



Leigh-on-Sea Town Council

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Chairman: Cllr Keith Evans | **Vice Chairman:** Cllr Dr. David Bowry

Town Clerk: Helen Symmons PSLCC



Members of the committee are summoned to attend a meeting of the
COMMUNITY & CULTURE COMMITTEE
of Leigh-on-Sea Town Council
on **Tuesday 11th October 2022** commencing at **7.30 pm.**
at Leigh-on-Sea Community Centre, 71-73 Elm Road,
Leigh-on-Sea, SS9 1SP

Committee Membership

Cllrs: *David Bowry, Vinice Cowell, Keith Evans, Anita Forde, Paul Gilson, Emma Mills, Carole Mulroney (Chairman), James Preston and Andy Wilkins*

Helen Symmons

Helen Symmons PSLCC
Town Clerk
6th October 2022

Any member who is unable to attend should send their apologies to the Town Clerk before the meeting

AGENDA / BUSINESS TO BE TRANSACTED

1. CHAIRMAN AND HOUSEKEEPING ANNOUNCEMENTS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE COMMUNITY & CULTURE COMMITTEE [16TH AUGUST 2022](#)
5. PUBLIC REPRESENTATIONS
6. TOWN CLERK'S REPORT ([Appendix 1](#)) page 6
7. REQUEST TO CHANGE DECEMBER MEETING DATE

Both the Town Clerk and Chairman of the Committee are unable to attend the meeting 13th December. Due to some ongoing agenda items, it would be beneficial for both to be in attendance and therefore ask that the Committee date be changed to either Monday 12th or Wednesday 14th December.

LEIGH COMMUNITY CENTRE

8. FACILITIES REPORT

- Works have commenced to the rear walkway. In accordance with financial regulations, 3 quotes were sought. The cost of the works will be £3,659 from the capital repair budget.
- The five-year electrical conditions survey of the building has been undertaken and the report is awaited.
- The annual operational risk assessments have been undertaken.

9. BOOKINGS REPORT

The current hire level if all current bookings take place, will produce an annual income for 2022/23 of £123,500 against a budget of £100,000. That said we do expect further bookings to be made after Christmas particularly for childrens' birthdays.

Year	Budget	Hire Income
2018/19	£129,000	£127,863
2019/20	£131,000	£123,547
2020/21	£132,000	£7,414
2021/22	£60,000	£89,201

10. LORNA & LOTTIE'S REPORT ([Appendix 2](#)) page 7 **DECISION ITEM**

Despite chasing, third quarter figures had not been received at the time of this agenda. The accounts for 2021 have been received but there are discrepancies in what was reported to Council during the year and what has been recorded in the accounts. The Town Clerk has raised some questions and is waiting to hear back.

The Directors of Lorna & Lottie's have given three-months notice that they will be retiring at the end of the year.

The Council can either go out to tender to attract an alternative franchisee or could consider running the café themselves as a source of income generation. See the report at [Appendix 2](#).

It is **RECOMMENDED** that C&C Committee consider the report and whether they wish to recommend to F&G Committee that Leigh Town Council consider operating the community café internally or go out to tender for another franchisee. If going out to tender, then the Licence fee arrangement needs to be reconsidered with the growing expense of utilities provision.

11. PREMISES LICENCE **DECISION ITEM**

AGH Bars currently provide the service when required and the proprietor is the Designated Premises Supervisor (DPS). They have advised that they can still provide the service until the end of March but thereafter will be retiring.

If the Council decide to operate the café internally, existing staff have expressed that they would be interested in achieving their personal licences for one of them to become the DPS and offer the bar service. It is hoped we could tap in to bar staff that AGH Bars currently use and they would be casual hours workers. At the present moment the Council receive a commission from the bar service of 25% after staff costs.

In 2022 we have 4 – 6 bar bookings per month.

Commission has been as follows:

2017/18	£3,439
2018/19	£3,060
2019/20	£6,161
2020/21	£832 (outstanding 2019/2020 commission owed)
2021/22	£1,597 (Only 6 months as in lockdown)
2022/23	£1,966 (6 months only)

Alternatively, we could try and source another external provider to offer the bar service.

It is **RECOMMENDED** that C&C Committee consider whether they wish that Leigh Town Council operate the bar service internally or go out to tender.

12. ARTS GROUP REPORT

A meeting will be held soon to start considering the next residency process.

ALLOTMENTS

13. ALLOTMENTS UPDATE

Annual invoices have now been sent.

Manchester Drive Allotments

An area of wooden fencing has been damaged on the Leigh side and quotes are being obtained.

There are a few vacant plots on the site but these are in the process of being let. The waiting list has 10 Leigh Town Council residents waiting on plots and 40 non Leigh Town Council residents.

