audit process for the year ended March 31 <sup>st</sup> 2023.
<b>5.</b>	<b><u>DYDDIAD Y CYFARFOD NESAF / DATE OF THE NEXT MEETING</u></b>

<b>N/C</b>	<b>Name</b>	<b>Debit</b>	<b>Credit</b>	
1100	Debtors Control Account	7384.66		
1200	BARCLAYS xx6027 (BK current AC)	47739.86		
1210	BK/AC ringfenced Hen Stablau	23608.12		
1230	Petty Cash		1206.16	
2100	Creditors Control Account		46332.45	Balance Sheet
2200	Sales Tax Control Account		310.41	
2201	Purchase Tax Control Account	540.26		
2202	VAT Liability	7027.71		
2210	P.A.Y.E.	1649.07		
2211	National Insurance		2022.49	
2230	Pension Fund		1287.54	
4000	Hall Hire bookings		16152.50	
4001	Vane Tempest room bookings		5415.40	
4002	John Edwards room bookings		2537.00	
4003	Offices Rentals & Leases		47316.00	
4004	Recharges to Tenants		20503.29	
4005	Equipment Rental		670.00	
4006	Post Box Service		275.00	
4007	Photocopying & Postage Service		288.08	
4010	Caffi Y Plas		70514.68	
4011	Buffets & Functions		15197.63	
4012	Bar Bookings		225.00	
4020	Plas & Garslwn Allotments		825.00	
4022	Grounds / Land Rents & Leases		4333.60	
4030	Market Stalls income		15736.50	
4040	Tollets by the town carpark		830.24	
4060	PRECEPT		217707.00	
4099	Bank Interest RCVD & Loyalty Reward		178.70	
4100	Grants		45286.93	
4900	Miscellaneous Income		17570.50	
5000	Food & Beverage supplies for Caffi Y Plas	48823.54		Profit and Loss
5002	Cafe Miscellaneous Purchases	308.02		
5011	Cafe Equipment	1743.13		
6201	Advertising	296.21		
6230	Market Expenses	2362.81		
6235	Licences	356.64		
7000	Gross Wages	176564.96		
7006	Employers N.I.	12015.69		
7007	Employers Pensions	33247.04		
7008	Cafe Management fees	8722.41		
7009	Adjustments	1589.21		
7011	Recruiting / Staff Training	40.00		
7100	Powys County Council Rates	19798.58		
7104	Premises Insurance	32769.29		
7200	Electricity	23560.93		
7201	Gas	15083.27		
7205	Water Rates	4957.02		
7210	Telephone & Internet Charges	6447.40		
7406	Council Expenses	8575.87		
7501	Postage and Carriage	73.75		
7502	Office Stationery	1020.80		
7552	Computers & Software	583.40		
7553	IT equipment	757.59		
7554	Software Subscriptions	993.02		
7601	Audit Fees	7450.00		
7602	Accountancy Fees	440.00		
7604	Professional Fees	27582.53		
7702	Equipment Leasing	7658.36		
7800	Repairs and Maintenance	12911.48		
7801	Janitorial supplies	865.24		
7802	Waste disposal	5424.26		
7820	Caffi Y Plas maintenance	1772.84		
7825	Cleaning / Sanitation & Waste Disposal	3424.87		
7830	Fire Alarms & Security Alarms	16766.96		
7831	Defibs Contingency	700.00		
7835	Grounds and Trees Maintenance	10300.00		
7838	Maintenance of Car Park Toilet	1625.48		
7870	Hen Stablau/Plas Kennels general expenses & maintenance	35452.95		
7901	Bank Charges	778.71		
7905	Credit Charges	1281.31		
8200	Donations	150.00		
8201	Subscriptions	673.00		
8203	Training Costs	355.00		
8250	Sundry Expenses	840.95		
8299	Roundings		0.03	
9998	Suspense Account		92372.07	
		£537,144.52	£481,563.05	

