

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 Gorffennaf 17^{eg}** 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 17th July** at 6:30pm.

Agenda	
1.	<u>ETHOL CADEIRYDD / ELECTION OF A CHAIR PERSON</u>
2.	<u>YMDDIHEURIADAU / APOLOGIES</u> 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.
3.	<u>DATGANIAD O FUDDIANT / DECLARATION OF INTEREST</u> I dderbyn unrhyw ddatganiad o fuddiant. / To receive any declarations of interest.
4.	<u>ADOLYGIAD CYLLIDOL / BUDGET REVIEW</u> I dderbyn a chrafu yr adolygiad cyllidol a baratowyd gan y Clerc To receive and scrutinise the budget review prepared by the Clerk
5.	<u>CYSONIAD BANC EBRILL-MEHFIN / BANC RECONCILE APRIL-JULY</u> I dderbyn y cyfrifiad banc sydd wedi ei hatodi To receive the bank reconcile attached.
6.	<u>*DADNSODDIAD ADRANNOL / DEPARTMENTAL ANALYSIS</u> I graffu'r adroddiad ariannol a baratowyd gan y Clerc To scrutinise the departmental analysis prepared by the Clerk
7.	<u>DYDDIAD Y CYFARFOD NESAF / DATE OF THE NEXT MEETING</u> 16/10/23

* The Chairperson shall propose that the press and public be excluded from the meeting during the discussion of these items as it is likely that exempt information will be revealed, as defined in part 4, Schedule 12A, Local Government Act 1972

MACHYNLLETH TOWN COUNCIL

4

Profit & Loss by Department (Advanced Budget and Variance)

Period From: Month 1, April

Year: 2024

Department: All

Period To: Month 3, June

Chart of Accounts: Machynlleth Town Council

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Income			
Hall Hire	5,269.29	15,000.00	(9,730.71)
Rooms Hire	2,670.25	5,400.00	(2,729.75)
Office Rentals & Leases	9,897.82	44,240.00	(34,342.18)
Recharges to Tenants	12,773.59	18,600.00	(5,826.41)
Equipment Hire	245.00	970.00	(725.00)
Photocopying, Post Box & Caffe, Buffet & Functions	1,247.52	560.00	687.52
Bar Bookings	26,423.55	112,637.00	(86,213.45)
Bar Bookings	260.00	800.00	(540.00)
Allotment Rents	725.00	800.00	(75.00)
Ground & Land Rents /	553.00	2,400.00	(1,847.00)
Market Stalls Income	5,295.00	19,745.00	(14,450.00)
Toilet Income (by town)	50.60	0.00	50.60
Precept	105,636.60	316,906.60	(211,270.00)
Bank Interest Received & Grants	99.72	193.00	(93.28)
Other Income	14,400.00	20,000.00	(5,600.00)
	135.00	10,000.00	(9,865.00)
	33%	<u>185,681.94</u>	<u>568,251.60</u>
			<u>(382,569.66)</u>
Expenditure			
Cafe Supplies	9,564.98	53,229.94	43,664.96
Cafe Equipment	0.00	3,000.00	3,000.00
Advertising, Marketing & Market Expenses	0.00	1,400.00	1,400.00
Market Expenses	1,925.31	2,600.00	674.69
Licences (PCC)	0.00	280.00	280.00
Wages / Pension / NIC / Recruiting / Staff Training	61,295.03	256,286.56	194,991.53
Wages Contingency	0.00	250.00	250.00
Wages Contingency	0.00	25,628.66	25,628.66
PCC Council Rates	22,210.12	19,780.00	(2,430.12)
Insurance	17,893.32	32,302.29	14,408.97
Electricity / Water & Utilities	12,315.14	57,392.55	45,077.41
Mayor and Councillors	0.00	3,300.00	3,300.00
Election Expenses	0.00	2,500.00	2,500.00
Council Expenses	0.90	0.00	(0.90)
Flowers, Poppy Wreath	0.00	150.00	150.00
Xmas Tree and Lights	1,202.50	1,250.00	47.50
Printing, Stationery & IT Maintenance / Software / Legal Expenses	241.26	1,000.00	758.74
IT Maintenance / Software / Legal Expenses	280.00	3,000.00	2,720.00
Legal Expenses	0.00	2,000.00	2,000.00
Book Keeping / Audit & Consulting	1,845.50	8,200.00	6,354.50
Consulting	10,953.22	1,000.00	(9,953.22)
Equipment Leasing	1,407.85	6,180.72	4,772.87
Repairs & Maintenance	2,494.96	13,450.00	10,955.04
Cleaning / Sanitation & Fire Alarm & Security	1,600.75	12,995.88	11,395.13
Fire Alarm & Security	0.00	3,700.00	3,700.00
Defibs Contingency	235.99	500.00	264.01

MACHYNLLETH TOWN COUNCIL

Profit & Loss by Department (Advanced Budget and Variance)