Marshall Close

Tree works are taking place 13th October from an alternative contractor as the previous contractor proved unreliable on this occasion. The cost from the new contractor is quoted as £950 (cheaper than the last quote) and references received.

COMMUNITY FACILITIES

14. SKATE PARK

The annual external inspection will be taking place in October and associated works will be undertaken thereafter.

15. STRAND WHARF

There has been a delay in implementing the planting as further remedial works are required over the winter to the seating surrounding the planters. The Town Clerk will project manage the works.

16. PADDLING POOL

Southend City Council have confirmed that the licences are being put in place before works commence in April. The cost of this will be advised as soon as received.

HEALTH & WELLBEING PROGRAMMES

17. EVENTS

The following activities are currently being organised for Christmas:

November -	Advent Giving Hamper
December -	Santa's Post box
	Winter Wanderleigh
	Winter coats donation
	Calendar of community carols
	Christmas wishing tree
	Festive Market
	Social Club Christmas afternoon tea

18. FARMERS' MARKET

The Chairman of the Committee and the Working Party have been kept up to date with correspondence. The Town Clerk contacted the stall holders group 22nd August as nothing had been heard since the Working Party meeting 4th July. A representative finally made contact with the Office 7th August wanting to book markets from October on Sundays. We advised that Sundays

were only available from January but not earlier than 11 am but that any recommendation from the group needed to be returned to the Working Party for discussion and then recommendation to the C&C Committee. We heard further that unless they were given dates from the Council then they couldn't decide.

The Town Clerk wrote again to the group 12th September to confirm that before any dates can be decided, the stallholder group needs to return to the working party to advise of the decisions the stall holder group have made as to how they would like the Markets to run going forward. As per the minutes in June, Council could only make a decision after hearing the groups' firm suggestions and the way forward they would like, especially if they still wanted the Council to provide free hall hire, promotional and administrative support. The impression given in June by the group was that they wanted to lead the way on providing new ideas and obtaining more stallholders (which the Town Clerk confirmed needed to be known well in advance of the first market).

The correspondence asked that the stall holder group join in another working party meeting so that a recommendation could be put forward to Council in October. It was explained that nothing could be organised until the groups' plans were shared and agreed with Council. Saturday 17th December is being held as a Christmas market date. Any date in October would have been too short notice and the only date we could offer at that time in November was Friday 25th November. It was mentioned that if the stallholder group had changed their mind in wishing to organise future markets, then could they let us know. Nothing has been heard since from the stall holder group.

19. COMMUNITY TRANSPORT AND SOCIAL CLUB

The social club has had recent sessions from Gold Geese, Linda Catling with her post box hats and a guitar and art demo from Malcolm Blake-Lawson. On average 30 attend. The club runs at a break-even scenario.

A trip to Ingatestone Hall took place 28th September. This was rearranged from August and might have been why the numbers were a little lower than expected. The next trip planned is 10th November to see Oliver.

20. CHILDREN'S SCHOOL HOLIDAY PROGRAMME

In October half term, we will be holding a full day's workshop with Studio Souffle for 120 children to make parade spiders for the Southend City Halloween parade.

ENVIRONMENT FACILITIES & SERVICES

21. COUNCILLOR LITTER PICKS

Councillors are reminded to report their litter picking sessions to the Town Clerk. In September a group session as well as 2 individual councillor sessions were held.

22. CHRISTMAS LIGHTING

Column testing is in progress and the lighting scheme will be installed in November.

COMMUNITY PARTNERSHIP PROGRAMMES

23. SPECIAL CONSTABLES

We await to hear the date of Special Constable Imbush's full deployment to the Leigh Town Council area.

24. YOUTH CLUB AND YOUTH FORUM

The youth club will recommence after half term.

Youth Forum sessions continue monthly.

COMMUNITY SERVICES FUNDING

25. FIRST AID POST

The internal layout of the Post is not finalised. Southend are seeking to resolve a few issues and will share with us once addressed.