**BUDGET REVIEW**

Plas Machynlleth &amp; Town Council

April 2022 to March 2023

Date of Review 31/03/23

Months  
Gone 12

	Budget 22-23	Budget 22-23 as revised October 2022	Received to date.	Anticipated receipts to year end.	Expected projected variance	See Notes
<b>INCOME</b>						
1 Precept	£ 217,707.00	£ 217,707.00	£ 217,707.00	£ 217,707.00	£0.00	
2 Allotment Rents	£ 800.00	£ 800.00	£ 800.00	£ 800.00	£0.00	
3 Bank Loyalty Reward + Bank Interest	£ 300.00	£ 300.00	£ 196.39	£ 196.39	-£103.61	
4 Bar Bookings	£ 500.00	£ 500.00	£ 225.00	£ 225.00	-£275.00	
5 Cafe Sales + Buffets & Teas/Coffees in Hall	£ 92,024.00	£ 112,637.46	£ 102,097.78	£ 102,097.78	-£10,539.68	
6 Equipment Hire service	£ 280.00	£ 280.00	£ 575.00	£ 575.00	£295.00	
7 Grants (if any applicable)	£ -	£ 21,489.43	£ 48,430.93	£ 48,430.93	£26,941.50	1
8 Grounds Hire + Lease	£ 2,400.00	£ 2,400.00	£ 2,166.00	£ 2,166.00	-£234.00	
9 Hall Hire	£ 5,400.00	£ 5,400.00	£ 16,978.00	£ 16,978.00	£11,578.00	
10 Leasing office rooms	£ 44,240.00	£ 44,240.00	£ 44,277.00	£ 44,277.00	£37.00	
11 Market Stalls Rent	£ 19,745.00	£ 19,745.00	£ 15,661.50	£ 15,661.50	-£4,083.50	
12 Photocopy + Post Box + Postage service	£ 624.00	£ 624.00	£ 584.92	£ 584.92	-£39.08	
13 Rooms Hire	£ 4,800.00	£ 4,800.00	£ 7,455.80	£ 7,455.80	£2,655.80	
14 Toilets Income	£ 7,030.00	£ 7,030.00	£ 830.24	£ 830.24	-£6,199.76	
15 Utilities & Insurance recharges	£ 15,600.00	£ 18,557.50	£ 18,725.72	£ 18,725.72	£168.22	3
16 Other Income	£ -	£ 10,521.63	£ 24,041.13	£ 24,041.13	£13,519.50	
<b>Total Income</b>	<b>£ 411,450.00</b>	<b>£ 467,032.02</b>	<b>£ 500,752.41</b>	<b>£ 500,752.41</b>	<b>£33,720.39</b>	

**Income Notes**

- 1 Expecting £10,000 from AHF to cover overspend on line 52
- 2 Field by West lodge + Nursery + Norbury Lodge + Football & Rugby pitches
- 3 Tenants refunding utilities & insurance charges as per their rental/lease agreements