Period From: Month 1, April

Year: 2024

Department: All

Period To: Month 3, June

Chart of Accounts: Machynlleth Town Council

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Grounds and Trees	1,147.25	12,000.00	10,852.75
Town Clock Repairs &	0.00	14,600.00	14,600.00
Repairs to Structure of Clock	0.00	26,000.00	26,000.00
Playground Maintenance	0.00	775.00	775.00
Hen Stablau Maintenance	1,044.00	500.00	(544.00)
Bank Charges / Card Fees &	553.90	2,500.00	1,946.10
Subscriptions	474.00	2,300.00	1,826.00
Other Contingency	0.00	1,000.00	1,000.00
Replace Mower for Plas	0.00	3,000.00	3,000.00
	<i>26%</i> <u>148,685.98</u>	<u>574,051.60</u>	<u>425,365.62</u>
Net Profit (Loss):	<u>36,995.96</u>	<u>(5,800.00)</u>	<u>42,795.96</u>

Date: 11/05/2023
Time: 14:20:51

MACHYNLLETH TOWN COUNCIL

5

Bank Reconciliation

Bank Ref: 1200	Date To: 30/04/2023
Bank Name: BARCLAYS xx6027 (BK current AC)	Statement Ref: BKrec13-30042023
Currency: Pound Sterling	

Balance as per cash book at 30/04/2023: 117,069.78

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Reconciled balance : 117,069.78

Balance as per statement : 117,119.78

Difference : -50.00

£50 difference being an amount paid into BK with confusing reference from customer(s) no info available at time of reconciling to be investigated before next reconciliation

Admin Finance Officer

M Beaman

11/4/23

Dea

12/5/23

Date: 07/06/2023

MACHYNLLETH TOWN COUNCIL

Page: 1

Time: 16:13:06

Bank Reconciliation

Bank Ref: 1200	Date To: 31/05/2023
Bank Name: BARCLAYS xx6027 (BK current AC)	Statement Ref: BKrec16-31052023
Currency: Pound Sterling	

Balance as per cash book at 31/05/2023: 97,541.84

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Reconciled balance : 97,541.84

Balance as per statement : 97,541.84

Difference : 0.00

DA
9/6/23

Admin Finance Officer
Mannur
7/6/23

Date: 08/06/2023
Time: 13:41:25

MACHYNLLETH TOWN COUNCIL

Page: 1

Bank Reconciliation

Bank Ref: 1210	Date To: 31/05/2023
Bank Name: BK/AC ringfenced Hen Stablau	Statement Ref: BKrec17-31052023
Currency: Pound Sterling	

Balance as per cash book at 31/05/2023: 0.00

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Reconciled balance : 0.00

Balance as per statement : 0.00

Difference : 0.00

Admin & Finance Officer
[Signature]
8/6/2023

Des *9/6/23*

Date: 08/06/2023

Time: 13:44:10

MACHYNLLETH TOWN COUNCIL

Page: 1

Bank Reconciliation

Bank Ref: 1220	Date To: 31/05/2023
Bank Name: BK/AC Clock Tower	Statement Ref: BKrec18-31052023
Currency: Pound Sterling	

Balance as per cash book at 31/05/2023: 20,600.00

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Reconciled balance : 20,600.00

Balance as per statement : 20,600.00

Difference : 0.00

*Admin & Finance Office
W. Blunn
8/6/2023*

9/6/23

[Signature]

Date: 04/07/2023

Time: 13:51:09

MACHYNLLETH TOWN COUNCIL

Page: 1

Bank Reconciliation

Bank Ref: 1220	Date To: 12/06/2023
Bank Name: BK/AC Clock Tower	Statement Ref: BKrec19-12062023
Currency: Pound Sterling	

Balance as per cash book at 12/06/2023: 20,640.54

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
<hr/>				<u>0.00</u>

Reconciled balance : 20,640.54

Balance as per statement : 20,640.54

Difference : 0.00

*Admin Finance Officer
Mearns
4/7/23*

*Deaf
5/7/23*

Date: 04/07/2023

Time: 13:45:47

MACHYNLLETH TOWN COUNCIL

Page: 1

Bank Reconciliation

Bank Ref: 1210	Date To: 29/06/2023
Bank Name: BK/AC ringfenced Hen Stablau	Statement Ref: BKrec18-29062023
Currency: Pound Sterling	

Balance as per cash book at 29/06/2023: 0.00

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Reconciled balance : 0.00

Balance as per statement : 0.00

Difference : 0.00

*Admin & Finance Officer
M Blaunier
4/7/23*

*Devi
5/7/23*

Date: 05/07/2023

MACHYNLLETH TOWN COUNCIL

Page: 1

Time: 09:50:17

Bank Reconciliation

Bank Ref: 1200	Date To: 30/06/2023
Bank Name: BARCLAYS xx6027 (BK current AC)	Statement Ref: BKrec20-30062023
Currency: Pound Sterling	

Balance as per cash book at 30/06/2023: 62,275.42

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
				<u>0.00</u>

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
5431	30/06/2023	WP343	cred/deb cards takings in cafe	129.40
5490	30/06/2023	DC723	cash cafe takings	196.15
				<u>(325.55)</u>

Reconciled balance : 61,949.87

Balance as per statement : 61,949.87

Difference : 0.00

Admin Finance Officer
M. Beaman
5/7/23

DS
5/7/23