FINANCE

26. COMMITTEE BUDGET REPORT 2022/23 ([Appendix 3](#)) page 9

27. PROPOSED COMMITTEE BUDGET 2023/2024 ([Appendix 4](#)) page 10 **DECISION ITEM**

28. COMMUNITY CENTRE ACCOUNTS FOR SUBMISSION TO SOUTHEND CITY COUNCIL ([Appendix 5](#)) page 12

COUNCIL AND COMMITTEE DECISIONS FOLLOW UP RECORDS 2022/23

Committee	Minute No. and Subject	Completion status	Completion Date	Outcome	Forward Action Required	Responsible
C&C 14-06-22	6. Facilities Report	RESOLVED to halt Farmers' Markets after June market until September. WP to form and return to Committee in September with suggestions and whether still feasible		Nothing heard from stallholder group regarding action points they were taking on. Chased 22 nd August for an update.	Report included in agenda 11 th October NFA under this minute	
C&C 16-08-22	35. Arts Group Report	RESOLVED to waive £100 AIR fee going forwarded provided legacy piece provided and assistance with grant funding streams		Relayed to Arts Group. Promoted re inclusion of younger artists	Arts Group meeting to arrange NFA under this minute	
C&C 16-08-22	37. 2023/24 Rent charges	RESOLVED to halt 4% annual rent increase with no rise in 2023/24	16-08-22	Rent review to be undertaken annually now	NFA	
C&C 16-08-22	38. Allotments update	RESOLVED to pay for cost of community growers plot rent and water charges from Emergency Community Fund	16-08-22	Community Group advised	NFA	



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Report 2794/HS

Option for Council to run a community centre café

Background and Financials

The café within the community centre has been run by three franchisees since 2013, the last two being community interest companies. The Council has had a licence with the operators and received 50% of the surplus after ALL expenditure including directors' remuneration.

Since 2017 the café has been running profitably with the Council receiving a licence fee as follows:

2017	£2,177
2018	£3,582
2019	£3,922
2020	£0 (but the café broke even having received grants during lockdown)
2021	£0 (but awaiting final accounts – believe a small profit was made)
2022	£1802 (first 6 months)

The present proprietor of the café employs 6 staff all on zero contract hours as hours do fluctuate seasonally. All staff have received hygiene training and take on additional duties at present e.g. admin, shopping

The core hours of the café are 9-3pm Monday to Saturday. Any additional catering jobs via room hire bookings at the Community Centre cover the additional staffing hours.

The Town Clerk has been receiving monthly figures from the café since 2017 and is aware that staff are fully invested in the success of the café.

Projection for 2023 if council running:

Sales	£72,500
Café supplies	£18,750
Salaries	£44,500
Misc costs	<u>£1,800</u>
INCOME SURPLUS	£7,450

Can the Council legally run the café?

The Council is a not-for-profit organisation – any funds realised above operating costs would go straight back into the Council's budget, so no profit is actually realised. The Council would not be entering into a trading relationship with a private company or individuals where that second party could realistically expect to realise a true profit. The Council would be acting alone to generate income.

The community cafe would be "income generation" as this is not a "commercial" venture in the true sense of the word. The cafe would be an addition to the Council's existing income generation work, including room hire, allotment rent, sponsorship income, markets etc – none of which are operated by a separate company. As you are aware from the Council's budget documents, the income already generated by these workstreams goes straight back into the Council's budgets.

We are also covered legally and reference the case of *R (Peters) v Haringey LBC* 2018 where the Courts acknowledged that under s.4 of the 2011 Act, a local authority carrying out activities for a commercial purpose had to do so through a company. However, the purpose of s.1 of the Act was to broaden the range of local authorities' powers and it did not require them to use a company for activities which they could previously have done without a company. Prior to the 2011 Act, the Council would have been able to set up such a cafe without a company. Furthermore, Leigh Town Council have the General Power of Competence giving it the power to operate the café.

The courts also confirmed that it was not the case that commonplace activities connected with local authorities' land or assets, and which might generate a return, could only lawfully be done through a company (see paras 131-132 of judgment). The local authority's purpose was deemed not to be commercial. The fact that it might achieve a profit over expenditure did not make the purpose commercial. The local authority was not seeking to make a profit, rather its aim was to achieve its social objectives, and it was obliged to be financially prudent in order to produce returns that could be used to further those objectives.

The Council would be acting completely lawfully in this endeavour.

The Council would be operating the community café completely legally in its intentions to generate income to go straight into the Council's budgets to continue to provide a high standard of services to those who live, work, learn and visit our town, and to make the most efficient and effective use of the funds that the Council receives from the public purse.

Advantages

- Existing staff retain their jobs
- More control by Council
- Better team working
- Increased income generation

Risks

- Administrative burden on existing staff

[Agenda](#)