	Budget 22-23		Budget 22-23 as revised October 2022		Spent to date.		Anticipated spend to year end.		Expected projected variance.		See Notes	
	Budget 22-23		revised October 2022		Spent to date.		Anticipated spend to year end.		Expected projected variance.			
<b>EXPENDITURE</b>												
21 Advertising, Marketing and Website	£	2,000.00	£	1,354.20	£	677.10	£	677.10	£	677.10	£677.10	4
22 Bookkeeping/Audit & Accountancy fees	£	25,600.00	£	25,600.00	£	13,043.52	£	13,043.52	£	13,043.52	£12,556.48	
23 Bad Debts Write Off	£	300.00	£	300.00	£	-	£	-	£	-	£300.00	
24 Bank Card fees + Interest	£	1,660.00	£	1,660.00	£	2,166.24	£	2,166.24	£	2,166.24	£-506.24	
25 Café equipment contingency	£	3,000.00	£	6,427.54	£	6,697.12	£	6,697.12	£	6,697.12	£-269.58	
26 Cafe Supplies	£	16,495.00	£	47,954.90	£	45,220.90	£	45,220.90	£	45,220.90	£2,734.00	
27 Cleaning/Sanitation & Waste Disposal	£	6,420.00	£	6,420.00	£	10,731.61	£	10,731.61	£	10,731.61	£-4,311.61	
28 Consulting	£	5,780.00	£	5,780.00	£	4,944.29	£	4,944.29	£	4,944.29	£835.71	
29 Council Rates	£	19,780.00	£	19,780.00	£	17,937.96	£	17,937.96	£	17,937.96	£1,842.04	
30 Electricity & Utilities	£	14,160.00	£	51,705.22	£	56,987.71	£	56,987.71	£	56,987.71	£-5,282.49	
31 Fire Alarm & Security	£	3,700.00	£	16,151.70	£	20,120.35	£	20,120.35	£	20,120.35	£-3,968.65	
32 Flowers/Poppy wreaths/Xmas tree/lights	£	1,250.00	£	1,250.00	£	1,443.00	£	1,443.00	£	1,443.00	£-193.00	
33 Grounds & Tree Maintenance	£	6,000.00	£	6,000.00	£	11,680.00	£	11,680.00	£	11,680.00	£-5,680.00	
34 Insurance	£	14,848.00	£	32,302.29	£	32,769.29	£	32,769.29	£	32,769.29	£-467.00	
35 IT maintenance /software/consumables	£	3,300.00	£	3,300.00	£	2,122.27	£	2,122.27	£	2,122.27	£1,177.73	
36 Legal Expenses	£	2,000.00	£	2,000.00	£	-	£	-	£	-	£2,000.00	
37 Licences	£	280.00	£	280.00	£	599.33	£	599.33	£	599.33	£-319.33	
38 Lift Maintenance	£	600.00	£	1,321.15	£	1,753.15	£	1,753.15	£	1,753.15	£-432.00	
39 Market Expenses	£	2,600.00	£	2,600.00	£	2,362.81	£	2,362.81	£	2,362.81	£237.19	
40 Mayor's and councillors allowances	£	3,500.00	£	3,500.00	£	166.25	£	166.25	£	166.25	£3,333.75	
41 Misc expenses (eg. Elections in May 2022)	£	3,140.00	£	4,491.64	£	8,042.41	£	8,042.41	£	8,042.41	£-3,550.77	
42 Operating Lease Payments	£	2,700.00	£	6,180.72	£	5,894.20	£	5,894.20	£	5,894.20	£286.52	
43 Other contingency	£	5,000.00	£	-	£	-	£	-	£	-	£0.00	
44 Petty Cash	£	300.00	£	300.00	£	200.00	£	200.00	£	200.00	£100.00	
45 Playground Maintenance	£	225.00	£	225.00	£	213.14	£	213.14	£	213.14	£11.86	
46 Printing/Stationery/Postage	£	680.00	£	680.00	£	1,225.22	£	1,225.22	£	1,225.22	£-545.22	
47 Recruiting/Staff Training	£	800.00	£	105.00	£	570.60	£	570.60	£	570.60	£-465.60	
48 Repairs & Maintenance	£	12,000.00	£	12,000.00	£	14,255.45	£	14,255.45	£	14,255.45	£-2,255.45	
49 Subscriptions to advisory bodies	£	2,300.00	£	2,300.00	£	746.00	£	746.00	£	746.00	£1,554.00	
50 Wages/Pensions/NIC/PAYE	£	202,912.00	£	202,912.00	£	231,647.85	£	231,647.85	£	231,647.85	£-28,735.85	
51 Project Toilets by Plas Gardens	£	4,000.00	£	4,000.00	£	-	£	-	£	-	£4,000.00	
52 Hen Stabiau Project (the Plas Kennels)	£	3,520.00	£	14,917.80	£	27,558.99	£	27,558.99	£	27,558.99	£-12,641.19	
53 Town Clock repairs (clock mechanism)	£	14,600.00	£	-	£	-	£	-	£	-	£0.00	
54 Urgent Repairs to the structure of the clock	£	26,000.00	£	-	£	-	£	-	£	-	£0.00	
<b>Total Expenditure</b>	<b>£</b>	<b>411,450.00</b>	<b>£</b>	<b>483,799.16</b>	<b>£</b>	<b>521,776.76</b>	<b>£</b>	<b>521,776.76</b>	<b>£</b>	<b>521,776.76</b>	<b>£-37,977.60</b>	
<b>Gross Surplus/Deficit</b>	<b>£</b>	<b>-</b>	<b>£</b>	<b>16,767.14</b>	<b>£</b>	<b>21,024.35</b>	<b>£</b>	<b>21,024.35</b>	<b>£</b>	<b>21,024.35</b>		

**Expenditure Notes**

4 Includes Website