COMMUNITY & CULTURE COMMITTEE										
INCOME	Budget 2022/23	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2022/23	Expenditure	Balance	% Spent
Leigh Community Centre	£ 100,000.00	£ 46,715.09	£ 53,284.91	46.72%	Leigh Community Centre	£ 35,119.88	£ 53,150.00	£ 21,353.80	£ 31,796.20	40.18%
Friends of LCC		£ 54.00			Community Centre Staffing		£ 148,000.00	£ 67,806.61	£ 80,193.39	45.82%
Allotments	£ 19,325.00	£ 2,131.00	£ 17,194.00	11.03%	Friends of LCC	£ 1,104.80		£ 49.27		
Community Facilities	£ 3,900.00	£ 1,675.83	£ 2,224.17		Allotments	£ 11,680.47	£ 29,200.00	£ 5,867.03	£ 23,332.97	20.09%
Council H&WB Programmes	£ 4,750.00	£ 1,031.85	£ 3,718.15	21.72%	Community Facilities	£ 22,560.15	£ 23,275.00	£ 19,947.96	£ 3,327.04	85.71%
Environment Facilities & Services	£ -	£ -			Council H&WB Programmes	£ 14,625.90	£ 21,600.00	£ 14,935.62	£ 6,664.38	69.15%
NB - Grant recd £12,500 (under F&G)					Environment Facilities & Services	£ 12,290.00	£ 35,675.00	£ 5,249.87	£ 30,425.13	14.72%
Grant recd £2585 (under F&G)					Community Partnership Programmes	£ 7,500.00	£ 6,250.00	£ 416.25	£ 5,833.75	6.66%
					Community Services Funding	£ 11,384.00	£ 5,700.00	£ -	£ 5,700.00	0.00%
					Committee Staffing		£ 15,250.00	£ 5,381.61	£ 9,868.39	35.29%
TOTAL COMMITTEE INCOME	£ 127,975.00	£ 51,607.77	£ 76,367.23	40.33%	TOTAL COMMITTEE EXPENDITURE		£ 338,100.00	£ 141,008.02	£ 197,091.98	41.71%

[Agenda](#)

Leigh Town Council 2023/24 Budget Document

Committee - Community & Culture

INCOME						EXPENDITURE						
	Actuals 2020/21	Actuals 2021/22	Budget 2022/23	Yr End Projected Actuals	Budget 2023/24		Actuals 2020/21	Actuals 2021/22	Budget 2022/23	Yr End Projected Actuals	Budget 2023/24	Budget Difference
Leigh Community Centre						Leigh Community Centre						
Room Hire	£ 6,642.18	£ 89,201.08	£ 100,000.00	£ 100,000.00	£ 130,000.00	Insurance	£ 2,726.70	£ 2,808.50	£ 3,000.00	£ 3,064.07	£ 3,250.00	↑ 250.00
Other Income	£ -		£ -	£ -	£ -	Business Rates	£ -	£ 2,101.46	£ 8,500.00	£ 5,000.00	£ 8,500.00	→ 0.00
	£ 6,642.18	£ 89,201.08	£ 100,000.00	£ 100,000.00	£ 130,000.00	Gas	£ 3,453.40	£ 4,241.95	£ 3,500.00	£ 13,250.00	£ 13,250.00	↑ 9750.00
Community Facilities						Electricity	£ 3,746.44	£ 5,888.12	£ 6,000.00	£ 8,500.00	£ 8,500.00	↑ 2500.00
Skate Park User Fee	£ -	£ 1,655.50	£ 2,000.00	£ 750.00	£ 750.00	Water	£ 2,517.76	£ 550.38	£ 2,000.00	£ 3,000.00	£ 3,500.00	↑ 1500.00
SW Memorial Plaques/User fee	£ -	£ 462.50	£ -	£ 1,000.00	£ 500.00	Catering	£ -	£ -	£ 150.00	£ -	£ 150.00	→ 0.00
Loaned Equipment	£ -	£ -	£ -	£ 83.00	£ -	Communications	£ 2,210.75	£ 2,071.97	£ 2,000.00	£ 2,250.00	£ 2,500.00	↑ 500.00
Old Mess Room			£ 1,900.00	£ -	£ 1,900.00	Cleaning & Waste / H&S	£ 3,498.71	£ 6,179.46	£ 5,500.00	£ 5,500.00	£ 6,000.00	↑ 500.00
	£ -	£ 2,118.00	£ 1,900.00	£ 1,833.00	£ 3,150.00	Advertising	£ -	£ 650.00	£ 1,000.00	£ 1,000.00	£ 1,250.00	↑ 250.00
Environment Fac & Services						Security & Alarms	£ 2,476.61	£ 1,338.62	£ 2,000.00	£ 2,000.00	£ 2,250.00	↑ 250.00
Christmas Lighting Sponsorship	£ -	£ -	£ -	£ -	£ -	Miscellaneous	£ 179.19	£ 361.94	£ 500.00	£ 500.00	£ 500.00	→ 0.00
Hanging Basket Sponsorship	£ -	£ -	£ -	£ -	£ -	Licences	-£ 540.91	£ 4,370.58	£ 1,500.00	£ 1,500.00	£ 1,750.00	↑ 250.00
	£ -	£ -	£ -	£ -	£ -	IT & Website	£ 830.40	£ 843.96	£ 1,250.00	£ 1,250.00	£ 1,000.00	↓ -250.00
						Contingencies	£ -	£ -	£ 2,000.00	£ -	£ 2,000.00	→ 0.00
						Postage		£ 99.00	£ 100.00	£ -	£ 100.00	→ 0.00
EXPENDITURE						Professional Fees	£ -	£ 999.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	→ 0.00
Community Facilities						Card Processing charges	£ 641.18	£ 469.43	£ 500.00	£ 500.00	£ 500.00	→ 0.00
Strand Wharf						Operational Maintenance	£ 21,336.02	£ 7,775.04	£ 12,000.00	£ 7,750.00	£ 10,000.00	↓ -2000.00
Maintenance	£ 72.00	£ 1,807.25	£ 300.00	£ 300.00	£ 1,000.00	Furniture, Fixtures & Fittings	£ -	£ 1,681.09	£ 500.00	£ 500.00	£ 500.00	→ 0.00
Electricity	£ 193.23	£ 166.44	£ 275.00	£ 275.00	£ 750.00							
Planters	£ 72.35	£ 62.35	£ 500.00	£ 1,000.00	£ 250.00							
	£ 337.58	£ 2,036.04	£ 1,075.00	£ 1,575.00	£ 2,000.00	Community Centre Staffing	£ 76,179.62	£ 126,361.36	£ 148,000.00	£ 159,750.00	£ 146,750.00	↓ -1250.00
Defibrillators	£ 257.00	£ -	£ 250.00	£ 250.00	£ 250.00							
Events Equipment	£ -	£ 573.66	£ 250.00	£ -	£ 250.00	Old Mess Room						
Paddling Pool	£ -	£ -	£ 10,000.00	£ 4,776.00	£ 15,000.00	Maintenance			£ 250.00	£ 250.00	£ 250.00	
Red Phone Box	£ 300.00	£ 300.00	£ 300.00		£ 300.00	Rent & Rates			£ 600.00	£ 600.00	£ 600.00	
	£ 557.00	£ 873.66	£ 10,550.00	£ 4,776.00	£ 15,800.00	Utilities			£ 1,000.00	£ 1,000.00	£ 1,000.00	
Skate Park						Insurance & Security			£ 450.00	£ 450.00	£ 450.00	
Rent	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	Totals added to Community Facility			£ 2,300.00	£ 2,300.00	£ 2,300.00	
Cleaning	£ 1,036.87	£ 1,180.93	£ 1,250.00	£ 750.00	£ 1,000.00							
Electricity	£ 239.34	£ 193.80	£ 300.00	£ 600.00	£ 900.00	Repair Programme	£ 48,708.90	£ 20,765.74	£ 40,000.00	£ 15,000.00	£ 30,000.00	
Miscellaneous	£ 191.10	£ 565.11	£ 250.00	£ 250.00	£ 250.00	Remodel	£ 168,075.50	£ 5,319.75	£ -	£ -	£ -	
Grass Cutting	£ -	£ -	£ 250.00	£ 250.00	£ 250.00							
Maintenance	£ 5,000.00	£ 244.09	£ 2,000.00	£ 1,500.00	£ 1,000.00	EMR as at 31/03/21						
Staffing Costs	£ 5,071.06	£ 4,661.08	£ 5,000.00	£ 4,500.00	£ 6,500.00	Strand Wharf Memorial Planters	£ 3,541.67	Skate Park	£ 10,497.75			
	£ 11,588.37	£ 6,895.01	£ 9,100.00	£ 7,900.00	£ 9,950.00	Community Centre - general	£ 35,119.88	CFC Other	£ 1,831.03			
Totals	£ 12,482.95	£ 9,804.71	£ 23,025.00	£ 16,551.00	£ 30,050.00	Paddling Pool	£ 2,659.70	Old Mess Room	£ 4,030.00			

Community & Culture Committee 11th October 2022 - Appendix 4

Leigh Town Council 2023/24 Budget Document
Committee - Community & Culture continued

INCOME	Actuals 2020/21	Actuals 2021/22	Budget 2022/23	Yr End Projected Actuals	Budget 2023/24		EXPENDITURE	Actuals 2020/21	Actuals 2021/22	Budget 2022/23	Yr End Projected Actuals	Budget 2023/24	Budget Difference
Allotments							Health & Wellbeing						
Manchester Drive Rent	£ 8,540.00	£ 8,261.00	£ 9,000.00	£ 8,600.00	£ 8,600.00		Festive Light Trail						
Leigh Site Rent	£ 3,556.80	£ 3,657.00	£ 3,500.00	£ 3,500.00	£ 3,900.00		Security	£ 1,020.00	£ 1,532.97				
Marshall Close Rent	£ 468.00	£ 481.00	£ 525.00	£ 500.00	£ 520.00		Entertainment/Outside Assistance	£ 10,895.03	£ 12,482.51				
Non Resident Allotment levy	£ 2,479.98	£ 2,240.00	£ 2,300.00	£ 2,300.00	£ 2,300.00		Road Closures & Licences	£ 70.00	£ 118.40				
Manchester Drive Water	£ 2,797.02	£ 1,821.00	£ 2,000.00	£ 3,381.00	£ 3,500.00		First Aid, Cleansing & promotion	£ 68.45	£ 279.50				
Leigh Water	£ 1,407.50	£ 1,223.00	£ 1,500.00	£ 1,146.00	£ 1,000.00		Sub-total	£ 12,053.48	£ 14,413.38	£ -	£ -	£ -	
Marshall Close Water	£ 685.00	£ 510.00	£ 500.00	£ 270.00	£ 250.00		Community Transport						
	£ 19,934.30	£ 18,193.00	£ 19,325.00	£ 19,697.00	£ 20,070.00		Ticket Purchases	£ -	£ 233.62	£ 1,000.00	£ 1,000.00	£ 1,000.00	0.00
Health & Wellbeing							Social Club	£ -	£ 1,369.42	£ 700.00	£ 1,500.00	£ 1,500.00	800.00
Festive Light Trail							Travel Costs	£ -	£ -	£ 500.00	£ 500.00	£ 500.00	0.00
Sponsorship & adverts	£ -	£ 1,700.01		£ -	£ -		Driver Costs	£ -	£ -	£ 250.00	£ -	£ 250.00	0.00
	£ -	£ 1,700.01	£ -	£ -	£ -		Refreshments	£ -	£ -	£ 500.00	£ 500.00	£ 250.00	-250.00
Community Transport							Miscellaneous	£ -	£ -	£ 250.00	£ 250.00	£ 250.00	0.00
Social Club	£ -	£ 1,381.80	£ 1,250.00	£ 1,500.00	£ 1,500.00		Staff Costs	£ 6,127.22	£ 7,254.33	£ 4,500.00	£ 6,500.00	£ 4,750.00	250.00
Trip Sales	£ -	£ 238.84	£ 1,000.00	£ 750.00	£ 1,000.00		Sub-total	£ 6,127.22	£ 8,857.37	£ 7,700.00	£ 7,750.00	£ 8,500.00	800.00
	£ -	£ 1,620.64	£ 2,250.00	£ 2,250.00	£ 2,500.00		Farmers Market						
Farmers' Market Fees							Hall Hire	£ -	£ 1,133.00	£ 1,800.00	£ 500.00	£ 1,800.00	0.00
Pitch income	-£ 200.00	£ 2,684.00	£ 1,500.00	£ 250.00	£ 1,500.00		Leaflets/Publicity	£ -	£ 157.04	£ 150.00	£ 150.00	£ 150.00	0.00
	-£ 200.00	£ 2,684.00	£ 1,500.00	£ 250.00	£ 1,500.00		Banners	£ -	£ 138.96	£ 100.00	£ 100.00	£ 100.00	0.00
General Events							Miscellaneous	£ -	£ 71.66	£ 100.00	£ 100.00	£ 100.00	0.00
Events at LCC	£ 52.20	£ 1,184.91	£ 1,000.00	£ 500.00	£ 1,000.00		Staff Costs	£ 7,634.60	£ 7,312.55	£ 7,250.00	£ 8,750.00	£ 6,250.00	-1000.00
Town Events		£ 16.67		£ -	£ -		Sub-total	£ 7,634.60	£ 8,813.21	£ 9,400.00	£ 9,600.00	£ 8,400.00	-1000.00
	£ 52.20	£ 1,201.58	£ 1,000.00	£ 500.00	£ 1,000.00		General Events						
H&W TOTAL	-£ 147.80	£ 7,206.23	£ 4,750.00	£ 3,000.00	£ 5,000.00		Events at LCC	£ 465.38	£ 1,611.50	£ 2,000.00	£ 1,500.00	£ 2,000.00	0.00
							Town Events	£ -	£ 1,260.40	£ 2,500.00	£ 5,000.00	£ 2,500.00	0.00
							Sub-total	£ 465.38	£ 2,871.90	£ 4,500.00	£ 6,500.00	£ 4,500.00	0.00
							H&W TOTAL	£ 26,280.68	£ 34,955.86	£ 21,600.00	£ 23,850.00	£ 21,400.00	-200.00

EXPENDITURE	Actuals 2020/21	Actuals 2021/22	Budget 2022/23	Yr End Projected Actuals	Budget 2023/24		EXPENDITURE	Actuals 2020/21	Actuals 2021/22	Budget 2022/23	Yr End Projected Actuals	Budget 2023/24	Budget Difference
Allotments							Environment Facilities & Services						
Maintenance Costs	£ 2,944.37	£ 1,121.30	£ 2,000.00	£ 2,000.00	£ 1,000.00		Hanging Baskets	£ -	£ 3,188.00	£ 5,000.00	£ 5,207.50	£ 6,300.00	1300.00
Waste Clearance/Tree Work	£ 3,233.33	£ 1,840.00	£ 2,000.00	£ 1,000.00	£ 3,000.00		Good for Leigh	£ -	£ -	£ 500.00		£ 500.00	0.00
ASA Leigh Site	£ 1,600.00	£ 1,200.00	£ 1,600.00	£ 1,600.00	£ 1,600.00		Christmas Lighting						
ASA Manchester Drive	£ 3,000.00	£ 3,000.00	£ 3,000.00	£ 3,000.00	£ 3,000.00		Column Testing 1/3	£ -	£ 2,000.00	£ 2,000.00	£ 3,000.00	£ 2,000.00	0.00
ASA Marshall Close	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00		Installation Removal & Storage	£ 9,150.00	£ 9,150.00	£ 29,250.00	£ 29,250.00	£ 29,250.00	0.00
Capital Expenditure	£ 825.00	£ -	£ 2,000.00	£ 2,000.00	£ 1,000.00		Electricity	£ -	£ -	£ 450.00	£ 450.00	£ 450.00	0.00
Affiliations	£ 55.00	£ 55.00	£ 100.00	£ 100.00	£ 100.00		Christmas Tree	£ -	£ -	£ 3,200.00	£ 3,200.00	£ 3,500.00	300.00
Water Rates	£ 3,500.00	£ 4,486.41	£ 4,000.00	£ 4,250.00	£ 4,750.00		Repairs & Renewals		£ 5,857.00	£ -	£ -	£ -	0.00
Admin System Licence	£ 347.50	£ 453.50	£ 500.00	£ 500.00	£ 600.00			£ 9,150.00	£ 20,195.00	£ 40,400.00	£ 41,107.50	£ 42,000.00	1600.00
Staff Costs	£ 10,750.80	£ 9,907.49	£ 13,500.00	£ 14,500.00	£ 15,750.00		Community Partnership Programmes						
	£ 26,756.00	£ 22,563.70	£ 29,200.00	£ 29,450.00	£ 31,300.00		Special Constables	£ -	£ -	£ 1,000.00	£ -	£ -	-1000.00
EMR as at 31-03-22							Youth Group		£ 5,001.35	£ 5,250.00	£ 2,500.00	£ 5,500.00	250.00
Community Specials	£ 7,500.00							£ -	£ 5,001.35	£ 6,250.00	£ 2,500.00	£ 5,500.00	-750.00
Allotments General	£ 6,620.19						Community Services Funding						
Allotments Infrastructure	£ 4,660.28						First Aid Post	£ -	£ -	£ 1,000.00	£ -	£ 1,000.00	0.00
ASA Leigh Site	£ 400.00						School Crossing Patrol	£ 4,500.00	£ -	£ 4,700.00	£ 4,700.00	£ 4,700.00	0.00
H&W General Services	£ 2,788.00							£ 4,500.00	£ -	£ 5,700.00	£ 4,700.00	£ 5,700.00	0.00
H&W General Events	£ 13,825.90						C&C Staffing Costs	£ 8,593.72	£ 10,215.11	£ 15,250.00	£ 24,500.00	£ 25,500.00	10250.00
Xmas Lights Structure	£ 9,002.00												
Community Transport	£ 800.00												

LEIGH COMMUNITY CENTRE ACCOUNTS FOR 2021/22			
1st August 2021 - 31st July 2022			
	August - March	April - July	
	F/Year 2021/22	F/Year 2022/23	Total
Income			
Hiring	£64,761.70	£35,244.51	£100,006.21
Total Income	£64,761.70	£35,244.51	£100,006.21
Expenditure			
Insurance	£0.00	£3,064.07	£3,064.07
Business Rates	£2,101.46	£1,644.75	£3,746.21
Water Rates	£2.61	£1,426.93	£1,429.54
Gas	£3,067.23	£978.00	£4,045.23
Electricity	£4,536.53	£2,584.96	£7,121.49
Telecoms	£1,354.00	£855.94	£2,209.94
Catering equipment	£0.00	£0.00	£0.00
Sundries	£166.46	£54.77	£221.23
Cleaning	£3,703.64	£1,514.80	£5,218.44
Health and Safety	£22.46	£270.60	£293.06
Operational maintenance	£5,174.35	£2,466.35	£7,640.70
Advertising/website	£735.00	£140.00	£875.00
Security	£537.32	£708.83	£1,246.15
Card Processing Charges	£336.53	£127.87	£464.40
IT Infrastructure & Licences	£575.00	£11.75	£586.75
Licences	£3,141.77	£0.00	£3,141.77
Friends Funds Purchases	£494.61	£49.27	£543.88
Professional Fees	£0.00	£825.00	£825.00
Furniture / Fixtures & Fittings	£1,399.16	£46.58	£1,445.74
CC Repair Programme	£17,437.14	£9,392.00	£26,829.14
CC Remodel Programme (SBC approv	£5,319.75	£0.00	£5,319.75
Postage	£99.00	£0.00	£99.00
Salaries	£94,476.99	£ 46,049.41	£140,526.40
Total Expenditure	£144,681.01	£72,211.88	£216,892.89
Profit / Loss	-£79,919.31	-£36,967.37	-£116,886.68
Profit/Loss Carried Forward		b/f -£949,380.17	c/f -£1,066,266.85
		p/l excl refurb	-£84,737.79

LEIGH COMMUNITY CENTRE ACCOUNTS					
Past 5 years					
			COVID year	COVID year	
Income	2017/18	2018/19	2019/20	2020/21	2021/22
Hiring	£ 126,458.89	£127,914.21	£84,890.30	£21,986.55	£100,006.21
Other Income	£ 10,354.21	£4,569.05		£2,265.00	
Fundraising	£ 279.62	£1,134.82	£432.32	£0.00	
Grants		£0.00	£25,000.00	£15,285.00	
LTC Use Grant	£ 27,000.00	£25,000.00	£18,000.00	£0.00	
Total Income	£ 164,092.72	£158,618.08	£128,322.62	£39,536.55	£100,006.21
	14.62%	-3.34%	-19.10%	-69.19%	152.95%
Expenditure					
Insurance	£ 2,570.17	£2,647.28	£2,726.70	£2,808.50	£3,064.07
Business Rates	£ 7,782.00	£7,993.50	£4,860.00	£0.00	£3,746.21
Water Rates	£ 1,749.04	£1,871.22	£1,866.02	£2,276.40	£1,429.54
Gas	£ 4,106.98	£2,883.43	£2,648.98	£3,932.73	£4,045.23
Electricity	£ 6,711.05	£6,688.65	£6,148.60	£3,820.44	£7,121.49
Telecoms	£ 1,576.85	£1,986.80	£2,559.11	£1,983.27	£2,209.94
Catering	£ 1,274.04	£530.86	£98.30	£0.00	£0.00
Cleaning	£ 6,012.69	£4,933.94	£5,227.38	£3,464.23	£5,218.44
Health and Safety	£ 680.71	£399.51	£626.22	£705.70	£293.06
Sundries	£ 715.41	£229.73	£213.51	£114.68	£221.23
External Building Maintenance	£ 600.00	£497.72	£0.00		
Internal Building Maintenance	£ 3,115.51	£1,904.31	£11,580.24	£22,027.50	£7,640.70
Advertising/website	£ 191.18	£135.98	£525.00	£180.00	£875.00
Security	£ 1,019.89	£996.54	£1,141.13	£2,530.27	£1,246.15
Card Processing Charges	£ 820.12	£617.84	£727.43	£564.66	£464.40
IT Infrastructure & Licences	£ 180.00	£1,058.86	£480.70	£714.33	£586.75
Licences	£ 1,464.52	£2,332.59	£1,815.72	£532.81	£3,141.77
Staff Training	£ 215.00	£450.00	£195.00	£0.00	£0.00
Friends Funds Purchases	£ 151.45	£355.89	£2,095.38	£0.00	£543.88
Furniture / Fixtures & Fittings	£ 341.03	£32,131.66	£0.00	£281.93	£1,445.74
Infrastructure Costs	£ 1,695.00	£138,789.64	£189,483.04	£140,587.55	£32,148.89
Events at LCC	£ 5,479.23	£3,379.35	£0.00	£0.00	£0.00
Professional Fees	£ 5,285.52	£247.67	£275.00	£999.00	£825.00
Postage		£400.00	£0.00	£0.00	£99.00
Salaries	£ 143,615.35	£129,080.54	£104,422.28	£107,912.91	£140,526.40
Total Expenditure	£ 197,352.74	£342,543.51	£339,715.74	£295,436.91	£216,892.89
	6.46%	73.57%	-0.83%	-13.03%	-26.59%
Surplus / Deficit	-£ 33,260.02	-£ 183,925.43	-£ 211,393.12	-£ 255,900.36	-£ 116,886.68
Dilapidations/refurb costs	exc capital exp	-£13,004.13	-£21,910.08	-£115,312.81	-£84,737.79
New lift					